



## Democratic Services

**Location:** Phase II  
**Ext:** 0833  
**DDI:** 01895 25 0833  
**My Ref:** RD

**To: COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

**COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY AND  
INFRASTRUCTURE**

c.c. All Members of Executive Scrutiny Committee  
c.c. Perry Scott, Director of Infrastructure,  
Procurement, Business Improvement,  
Communications, Waste Services and ICT  
c.c. Chairmen of the Corporate Services, Commerce  
and Communities Policy Overview Committee  
c.c. Ward Councillors for Uxbridge South  
c.c. Gary Penticost/ Dave Grimshaw, Residents  
Services  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 18 January 2021

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (January 2021)

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** Civic Centre Works Programme (CCWP) Capital  
Budget 2020/21; Water Treatment Programme; Replace Macerator Pumps  
**RELEASE NO:** 8

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 Tuesday 26 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.

Ryan Dell  
Democratic Services Apprentice

**Title of Report:** Civic Centre Works Programme (CCWP) Capital Budget 2020/21; Water Treatment Programme; Replace Macerator Pumps - Release No. 8

**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 / Cabinet Member for Property and Infrastructure

# CAPITAL RELEASE REPORT (January 2021)

DEPARTMENT: Residents Services

SERVICE AREA/ PROGRAMME: Civic Centre Works Programme (CCWP) Capital Budget 2020/21; Water Treatment Programme; Replace Macerator Pumps

RELEASE NO: 8

<b>Cabinet Members</b>	Councillor Martin Goddard Councillor Jonathan Bianco
<b>Cabinet Portfolios</b>	Cabinet Member for Finance Cabinet Member for Property and Infrastructure
<b>Officer Contact</b>	Gary Penticost/ Dave Grimshaw, Residents Services
<b>Papers with report</b>	Appendix A with capital release requests for approval
<b>HEADLINES</b>	
<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<b>Putting our Residents First</b>	This report supports the Council objective of strong financial management.
<b>Financial Cost</b>	This report seeks the release of £12k from the Civic Centre Works Programme 2020/21 capital budget for the replacement of two macerator pumps under the Mezzanine Office Area. The works will be undertaken by our framework pump contractor. The works will commence immediately following capital release approval.
<b>Relevant Policy Overview Committee</b>	Corporate Services, Commerce and Communities
<b>Ward affected</b>	Uxbridge South

## RECOMMENDATION

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £12.2k from the Civic Centre Works Programme (CCWP) Capital Budget 2020/21; Water Treatment Programme; Replace Macerator Pumps (Appendix A).

### Reasons for recommendation

The two macerator pumps remove the wastewater from the Mezzanine Office area that is soon to be refurbished. The two pumps are beyond their serviceable life and will not manage the volumes from the proposed refurbishment.

### Alternative options considered

No other viable options are available.

### Policy Overview Committee comments

None at this stage.

## SUPPORTING INFORMATION

1. There are two pumps that manage the wastewater from the Mezzanine Office Area, and both are obsolete.
2. One is in the basement car park near the lift lobby and the other below the 1 South entrance.
3. The new pumps are designed to manage the increase in water flow from the new Children's Services area.
4. The pumps also need to be relocated to enable more frequent servicing to take place.

Table 1: Cost Plan

Activity	Cost	Budget Cost
Replace and re-position Mezzanine Macerator Pump 1	£6,722	£6,722
Disconnect and re-position Mezzanine Macerator Pump 2	£3,577	£3,577
<b>Sub-Total</b>		<b>£10,299</b>
Contingency @ 10%		£1,030
Project Fee @8.8%		£906
<b>Total Budget Cost</b>		<b>£12,235</b>

## **Financial Implications**

### **Civic Centre Works Programme Revised Budget £5,156k, Previously Released/ Pending Release £1,902k, Capital Release Requested £12k – Appendix A**

The 2020/21 capital programme approved by Cabinet and Council in February 2020 included a budget for the Civic Centre Works Programme (CCWP) of £2,828k. Cabinet in June 2020 approved the re-phasing of £2,328k of the unspent 2019/20 budget into 2020/21, to give a revised budget of £5,156k, funded from Council resources.

Previously, £1,902k has been released from the revised CCWP 2020/21 capital budget.

This report is seeking the release of £12k for the replacement of two macerator pumps under the Mezzanine Office Area. The release request is based upon quoted costs from the London Borough of Hillingdon's framework pump contractor and includes a project contingency of 10% of the quoted costs and internal project management fees of 8.8% of the quoted costs.

The remaining £3,242k of the CCWP 2020/21 capital budget will be allocated to projects as and when required subject to the capital release procedure.

## **RESIDENT BENEFIT & CONSULTATION**

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

The knowledge that the Council is taking steps to improve the working environment.

## **CORPORATE CONSIDERATIONS**

### **Corporate Finance**

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that the recommended action to agree a release of £12k for the replacement of two macerator pumps under the Mezzanine Office Area will be funded from the 2020/21 approved Civic Centre Work Programme Capital Budget.

### **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 2 of the Health and Safety at Work etc Act 1974.

Thus, there are no legal impediments to the capital release being authorised, although any contract that is entered into must comply with the Council's Procurement and Contract Standing Orders.

### **Infrastructure/ Asset Management**

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 the general release of funds for projects to be identified at a later date. No block releases of capital or funding 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.

### **BACKGROUND PAPERS**

NIL.

### **TITLES OF ANY APPENDICES**

Civic Centre Works Programme (CCWP) Capital Budget 2020/21; Water Treatment Programme; Replace Macerator Pumps. Release No. 8

## APPENDIX A

### Civic Centre Works Programme (CCWP) Capital Budget 2020/21; Water Treatment Programme; Replace Macerator Pumps. Release No. 8

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Civic Centre	Replace Macerator Pumps	Replace the two macerator pumps beneath the Mezzanine Office Area	12			
<b>Total seeking release</b>			<b>12</b>			
<b>Previously released / pending release</b>			<b>1,902</b>			
<b>Budget</b>			<b>5,156</b>			
<b>Remaining budget</b>			<b>3,242</b>			