

NONSUCH PARK JOINT MANAGEMENT COMMITTEE

Monday 24 February 2020 at 10.00 am

Nonsuch Park Mansion House, Nonsuch Park

The members listed below are summoned to attend the Nonsuch Park Joint Management Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Committee Members

Councillor Colin Keane, Epsom & Ewell Borough Council (Chair)

Councillor Jenny Batt, London Borough of Sutton

Councillor Kate Chinn, Epsom & Ewell Borough Council

Councillor Peter Geiringer, London Borough of Sutton

Councillor David Reeve, Epsom & Ewell Borough Council

Councillor Jill Whitehead, London Borough of Sutton

Yours sincerely



Clerk to the Committee

For further information, please contact Democratic Services, 01372 732121 or Democraticservices@epsom-ewell.gov.uk

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AGENDA

1. ADJOURNMENT FOR PUBLIC SPEAKING (IF REQUIRED)

Prior to commencement of the meeting a period of 15 minutes will be put aside to allow members of the public who have pre-registered to do so, the opportunity to ask questions.

For further details, contact Democratic Services on 01372 732121 or email democraticservices@epsom-ewell.gov.uk.

2. DECLARATIONS OF INTEREST

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

3. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 8)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Nonsuch Park Joint Management Committee held on 21 October 2019 (attached) and authorise the Chair to sign them.

4. PINETUM FENCING PROPOSAL (Pages 9 - 14)

The Committee is asked to consider a revised proposal from the Nonsuch Voiles to replace the security fencing at the rear of the Pinetum.

5. EVENTS IN THE PARK (Pages 15 - 18)

The Committee is asked to note upcoming events in the park and the new charging structure for outdoor fitness groups.

6. PLANNED MAINTENANCE REPORT 2020-21 (Pages 19 - 30)

The report provides an update on the 2019-20 priority planned maintenance programme including the additional Health & Safety works undertaken during the year. It also seeks approval for the forthcoming 2020-21 priority planned maintenance works.

7. NJMC FINANCE REPORT & BUDGET 2020/21 (Pages 31 - 36)

This report provides an updated forecast for 2019/20 and seeks the Joint Management Committee's approval of both the 2020/21 budget and the recommended precept to be levied on the constituent authorities.

8. COMMISSIONING FOR A STRATEGIC PLAN (Pages 37 - 40)

To consider options to commission a draft strategic plan for Nonsuch Park.

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**Minutes of the Meeting of the NONSUCH PARK JOINT MANAGEMENT
COMMITTEE held on 21 October 2019**

PRESENT -

Councillor Colin Keane (Epsom & Ewell Borough Council) (Chair); ; Councillors Jenny Batt (London Borough of Sutton), Peter Geiringer (London Borough of Sutton), David Reeve (Epsom & Ewell Borough Council) and Jill Whitehead (London Borough of Sutton)

In Attendance: Jon Whitehead (Nonsuch Voles)

Absent: Councillor Kate Chinn (Epsom & Ewell Borough Council)

Officers present: Amardip Healy (Chief Legal Officer), Mark Dalzell (Parks Manager, London Borough of Sutton), Mark Shephard (Head of Property and Regeneration), Brendan Bradley (Chief Accountant), Samantha Whitehead (Streetcare Manager), Ian Wolstencroft (Contract Officer London Borough of Sutton) and Sandra Dessent (Committee Administrator)

6 SOUTH AND SOUTH EAST IN BLOOM AWARDS

On behalf of the Joint Management Committee the Chair thanked the staff and volunteers for their hard work in preparing the park for the 2019 South & South East In Bloom Award.

The Park earned a well-deserved Silver Gilt award and achieved its highest ever score.

Members recognised that in order to aspire to the prized Gold standard improvements in the park would need to be carried out. To that end it was agreed to arrange a tour which followed the South & South East in Bloom judging route in order to identify and discuss areas of improvement.

7 ADJOURNMENT FOR PUBLIC SPEAKING (IF REQUIRED)

No members of the public had submitted questions.

8 DECLARATIONS OF INTEREST

In the interests of openness and transparency the following declaration was made:

Declarations of Interest

Councillor Colin Keane, Other Interest: Declared he was a member of the friends of Nonsuch, and had also had communications with Nonsuch Voles through the Nonsuch Residents Association..

9 MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting of the Nonsuch Park Joint Management Committee held on 24 June 2019 were agreed as a true record and signed by the Chair.

10 NJMC BUDGET MONITORING REPORT

The Committee received a report outlining the mid-year financial position for 2019/20 and the forecast outturn.

It was reported that a small underspend of £305 was expected against the agreed net expenditure budget of £202,800.

It was noted that the maintenance contract referred to in paragraph 2.1.1 related in the main to the cleaning and upkeep of communal areas and had been in operation since April 2019. A review of the contract was planned for January 2020 at which point the forecast may be adjusted accordingly.

Partial road flooding at the Cheam Road entrance had been observed and it was confirmed that a budget of £16,530 had been agreed for road maintenance of which £14,430 remained and it was therefore anticipated that the budget would not be overspent. However it was noted that regular practice was to hold back some of the funding until January so that in the event of severe weather and resulting road damage there would be sufficient funds to carry out repairs.

Accordingly the Committee noted the mid-year financial position

11 EVENTS IN PARK

The Committee received a report outlining the new process for event applications, the outcome of the successful test pitting event and the forthcoming events for 2019/20.

Members offered the following suggestions/comments:

- It was noted that the new schedule of event charges included different scales for community and commercial events, and it was agreed to circulate the new schedule to Members.
- Parking concerns were raised in relation to public events (community and commercial) and it was agreed that on the back of the recent investigation into the Beddington Park trial parking scheme that a report would be brought to the January 2020 committee
- The need for good public transport links to the park was emphasized alongside the reduction of car usage.

- A request was received from the Rotary Club of Cheam & Sutton requesting that the proposed date for the Town and Country Fair in Nonsuch Park be changed as it clashed with their May Fair in Cheam Park. Members were advised that the Town & Country Fair was a commercial event generating much needed income and the organisers would have commenced their planning of the event. It was agreed to contact Town & Country Fair with the aim of negotiating a mutually acceptable outcome.
- It was agreed to distribute the new fitness timetable to Members
- In light of the success of the test pitting day, there was enthusiastic intent to repeat the event and involve more people through advertising particularly in the London Borough of Sutton. The opportunity to display any artefacts discovered in the dig (along with those found in the 1959 dig) in the Bourne Hall Museum or a suitable venue in Sutton to be investigated.

