



## Democratic Services

**Location:** Phase II  
**Ext:** 0693  
**DDI:** 01895 250693  
**My Ref:** SC

**To: COUNCILLOR MARTIN GODDARD CABINET  
MEMBER FOR FINANCE (DESIGNATE)**

**COUNCILLOR JOHN RILEY CABINET MEMBER  
FOR PUBLIC SAFETY AND TRANSPORT  
(DESIGNATE)**

c.c. All Members of Executive Scrutiny Committee  
c.c. Dan Kennedy, Residents Services  
c.c. Paul Richards, Residents Services  
c.c. Chairmen of the Residents, Education and  
Environmental Services Policy Overview Committee  
c.c. Ward Councillors for Uxbridge North  
c.c. Jamie Bell, Residents Services  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 14 January 2021

## Non-Key Decision request

## Form D

**CAPITAL RELEASE REPORT (JANUARY 2021)**  
**DEPARTMENT: RESIDENTS SERVICES**  
**SERVICE AREA / PROGRAMME: HIGHWAYS PROGRAMME 2020/21**  
**RELEASE NO: 4**

Dear Cabinet Member

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Friday 22 January 2021** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied, and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Steve Clarke  
Democratic Services Officer

**Title of Report: Capital Release Report (January 2021) - Highways Programme  
2020/21 - Release No 4**

**Decision made:**

**Reasons for your decision:** (e.g. as stated in report)

**Alternatives considered and rejected:** (e.g. as stated in report)

Signed ..... Date.....  
*Cabinet Member for Finance (Designate) / Cabinet Member for Public Safety and Transport  
(Designate)*

## CAPITAL RELEASE REPORT (JANUARY 2020)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Highways Programme 2020/21

RELEASE NO: 4

|                             |  |
|-----------------------------|--|
| <b>Cabinet Member(s)</b>    | Councillor Martin Goddard<br>Councillor John Riley             |
| <b>Cabinet Portfolio(s)</b> | Finance (Designate)<br>Public Safety and Transport (Designate) |
| <b>Officer Contact(s)</b>   | Jamie Bell, Residents Services                                 |
| <b>Papers with report</b>   | Appendix A1 with capital release requests for approval         |

## HEADLINES

|   |  |
|---|--|
| <b>Summary</b>                            | To seek Cabinet Member approval for the release of capital funds to progress a footpath in Hillingdon Court Park from the Highways 2020/21 programme.  |
| <b>Putting our Residents First</b>        | This report supports the following Council objectives of: Our People; Our Built Environment; Strong financial management.  |
| <b>Financial Cost</b>                     | The report seeks the release of £78k from the Highways Structural Works 2020/21 capital budget to progress a footpath in Hillingdon Court Park. The works will commence upon release of the funds. |
| <b>Relevant Policy Overview Committee</b> | Residents, Education and Environmental Services  |
| <b>Relevant Ward(s)</b>                   | Uxbridge North   |

## RECOMMENDATION

**That the Cabinet Member for Finance (Designate) and the Cabinet Member for Public Safety and Transport (Designate) agree to the following capital release request of £78k to complete the footpath in Court Park, to be funded from the Highways Structural Works 2020/21 capital budget.**

### Reasons for recommendation

As illustrated in the plan below, this path will connect the existing pathways that have been constructed in recent years. This will enable residents of all abilities to navigate around Hillingdon Court Park with ease. Hillingdon Court Park is one of the largest amenity open

spaces within Hillingdon. By linking the existing paths, it will create a much needed shorter route to local shops and travel connections within Hillingdon.

### Alternative options considered / risk management

Alternatively, the proposal can be deferred for consideration to a future programme.

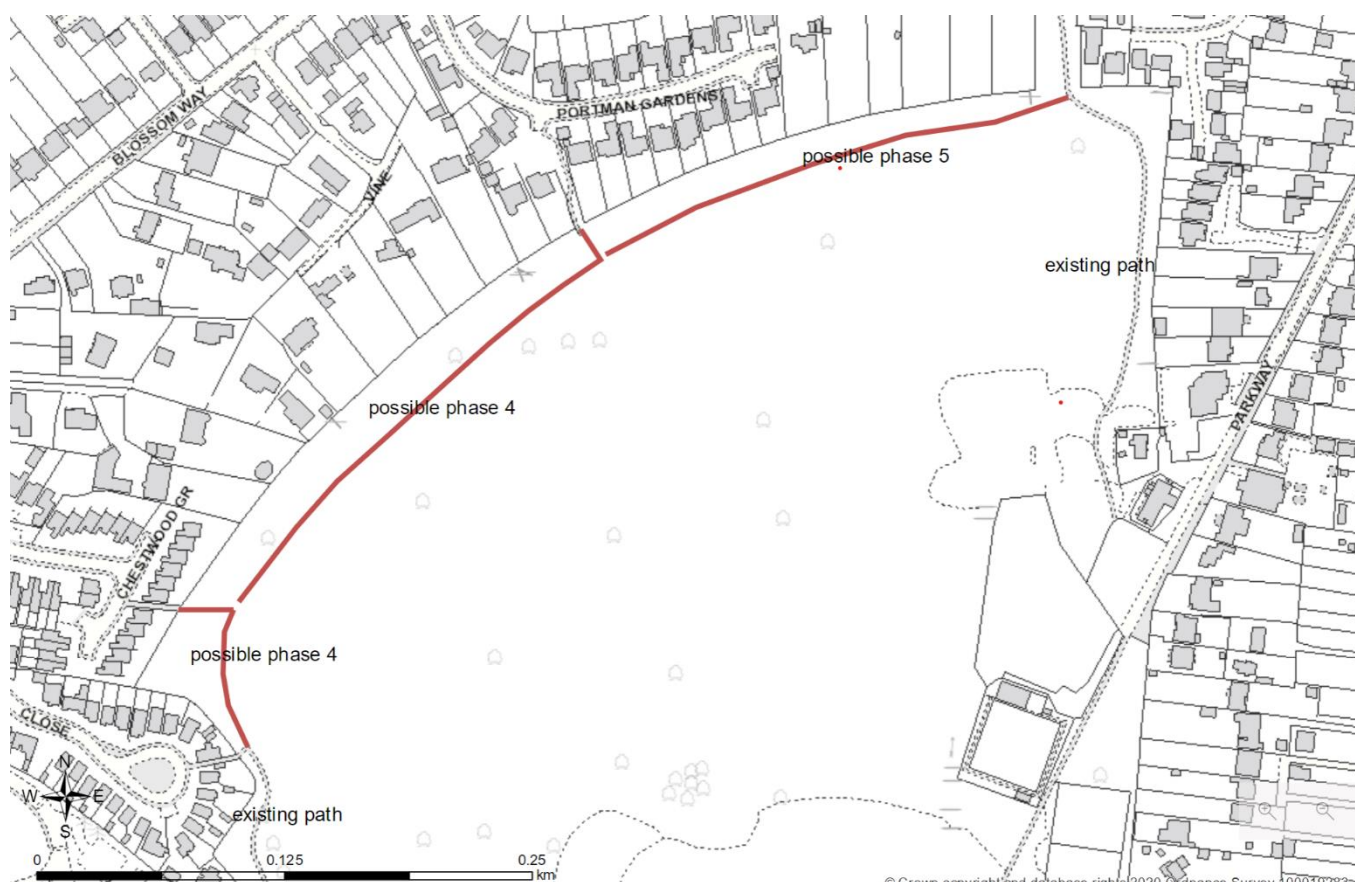
In many instances, any delay of this programme may also have safety implications with a possible consequent impact on the Public Liability Insurance budget.

