

# Capital Programme Review 2021-22

## Project Appraisal Form

**COMMITTEE & BID  
NUMBER**

Community & Wellbeing Bid 3

### PROJECT TITLE

Poole Road Pavilion (Harriers) Running track repairs and replacement of Hammer cage

### 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	<p>Hammer cage - defects listed as the danger zone at the front of the cage is 74 degrees but needs to be 53 degrees. This means the bisection of the track for a left handed thrower is 35m, much too short.</p> <ul style="list-style-type: none"> <li>. The front gates don't have enough protection from implement strikes which is a huge risk of ricochet</li> <li>. The net is also damaged and needs replacing</li> <li>. The circles are damaged and need breaking out</li> </ul> <p>The recommended solution is one new, fully compliant hammer cage which would replace the existing non-compliant hammer cages.</p> <p>Supplied and installed £29k + Vat. You will also need the circle work at 3.6k and the disposal of the old cages for approximately 2k. Total project cost of £35k</p> <p>There was some other work highlighted on the report for the shot put circle, I have attached this in a formal quotation for you called SPQ36465</p> <p>Running track Repairs</p> <p>In 2018 there was a survey carried out indicating many small repairs required to the running track, copy of photo indicating areas proposed at the time has been included.</p> <p>A cost estimate was provided by a specialist supplier in 2018 estimated the works at £27k, as the works were never carried out and it will be 3 years on if the Capital bid is approved. I would allow a sum of £40k for repairs. This will have to be tendered and must be carried out in the summer, we can adjust figures once tender prices are returned.</p>
Project outcomes and benefits	<p>These works will address critical health &amp; safety issues with the current athletics facility. Support for this project will ensure that the Harriers Athletic Club, Wheels for All Cycling Project, local residents and schools continue to benefit from a well maintained and fully compliant athletics facility in the borough. Over the past year and throughout the pandemic officers have built a robust relationship with the new management team of Harrier Athletics Club to support the club in its vision of making athletics accessible and attractive to the younger members of our community which will ensure future sustainability of the venue and secure the council with steady and reliable rental income.</p>

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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	75k	
b	Consultancy or other fees	0	
c	<b>Total Scheme Capital Costs (a+b)</b>	75k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	40k	Although the Sports England Community Grant funding scheme may have been a possible source of income, unfortunately the scheme has been temporarily paused due to Covid 19. It is possible that S106 funds could be used to support this scheme but this would be dependent on whether other competing Capital Bids, such as Gibraltar Rec drainage repairs were successful.
e	<b>Net Costs to Council (c-d)</b>	35k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	
g	<b>Capital Reserves Needed to Finance Bid (e-f)</b>	35k	
h	Annual Ongoing Revenue <b>Additional Savings</b> as a Direct Result of the Project	0	Ongoing maintenance cost will covered by existing budgets.
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	75k	0	0

### REVENUE IMPACT

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

<p><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?</p>	<p>Safe and Well. This project offers scope for all members of the community to become actively engaged in sports and athletics. Providing a safe, fully compliant local facility benefits residents of all ages and abilities and gives them the opportunity to get active, develop their skills and enhance their physical and mental well-being.</p>
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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	Nov/Dec 2020	
2	Further Approvals Needed	N/A	
3	Tendering (if necessary)	Jan 2021	
4	Project start date	Feb/March 2021	
5	Project Finish Date	April/May 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>Section 106 funding may be available depending on competing projects and 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 the Harrier Athletics Track and Throwing Cage are currently non-compliant and in poor state of repair.</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>The Harrier Centre relies on the rental income from leaseholders such as the Harriers Athletics Club and ad-hoc hirers such as schools and local residents. Without this capital investment the track will continue to deteriorate and we may need to consider closing the facility until adequate funding can be secured. Without the provision of a compliant Throwing Cage the Harrier Athletics Club may also seek compensation on it current lease charges.</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 continue to hire out the facility in its current and worsening condition.
4	Investment will assist but is not required to meet one of the baseline criteria.	

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### 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.)	Works will need to be carried out early 21/22 to ensure that the facility can be safely hired and used for competitive sport during the summer season.
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 facility may be unavailable for hire in 2021.
4	Alternative Solutions (Other solutions considered – cost and implications)	One of the existing throwing cages could be repaired but the costs of repair are not substantially different than an outright replacement which provides greater longer term benefits.

<b>Is consultation required for this project?</b> Please give details of the who with and when by.	Yes with the Harrier Athletics Club, Wheels for All and regular hirers to ensure that they are aware the facility will be out of use whilst repairs are undertaken.
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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

### 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 .....