The Committee acknowledged that in order to implement a successful and wide reaching events programme in Nonsuch Park dedicated and committed resources were required along with sufficient funding. The opportunities and necessary resources should form part of a Business Plan that would include marketing proposals and a holistic approach to community involvement. It was agreed that a report would be brought to the January committee outlining proposals on how a Business Plan could be achieved. As part of the exercise it was agreed to investigate the new funding opportunities available through a National Trust/Heritage Lottery Funding scheme.

Having considered the Events report the Committee noted the new process for event applications, the success of the test pitting event and the forthcoming event for 2019/20.

12 PLANNED MAINTENANCE UPDATE 2019-20

This item was withdrawn from the agenda.

13 EXCLUSION OF PRESS AND PUBLIC

The Committee resolved to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 1, 2, and 3 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

14 REVIEW OF PROPERTIES AND LEASES

The Committee agreed a way forward as set out in the Minutes.

15 NURSERY LODGE RENT REVIEW

The Committee agreed a way forward as set out in the Minutes.

The meeting began at 10.00 am and ended at 11.15 am

COUNCILLOR COLIN KEANE (CHAIR)

PINETUM FENCING PROPOSAL

Head of Service / Contact:	Ian Dyer, Head of Operational Services
Annexes/Appendices (attached):	Annex One: Photograph of proposed fence
Other available papers (not attached):	Report to Joint Management Committee – 29 May 2018 – Fencing in the Formal Gardens

Report summary

To put forward a revised proposal from the Nonsuch Voles to replace the security fencing at the rear of the Pinetum.

Recommendation (s)

That the Committee approves the proposal to replace the security fencing at the rear of the Pinetum as set out in the report.

1 Background

- 1.1 In May 2018 a report was presented to the Joint Management Committee requesting approval for the Streetcare Manager to work with the Nonsuch Voles to bid to Suez Landfill Trust for funds to replace the badly damaged and unsuitable fencing at the rear of the Pinetum.
- 1.2 The Joint Management Committee kindly offered to provide the match funding of 11.5% (approximately £2,200) out of the working balance.
- 1.3 The committee approved this request and a bid to fund the fencing was submitted to the Suez Landfill Trust.
- 1.4 Due to fierce competition from other projects, which possibly offered more historical interest to the Suez judging panel, the fencing application was unsuccessful.

2 Proposals

- 2.1 The Nonsuch Voles were understandably disappointed, but were not deterred and set about redefining the quote to bring the cost down, by selecting a more cost effective fencing option and offering to do a lot of the clearance and installation work themselves in conjunction with park staff.
- 2.2 Revised quotes were received with the best quote for security strength stock fencing (please see photograph at Annex One) at £5300 + VAT.
- 2.3 The Nonsuch Voles spoke with The Friends of Nonsuch who very graciously offered a contribution of £2000 towards the new project.
- 2.4 A short time after this conversation a private benefactor came forward and offered an additional £3000. To provide the remainder of the funds required, the Nonsuch Voles have offered to contribute £200 and the Streetcare Manager has pledged £100 from the Joint Management Committee 19-20 working budget.
- 2.5 If the Committee are in agreement with the above proposal, the work could commence almost immediately to ensure it is complete whilst the ground is still soft.

3 Financial and Manpower Implications

- 3.1 The financial implications are set out above, the Joint Management Committee are asked to commit £100 towards the project which can be funded from the 19-20 working budget.
- 3.2 It is envisaged that Park staff will assist the volunteers with the clearance and installation so there will be an element of manpower required.
- 3.3 Once funds have been received from all benefactors and legal agreements are in place, the ownership of the fence will be transferred to the Joint Management Committee who will have the on-going responsibility for the repair and maintenance. However, as this is a replacement and not a new liability this will be covered within the working budgets allocated to park maintenance.
- 3.4 ***Chief Finance Officer's comments: The £100 contribution can be funded from the JMC's 2019/20 budget.***

4 Legal Implications (including implications for matters relating to equality)

- 4.1 There are legal implications that will need to be considered to ensure that the donations are secured with the sole intention of securing a replacement fence that will vest with the Joint Management Committee once the work has been carried out.

- 4.2 ***Monitoring Officer's comments:*** None arising from the contents of this report.

5 Sustainability Policy and Community Safety Implications

- 5.1 As discussed in the report presented in May 2018, over the last 2-3 years major work to restore the Pinetum has been carried out by staff and volunteers from the Nonsuch Voles. Although, further improvements and planting are planned for the future, there are concerns that efforts to improve the area are often marred by vandalism caused after the formal gardens are locked at night.
- 5.2 One of the main weaknesses in security of the formal gardens is the fence at the rear of the Pinetum, which is in a very poor state of repair.
- 5.3 The gaps in the fence allow dogs to enter this 'dog free' area via the Pinetum, with some gaps large enough for people to gain access after the gardens are locked at night.
- 5.4 In 2016, in response to the increase in vandalism in the formals gardens, the Police Crime Reduction Officer visited Nonsuch to assess the site and recommended measures that could be taken to help reduce antisocial behaviour. One of these measures was secure fencing around the gardens.
- 5.5 Installing the proposed security fencing will uphold the recommendation and assist with securing the park against vandalism and other anti-social behaviour.

6 Partnerships

- 6.1 This is an excellent example of the park community joining together to raise funds to protect the park.

7 Risk Assessment

- 7.1 There is a small risk that the new installation will suffer vandalism but the fencing material has been selected to minimise this risk.

8 Conclusion and Recommendations

- 8.1 That the Committee supports the proposal to accept the donations from the parties mentioned and makes a small contribution of £100 to purchase the security fencing.

Ward(s) affected: Nonsuch Ward;

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A photograph showing a chain-link fence in the foreground, with a large, light-colored building and a tree visible in the background. The fence is made of metal and has a yellow post. The building is made of metal siding and has a flat roof. The tree is bare and has a dark trunk. The ground is covered in grass and some dry leaves. The sky is overcast.

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EVENTS IN THE PARK

Head of Service / Contact: Ian Dyer, Head of Operational Services

Annexes/Appendices (attached):

Other available papers (not attached):

Report summary

This report asks the committee to note upcoming events in the park and the new charging structure for outdoor fitness groups.