### Policy Overview Committee comments

None at this stage.

## SUPPORTING INFORMATION

### Site Plan



All costs in Tables 1 below have been calculated using the schedule of rates contained in the Council's Highways term contract.

The cost of the footpath is to be funded from the 2020/21 capital programme for Highways Structural Works. The work is estimated to cost a total of £78k as detailed in Appendix A1 and Table 1 overleaf.

Table 1: 2020/21 Highways Carriageway and Footway Resurfacing Programme Cost Plan

| Item                      | Cost (£)       |
|---------------------------|----------------|
| Cost of Works             | 71,000         |
| Contingency               | 7,100          |
| <b>Total Project Cost</b> | <b>£78,100</b> |

## Financial Implications

### Highways Structural Works 2020/21 Budget £15,684k; Previously Released £13,158k; Capital Release Requested £78k – Appendix A1

The 2020/21 capital programme, approved by Cabinet and Council in February 2020, included £10,000k for Highways Structural Works, funded from Council resources. In June 2020, Cabinet approved the rephasing of £5,864k of unspent 2019/20 budget into 2020/21, from which £1,351k was previously released in 2019/20 for approved schemes that are continuing into 2020/21 for completion this financial year.

The report seeks the release of £78k from the Highways Structural Works 2020/21 revised budget for footpath works in Hillingdon Court Park.

The release of £78k includes the term contractors quoted cost and a project contingency of 10% of the quoted contractors work costs.

The remaining £2,447k of the Highways Structural Programme 2020/21 budget is subject to the allocation and capital release process.

## RESIDENT BENEFIT & CONSULTATION

### The benefit or impact upon Hillingdon residents, service users and communities

Connecting the final phase of this path will enable residents and visitors to the park of all abilities to navigate the large open space year-round. It will also show that Hillingdon is committed to providing quality open spaces for their residents.

### Consultation carried out or required

Ward Councillors from Uxbridge North were consulted with regarding this project.

## CORPORATE CONSIDERATIONS

### Corporate Finance

Corporate finance concurs with the financial implications above, noting that the footpath improvement works at Hillingdon Court Park will be funded from the 2020/21 Highways Structural Works budget, which is financed from Council resources.

## **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out its function pursuant to section 41 of the Highways Act 1980. There are no legal impediments to authorising the capital release.

## **Infrastructure / Asset Management**

Infrastructure and Asset Management officers authored the report.

## **Capital Release Protocol**

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for general release of funds for projects to be identified at a later date. No block releases of capital will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet or Cabinet Member agreement has been given to the project and only if there is an approved budget. No contract should be signed until clearance is given to the release of capital funds by way of the formal decision-making process detailed below.

## **BACKGROUND PAPERS**

NIL.

## APPENDIX A1

### Appendix A1– Highways Structural Works Programme 2020/21 (Release No 4)

| Location (Ward)              | Project / Expenditure Title      | Information                              | Funds Release Sought £'s | Approve | Hold | More Information Required |
|------------------------------|----------------------------------|--|--------------------------|---------|------|---------------------------|
| Uxbridge North               | Hillingdon Court Park Path works | Final Phase to link up existing pathways | 71,000                   |         |      |                           |
| Uxbridge North               | Footway Resurfacing              | Contingency                              | 7,100                    |         |      |                           |
| <b>Total seeking release</b> |                                  |  | <b>78,100</b>            |         |      |                           |
| <b>Previously released</b>   |                                  |  | <b>13,158,240</b>        |         |      |                           |
| <b>Budget</b>                |                                  |  | <b>15,683,694</b>        |         |      |                           |
| <b>Remaining budget</b>      |                                  |  | <b>2,447,354</b>         |         |      |                           |