

FIFE COUNCIL

Madras College Local
Development Group
06 May 2009
Agenda Item No 5

BUSINESS CASE BENEFIT CRITERIA

1.0 Purpose

- 1.1 The purpose of this report is to advise the Group of the benefit criteria which will be included in the cost benefit analysis tool used to evaluate the various options for possible investment in Madras College. The benefit criteria were approved by the Education and Children's Services Committee at its meeting held on 3 April 2009

2.0 Benefit Criteria

- 2.1 In order to measure whether or not a programme or project is successful, it is of key importance that there is proper definition of the benefits to be realised from the proposed investment. The benefit criteria for the investment in secondary schools and their relative weightings are detailed in Appendix 1.
- 2.2 The benefit criteria have been based on guidance issued by Scottish Government to Local Authorities on how to assess the suitability of a school building and its grounds in providing an environment which supports quality learning and teaching and other services to the community in terms of practicality, accessibility and convenience but amended to take into account factors which head teachers, teachers, pupils, community users and others have advised are important. For example in the suitability guidance, circulation space and toilets have been included in the assessment of internal facilities which also includes reception, administration, office, meeting space, resources/staff bases and library. The importance placed on having "fit for purpose" circulation space and toilets by those persons consulted through surveys, post occupation evaluations, the pupil design festival and workshops is such that it is considered that circulation space and toilets should be evaluated separately from other internal facilities.

3.0 How the Benefit Spreadsheet Works

- 3.1 The school has been divided into seven areas (detailed in Appendix1) which are rated per the following table:-

Score	Criteria
D - 1	Bad – does not support service delivery
C - 2	Poor – major problems – not operating optimally
B - 3	Satisfactory – performs well – minor

	problems
A - 4	Good – performs well – operates efficiently and effectively

3.2 To establish the rating each area is assessed against five key factors:-

- Functionality
- Accessibility
- Environmental conditions
- Safety and security
- Furniture, Fittings and Equipment

3.3 It is proposed that each area is weighted (e.g. general learning and teaching spaces – weighting 23%; circulation space and toilets – weighting 10%)

3.4 It is also proposed that each factor is weighted (e.g. circulation space and toilets - functionality x 3, safety and security x 2)

3.5 In order to determine the factor score, the evaluator is asked to consider various attributes of the area being evaluated. For example under Learning and Teaching Spaces (general), ventilation is considered under Environmental Conditions. The standard of ventilation required for such spaces will be specified in the strategic design brief currently under preparation.

3.6 The scores are fed into a spread sheet and it calculates a score for each area and an overall score for the school (Appendix 2). That overall score subsequently becomes the score inserted into the benefit section of cost benefit analysis spread sheet.

4.0 Recommendation

4.1 The Group is asked to note the content of this report

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