Recommendation (s)

That the committee

- (1) Notes the forthcoming events for 2020**
- (2) Notes the charging structure for outdoor fitness groups**

1 Background

- 1.1 Further to the Events in Park report presented to the Joint Management Committee at their meeting on the 21 October 2019, this report now includes the new charging structuring for outdoor fitness groups, the names and operating times of outdoor fitness groups and a calendar of upcoming events in the park.

2 New Charging Structure

- 2.1 As identified in the previous Events Report the charging structure for events has been kept reasonably flexible to account for factors such as level of commercialisation and benefit to the community.
- 2.2 In line with other Councils, Outdoor Fitness Groups have been considered separately to events and a simple charging structure is now in place to ensure all commercial fitness groups are charged at the same rate.

- 2.3 Prior to setting these charges a benchmarking exercise was carried out by the Head of Operational Services and it as felt these fees represent a fair contribution to the upkeep of the park.

- 2.4 The table below details the charges:

Boot camp per block session	Annual charge
Once a week	£300.00
2-4 times a week	£750.00
5-7 times a week	£1200.00

3 Registered Groups

- 3.1 Since the new charges have been put in place the regular fitness groups operating in Nonsuch Park are:

Name	Days in operation
Be Military Fit	Mon, Tues, Wed, Thurs, Fri, Sat, Sun
Great Outdoor Fitness	Mon, Tues, Wed, Thurs, Sat, Sun
Aim4 UK	Thurs, Sun
Intouch Outdoors	Mon, Tues, Wed, Thurs, Sat, Sun
Poles Apart Nordic Walking	Mon, Wed, Thurs, Fri, Sat, Sun
parkrun – do not pay as non-commercial	Sat, Sun

4 Upcoming Events

- 4.1 The following events have been approved for 2020:

Name	Activity	Charge	Date
Town & Country Show	Country Fair	£5,000.00	24-25/5/20
Age Concern	Easter Bunny Run	£50.00	05/04/2020
Mole Valley Orienteering Club	Running Event	£50.00	05/05/2020
Sutton Runners	10K Run	£200.00	17/05/2020
Mole Valley Orienteering Club	Running Event	£50.00	19/05/2020
Teddy Bear's Picnic	Charity Event	£300.00	07/06/2020

Mole Valley Orienteering Club	Running Event	£50.00	09/06/2020
Mole Valley Orienteering Club	Running Event	£50.00	23/06/2020

5 Park Run

- 5.1 Parkrun is a hugely popular, free, weekly, 5km timed run. Parkrun has been operating in Nonsuch Park and now attracts an average weekly attendance of 447.6 runners and at its peak has attracted 949 (as stated on the parkrun website <https://www.parkrun.org.uk/nonsuch/course/>).
- 5.2 Whilst the park welcomes activities which are free to enter and promote health and wellbeing, one of the main concerns is the number of runners which take part on busy weeks and the amount of cars which this event generates.
- 5.3 The Streetcare Manager has been working with the parkrun organisers to address parking issues and has agreed to set up a meeting between the organisers and the chairman of the Joint Management Committee so that this can be explored in more depth along with discussions around involving parkrun participants in volunteering opportunities in the park.
- 5.4 Parkrun are currently in conversation with the London Borough of Sutton to explore the possibility of setting up a new parkrun in Beddington Park. If this is successful, it is hoped that this new parkrun will alleviate the pressure from Nonsuch Park.

6 Financial and Manpower Implications

- 6.1 Both outdoor fitness groups and events positively contribute to the Nonsuch Park Joint Management Committee budget. Officers will continue to monitor and compare event/outdoor fitness rates with other Boroughs to ensure our fees remain competitive but reflective of the current market.
- 6.2 ***Chief Finance Officer's comments: None for the purposes of this report.***

7 Legal Implications (including implications for matters relating to equality)

- 7.1 There are no legal implications for the purpose of this report.
- 7.2 ***Monitoring Officer's comments:***

8 Sustainability Policy and Community Safety Implications

- 8.1 Income from events and fitness groups contribute to the running costs of the park which help to ensure financial stability.

- 8.2 Events and fitness groups add a vibrancy to the park and ensure that the park is well used and enjoyed by all sectors of the community. The regular fitness groups contribute to a strong park community and provide a sense of safety and well-being particularly in the evenings when the park is generally quieter.

9 Partnerships

- 9.1 Park staff work in tandem with event and fitness group organisers to promote partnership working

10 Risk Assessment

- 10.1 There are no risks associated with this report

11 Conclusion and Recommendations

- 11.1 To note the forthcoming events
- 11.2 To note the fitness group charging structure and the registered fitness groups operating in the park.

Ward(s) affected: Nonsuch Ward;

PLANNED MAINTENANCE REPORT 2020-21

Head of Service / Contact:	Mark Shephard, Head of Property and Regeneration
Annexes/Appendices (attached):	Annex 1 – Completed Works / Detail of 2018/19 Priority Works Annex 2 – 2019/20 Priority and Health & Safety Works Update Annex 3 – Proposed 2020/21 Priority Works
Other available papers (not attached):	None

Report summary

The report provides an update on the 2019-20 priority planned maintenance programme including the additional Health & Safety works undertaken during the year. It also seeks approval for the forthcoming 2020-21 priority planned maintenance works.

Recommendation (s)

The Committee is asked:

- (1) to note the progress of the 2019/20 priority works, including the additional Health & Safety Works carried out during the year;**
- (2) requests approval for the proposed planned maintenance priority works for 2020-21**

1 Background

- 1.1 In February 2019, the JMC received an update on the 2018/19 priority works and approved the priority works programme for 2019/20. These works were identified as those which were essential to meet the JMC's landlord obligations and health and safety requirements of the Park.

1.2 The 2018/19 priority works have all now been completed, including additional protection to walls carried out in the male public toilets by the application of upvc white roc cladding. All works are complete within the overall budget and positive comments have been received.

1.3 The completed works are listed at Annex 1 and include the final costs.

2 Update on 2019/20 Priority and Health & Safety Works

Mansion House

2.1 As part of the Committee's landlord obligations a removal and demolition asbestos survey was carried out to the previously vacant first floor. Surveys identified an asbestos panel in the fireplace on the first floor of the mansion and a redundant flue pipe. Both items were removed on 18 April 2019 at a total cost of £1,700.

2.2 An overhaul of the Mansion House windows which included ease and adjust; replacing counter balance weights as necessary; replacing broken glass and fixing frames and sashes as required, was completed in September 2019 at a cost of £4,350.

