

CAPITAL APPROVAL OFFICER DELEGATED DECISION FORM

Officer Name:	<i>Marc Higgins</i>
Director Title:	<i>Mandy Bishop</i>
Service Area:	<i>Leisure</i>
Decision Maker:	<i>Chief Exec / Mandy Bishop</i>
Date of Draft:	<i>14 08 2020</i>

Details of Decision:

To fully approve capital amounting to £69,000 from the provisional capital programme item Green Infrasture Recreation Programme.

Reason/Rationale for the Decision:

To deliver the Council's Fit for Life Strategy and get more people active through playing tennis. The tennis courts in Keynsham Memorial Park will be refurbished with new access gates. The park is well used and the refurbished courts will allow more people to be active through playing tennis. The programme of works will be undertaken in early 2021 with the facilities opening in Spring 2021. An online booking system will allow people to book in advance for low cost. The site will be managed by a procured operator who will be responsible for programming and on-going maintenance.

Financial and budget implication:

This decision will approve capital programme for expenditure.

The profile of spend anticipated is:

Project Spend Areas	Total Approval	2019/20	2020/21	2021/22	2022/23	2023/24	Future years
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Conversion/refurbishment	58		58				
Fees - external	2		2				
Fees - Internal	4		4				
Contingency	5		5				
	-						
	-						
	-						
Total Approval	69	-	69	-	-	-	-

The capital expenditure is funded by a mixture of grant from CiL £5,000, Sport England (SE) £50,000, the Lawn Tennis Association £6,000 and a contribution from Keynsham Town Council (KTC) £8,000.

The revenue impact from this decision is: No revenue impacts as the life time costs of maintenance will be covered by the operator's business plan,

Revenue Cost / Income Cat	Total Approval	2019/20	2020/21	2021/22	2022/23	2023/24	Future years
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Maintenance Costs	-						
	-						
	-						
	-						
Service Supported Borrowing Calculation	-						
Other 1 - described in 6a) below	-						
	-						
	-						
	-						
	-						
	-						
Total Approval	-	-	-	-	-	-	-

[If relevant:] There is a revenue reversion risk associated with the expenditure on this project, should the further programme not receive approval and an asset not ultimately be developed. This risk is considered to be [low / medium / high] and is mitigated by [add relevant mitigation information].

Other key risks to the project and their mitigations include: [As per PID]

RISKS

Key Risks to Project	Mitigating Actions
Conditional grant offers from SE and the LTA do not follow through.	Project will not progress until all funding has been secured.
Risks around outsourcing and finding a suitable operator	Link with Procurement. Outsource the operation to a 3rd party who is skilled in the operation of tennis park facilities and transfer the risk of income and upkeep of the facilities to the 3rd party.
Risk that Council will need to fund unbudgeted maintenance costs out of revenue if a suitable operating contract is not found or agreed.	This risk is low given the current appetite for tennis being seen at local level by the LTA. It is envisaged that procurement would start in the Autumn, ahead of works on tennis courts starting.

Additional space for further narrative.

Other issues addressed in reaching this decision: <i>(select as appropriate)</i>			
Social Inclusion		Disability Equality	
Customer Focus		Other Equality	
Sustainability		Human Rights	
Human Resources		Corporate	
Property		Other Legal	
Young People			

Details of Other Options Considered:

Enter details of all other options considered.

This should include the consideration of not progressing with the approval and therefore the programme item.

Details of Consultation: (select as appropriate, but always requires s151, Portfolio Holder for Finance and Efficiency, and appropriate Service Portfolio Holder to be ticked)

Portfolio Holder for Finance and Efficiency	✓	Service Portfolio Holder	✓
Ward Members		Service Users	
Parish/Town Council(s)	✓	Trades Unions	
Local Residents		Charter of Trustees of Bath	
Community Interest Groups		Other Services in B&NES	
Monitoring Officer		Section 151 (Finance	✓
Head of Paid Service (CX)	✓	Other	
Youth Council			

Other Relevant Comments:

Enter other relevant information.