

# Capital Programme Review 2021-22

## Project Appraisal Form

**COMMITTEE & BID  
NUMBER**

Community & Wellbeing Bid 2a

### PROJECT TITLE

Providing New drainage to football pitches at King George's field, Poole Road recreation ground

### 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

King George's field - Upgrade football pitch drainage systems

The existing drainage has failed and surface water not draining away and considered to be life expired.

Initial costings seem to be a little light and will now be altered as the report has been carried out on the exact condition with proposals and recommendations on how we should proceed.

These football pitches get heavy use and the users have raised complaints over the years. Initial costs were prepared based on estimates provided by professional football pitch drainage companies and based on football foundation guidelines and requirements.

King George recreation ground

The Report is included for exact detail of condition of pitch and proposals to rectify.

The report breaks down the cost into sections and includes for consultants fees and services.

The estimated cost is £84,000

A contingency sum should be allowed for unforeseen works, we have found 10% in previous years just doesn't cover issues found on site and we therefore recommend approximately 20%, in this case I would allow £16,000.

Original Risks of not knowing of exact length of pipework required can now be dismissed with comprehensive report received.

There are grant monies available and we are in the process of applying for additional grant funding which would equate to £20k per site.

This would reduce cost of bid if approved.

With regards to the question requesting increase in fees and charges for pitches to cover shortfall in costs, having spoken to Sam Whitehead we feel this would not be achievable.

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Project outcomes and benefits	This works will bring the pitches back up to football foundation standards and as long as it is maintained to a good standard.
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### 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	100k	
b	Consultancy or other fees	0	Are included within report costs approx. £6k
c	<b>Total Scheme Capital Costs (a+b)</b>	100k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	20k	Potentially grant funding from football foundation, and possible section 106 funding.
e	<b>Net Costs to Council (c-d)</b>	80k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	S106 funds for Outdoor Sports could be applied.
g	<b>Capital Reserves Needed to Finance Bid (e-f)</b>	80k	
h	Annual Ongoing Revenue <b>Additional Savings</b> as a Direct Result of the Project	0	
i	Annual Ongoing Revenue <b>Additional Costs</b> as a Direct Result of the Project	0	No additional revenue costs

Year	2021/22 £	2022/23 £	2023/24 £
<b>Spend Profile of Scheme</b> – please identify which year (s) the scheme spend will fall into	90k	10k	0

### REVENUE IMPACT

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Can Revenue Implications Be Funded From the Committee Base Budget? – Please give details	N/A
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### FOUR YEAR PLAN 2020/24

<b>Is this investment linked to EEBC's Key Themes?</b> If so, say which ones and evidence how. How does project fit within service objectives?	Yes to be green and vibrant.
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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	May/June 2021	
2	Further Approvals Needed	N/A	
3	Tendering (if necessary)	July 2021	
4	Project start date	Aug/Sept 2021	
5	Project Finish Date	October 2021	

### 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 (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.

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<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>Football foundation grant funding is available in the sum of approximately £20k per site, and section 106 funding may be available depending on locations</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>	<p>No</p>
<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>	<p>Yes pitches are in extremely poor condition and could be considered as dangerous, some clubs refusing to play on them.</p>
<p><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.</p>	<p>As clubs are disappointed in the condition of the pitches they are requesting refunds. If not repaired we can no longer hire out pitches for use.</p>

### ASSET MANAGEMENT PLAN

Is investment identified in the Council's Asset Management Plan?	Yes
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### PRIORITISATION

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

1	Investment essential to meet statutory obligation.	
2	Investment Important to achieve Key Priorities.	
3	Investment important to secure service continuity and improvement.	Yes, cannot hire out football pitches in such poor condition.
4	Investment will assist but is not required to meet one of the baseline criteria.	

### RISKS ASSOCIATED WITH SCHEME

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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.)	Works need to be carried out at a certain time, this may mean closure of all pitches to enable works to proceed. Specification and tendering cannot slip or window to carry out works will be missed and project will have to be delayed to following year.
2	Are there any risks relating to the availability of resources internally to deliver this project	No
3	Consequences of not undertaking this project	Cannot hire out the pitches for football any more due to poor condition.
4	Alternative Solutions (Other solutions considered – cost and implications)	Could reduce scope to reduce costs but bid is based on recommendations by consultant following site investigation survey.

<b>Is consultation required for this project?</b> Please give details of the who with and when by.	Yes with football clubs prior to works
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<b>Ward(s) affected by the scheme</b>	Ewell 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.

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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 .....