



## Democratic Services

**Location:** Phase II  
**Ext:** 0185  
**DDI:** 01895 250185  
**My Ref:** LP

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

**COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY &  
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. Sarah-Jane Bartlett, Residents Services  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 25 February 2021

## Non-Key Decision request

## Form D

### **CAPITAL RELEASE DRAW-DOWN REPORT (February 2021)**

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** HRA Major Adaptations Programme 2020/21

**DRAW-DOWN RELEASE NO:** 13

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 5 March 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.

Liz Penny  
Democratic Services Officer

**Title of Report:** - HRA Major Adaptations Programme 2020/21 - Release No 13

**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 & Infrastructure*

## CAPITAL RELEASE DRAW-DOWN REPORT (February 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: HRA Major Adaptations Programme 2020/21

DRAW-DOWN RELEASE NO:13

<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>	Sarah-Jane Bartlett, Residents Services
<b>Papers with report</b>	Appendix A with capital release draw-down requests for approval

## HEADLINES

<b>Financial Summary</b>	To approve the draw-down of capital funds for previously agreed capital programme decisions. This report seeks the release of £180k from the Housing Revenue Account Major Adaptations to Property 2020/21 budget for adaptations to Council property for the disabled tenants. The works will commence upon release of the funds as and when needed.
<b>Previous Decision History</b>	Previous capital release requests have been approved, where full information was provided on the programme.
<b>Ward</b>	All

## RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £180k from the Housing Revenue Account Major Adaptations to Property 2020/21 programme budget. (Appendix A).

## APPENDIX A - Draw-down of capital for previously agreed programmes

### HRA Adaptations 2020/21 Release No.13

Location	Project / Expenditure Title	Additional Information / Cost Breakdown	Comment
Various Properties	Various adaptation installations.	A. Net Value of Works £150,000 B. Project Contingency £15,000 C. Internal Fees £15,000 D. Total release sought: <b>£180,000</b>	This is to ensure that installations are prompt and able to maintain the resident's independence
<b>Total seeking release</b>		<b>180,000</b>	
<b>Previously released</b>		<b>1,605,100</b>	
<b>Budget</b>		<b>2,188,000</b>	
<b>Remaining budget</b>		<b>402,900</b>	