2.3 The redecoration of the Mansion House windows has not been possible due to timing coordination issues with the tenant. Works will be specified and tendered ready to commence in the spring 2020.

2.4 The priority cost for these works of £30,000 will be deferred to 2020-21 as the funds will not be required in the current financial year.

2.5 Recent investigations revealed evidence of damp in the basement caused by a lack of ventilation and an overflowing water harvesting barrel. Works are underway to alter the harvesting barrel pipework and to fit mechanical ventilation at an estimated cost of £1,200.

London Road Lodge

2.6 As a result of vandalism to the property, a full asbestos management survey was carried out at London Road Lodge. The survey identified urgent work required to manage the asbestos risk.

2.7 The asbestos removal has been completed and reinstatement works are underway. The total cost of the completed asbestos works was £7,400.

Female public toilets

2.8 The female public toilet repairs have been designed, specified and tendered on the Council's procurement e-portal. The works are due to start in January 2020 at a cost of £17,000.

- 2.9 The works include dry lining insulation boarding to walls; replacement of all the cubicles and sanitary ware; water saving taps; redecoration; ventilation and a frost prevention heater.
- 2.10 Due to heavy use, the cleaning hours allocated to the public toilets have been increased. However, it should be noted that we are still experiencing misuse issues which continue to be challenging.

Pathway repairs to formal gardens

- 2.11 The second phase of repairs to the pathways in the formal gardens were completed. These areas were previously highlighted and unfortunately, led to a marking down when the Park obtained its Southern and South East in bloom Silver Gilt Award. The defective areas have been successfully completed at a final cost of £20,000.

Sparrow Farm Lodge Subsidence

- 2.12 Severe cracking of the internal spine wall was raised last year and an insurance claim reported. As required by the insurance surveyors report, excavation and trial holes were undertaken outside the property.
- 2.13 Further investigations and preventative measures are underway and include an arboricultural report, drain surveys, Sonde (dual frequency signal transmitter) survey and tree removal and reduction works.
- 2.14 It is likely that internal trial holes and underpinning will be required. Whilst the majority of the cost would be recovered through insurance, it should be noted that drain repairs and tree reduction measures will be deemed as maintenance and will therefore not form part of the claim. The maintenance costs are estimated at £7,000.
- 2.15 There is a £2,000 insurance excess which will be payable by the JMC prior to any subsidence insurance claim.
- 2.16 We do not anticipate the underpinning works being carried out until the next financial year. A figure of £7,000 has therefore been included for approval in 2020/21's priority works programme to cover the cost of the uninsured works.

Old Greenhouse Wall

- 2.17 A health and safety concern has been raised in relation to the listed wall, at the rear of the formal gardens area. There is a risk of collapse and the necessary remedial action is currently being investigated by the Council. Since the wall is listed, any works will require specific listed building consent.
- 2.18 An initial budget of £10,000 was initially anticipated but this has since been revised to £20,000 following investigations. The increased budget has been included for approval in 2020/21's priority works programme.

Resurfacing and patch repairs

- 2.19 Urgent resurfacing patch repairs in London Road car park were organised prior to the Town & Country Show to ensure the safety of the public and to prevent damage to vehicles (holes were in excess of 80mm deep in some places). The costs of these works was £4,600.

Full costs and descriptions

- 2.20 All costs and descriptions of the works are detailed at Annex 2.

3 Proposed Priority works 2020-21

- 3.1 The highest priority works proposed for 2020-21 are attached at Annex 3 and listed below:-
- 3.2 External decorations are required to the Mansion House front and rear windows at an anticipated budget figure of £30,000.
- 3.3 The Old Greenhouse Wall (described at 2.17) located at the bottom of the formal gardens is dangerous and nearing collapse. A revised budget figure of £20,000 has now been proposed to cover the increased cost of listed building consent. This requires the careful, labour intensive removal of loose and defective brickwork with subsequent rebuilding (using traditional construction methods) to the appropriate listed building consent standard.
- 3.4 The pathway between Nonsuch Mansion and Sparrow Farm Lodge is breaking up with large cracks and holes causing trip hazards and a danger to the public. The second phase of works to replace the tarmac pathway are proposed with a more rustic compacted planings with concrete edge curbs. A budget figure of £20,000 is proposed.
- 3.5 A roof leak has developed at high level above the café and investigations are underway to find the cause. Repairs to the roof covering are proposed at an anticipated budget figure of £5,000.
- 3.6 The above essential works total £75,000 and comprise the budget for 2020-21. It should be noted that these are budget figures and will be subject to change once the exact specifications and the outcome of the competitive tendering process is known.

4 Financial and Manpower Implications

- 4.1 All the works will be delivered within timescales.
- 4.2 At the current time, the forecast for the 2019/20 priority works is £68,650, which is within the 2019/20 budget of £74,370.
- 4.3 The proposed total cost of the 2020/21 priority works is £75,000.

- 4.4 **Chief Finance Officer's comments:** *The 2020/21 planned maintenance budgets for Mansion House and Grounds/Estates are £75,490 and £1,030 respectively. Works are expected to be completed within these budgets.*

5 Legal Implications (including implications for matters relating to equality)

- 5.1 The legal implications are considered within the body of the report.

- 5.2 **Monitoring Officer's comments:** *none for the purposes of this report.*

6 Sustainability Policy and Community Safety Implications

- 6.1 The Council continues to deliver works within the EEBC sustainability policy.

7 Partnerships

- 7.1 Nonsuch Park and buildings are run under partnership arrangements with the London Borough of Sutton.

8 Risk Assessment

- 8.1 The main risks are slips, trips and falls under Health & Safety to pathways and roads which need to be addressed.
- 8.2 We have a legal obligation to carry out repairs under current lease arrangements.
- 8.3 Operating with a reduced repairs and renewal fund carries risk the JMC will have limited scope to undertake future works.

9 Conclusion and Recommendations

- 9.1 To note the progress of the 2019/20 priority works that were approved at the February 2019 JMC meeting, including the additional Health & Safety works incurred during the year.
- 9.2 To approve the proposed Planned Maintenance Priority Works for 2020-21.

