



Democratic Services

Location: Phase II
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**To: COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE**

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

c.c. All Members of the Property, Highways and
Transport Select Committee
c.c. John Phillips – Place Directorate
c.c. Perry Scott – Corporate Director of Place
c.c. Ward Councillors for Uxbridge

Date: 21 August 2023

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (August 2023)

DEPARTMENT: Place

SERVICE AREA / PROGRAMME: Civic Centre Transformation Programme 2023/2024:
Members' Car Park Bollards

RELEASE NO 6

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 Wednesday 30 August 2023** 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.

Rebecca Reid
Democratic Services Apprentice

Title of Report: CAPITAL RELEASE REPORT (August 2023)

DEPARTMENT: Place

SERVICE AREA / PROGRAMME: Civic Centre Transformation Programme 2023/2024:
Members' Car Park Bollards

RELEASE NO 6

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, Highways and Transport

CAPITAL RELEASE REPORT (August 2023)
DEPARTMENT: Place
SERVICE AREA / PROGRAMME: Civic Centre Transformation Programme 2023/2024:
Members' Car Park Bollards
RELEASE NO 6

Cabinet Member(s)	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolio(s)	Cabinet Member for Finance Cabinet Member for Property, Highways and Transport
Officer Contact(s)	John Phillips - Place Directorate
Papers with report	Appendix A - Capital Release Request

HEADLINES

Summary	This report seeks approval of capital release for the installation of Rising Bollards at Members' Car Park, Civic Centre.
Putting our Residents First	This report supports the Council objectives of <i>Our People</i> by recommending the installation of replacement rising bollards, thereby enhancing the future safety of the service users.
Financial Cost	The recommended costs for acceptance are £49,692. With the inclusion of fees and contingencies, a total project cost of £50k is requested for capital release from the Civic Centre Transformation 2023/2024 capital budget.
Relevant Select Committee	Property, Highways and Transport Select Committee
Relevant Ward(s)	Uxbridge Ward

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property, Highways and Transport agrees to the capital release requests of £50k from the Civic Centre Transformation Programme 2023/24 capital budget for the replacement of Members' Car Park Rising Bollards.

Reasons for recommendations

The existing security bollards to the Members' Car Park at the Civic Centre in Uxbridge were installed in 2008 and their position altered in 2010.

The bollards are currently defective, and they are becoming increasingly unreliable and problematic, and parts are no longer readily available, resulting in lengthy periods of being inoperable and expensive repairs. The original installer is unable to source the parts and therefore, unable to provide the reactive support we require.

As a result, we have recommended the replacement of the existing defective system, utilising existing Civil and Automatic Vehicle Gates Term Contracts to obtain and install a new Rising Bollard system.

In addition to the new system, additional static Bollards will be installed to protect the equipment which has suffered collision damage in the past and to better protect the area from unauthorised vehicles.

The new system will be open protocol and will continue to work with the existing Automatic Number Plate Recognition (ANPR) camera set-up.

Alternative options considered / risk management

No other options were considered.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

The proposal is to utilise existing Term Contractors DSSL to complete the replacements works to enable Term Contractors to maintain and service New Rising Bollards System throughout the warranty period and the remainder of the Term contract. They will also enable the new Bollard system to connect and integrate with existing ANPR and access control system, which they also currently maintain.

This system will then be open protocol and will enable future Term Contractors to maintain it without the need of 3rd Party specialists.

We also intend to use the current Civil Term Contractor O'Hara Brothers to supply and install additional Static Bollards to improve security and to also provide protection for Control's system and sensors for new rising bollards as these have suffered damage from vehicles historically.

Table 1: Installation and remedial works:

Works Description	Contractor	Cost (£)
BFT Hydraulic Bollard System, including all equipment, safety systems, triggers, signage, and civil Works.	DSSL	38,272
Engineering Team ANPR connections, commissioning and training.	DSSL	2,746
Supply & Installation of additional Static Bollards	O'Hara Brothers	4,000
Contingency 10%		4,502
Total Cost		49,520

Financial Implications

Budget £13,403k, Previously Released/Pending Release £4,616k Capital Release Requested £50k - Appendix A

The 2023/24 capital programme, agreed by Cabinet and Council in February 2023, included a budget for the Civic Centre Transformation Capital Programme of £12,000k. In June 2023, Cabinet approved the rephasing of £1,403k from 2022/23 into 2023/24, this gives a revised budget for 2022/23 of £13,403k.

Previously £4,616k has been released / is pending release for:

- Enabling works to the 2 East and 1 North quadrants of the Civic Centre.
- The Project Lead and Administrative Support to enable the project management and co-ordination of the cross service, multi-workstream transformation project.
- The Architectural Services for the remodelling of the Civic Centre and Middlesex Suite.
- Specialist Consultants.
- Preparation work in relation to the external fabric remedials and internal fabric remodelling at the Middlesex Suite.
- The refurbishment of 3 Centre Core Passenger Lifts and the Goods Lift within the Civic Centre.
- External Fabric Remedials, including the roof remedials, associated works and the asbestos removal at the Middlesex Suite.
- Phases 1 and 2 of the Civic Centre and Middlesex Suite Refurbishment.

This report seeks the release of £50k for the installation of a new bollard system in the Members' Car Park at the Civic Centre. The release request is based upon quoted costs from Council's Term Contractors and includes a project contingency of 10% of the quoted costs.

The remaining £8,737k of the Civic Centre Transformation Programme 2023/24 budget will be subject to the capital release procedure.

RESIDENT BENEFIT & CONSULTATION

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

This project will enhance the safety of the Civic Centre communal areas, providing its occupants with a safe environment.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting that the recommended action to agree a release of £50k for the installation of a new bollard system in the Members' Car Park at the Civic Centre will be funded from the approved 2023/24 Civic Centre Transformation Project capital budget.

Legal

Legal Services confirm that the Council is responsible for carrying out this function pursuant to section 2 of the Health and Safety at Work 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.

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 - CAPITAL RELEASE REQUEST

Civic Centre Transformation Capital Programme 2023/24: Members' Car Park Bollards, Civic Centre. Release No 6

Location	Project / Expenditure Title	Information	Funds Release Sought £000s	Approve	Hold	More Information Required
Civic Centre	Members' Car park Bollards	Replacement of Members' Car park Rising Bollards	50			
Total seeking release			50			
Previously released / Pending release			4,616			
Budget			13,403			
Remaining budget			8,737			