

Capital Programme Review 2026-27

Project Appraisal Form

**COMMITTEE &
PROPOSAL
NUMBER**

Environment

PROJECT TITLE

Ashley Centre multi-storey car park - overcoating waterproof membrane

ACCOUNTABLE OFFICER

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

Rod Brown/Richard Chevalier/Tony Foxwell

DETAILS OF PROJECT

<p>Project scope, what is included/excluded in the scheme</p>	<p>This bid was approved for 2025-26 on the budget of £180k after the full original bid was reduced, we intended to carry out works to level 1A & B only in phased sections, some works planned out of hours which increases costs for labour. We took advice from the manufacturer and had a cost estimate from the approved contractor. During the tender period there were some discrepancies on assumptions made by the manufacturer as to which areas were effectively roof over shops, therefore a product change was required to achieve the correct guarantee. This led to an increase in the tender costs. Two bids came in on the old specification and were non-compliant, the other two were in £327k and £356k range. The project was put on hold, and we request additional funds to proceed in the capital process for 2026-27</p> <p>Request additional budget £175k + additional £20k to increase contingency.</p> <p>Criteria Where it is mandatory for the Council to provide the scheme (e.g., Disabled Facilities Grants and Health and Safety). Minimum required to continue to deliver the services of Council (e.g., Minimum level of building maintenance and IT).</p> <p>Scope of Works To level 1a & 1b of multistorey car park - Apply new waterproof membrane as existing coating is wearing off. The guarantee expired a couple of years ago. The entrance area is looking shabby where the deck shield no longer provides waterproof protection to the floor. The works will involve shutting areas of the car park to carry out the works. An element of working during the evening will be required for entrance and exit Level one due to the extensive traffic through the normal working day. The areas must be scabbled off, cleaned and prepared. Any deviations and spalling in the existing surface will have to be made good prior to application of a new deck shield product. This is applied in a 3-coat system and new line markings are applied.</p>
<p>Project outcomes and benefits</p>	<p>Criteria - Where it is mandatory for the Council to provide the scheme (e.g., Disabled Facilities Grants and Health and Safety). - Minimum required to continue to deliver the services of Council</p>

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	<p>(e.g., Minimum level of building maintenance and IT).</p> <p>Benefits</p> <p>EEBC has a duty of care to protect the shopping centre below from water ingress. Facilitating a waterproofing membrane will prevent leaks, protect the concrete from carbonisation and will be aesthetically pleasing. Deferring these works may increase the risk of immediate damage into the shopping centre or incur more concrete repairs. Prevention tends to be cheaper than remedial works.</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	350k	£184k agreed in 2025-26 Capital programme, additional £191k required to increase the budget.
b	Consultancy or other fees	25k	Consultancy and legal fees
c	Total Scheme Capital Costs (a+b)	375k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	
e	Net Costs to Council (c-d)	375k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	
g	Capital Reserves Needed to Finance Proposal (e-f)	375k	
h	Annual Ongoing Revenue Additional Savings as a Direct Result of the Project	0	
i	Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	0	

Year	2026/27 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	2026 – spend £375k

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REVENUE IMPACT

Can Revenue Implications be funded from the Committee Base Budget? – Please give details	N/A
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ENVIRONMENTAL IMPACT

Does the scheme meet any of the Council's Climate Change Action Plan targets, and if so, which ones?	N/A
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STRATEGIC PRIORITIES 2025-2027

Is this investment linked to EEBC's Corporate Strategies? If so, say which ones and evidence how. How does project fit within service objectives?	No
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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	Jan/April 2026	
2	Further Approvals Needed	no	
3	Tendering (if necessary)	May/June 2026	
4	Project start date	August 2026	
5	Project Finish Date	September 2026	

BASELINE CRITERIA

All capital schemes are assessed against criteria set by the Capital Member Group annually. Proposals should meet at least one of these criteria. State which capital criteria(s) for assessing proposals are met and why. Leave blank any which are not met.

Spend to Save schemes should meet the following criteria:

- Payback of the amount of capital invested in 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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Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority? Please give details of funding streams, including any restrictions on the funding.	
Is the Scheme a Spend to Save Project? Will investment improve service efficiency including cost savings or income generation? What is the payback in years?	
Is it mandatory for the Council to provide the scheme? Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.	Yes, the works will help prevent oxidation of reinforcement causing spalling and damage to concrete surface. This prevents slips trips and falls.
Is this project the minimum scheme required to continue to deliver the services of the Council? - Is investment required for the business continuity of the Council? If so, say how.	

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.	Yes, we have an obligation to prevent water leaks into the shopping centre in terms with lease repairing conditions.
2	Investment Important to achieve Key Priorities.	
3	Investment important to secure service continuity and improvement.	
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.)	The Budget is now based on the recent tenders received. This product has specific application temperatures and cannot be applied in the winter; this may affect delivery if works are not specified and tendered ready for the summer of 2026
2	Are there any risks relating to the availability of resources internally to deliver this project	Design & Specification is already prepared and ready to go back out to tender when the extra budget is approved. We can deliver this in house, no consultants required
3	Consequences of not undertaking this project	Could get water leakage into the shopping centre
4	Alternative Solutions (Other solutions considered – cost and implications)	None

Is consultation required for this project? Please give details of the who with and when by.	Yes, with the Ashley shopping centre and the general public to advise of dates of work and disruption to the car park.
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Ward(s) affected by the scheme	Town 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.