Wards affected: Nonsuch Ward (EEBC);

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ANNEX 1 - NONSUCH PARK: Completed works / detail of 2018/19 Priority Works

Rank	Detail of works	Reason	Priorities for 2018-19	Estimated Cost(£)	Update on progress	Total 2018/19 Expenditure (£)
1	Fire Protection works raised by Surrey Fire and Rescue – agreed £10k cost in 2017 estimated cost updated	Issues Highlighted by Surrey Fire Rescue to fireproof floors between residential flats	Up-grading fire protection, install new double skin fire line plasterboard, fill gaps with fire rated foam, replace fire sensors, sounders, compartmentation.	31,160	Complete	31,187
2	Asbestos removal from mezzanine floor	Health & Safety	Urgent Health and Safety works required to remove asbestos from the mezzanine level, in advance of fire precautionary works.	4,300	complete	3,835
3	Asbestos detected in Flats	Health & Safety	New Fire doors required to flats to replace old asbestos doors.	2,740	complete	2,740
4	General Window repairs and redecoration – order placed in 2017 ongoing works	Health and Safety and general maintenance	High level windows on museum side of flats, pointing to external wall. Due to start in May 2018	9,040	Works completed in August, whilst scaffolding was up, inspections revealed additional works	12,219
5	Additional high level works to museum side of flats	general maintenance	brickwork repairs, timber window replacement as existing unrepairable, additional mortar repairs, specialist timber joinery works to form architectual facia and	11,450	Works completed in August, whilst scaffolding was up, inspections revealed additional works	11,450
6	Flooding to access road outside childrens nursery order raised 2017	Health and Safety and general maintenance	drain outside nursery constantly flooding	13,065	Additional soakaway was added, two soakaways were provided within the storeage yard to accommodate extreme amounts of surface water and waste water from nursery. Works completed June/July 2018	13,065
7	Flooding to main access road	Flooding to main access road, Health and safety and many complaints	Large concrete ring soakaway provided, excavation down to sand to ensure drainage 3m deep	6,500	Soakaway completed in July 2018	6,500
8	Public Toilets require refurbishment	Health & Safety	Rectify damp issues, cover walls with ceramic tiles or UPVC, install frost protection and refurbish to robust standard. Ladies, Gents and Disabled toilets.	40,000	Complete - This scheme was replaced with a smaller scheme to remove old water damaged gypsum plaster and replace with lime plaster and redecorate additional works to fit whiteroc cladding to walls at cost of £2150.	7,430
7	Laser scan, and full measurements to produce accurate CAD drawings	Authorised by JMC at last meeting	There are no accurate measured drawings of the Mansion House, would be really useful for any future works, leases and general alterations	7,800	Complete	6,700
9	Castlemaine Lodge	Windows rotten and falling out. Landlords liability. Authorised at last JMC	Replace the remainder of rotten windows with new Upvc windows and doors.	5,000	Complete - Install new soakaways to take main access road surface water, existing drains blocked by tree roots.	4,280
10	Castlemaine lodge	Asbestos encapsulation and removal	Latest asbestos re-inspection has revealed issues that require action.	2,450	Complete - Additional works required to remove and refix light fitting. Completed	2,525
11	Urgent health and safety works to formal gardens	Inspection carried out with head gardener following insurance claim for injury	Repairs to gullies, edges of pathways, pot holes and deviations which could lead to trips and falls	22,865	First phase complete - Orders raised 4th October 2018, works due to commence within 2 weeks	22,865
12	Urgent health and safety works to cheam entrance access road	Complaints about dangerous areas, insurance claim and reported pot holes	Urgent job raised in December to prevent Health and safety risks	9,875	Complete	9875
Total cost of priority works for 2018-19				166,245		134,671
Other pot hole repairs						19,500
Other maintenance repairs						5,200
Total Spend on Maintenance of Roads and Buildings 2018-19						159,371

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ANNEX 2 - NONSUCH PARK: 2019/20 Priority and Urgent H&S Works Update

Rank	Details of works	Works Description (in order of Priority)	Progress/ dates	Original Estimated Cost(£)	Latest Forecast Cost(£)
1	Asbestos Survey	Asbestos removal and demolition survey to 1st floor of Mansion House(required for proposed lease of first floor area)	Completed in April 2019	1,025	1,025
2	Removal and encapsulation of asbestos	Removal of items identified in asbestos report(required for proposed lease of first floor area)	Completed in August 2019	1,000	675
3	Overhaul Mansion house windows	First floor windows to be eased and adjusted, repairs to cords and weights and replacement of broken glazing(required for proposed lease of first floor area)	Completed in September 2019	5,000	4,350
4	Redecoration to Mansion house windows	Windows in poor condition, essential repairs and redecoration(required for lease to first floor)	Planned for spring 2020, specification and tender yet to be produced, awaiting dates from Bovingdons to plan works around functions. This cost will be removed from 2019-20 and put in for following year priority works	30,000	-
5	Phase two public toilets repairs	Second phase to look at ladies public toilets - health and safety, complaints about damp and foul odours	Specification and design completed out to tender due back 12th September 2019	10,000	17,000
6	Pathway repairs to formal gardens phase 2	Second phase to carry out further repairs to pathways - health and safety	Orders raised, works planned for September 2019	20,000	20,000
7	London road Lodge - asbestos removal works	Remove asbestos from soffits, roof and clear all asbestos out of surrounding earthworks, including reinstatement works	Asbestos removed in August 2019, reinstatement works planned for September 2019	0	7,400
8	Sparrow farm lodge Subsidence - insurance claim	Investigations, survey and report, tree removal and reduction, drainage surveys, trial pits and possible underpinning.	Report completed, drain survey carried out, tree reduction measures underway, following on repairs to drainage and monitoring movement for the next year. Possible underpinning required in 2020-21 at cost of £20,000-£30,000 - could claim back cost from insurers on some elements but excess is £2000 and general maintenance will not be covered.	0	7,000

Rank	Details of works	Works Description (in order of Priority)	Progress/ dates	Original Estimated Cost(£)	Latest Forecast Cost(£)
9	Mansion House - Damp in basement	Investigations revealed new issue caused by lack of ventilation and water ingress from rain water harvesting barrel	Pipework to be altered and Mechanical Extract and passive intake.	0	1,200
10	Old greenhouse wall	Health & Safety - This has been reported to Projects as higher risk and requesting demolition of higher section of wall due to the unsafe nature	T.F to seek advise from planning regarding listed nature of wall, extent of works we are permitted to carry out and seek costs as a matter of urgency. Listed building consent is required for any proposal prior to any commencement of any works.	0	10,000
Total Cost of Priority Works for 2019-20				67,025	68,650

