



Democratic Services

Location: Phase II
Ext: 7655
DDI: 01895 277655
My Ref: CMD 486

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

**COUNCILLOR JONATHAN BIANCO
CABINET MEMBER FOR PROPERTY, HIGHWAYS
& TRANSPORT**

c.c. All Members of the Property, Highways &
Transport Select Committee
c.c. Gary Penticost / Dave Grimshaw – Place
Directorate
c.c. Perry Scott, Corporate Director for Place

Date: 13 May 2022

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT May 2022

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Property of Works Programme 2022/23: Contingency Works Programme – Flood Protection Works at Riverside Caravan Park.

Release No 3

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 Monday 23 May 2022** 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.

Anisha Teji
Democratic Services Officer

Title of Report: Property of Works Programme 2022/23: Contingency Works Programme – Flood Protection Works at Riverside Caravan Park. Release No 3

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 and Cabinet Member for Property, Highways and Transport

CAPITAL RELEASE REPORT May 2022

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Property of Works Programme 2022/23: Contingency Works Programme – Flood Protection Works at Riverside Caravan Park.

Release No 3

Cabinet Members	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolios	Cabinet Member for Finance Cabinet Member for Property, Highways & Transport

Officer Contact	Gary Penticost / Dave Grimshaw – Place Directorate
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Papers with report	Appendix A with capital release requests for approval
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HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds.
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Putting our Residents First	This report supports the Council objective of strong financial management.
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Financial Cost	This report seeks the release of £18k from the Property Works Programme 2022/23 capital budget for floor protection works at the Riverside Caravan Park. The Caravan Park is privately owned, but this approval will assist in the protection of our residents that live on the park. The works will commence immediately following capital release approval.
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Relevant Select Committee	Property, Highways & Transport Select Committee
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Ward(s) affected	West Drayton
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RECOMMENDATION

That the Cabinet Members agree to the following capital release request of £18k from the Property of Works Programme 2022/23: Contingency Works Programme – Flood Protection Works at Riverside Caravan Park. (Appendix A)

Reasons for recommendation

The site is prone to flooding and by carrying out these works our residents will have a greater chance of being able to remain in their own homes and not be put in temporary accommodation.

Alternative options considered

No viable options

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

The River Colne flows from Hertfordshire to the River Thames and forms a boundary between Buckinghamshire and Hillingdon as it runs alongside the Grand Union to Uxbridge and then South-westwards through West Drayton, Harmondsworth Moor and eventually reaching the River Thames.

The Riverside Park is a privately owned Caravan Park in an area where three sections of the River Colne come together and has a history of flooding going back many years, some of which have resulted in the Council providing emergency temporary accommodation for the residents of the park.

The recommended works involve flood resilience measures to reduce the risk of the Council having to relocate elderly residents on the site by protecting the electrical supply from the local substation and the installation of additional sump pumps to help with de-watering.

The proposed contractor for the works has achieved a British Standard Kite Mark for BS 851188, the first national standard for flood protection products.

Table 1 – Cost Plan

Works Description	Quoted Cost
Flood Defence Works	£11,211
Site Survey and Installation	£3,950
Sub-Total	£15,161
Contingency - 10%	£1,516
Project Management Fee – 5.5%	£834
Total	£17,511

Financial Implications

Property Works Programme Budget £1,677k, Previously Released/Pending Release £95k, Capital Release Requested £18k – Appendix A

The 2022/23 capital programme, approved by Cabinet and Council in February 2022, included a budget for the Property Works Programme (PWP) of £1,677k, funded mainly from Council resources.

Previously, £95k has been released or is included in a release report in preparation (up to Release No.2) from the Property Works Programme 2022/23 capital budget.

This report is seeking the release of £18k for the flood protection works at Riverside Caravan Park. The release request is based upon the tendered cost and includes a contingency of 10% of the tendered cost and an internal project management fee of 5.5% of the tendered cost.

The remaining £1,564k of the PWP 2022/23 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 allow our residents to stay in their own homes and not face the need to be re-housed at short notice.

Consultation carried out or required

N/A

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 £18k for the flood protection works at Riverside Caravan Park, will be funded from the 2022/23 approved Property Works Programme capital budget.

Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to section 24 of the Caravan Sites and Control of Development Act 1960. There are no legal impediments to the Council authorising this capital release

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. 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

Property of Works Programme (PWP0 Capital Budget 2022/23: Property of Works Programme 2022/23: Contingency Works Programme – Flood Protection Works at Riverside Caravan Park. Release No 3

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Riverside Caravan Park	Flood Protection Works	The Caravan Park often floods to these works will reduce the impact.	18			
Total seeking release			18			
Previously released / pending release			95			
Budget			1,677			
Remaining budget			1,564			