

OUTDOOR DONATION POST

Head of Service:	Ian Dyer, Head of Operational Services
Report Author	Samantha Whitehead
Wards affected:	Nonsuch Ward;
Appendices (attached):	Appendix One – GBx Core Donation Unit

Summary

To update the Committee on the Outdoor Donation Post project

Recommendation (s)

The Committee is asked to:

- (1) **Agree to halt the Outdoor Donation Post Project, due to prohibitive installation costs.**
- (2) **Agree to officers procuring indoor, contactless donation units for the museum and café.**

1 Reason for Recommendation

- 1.1 Further to an on-site survey by groundwork and electrical contractors and subsequent quotes, the cost of installation in addition to the cost of the outdoor donation post now exceeds the agreed budget of £5000. It is therefore proposed to halt this project for the reasons set out in section 2 and propose an alternative solution for provision of two indoor, contactless donation units located in the museum and café,

2 Background

- 2.1 At the Nonsuch Park Joint Management Committee on 25 March 2024, members agreed in principle for a budget of £5,000 (50% donated by the Friends of Nonsuch and 50% from the JMC) to procure and install an outdoor donation post for Nonsuch Park.
- 2.2 On this basis, officers agreed to obtain exact quotes for the electrical and ground works to install the donation post outside the café area.

Nonsuch Park Joint Management Committee

17 June 2024

- 2.3 An on-site survey was carried out and estimates were provided by Epsom & Ewell Borough Council approved contractors. The cost of excavation and reinstatement for power was quoted at £4,500 plus an additional £620 for electrical works, giving a total of £5,120.
- 2.4 This work is in addition to the cost of the donation post which was quoted at around £2,500. Therefore, bringing the total cost of the project to £7,620, which exceeds the £5,000 allocated to the project.
- 2.5 As there is limited information available about the success rates for outdoor donation posts in public parks and open spaces, officers are concerned that this project may not provide a big enough return on investment to justify the increase in costs.
- 2.6 It is proposed to halt this project for the reasons above and pursue an alternative solution for the provision of two indoor, contactless donation units located in the museum and café,

3 Indoor Contactless Donation Units

- 3.1 The GoodBox company specialises in Indoor Contactless Donation Units. These units are easy to install and can be plugged into the mains or used as a mobile unit for up to four hours, making them ideal for events. Please see appendix one.
- 3.2 The price is £475 per unit which includes bespoke on-screen graphics.
- 3.3 There is a monthly cost of £32.50 per unit per month, which covers unlimited data, device portal management, PCI DSS (Payment Card Industry Data Security Standard) compliance, ongoing GoodBox support and remote updates. This monthly cost also includes all transaction fees.
- 3.4 There is a minimum 12 month contract.
- 3.5 Therefore, for the outright purchase of two units for the museum and café, two 12 month contracts, configuration, and delivery the total cost is £1760, which is well within the £5000 budget that the Joint Management Committee and the Friends of Nonsuch have set aside for this project.

4 Risk Assessment

Legal or other duties

- 4.1 Equality Impact Assessment
 - 4.1.1 None for the purpose of this report
- 4.2 Crime & Disorder
 - 4.2.1 None for the purpose of this report

Nonsuch Park Joint Management Committee

17 June 2024

4.3 Safeguarding

4.3.1 None for the purpose of this report

4.4 Dependencies

4.4.1 None for the purpose of this report

4.5 Other

4.5.1 None for the purpose of this report

5 Financial Implications

5.1 Financial information is set out in section 3 of this report.

5.2 **Section 151 Officer's comments:** A figure of £2,500 has been earmarked in the Nonsuch repairs and renewals reserve in 2023/24 for use in 2024/25 for donation facilities costs.

6 Legal Implications

6.1 If the decision of the Committee is to proceed with the proposal outlined in section 3, then contracts will need to be agreed and in place before proceeding.

6.2 **Legal Officer's comments:** As outlined above.

7 Policies, Plans & Partnerships

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

- Effective Council

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

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

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

7.5 **Partnerships:** This project is in partnership with the Friends of Nonsuch.

8 Background papers

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

Previous reports:

- Outdoor Donation Post report 25 March 2024

Other papers:

Nonsuch Park Joint Management Committee
17 June 2024

- None