Accountable Officers for the revenue implications of the project

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Project Manager Name and Signature Date

Revenue Budget Holder Name and Signature Date

Service Accountant Name and Signature Date

Director Name and Signature Date

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COMMITTEE & PROPOSAL NUMBER

Environment Committee

PROJECT TITLE

Uppermill pond band replacement - Phase 2

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

This bid was approved for 2025-26 on the budget of £150k, this budget estimate was given to us by consultant as best cost at the time, when we reapproached the consultant this year. They prepared a new cost estimate which far exceeded the first. Please see report from land and water attached of new estimated costs.

We require additional funds to carry out these works in 2026-27 of £150k

Criteria

- Where the scheme is consistent with the Council's Climate Change Action Plan, subject to affordability, supported by a robust business case and value for money can be demonstrated through a maximum payback period of 10 years
- Minimum required to continue to deliver the services of Council (e.g., Minimum level of building maintenance and IT).

Scope of Works

The previous first phase works were very successful however the section of wall from the Main water pipe down to the Samaritans has also started leaking and causing excessive water loss. We have a statutory obligation to repair this to prevent water loss. The proposal is to remove dead and dangerous trees close to the wall and provide and install new sheet piling to create new riverbank wall.

The works are in two stages the preliminary stage includes the consultant's pre-construction management, surveys including Ground Investigations, service tracing, materials sampling and analysis. Flood Risk plan, ground penetrating radar survey etc.

Second stage is procurement, legal contracts, then effectively the works provision of heavy plant, welfare facilities, ground protection, diverting water, pumps, sheet piling and removal of trees and foliage. Constructing the timber fascia covering to water bank, clearing site. Replanting as necessary.

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Project outcomes and benefits	<p>Benefits and opportunities</p> <p>The works when completed will reduce leakage from riverbanks, help in repairing the river eco system, ensure we comply with the Hogsmill catchment partnership agreement and satisfy our biodiversity duty under the natural environment and rural committees Act 2006 as a public body.</p> <p>Questions from the 2024 initial bid Clarification sought as to whether the water pipe falls under the Council's remit or is the local waterboard responsible? The waterpipe is mentioned only as an indicator from where the second phase works start. There are no works to the waterpipe as this is the waterboards responsibility.</p> <p>What is the impact of the water loss? If works were deferred, would this lead to building damage/subsidence/environmental hazard to wildlife? The impact of the water loss is seen further down the hogsmill and is causing danger to local wildlife conditions. If banks were to break, then severe flooding would occur to the area by the Samaritans.</p> <p>Note These are budget figures at this stage until a consultant is instructed to prepare a design proposal and prepare an official cost estimate and will be subject to change depending on this and the extensive procurement and legal process</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	260k	£150k original capital budget for 2025-26, additional budget of £150k required.
b	Consultancy or other fees	40k	Legal and consultant's fees
c	Total Scheme Capital Costs (a+b)	300k	
d	External Funding Identified (e.g. s106, grants etc.) Please give details, including any unsuccessful funding enquiries you may have made.	0	
e	Net Costs to Council (c-d)	300k	
f	Internal Sources of Capital Funds Identified (e.g. repairs & renewals reserve etc.)	0	

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g	Capital Reserves Needed to Finance Proposal (e-f)	150k	
h	Annual Ongoing Revenue Additional Savings as a Direct Result of the Project	0	
i	Annual Ongoing Revenue Additional Costs as a Direct Result of the Project	0	

Year	2026/27 £
Spend Profile of Scheme – please identify which year (s) the scheme spend will fall into	2026 - £300k

REVENUE IMPACT

Can Revenue Implications be funded from the Committee Base Budget? – Please give details	N/A
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ENVIRONMENTAL IMPACT

Does the scheme meet any of the Council's Climate Change Action Plan targets, and if so, which ones?	No, but it will help the environment and eco system.
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STRATEGIC PRIORITIES 2025-2027

Is this investment linked to EEBC's Corporate Strategies? If so, say which ones and evidence how. How does project fit within service objectives?	No
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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	April 2026	
2	Further Approvals Needed	no	
3	Tendering (if necessary)	May/June 2026	
4	Project start date	September 2026	
5	Project Finish Date	Dec 2026	

BASELINE CRITERIA

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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 the 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.

Is there a guarantee of the scheme being fully externally funded and is it classed as a high priority? Please give details of funding streams, including any restrictions on the funding.	
Is the Scheme a Spend to Save Project? Will investment improve service efficiency including cost savings or income generation? What is the payback in years?	
Is it mandatory for the Council to provide the scheme? Is investment required to meet Health and Safety or other legislative requirements? If so state which requirements.	We have a statutory obligation to repair this to prevent water loss.
Is this project the minimum scheme required to continue to deliver the services of the Council? - Is investment required for the business continuity of the Council? If so, say how.	

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.	We have a statutory obligation to repair this to prevent water loss.
2	Investment Important to achieve Key Priorities.	
3	Investment important to secure service continuity and improvement.	
4	Investment will assist but is not required to meet one of the baseline criteria.	

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.)	The main risks as I see it are procuring the works as the process is extensive and fraught with complications that may delay this project. Application for the Flood Risk Assessment permissions – this process can take a minimum of 28 weeks and can hold up start dates.
2	Are there any risks relating to the availability of resources internally to deliver this project	We have allowed a sum within the budget for consultants to design specify and run the works.
3	Consequences of not undertaking this project	Low flows are impacting on biodiversity of a globally rare chalk stream, one of only 200 on the planet
4	Alternative Solutions (Other solutions considered – cost and implications)	None

Is consultation required for this project? Please give details of the who with and when by.	Yes, with the environment agency for the Flood Risk Assessment, and Thames water and Southeast water to liaise regarding the extent of the works and timings.
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Ward(s) affected by the scheme	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.

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

Director Name and Signature Date
