

# Capital Programme Review 2020-21 Project Appraisal Form

**COMMITTEE & BID NUMBER**

Community & Wellbeing Committee Bid 3

**PROJECT TITLE**

Outdoor Gym Equipment in Chessington Road

**ACCOUNTABLE OFFICER**

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

Daniel Atubo / Ian Dyer

**DETAILS OF PROJECT**

Project scope, what is included/excluded in the scheme	To introduce some outdoor gym equipment in Chessington road rec to provide an enhanced offering in place of the wooden play equipment which has reached its end of life.
Project outcomes and benefits	The provision of an outdoor gym aims to encourage teenagers and adults to engage in physical activity. This project is in line with the Council's health and wellbeing strategy which has highlighted the need to encourage health and fitness in areas such as Court Ward which has a higher density of social housing, where residents may not have the funds necessary to access recreational facilities such as indoor gyms and leisure centres. (Please refer to Rachel Kundasamy's report on life expectancy and life expectancy report).

**FINANCIAL SUMMARY**

		<b>Cost of Project £</b>	<b>Comments and detail where necessary. Provide appendices where relevant.</b> Examples of business cases spreadsheets can be found in the Finance Handbook
a	Estimated cost of purchase, works and/or equipment	£23,000	Equipment: Elliptical cross trainer; Rower; Classic Bike; Pull Down Challenger; Chest Press. Total equipment cost: £12.8k; Carriage: £0.5k; Installation & ancillaries: £9.2k; Contingency: £0.5k.
b	Consultancy or other fees	0	
c	<b>Total Scheme Capital Costs (a+b)</b>		
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	23,000	There is £142k of S106 funding for Outdoor Sports Equipment which can be used to fund this scheme.
e	<b>Net Costs to Council (c-d)</b>		
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	

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g	<b>Capital Reserves Needed to Finance Bid (e-f)</b>	£0	
h	Annual Ongoing Revenue <b>Additional Savings</b> as a Direct Result of the Project	N/A	
i	Annual Ongoing Revenue <b>Additional Costs</b> as a Direct Result of the Project		See above

Year	2020/21 £	2021/22 £	2022/23 £
<b>Spend Profile of Scheme</b> – please identify which year (s) the scheme spend will fall into	£23,000		

### REVENUE IMPACT

Can revenue implications be funded from the Committee Base Budget? – Please give details	Yes – the ongoing maintenance of this equipment will be funded from the base budget.
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### CORPORATE PLAN 2016/20

<p><b>Is this investment linked to EEBC's Key Priorities?</b> If so, say which ones and evidence how. How does project fit within service objectives?</p>	<p>This links to the following key priorities:</p> <ul style="list-style-type: none"> <li>• Providing quality parks, nature reserves and other public spaces that are safe, pleasant and well maintained.</li> <li>• Promoting healthy and active lifestyles, especially for the young and elderly.</li> </ul>
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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.

		Target Start Date	Target Finish Date
1	Design & Planning	1/4/2020	
2	Further Approvals Needed		
3	Tendering (if necessary)		
4	Project start date	1/4/2020	
5	Project Finish Date	30/08/2020	

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## BASELINE CRITERIA

All capital schemes are assessed against criteria set by the Capital Member Group annually. Bids should meet at least one of these criteria. State which capital criteria(s) for assessing bids 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 (7 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.

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

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<b>Is this project the minimum scheme required to continue to deliver the services of the Council?</b> - Is investment required for the business continuity of the Council? If so, say how.	Yes
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## ASSET MANAGEMENT PLAN

Is investment identified in the Council's Asset Management Plan?	No
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## PRIORITISATION

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

1	Investment essential to meet statutory obligation.	No.
2	Investment Important to achieve Key Priorities.	This project supports two of the Council's key priorities.
3	Investment important to secure service continuity and improvement.	This scheme will replace end of life equipment within Chessington Road Rec therefore contributing to service continuity and improvement.
4	Investment will assist but is not required to meet one of the baseline criteria.	N/A

## RISKS ASSOCIATED WITH SCHEME

1	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.)	There are no risks around delivering to time and budget. If the project is approved the equipment will be ordered and delivered within agreed timescales.
2	Are there any risks relating to the availability of resources internally to deliver this project	No.
3	Consequences of not undertaking this project	The existing equipment will be removed and nothing put in its place which means a reduction in facilities for residents.
4	Alternative Solutions (Other solutions considered – cost and implications)	N/A

<b>Is consultation required for this project?</b> Please give details of who with and when by.	No.
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<b>Ward(s) affected by the scheme</b>	West Ewell
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## Accountable Officer Responsible for Delivery of the Scheme

Name and Signature: Daniel Atubo                      Date: 28 September 2019

## 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.

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## 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 .....

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