ANNEX 3 - NONSUCH MANSION: Proposed Priority Planned Maintenance Works 2020-21

Priority works for 2020-21				
Location	Description	Reason	Note	Budget cost
Nonsuch Mansion house windows	External Decorations to Windows to Main Mansion house building	Windows in poor condition, essential repairs and redecoration (required for lease to first floor)	Planned for spring 2020, specification and tender yet to be produced, awaiting dates from Bovingdons to plan works around functions. This cost will be removed from 2019-20 and put in for following year priority works	30,000
Old greenhouse wall at bottom of formal gardens	Take down and remove loose brickwork and rebuild, including applying for listed building consent	Health & Safety - this has been reported to Projects as higher risk and requesting demolition of higher section of wall due to the unsafe nature.	Seek advice from Planning regarding listed nature of wall, extent of works permitted to be carried out and seek costs as a matter of urgency. Listed building consent is required for any proposal prior to any commencement of any works.	20,000
Pathway between Nonsuch Mansion and Sparrow Farm Lodge	Old Greenhouse Wall - break up and remove existing areas of defective pathway, provide and lay new kerbs and MOT sub base, finish with compacted plannings	Health and Safety, extremely large crcks appearing in pathway causing trip hazzards and danger to public.	Second phase to replace tarmac pathway with more rustic compacted plannings with concrete edge curbs will be planned for summer 2020	20,000
Roof above café	Repairs to defective roof area above café	Roof leaking	Investigations underway to find cause of leaks	5,000
Total cost				75,000

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NJMC FINANCE REPORT & BUDGET 2020/21

Head of Service / Contact: Lee Duffy, Chief Finance Officer
Annexes/Appendices (attached): Annexe 1 - 2019/20 Forecast and 2020/21 Proposed Budget
Other available papers (not attached):

Report summary

This report provides an updated forecast for 2019/20 and seeks the Joint Management Committee's approval of both the 2020/21 budget and the recommended precept to be levied on the constituent authorities.

Recommendation (s)

That the Committee:

- (1) Notes the latest 2019/20 forecast position;**
- (2) Agrees the revenue budget for 2020/21 as set out in Annexe 1;**
- (3) Agrees to seek contributions of £103,430 from both Epsom and Ewell Borough Council and the London Borough of Sutton for the financial year 2020/21.**

1 Background

- 1.1 This report provides the latest estimate of income and expenditure for the current financial year 2019/20 and a recommended budget for 2020/21.

2 Forecast for 2019/20

- 2.1 The latest forecast of expenditure and income for the current year is shown at Annexe 1, which is in the standard accounts format for NJMC.
- 2.2 The forecast at the mid-year position in October 2019 had been for a small favourable variance of £305.

- 2.3 Updated projections at Quarter 3 now show a forecast surplus of £4,140, which is principally due to £3,000 additional income received following rent reviews with Bovingdons and at Nursery Lodge. Furthermore, the £3,000 budget for project work to support any capital bids is forecast to remain unspent this year.
- 2.4 To complete the rent reviews - which will generate at least £11,400 per annum additional income from 2020/21 - external advisers had to be engaged, as reported to NJMC in October 2019 (Review of Property and Leases Report) at an unbudgeted cost of £5,400.
- 2.5 A net £9,000 underspend on the planned maintenance programme budget is offset by the increased costs of the ad hoc maintenance and cleaning contracts with Rydon and Churchill.
- 2.6 Based on this forecast, at year-end the working balance would increase from £101,390 to £105,530 and the Repairs and Renewals Fund balance would increase from £29,000 to £36,260.

3 Budget for 2020/21

- 3.1 The estimates for 2020/21 are also attached in Annexe 1
- 3.2 Net expenditure is budgeted at £206,860, an increase of £4,060 or 2.0% compared to the 2019/20 budget.
- 3.3 The budget position for 2020/21 is summarised as follows:

2020/21 Budget	£'000
Grounds	103
Mansion House	125
Staffing and central expenses	174
Less: Rent and other income	(195)
Net expenditure	207
Contributions from LBS/EEBC	(207)
Budget Surplus/Deficit	0

- 3.4 The 2020/21 budget has been prepared using the following assumptions:
- Inflation of 2.5% has been applied to the operational service's cost of maintaining and managing Nonsuch Park
 - Facilities maintenance and cleaning budgets have been uplifted to reflect the new contracts with Rydon and Churchill respectively.
 - The provision for LB Sutton management charges has been maintained at £3,000, this budget is provided to support any capital bids or project work.

- Following rent reviews and updated leases in 2019/20, additional rental income from Bovingdons, Nursery Lodge, Mansion House Flat 1 and the Old Boathouse totalling £11,430 has been budgeted for 2020/21.
- A contribution to the repair and renewals fund of £7,260 has been budgeted in order to replenish this fund over time.
- No rental income from Flat Three at Mansion House is included in the budget, as the flat has remained vacant for an extended period.
- Income from Military Fitness and the Town and Country Show will continue to be achieved at a similar level to 2019/20.

Contributions

- 3.5 The budget estimates for next year show a balanced budget, after 2% increases in the precepts to £103,430 from each Council. These increases are subject to confirmation by both Councils.
- 3.6 The income budget is assumed to grow by 6.2% following rent reviews and new leases agreed in 2019/20, as set-out at paragraph 3.4.

Working Balances

- 3.7 The working balance at 31 March 2020 is forecast to be £105,530 and remain unchanged the year after.
- 3.8 The repair and renewals fund at 31 March 2020 is estimated to be £36,260 and £43,520 the year after, assuming no further drawdowns from the fund in the period.

4 Legal Implications

- 4.1 There are no legal implications arising from this report.
- 4.2 Monitoring Officer Comments: None arising from the content of this report.

5 Risk Assessment

- 5.1 The main risks that the JMC manages are:
- Funding for repairs and maintenance, particularly at buildings and for potholes on roads
 - Vacant properties / loss of rent
 - Lack of resource to fund management plan

- 5.2 The JMC mitigates these risks through the monitoring of buildings and roads by officers, and by managing relationships with tenants. The JMC also holds a working balance and a repairs and renewals reserve, which can be used to fund one-off, unexpected budget variances.

6 Conclusion and Recommendations

- 6.1 The JMC's financial position remains satisfactory and the budget will continue to be monitored and reviewed regularly.
- 6.2 To create a balanced budget, a 2% increase in precepts to £103,430 is proposed.
- 6.3 The JMC is asked to agree the budget and precepts for 2020/21, as set-out in Annexe 1.

