

## **Appendix 3**

### **Item 1:**

**Due to congestion of diaries with meetings around Pinewood, land north of Iver Station, Sutton Court Farm, Neighbourhood plan and other time sensitive issues only one meeting was scheduled.**

The next meeting will look specifically at scoping potential new projects, funding streams to support them and developing a plan for improving income generated from TIPC assets to ensure their financial sustainability.

### **Meeting via Zoom Monday 5<sup>th</sup> October 2020 Amenities working group**

Present:

Cllr. Arun Gaur

Cllr. Peter Stanhope

Cllr. Kevin Logan-Brown

Cllr Ann Mayling

Unfortunately, due to issues with the original Zoom call Cllr Matthews was unable to join.

#### **1. Review of EMR allocation in current financial year**

The group reviewed the indicative costs which looked at the works deemed required to be completed within the current financial year. These costs are indicative only and should the work proceed each activity will go out to tender or for quotes to be submitted as required in TIPC financial regulations. It will be for the Amenities committee to review and agree which items go forward (other than those previously agreed or in progress).

The objective is to ensure that all work which can be undertaken to ensure that H and S concerns are addressed and to complete named projects which have already been identified.

It was recognised that in addition the Amenities budget overall will be hit by the collapse in income from hire of the Pavilion and providing credit to DCFC. Reduced usage from existing clubs is likely to continue.

Other anticipated costs which will be looked at initially from current budget rather than EMR:

- £2.5k servicing costs for vehicles/kit
- Purchase of equipment – battery powered – in total around £9 – 11k but will prioritise immediate needs
- Replacement of vehicles (tender process to be commenced Dec 2020)

Also under discussion but not costed or in plan –

- Iver Heath Pavilion – alarms and fire alarm
- Development plan with actions and projected costs derived at all sites with management plans – Swan Meadow and Hardings Row in particular needs to be prepared

It was agreed to take all items forward on Table 1 for discussion, sign off and planning for delivery.

## 2. New projects

Suggestions for new projects or potential activities to develop into project:

- Create hot desking/business support space. Also possibly meeting venue and use of office at JP. With an on-line booking system and chargeable. Cllr. Gaur to look at feasibility and what could offer.
- Community cafes – potential for volunteer led at both Pavilions.
- Fitness trails at both recs. Trails around perimeter of site with various exercise stations. Cllrs. Stanhope and Gaur to progress
- Tree planting/cultivation – investigate using funding to create a planting programme at key sites and potential to have tree ‘nursery’(?).

Table 1:

Indicative costs for items of work outstanding in 20/21 financial year:

<b>Activity/item (not in current year budget report)</b>	<b>Indicative cost incl.10% contingency</b>	<b>Note</b>
Allotments – asbestos removal	£7,500	Possible change of approach
Allotments – re-instatement work	£5,000	
Churchyard – safety work	£5,000	
IH Pavilion – project close out costs including retention sums	£5,000	
IH Pavilion – CCTV and external work to fabric of building	£11,000	Not in original scope – was designated Phase 2 External work – fascia, soffits, gutters repaired/replaced and external decoration. lighting converted to LED
Mud Wharf project	£8,000	£1500 committed in current year Under Green spaces EMR
ROSPA work incl. support with risk assessments and resolving defects	£3,500	To ensure all required recommendations can be actioned speedily external labour and materials costs likely to arise
Football netting	£2,500	Like for like
Path in Iver Rec	£10,000	Potential grant funding for remainder £29K
BMX track – maintenance – one off	£5,000	To re-instate to a level where in house team could maintain moving forward – also highlighted in ROSPA report
Management of Japanese knotweed (2 locations)	£5,000	For next season

### Item 2:

### **Updated figures and further information since the working group meeting:**

In this COVID-19 world the focus has remained on this year and next financial year. Further work has to begin on a strategy for developing sustainable income streams relating to TIPC building and replacing lost income.

Further information being received has led to the figures above being amended since the meeting and there are updates on act.

