

OUTDOOR DONATION POST

Head of Service: Ian Dyer, Head of Operational Services
Wards affected: Nonsuch Ward;
Appendices (attached):

Summary

To provide an update on the Outdoor Donation Post project and seek approval from members to progress this project with a view to installing the donation post in the first quarter of the new financial year.

Recommendation (s)

The Committee is asked to:

- (1) Accept the 50% contribution from the Friends of Nonsuch towards the supply and installation of an outdoor donation post.**
- (2) Agree to the capital investment of the remaining 50% from the Nonsuch Park Joint Management Committee's 2024/25 repairs and renewals fund.**
- (3) Agree to delegate the decision for an outright purchase of the donation post or 'all inclusive' rental to the Committee Clerk and Chair.**
- (4) Agree to use any monies raised from public donations towards more interpretation of the Palace and Banqueting Site.**

1 Reason for Recommendation

- 1.1 The Streetcare Manager is pleased to report that following several meetings between Epsom & Ewell Borough Council's Arts, Culture and Heritage Officer and the Friends of Nonsuch, that the Friends of Nonsuch have very kindly agreed to provide 50% of the funding required to install an outdoor donation post to help raise vital funds for the park.
- 1.2 The Streetcare Manager has identified the remaining 50% of the installation cost and is therefore in a position, with the committee's approval, to progress this project to completion by the end June 2024.

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- 1.3 The Friends of Nonsuch are keen that any money raised by the public should be put towards projects that promote and preserve the heritage of the site and request that the first project is focused on raising funds to improve the interpretation of the Palace and Banqueting Site.

2 Background

- 2.1 At the Nonsuch Park Joint Management Committee meeting in October 2023, the Arts, Culture and Heritage Officer announced to the Committee that the installation of an outdoor donation post in the Park was currently under investigation. The officer explained that an outdoor donation post would allow Park visitors to provide donations to assist with the funding of projects within the Park, such as the management and maintenance of wildlife habitats, and interpretation/restoration of historical assets.
- 2.2 As members were keen to see this idea progressed, officers subsequently met with the Friends of Nonsuch and Good Box, the donation post company, to discuss the potential for a financial contribution from the Friends of Nonsuch and to establish costs and feasibility of an outdoor donation post within the park.
- 2.3 After the initial discussion, The Friends of Nonsuch consulted their committee and it was agreed that the Friends would be happy to support the project and contribute 50% of the cost, subject to agreement that one of the first funding projects is improved interpretation of the Palace and Banqueting Site.
- 2.4 Conversations with Good Box, the donation post company provided officers with a firmer cost estimate of c£5,000, for the supply and installation of one outdoor donation post to be located near the Nonsuch Pantry/front entrance to the Mansion House.

3 Risk Assessment

- 3.1 As there is a risk that the return on the upfront cost of a donation post will take a long time to recover and it may be some time before donations reach a point that they can be used to fund projects, it is proposed that the financial contributions from the Friends and the Joint Management Committee are viewed as a capital investment and that any money raised from donations should be used to fund a project fairly quickly, so that the public can see what their donation has been used for and encourage them to keep donating.
- 3.2 The risk of low donations can be mitigated by ensuring that there is a robust communications strategy in place to ensure the public are aware of the project and how their donations will be used to support the park and its rich natural and physical landscape.
- 3.3 There is a risk of vandalism to the donation post and this will need to be closely monitored. However, this is somewhat mitigated by locating the post in a busy area, next to the Mansion House/café.

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Legal or other duties

3.4 Equality Impact Assessment

3.4.1 None for the purpose of this report

3.5 Crime & Disorder

3.5.1 See 2.7 above.

3.6 Safeguarding

3.6.1 None for the purpose of the report

3.7 Dependencies

3.7.1 This project is dependant on the contribution from the Friends of Nonsuch.

3.8 Other

3.8.1 None

4 Financial Implications

4.1 The Streetcare Manager has consulted with the Committee's accountant, and it is proposed that an anticipated £2,500 underspend in 2023/24 is rolled forward into the repairs and renewals fund to provide the JMC's 50% contribution in the new financial year.

4.2 The remaining 50% will be funded by the Friends of Nonsuch.

4.3 If the committee agree to proceeding with this project, Officers will enter into further conversations with Good Box and ascertain whether it is more cost effective to buy the Donation Post outright with an annual maintenance plan or opt for an 'all inclusive' rental scheme. Both options will be discussed with the Joint Management Committee's accountant, Clerk and Chair before proceeding.

4.4 **Section 151 Officer's comments:** Financial implications are included in the body of this report.

5 Legal Implications

5.1 There are no legal implications at this stage of the project, but there will need to be a legal agreement in place between the Friends of Nonsuch and the Nonsuch Park Joint Management Committee which sets out how public donations are held and how monies are spent, before any donations are accepted from the public.

5.2 **Legal Officer's comments:** none other than as set out above

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6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- Cultural and Connected

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None

6.4 **Sustainability Policy & Community Safety Implications:** None

6.5 **Partnerships:** This project is an excellent example of partnership working with the Friends of Nonsuch.

7 Background papers

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- Heritage Update Presentation – 16 October 2023

Other papers:

- N/A