Ward(s) affected: Nonsuch Ward;

NONSUCH PARK JMC

2018/19 Actual		2019/20 Original Budget	2019/20 Actual	2019/20 Forecast	2019/20 Forecast Variance	2020/21 Proposed Budget	Budget Change
£	Expenditure	£	£	£	£	£	£
	Grounds						
4,060	Engineer and fabric	4,100	7,248	7,248	3,148	7,300	3,200
9,361	NJMC Grounds/Building and M&E maintenance	1,030	16,254	16,254	15,224	1,030	0
1,025	Asbestos Surveys	1,100	5,914	5,914	4,814	1,100	0
-1,278	Electricity	2,300	1,345	2,300	0	2,300	0
-667	Gas	1,400	52	1,400	0	1,400	0
3,988	Council Tax	4,030	5,525	5,525	1,495	5,550	1,520
5,372	Water charges - metered	5,100	2,932	5,100	0	5,100	0
601	Maintenance of grounds	800	0	800	0	800	0
0	Plants Seeds and fertiliser	500	0	0	-500	500	0
3,200	Emptying bins - recharge	3,300	3,300	3,300	0	3,300	0
42,368	Maintenance of roads	16,530	12,319	16,530	0	16,530	0
12,700	TM contract scheduled works recharges	13,120	0	13,120	0	13,120	0
0	Cleaning recharges	0	1,936	2,871	2,871	3,000	3,000
1,923	Petrol diesel & oil	1,000	278	1,000	0	1,000	0
420	Purchase of plants	4,500	4,263	4,263	-237	4,500	0
1,293	Transport insurance	1,400	1,535	1,535	135	1,400	0
329	OP. equipment & tools : R & M	2,200	221	500	-1,700	1,500	-700
3,800	Hire of Bins	3,930	3,930	3,930	0	3,930	0
1,950	Purchase of memorials	3,500	0	3,500	0	3,500	0
195	Energy Efficiency Survey	0	0	0	0	0	0
162	General office expenses	200	255	255	55	200	0
564	Commercial tenanted prop	700	583	700	0	700	0
22,000	Transport fleet SLA NJMC	22,730	22,730	22,730	0	23,300	570
2,067	Insurance recharges	2,070	2,117	2,117	47	2,070	0
115,431	Sub-Total	95,540	92,737	120,893	25,353	103,130	7,590
2018/19 Actual		2019/20 Original Budget	2019/20 Actual	2019/20 Forecast	2019/20 Forecast Variance	2020/21 Proposed Budget	Budget Change
£	Mansion House	£	£	£	£	£	£
230	Vandalism repairs	200	0	0	-200	200	0
0	Asbestos Surveys	450	0	0	-450	450	0
11,217	Engineer and fabric	11,670	9,268	11,670	0	11,670	0
102,217	Building and M&E maintenance works	74,370	21,470	45,000	-29,370	75,490	1,120
9,433	Electricity	10,700	11,728	11,728	1,028	10,700	0
3,292	Gas	4,000	2,331	4,000	0	4,000	0
1,636	Council Tax	1,730	1,700	1,700	-30	1,730	0
2,928	Cleaning Contract recharges	3,100	6,530	6,530	3,430	6,600	3,500
5,150	Legal	0	1,123	1,123	1,123	0	0
0	Property Agency Fees	0	5,401	5,401	5,401	0	0
0	Energy Efficiency Survey	0	495	495	495	0	0
7,107	Commercial tenanted property insurance	7,490	5,303	7,490	0	7,490	0
6,510	Insurance recharges	6,450	6,598	6,598	148	6,450	0
149,719	Sub-Total	120,160	71,947	101,735	18,425	124,780	4,620
	Central Expenses						
26,000	Additional pension contributions	26,000	0	26,000	0	26,000	0
0	Clothing & uniforms	150	0	0	-150	150	0
0	General office expenses	800	0	0	-800	800	0
0	LB Sutton management charges	3,000	0	0	-3,000	3,000	0
0	External Audit	900	0	900	0	900	0
1,023	Insurance recharges	1,020	1,043	1,020	0	1,020	0
500	Internal audit recharges	520	520	520	0	520	0
95,700	OS SLA recovery Nonsuch	98,100	98,100	98,100	0	100,550	2,450
32,300	Management costs SLA recharge	33,110	33,110	33,110	0	33,940	830
7,000	Contribution to NJMC R&R fund	7,260	0	7,260	0	7,260	0
162,523	Sub-total	170,860	132,773	166,910	-3,950	174,140	3,280
427,673	Gross Expenditure	386,560	297,457	389,538	2,978	402,050	15,490

Agenda Item 7 Annex 1

2018/19 Actual		2019/20 Original Budget	2019/20 Actual	2019/20 Forecast	2019/20 Forecast Variance	2020/21 Proposed Budget	Budget Change
£	Income	£	£	£	£	£	£
0	Miscellaneous income	0	-1,000	-1,000	-1,000	0	0
-4,200	Other Recoveries	0	0	0	0	0	0
-2,175	Filming Income	-2,000	-400	-2,000	0	-2,000	0
-3,519	Memorial receipts	-3,500	-5,920	-5,920	-2,420	-3,500	0
-90,000	Mansion House - Bovingdons letting	-99,000	-67,069	-100,750	-1,750	-106,700	-7,700
-17,703	Mansion House - Service charges variable	-19,000	-11,954	-19,000	0	-19,000	0
-5,329	Mansion House - Service charges fixed	-5,370	-5,463	-5,463	-93	-5,370	0
-10,320	Mansion House Flat 1 Rent	-10,320	-8,035	-10,740	-420	-10,740	-420
-2,150	Old Boathouse - Licence to occupy	-2,150	1,792	-2,150	0	-2,200	-50
-3,676	Mansion House insurance recovered	-5,600	-3,799	-5,600	0	-5,600	0
-1,315	NJMC service charges	-1,320	-1,505	-1,505	-185	-1,320	0
-8,000	Hire charges	-8,000	-7,288	-8,000	0	-8,000	0
-9,716	Staff property rent	-9,710	-6,477	-9,710	0	-9,720	-10
-14,750	Nursery Lodge rental income	-14,750	-11,063	-16,000	-1,250	-18,000	-3,250
-564	Nursery Lodge insurance recovered	-1,120	-2,307	-1,120	0	-1,120	0
-887	Interest on balances	-1,920	0	-1,920	0	-1,920	0
-174,303	Sub-Total	-183,760	-130,487	-190,878	-7,118	-195,190	-11,430
253,370	Net Expenditure	202,800	166,970	198,660	-4,140	206,860	4,060
	Precepts:						
-99,400	Precept to be levied on EEBC	-101,400	-101,400	-101,400	0	-103,430	-2,030
-99,400	Precept to be levied on LB Sutton	-101,400	-101,400	-101,400	0	-103,430	-2,030
-198,800	Sub-Total	202,800	-202,800	-202,800	-	206,860	4,060
54,570	Surplus (-) / Deficit in Year	0	-35,830	-4,140	-4,140	0	0
-							
155,956	Balance b/fwd. 1 April	101,386		101,386			
101,386	Balance c/fwd. 31 March	101,386		105,526			