The new version of the table is below and indicates those items and whether the EMR spend is likely to be this financial year and next financial year. Some items fall into next year as the work is seasonal.

In addition, there is the possibility that other play/leisure equipment at Iver Recreation Ground cannot be fixed as spares are no longer available or that it will not be economically viable to repair the items. The Assistant Clerk is compiling further details, and these will be presented at the next meeting. Early indications are that this could be a significant cost of up to £35k and may need to be spread over several years. This is not included in the table below.

An audit has been undertaken by Cllr. Brown of equipment for the grounds team and he has proposed a list of items to improve efficiency and health and safety which, if purchased in full, would be in the region of £11k. Again, this is likely to be purchased across more than one financial year. This is not included in the table below and purchases this year will be from current year budget. Funds could be allocated to complete the purchases from unallocated EMR.

Groundworks have costed maintenance and development for all relevant sites within their proposal for next year based on the management plans adopted earlier this year. They have also quoted for management of Japanese knotweed at Hardings Row.

No further details have been received from Councillors regarding the project referred to in the minutes. It is anticipated that funding will be sought for these projects from funding streams including the Community Board.

<b>Activity/item (not in current year budget report)</b>	<b>Indicative cost incl.10% contingency</b>	<b>Status</b>
Allotments – re-instatement work/drainage/asbestos solution	£12,500	<i>20/21 Financial year</i>
Churchyard – safety work	£5,000	<i>20/21 Financial year</i>
IH Pavilion – project close out costs including retention sums	£5,000	<i>20/21 Financial year</i>
IH Pavilion – CCTV and external work to fabric of building	£11,000	<i>20/21 Financial year</i>  <i>Not in original scope of project – was designated Phase 2 External work – fascia, soffits, gutters repaired/replaced and external decoration. lighting converted to LED</i>  <i>CCTV – urgent requirement Draft tender for agreement at Amenities 11/20</i>
ROSPA work incl. support with risk assessments and resolving defects	£3,500	<i>20/21 Financial year</i>  <i>To ensure all required recommendations can be actioned speedily external labour and materials costs likely to arise</i>
Football netting	£2,500	<i>20/21 Financial year Decision in Amenities meeting</i>
Path in Iver Rec	£10,000	<i>20/21 Financial year</i>  <i>Potential grant funding for remaining £35k – funding application in progress</i>
BMX track – maintenance – one off	£5,000	<i>EMR 21/22 Financial year</i> <i>To re-instate to a level where in house team could maintain moving forward – also highlighted in ROSPA report</i>
Management of Japanese knotweed (2 locations)	£5,000	<i>EMR 21/22 Financial year</i> <i>For next season – note Groundworks have quoted £850 for Hardings Row but not provided details on activity to be undertaken</i>
Mud Wharf project	£6,500	<i>£1500 of original £8k committed in current year</i>

		Under Green spaces EMR for 21/22 financial year
Replacement Vehicles	£25,000	To combine with current EMR

This table covers items to which the committee has identified and committed to in earlier discussions. The committee may want to consider additional items such as further replacement of play equipment, equipment upgrades and named projects.

Current EMR status is described in Item 18 EMR:

**Summary of amenities related items**

Rec ground pitch work	£2,500	
Play equipment	£5,000	Note: Items on agenda for spend
Green spaces	£10,500	Note: This includes the £8k for the Mud wharfs project
Groundsman Van	£13,000	Note: Items on agenda for spend
IH Rec project	£20,000	Note: Spending in year relating to this item and the one below are shown as a combined total on budget report.
IH Pavilion	£590.70	
Tractor	£5,000	Note: Accruing for replacement
Unallocated spend £45k		

It is for this committee to agree that EMRs unallocated to this committee should be assigned to reflect the table above and update the Policy and Finance committee of their decision.

This committee also needs to identify nay projects other than the replacement path at Iver Rec which it would want to include in consideration for budgeting.