



Democratic Services

Location: Phase II
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**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. Chairman of the Residents, Education and
Environmental Services Policy Overview Committee
c.c. Pardeep Gehdu, Residents Services
c.c. Ward Councillors for Uxbridge South
c.c. Conservative and Labour Group Offices
(inspection copy)

Date: 30 March 2021

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (March 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Housing Revenue Accounts Works to Stock Programme 2021/22 - St Catherine's Farm Court Parking and Access Road Improvements.

Capital Release No. 7

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 09 April 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.

Neil Fraser
Democratic Services Officer

Title of Report: Housing Revenue Accounts Works to Stock Programme 2021/22 - St Catherine's Farm Court Parking and Access Road Improvements. Capital Release No. 7

Decision made:

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

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

SignedDate.....

Cabinet Member for Finance / Cabinet Member for Property & Infrastructure

CAPITAL RELEASE REPORT (March 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Housing Revenue Accounts Works to Stock Programme 2021/22 - St Catherine's Farm Court Parking and Access Road Improvements.

Capital Release No. 7

Cabinet Members	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolios	Cabinet Member for Finance Cabinet Member for Property and Infrastructure
Officer Contact	Pardeep Gehdu, Residents Services
Papers with report	Appendix A with capital release requests for approval

HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds for Parking and Access Road Improvements at St Catherine's Farm Court.
Putting our Residents First	This report supports the Council objective of strong financial management.
Financial Cost	This report seeks the release of £114k from the Warm Safe Dry work-stream within the Housing Revenue Account Works to Stock Programme 2021/22 capital budget for the Parking at Access Road Improvements at St Catherine's Farm Court. The works stage will commence upon the release of funds.
Relevant Policy Overview Committee	Residents, Education and Environmental Services
Ward(s)	West Ruislip

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £114k from the Warm Safe Dry work-stream within the Housing Revenue Account Works to Stock Programme 2021/2022 capital budget for the funding of the improvements to the Parking and Access Road at St Catherine's Farm Court (Appendix A).

Reasons for recommendation

St Catherine's Farm Court consists of 30 sheltered housing units for elderly residents and 20 private housing units. There is a requirement for the provision of an additional 11 car parking spaces for staff and residents and to install a new stretch of access road due to breaking up of the existing road surface.

Alternative options considered

The option of not carrying out the works would result in ongoing restrictions in parking repairing the road along with parking restrictions for residents and visitors alike.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

Background

St Catherine's Farm Court currently has parking provision for 15 vehicles. 6 of these provisions are taken permanently by site management, medical staff, and essential services. The remaining 9 parking spaces are taken by deliveries, emergency services and vehicles belonging to 30 sheltered housing units and frequently by 20 private flats within the complex and visitors to residents. There is no allocated parking for residents. It must be noted that many housing units contain couples.

The lack of parking spaces at St Catherine's Farm Court has led to carers, district nurses, residents and visitors parking on grassed areas and damaging grounds, creating ruts and trip hazards, particularly in the winter months and becoming an obstruction to emergency vehicles.

As a result of this, 11 new parking spaces are required. In addition, the estate road leading into St Catherine's Farm Court is in poor condition due to the volume and weight of vehicles using it. This is becoming a health and safety issue for staff and particularly residents. Attempts at patch-repairs have not been successful with the result being that a new section of access road is required. An increased load-bearing capacity for the access road is required to allow for the heavy vehicles using the access.

A schedule of works has been developed and planning consent granted for the access road and additional parking provision. The Council's term contractor for highways works O'Hara Bros Ltd will be carrying out the works.

Costs

The costs of the proposed works can be found in table 1 below.

Table 1: St Catherine's Farm Court Improvements Costs

Description	Release Requested (£)
Construction Works (O'Hara Bros Ltd)	93,700
Surveys and investigations	4,500
Internal Capital Programme Fees	9,370
Statutory approval fees	2,000
Project contingency (5%)	4,685
Total Cost	114,255

Financial Implications:

2021/22 Budget £799k, Previously Released/Pending Release £251k, Capital Release Requested £114k - Appendix A

The 2021/22 HRA Capital Programme, approved by Cabinet and Council in February 2021 includes a capital budget for the Works to Stock programme of £11,661k. Within this, the Warm Safe Dry work-stream budget is £799k.

Previously, £251k has been released or is pending release from the Warm Safe Dry work-stream 2021/22 Works to Stock Programme for the installation of the Hardwired Group Living Call System within the Council's Sheltered Housing Schemes and the replacement of 4 communal cold water storage tanks and associated works at The Gouldings, Uxbridge.

This report is seeking the release of £114k from the Warm Safe Dry work-stream for the improvements to the parking and access road at St Catherine's Farm Court. The release request is based upon the quoted costs from the Council's Highways Term Contractor and includes a project contingency of 5% of the quoted cost, and internal project management fees of 10% of the quoted cost costs. The request also includes a provision for the costs for Surveys and Investigations and Statutory Approval and Legal Fees.

The remaining £434k of the Warm Safe Dry work-stream budget will be subject to the capital release procedure.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon residents, service users and communities

Completing these works will provide much needed parking spaces and access road improvements. Residents and visitors will be able to park safely without obstructing emergency vehicle access.

Consultation carried out or required

No consultation is required.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting that the recommended capital release for the improvements to the parking and access road at St Catherine's Farm Court will be funded from the 2021/22 capital programme for HRA Works to Stock which is funded from rental income.

Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 13 of the Housing Act 1985.

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 authored this 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 (by the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure). 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.

APPENDIX A

Housing Revenue Account Works to Stock Programme 2021/22: Warm, Safe Dry Work-Stream - St Catherine's Farm Court Parking and Access Road Improvements Capital Release No. 7

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
St Catherine's Farm Court	Car park and access improvement works	Required works to provide car parking and associated works	114			
Total seeking release			114			
Previously released			251			
Budget			799			
Remaining budget			434			