

Capital Programme Review 2024-25 Project Appraisal Form

**COMMITTEE &
PROPOSAL
NUMBER**

Strategy & Resources 2

PROJECT TITLE

Works to Longmead depot to Prevent accidental contamination of water sewerage system

ACCOUNTABLE OFFICER

Officer responsible for project planning and delivery of the scheme. Accountable officers are also responsible for post project review.

Ian Dyer

DETAILS OF PROJECT

Project scope, what is included/excluded in the scheme.

Background

Thames Water have inspected Longmead Depot because of some evidence of contamination of the water courses in the area local to the depot. Thames Water are satisfied that the contamination was not caused by the Depot and its operation, but they did highlight several risks that need to be eliminated at the depot. Epsom and Ewell are obliged to undertake remedial works to eliminate these risks and ensure that no accidental contamination occurs because of the operations that are undertaken in the depot.

Important Note

If we do not carry out these works Thames Water have the power to issue notices and fines for lack of action to prevent contamination to local water supplies.

Scope of works

1. All salt used for gritting pathways and car parks during the winter period needs to be put under cover to prevent contamination of the sewerage system during bad weather. This will require a self-contained building (shed or barn type) to be built in a new location at the depot.
2. All chemicals stored for use in the operation of the depot including all storage of AdBlue exhaust additive and waste engine coolant as well as chemicals used for horticultural purposes are to be provided with bunding arrangements to ensure any spillage does not contaminate the sewerage system in the event of an accident.
3. Provision will need to be made to block a small overspill of water used for cleaning refuse and other vehicles, in order that it cannot contaminate the general rainwater sewerage system.

Financial Strategy Advisory Group groups comments 29th September 2023

That the proposal could progress to the next stage of the capital programme. Members requested that the final proposal consider whether external funding could be secured, for example, or whether funds could be available from a nutrient mitigation scheme.

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	<p>After investigating it appears that the nutrient mitigation scheme is devised to protect our waterways from pollution and enable home building when applying for planning permission and does not cover council Depot yards and coverage and protection of road salt supplies.</p> <p>Tendering Please note that all projects over £25k must be tendered on the procurement portal in accordance with standing orders procedure and at this stage these are budget figures. By the time we get on site this process will have been running for over a year and cost of the project can increase with inflation or decrease depending on the tendered prices received.</p>
Project outcomes and benefits	<p>Criteria - Where it is mandatory for the Council to provide the scheme (e.g., Disabled Facilities Grants and Health and Safety). - Minimum required to continue to deliver the services of Council (e.g., Minimum level of building maintenance and IT).</p> <p>Benefits Undertaking this project is required to comply with environmental legislation and will ensure that Epsom and Ewell do not accidentally contaminate the sewerage water system. There is not an option to do nothing as it is illegal to discharge trade effluent into a surface water sewer. Thames Water are aware of how the depot operates and have said that they will be monitoring the situation. We need to be able to inform them soon that we plan to undertake these works</p>

FINANCIAL SUMMARY

		Cost of Project £	Comments and detail where necessary. Provide appendices where relevant. Examples of business cases spreadsheets can be found in the Finance Handbook
a	Estimated cost of purchase, works and/or equipment	50	
b	Consultancy or other fees	0	
c	Total Scheme Capital Costs (a+b)	50	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	

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e	Net Costs to Council (c-d)	50	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	
g	Capital Reserves Needed to Finance Proposal (e-f)	50	
h	Annual Ongoing Revenue Additional Savings as a Direct Result of the Project	0	
i	Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	0	

Year	2024/25 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	2024

REVENUE IMPACT

Can Revenue Implications be funded from the Committee Base Budget? – Please give details	No impact
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ENVIRONMENTAL IMPACT

Does the scheme meet any of the Council's Climate Change Action Plan targets, and if so, which ones?	Longmead depot is an essential element of the Borough's plan to help businesses and residents to recycle their waste. It is essential for the borough to be seen to be taking care of all environmental issues associated with its operations
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FOUR YEAR PLAN 2020/24

Is this investment linked to EEBC's Key Themes? If so, say which ones and evidence how. How does project fit within service objectives?	Enhance the Borough's natural assets, preserving and increasing biodiversity.
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TIMESCALES

What is the proposed timetable for completion of the project? Give estimated start and finish dates for each stage of the project. These dates will be used as milestones during quarterly budget monitoring to assess performance of project delivery.

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		Target Start Date	Target Finish Date
1	Design & Planning	January 2024	
2	Further Approvals Needed	N/A	
3	Tendering (if necessary)	February 2024	
4	Project start date	April 2024	
5	Project Finish Date	April 2024	

BASELINE CRITERIA

All capital schemes are assessed against criteria set by the Financial Strategy Advisory Group annually. Proposals should meet at least one of these criteria. State which capital criteria(s) for assessing proposals are met and why. Leave blank any which are not met.

Spend to Save schemes should meet the following criteria:

- Payback of the amount capital invested within the project within 5 years (10 years for renewable energy projects).
- The return required on capital employed should be linked to the potential cost of borrowing (MRP) rather than potential loss of investment income.
- Risk of not achieving return on investment is low.
- Clear definition of financial cost/benefits of the scheme.

Members may consider schemes with longer paybacks on major spend to save projects going forward, especially those that incur borrowing.

Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority? Please give details of funding streams, including any restrictions on the funding.	No
Is the Scheme a Spend to Save Project? Will investment improve service efficiency including cost savings or income generation? What is the payback in years?	No
Is it mandatory for the Council to provide the scheme? Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.	Yes

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<p>Is this project the minimum scheme required to continue to deliver the services of the Council? - Is investment required for the business continuity of the Council? If so, say how.</p>	<p>Yes providing we continue to grit car parks, paving and perimeter of buildings in freezing conditions.</p>
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ASSET MANAGEMENT PLAN

<p>Is investment identified in the Council's Asset Management Plan?</p>	<p>No</p>
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PRIORITISATION

State which **one** of the four prioritisation categories are met and why.

1	<p>Investment essential to meet statutory obligation.</p>	<p>Yes, we have been told by Thames water to put a cover over the road salt storage to prevent the rain from washing the salts down the drainage system into the river.</p>
2	<p>Investment Important to achieve Key Priorities.</p>	
3	<p>Investment important to secure service continuity and improvement.</p>	
4	<p>Investment will assist but is not required to meet one of the baseline criteria.</p>	

RISKS ASSOCIATED WITH SCHEME

1	<p>Outline the risks of delivering this project to timetable and budget. (Please do not include risks to the service or asset if project is not approved.)</p>	<p>Limited risk, area needs to be cleared and empty in advance to carrying out the work.</p>
2	<p>Are there any risks relating to the availability of resources internally to deliver this project</p>	<p>No</p>
3	<p>Consequences of not undertaking this project</p>	<p>If we do not carry out these works Thames Water have the power to issues notices and fines for lack of action to prevent contamination to local water supplies.</p>
4	<p>Alternative Solutions (Other solutions considered – cost and implications)</p>	<p>Do not store any road salt for use in freezing temperatures.</p>

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Is consultation required for this project? Please give details of the who with and when by.	No
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Ward(s) affected by the scheme	Court ward
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Accountable Officer Responsible for Delivery of the Scheme

Name and Signature:

Whole life revenue costs of capital project

Where savings or budget virements are being used to part fund a project, the relevant budget manager must sign the appraisal form.

Accountable Officers for the revenue implications of the project

Project Manager Name and Signature Date

Revenue Budget Holder Name and Signature Date

Service Accountant Name and Signature Date

Director Name and Signature Date