COMMISSIONING FOR A STRATEGIC PLAN

Head of Service / Contact: Amardip Healy, Chief Legal Officer

Annexes/Appendices (attached):

Other available papers (not attached):

Report summary

To consider options to commission a draft strategic plan for Nonsuch Park.

Recommendation (s)

To agree a procurement scoping paper to commission a draft strategic plan for the Nonsuch Park to be prepared and submitted for the next meeting of the Joint Committee.

1 Background

- 1.1 At the Joint Committee's meeting on the 4 February 2019, the Committee received a report detailing the current and proposed arrangements for the park. As part of this report, the Committee agreed for work to be commissioned on a draft strategic plan for Nonsuch Park. Such plan to encompass a new 10 year management and business plan.
- 1.2 There is a requirement to have a management plan in place and the current plan is out of date.
- 1.3 As part of developing a long term vision for the Park there is a clear case to ensure all parts of the community are engaged in the process of developing that strategic plan. It is particularly important to engage some of the hard to reach communities and those who do not use the Park currently, and those whose health and wellbeing could be benefited from their use of the Park.

- 1.4 The upkeep of the Park continues to put pressure on resources of both Councils. The nature of the Park as a heritage asset makes it both challenging and expensive to maintain. Local Government has highlighted that the lack of investment and austerity measures were likely to impact the delivery of leisure and cultural facilities in the future.
- 1.5 The work of the voluntary sector to support the Park as proved very successful. It has allowed improvements and enhancements to the Park, and also allowed the substantial volunteer hours to be counted towards the match funding elements for some bids. However, efforts by the Joint Committee to access large grant funding sources have failed because such bids, such as the previous heritage lottery bid, require, in addition to the value in kind from volunteer hours, financial match funding.
- 1.6 The feedback from the South East in Bloom competition is that to achieve gold, the Park needs to address key requirements to meet the gold standard. The Park has won several silver gilt awards and although this is a significant achievement in light of the nature of the resources used, the efforts of all those who support the competition, including many from the voluntary sector, fails to reach its full potential, because of a lack of funding.
- 1.7 The role parks and open spaces can play in health and wellbeing agenda is now forming a key role in activities around social prescribing. It is now accepted that social prescribing can contribute to a wide range of health and wellbeing priorities, such as supporting people with long-term conditions and combatting loneliness, mental health and physical inactivity. It can also help to reduce health and social care spending and improve community wellbeing and public health. The aim of developing a strategic plan is to understand better how Nonsuch Park can contribute and support local healthcare initiatives.
- 1.8 Therefore there is a clear business case for the Joint Management Committee to explore new ways to increase income not just to be able to access sources of funding to support the development of facilities at the Park, but also to ensure the Park remains available to all to enjoy. Developing a strategic plan will allow the Committee to meet these challenges.

2 Proposals

- 2.1 The wider use and access of the Park can sit comfortably with it becoming self-sustaining, however, this needs careful management. The development of a strategic plan encompassing a new 10 year management and business plan is both complex and time consuming, and cannot be carried out within Epsom and Ewell's existing resources nor within the agreed joint Committee budget framework.

- 2.2 Part of the work which now needs to happen is around designing a service specification for the work to develop a Plan for the Park. The Joint Committee needs to consider what outputs it wishes to see from the Plan, what measurable performance indicators in relation to those outputs, as well as agreeing the nature of monitoring and performance review requirements it would like to have in place.
- 2.3 As with all elements of developing a specification, care needs to be taken in determining what requirements are appropriate and deliverable.
- 2.4 There is also the need to carry out a wide ranging consultation exercise designed to reach all parts of the community, particularly those who do not currently use the Park. Also business, charitable and health care providers all need to be engaged.
- 2.5 The Joint Committee has not undertaken work of this nature before and therefore it is important to ensure the work delivers the outcomes the Committee would like it to. Both Councils have their own procurement and contract procedure rules and arrangements and the question which needs to be considered is which Council is able to deliver this work in a timely fashion and within a challenged budget envelope.
- 2.6 The proposal is that the procurement teams of both Council be asked to produce an agreed approach to the commissioning of the Strategic Plan, with a particular focus on minimising procurement costs. The aim should be to access existing frameworks. The development of the options paper should be at no cost to the Committee and that a paper should be brought to the next meeting of the Joint Committee.

3 Financial and Manpower Implications

- 3.1 None arising from the contents of this report.
- 3.2 **Chief Finance Officer's comments:** *none arising from the contents of this report.*

4 Legal Implications (including implications for matters relating to equality)

- 4.1 It is important to consider the route to procurement with both Councils before an options paper is brought.
- 4.2 **Monitoring Officer's comments:** *none arising from the contents of the report.*

5 Sustainability Policy and Community Safety Implications

- 5.1 n/a

6 Partnerships

- 6.1 n/a

7 Risk Assessment

- 7.1 The Park needs to develop a model which allows it, as far as possible to be self-financing. The level of investment needed to maintain the Park is increasing each year, however, the pressure on budgets remains intense. A long term plan needs to be developed to ensure the Park can be maintained at a level where the on-going maintenance and upkeep costs prevent or delay wider improvements or access to match funding for bids.

8 Conclusion and Recommendations

- 8.1 Developing a strategic plan for the Park is a key requirement to ensure the Park can fully contribute to the local area and beyond. This is not just in terms of the role it can play in the health and wellbeing agenda, but also in terms of it becoming self-sustaining, so as to make the most of the funding from both the supporting Councils.

Ward(s) affected: Nonsuch Ward;