



## Democratic Services

**Location:** Phase II

**Ext:** 0692

**DDI:** 01895 250692

**CMD No:** 1301

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

**COUNCILLOR STEVE TUCKWELL  
CABINET MEMBER FOR PLANNING, HOUSING &  
GROWTH**

c.c. All Members of the Corporate Resources &  
Infrastructure Select Committee

c.c. Caroline Haywood, Place Directorate

c.c. Karrie Whelan, Corporate Director of Place

**Date:** 17 January 2025

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (24/25)

**DEPARTMENT:** Transport & Projects

**SERVICE AREA/ PROGRAMME:** Road Safety Programme 24/25

**RELEASE NO:** 1

Dear Cabinet Members,

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 27 January 2025** 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

**Title of Report:** SERVICE AREA/ PROGRAMME: Road Safety Programme 24/25  
**RELEASE NO:** 1

**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 & Transformation/ Cabinet Member for Planning, Housing & Growth*

## CAPITAL RELEASE REPORT (24/25)

DEPARTMENT: Transport & Projects

SERVICE AREA/ PROGRAMME: Road Safety Programme 24/25

RELEASE NO: 1

<b>Cabinet Member &amp; Portfolio</b>	Councillor Martin Goddard, Cabinet Member for Finance & Transformation Councillor Steve Tuckwell, Cabinet Member for Planning, Housing & Growth
<b>Responsible Officer</b>	Karrie Whelan, Corporate Director of Place
<b>Report Author &amp; Directorate</b>	Caroline Haywood, Place Directorate
<b>Papers with report</b>	Appendix A – Capital release request for approval

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<b>Putting our Residents First</b>  <b>Delivering on the Council Strategy 2022-2026</b>	This report supports our ambition for residents/ the Council of: Be / feel safe from harm  This report supports our commitments to residents of: Safe and Strong Communities
<b>Financial Cost</b>	This report seeks the release of £120k of capital funding for the 2024/2025 Road Safety Programme. All schemes have been approved by the Cabinet Member for Planning Housing & Growth
<b>Relevant Select Committee</b>	Corporate Services & Infrastructure Select Committee.
<b>Relevant Ward(s)</b>	Various.

## RECOMMENDATION

That the Cabinet Member for Finance & Transformation and the Cabinet Member for Planning, Housing & Growth agree to the following capital release requests of £120k for the installation of the various schemes within the Road Safety 2024/25 Programme capital budget. (Appendix A).

### Reasons for recommendation

This is to enable the release of capital resources included within the Council's 2024/2025 Capital Programme Budget in order to progress the schemes approved by the Cabinet Member for Planning, Housing & Growth.

## Alternative options considered

If the release of Capital Funds is not approved, these schemes cannot be delivered.

## Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

### 1. Signs and road markings (£120k)

#### 1.1. Vehicle Activated Signs - £60k

To purchase and install x10 vehicle activated signs. These signs are installed following investigations and traffic surveys. All locations are agreed by the Cabinet Member for Planning, Housing & Growth.

#### 1.2. Illuminated belisha beacon poles - £25K

To purchase and install illuminated belisha beacon poles to enhance existing zebra crossings and make them more visible, improving road safety. All locations are to be agreed by the Cabinet Member for Planning, Housing & Growth This is being part funded from Transport for London's Local Implementation Plan, where £40k has been allocated but is subject to a separate capital release.

#### 1.3. Wig Wag school signs - £35k

As part of the ongoing review and improvements of safety around schools, for the replacement and installation of Wig Wag lights around school crossing points. Costings include the purchasing and implementation of signage which will be on a timed programme ensuring lights are on during the appropriate times without an officer having to operate them manually. Costs are approx. £10k per sign. Signage will include both 'School Crossing' warning and highlight a 20mph guidance when lights are flashing. Three sites have been agreed outside Coteford Juniors (Fore Street, Eastcote), St Catherines (The Green, West Drayton), and Field End Infant and Junior Schools (Field End Road, Eastcote).

### 2. Costs

The costs quoted are for the works. There are no other associated costs.

The relevant approval for capital release is set out in Appendix A

All budget estimates have been calculated using the schedule of rates contained in the Council's term contracts.

## Financial Implications

**(Budget £120k, Previously Released £0k, Capital Release Requested £120k) – Appendix A**

The 2024/2025 capital programme approved by Cabinet and Council in February 2024 included a capital budget for the road safety programme of £120k.

This report is for the release of £120k for the Road Safety Schemes described above.

The release request is based upon the schedule rates within the Council's Highways Term Contract.

## **RESIDENT BENEFIT & CONSULTATION**

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

This will improve road safety for all road users and pedestrians.

### **Consultation carried out or required**

The schemes above do not require any formal consultation to proceed with the installation.

## **CORPORATE CONSIDERATIONS**

### **Corporate Finance**

Corporate Finance has reviewed this report and concurs with the financial implications, confirming the budgetary position set out above and noting that this investment in road safety is to be funded from the approved Road Safety 2024/25 Programme capital budget, financed from Council Resources.

### **Legal**

Under section 39 of the Road Traffic Act 1988, the Council is generally responsible for preparing and carrying out a programme of measures designed to promote road safety. The recommendation outlined in this report is in pursuit of such a programme. Moreover, under section 16 of the Traffic Management Act 2004, the Council is required to manage its road network with a view to achieving, so far as may be reasonably practicable having regard to its other obligations, policies and objectives (such as those connected with road safety), the objective of securing the expeditious movement of traffic on road networks.

Legal Services further confirms that the Council is responsible or otherwise empowered to carry out the specific road safety works covered within this recommendation pursuant to statutory provisions within the Road Traffic Regulation Act 1984 and the Highways Act 1980. The Council must ensure that the signs and markings comply with any statutory procedures and specifications relevant to them, as set out in the Road Traffic Regulations Act 1984 and the Traffic Signs Regulations and General Directions 2016.

Also, any contract that the Council enters into must comply with the Council's Procurement Standing Orders, which were last updated effective 11<sup>th</sup> July 2024. Provided that this is the case.

### **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

### 2024/2025 Road Safety Programme – Phase 1 List of Approved Schemes

Location	Project/ Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Vehicle activated signs (VAS)	Install VAS	To improve road safety	60			
Illuminated belisha beacon poles	Upgrade zebra crossings	To improve road and pedestrian safety	25			
Wig Wag signs	Install Wig Wag warning signs	To improve safety around schools	35			
<b>Total seeking release</b>			<b>120</b>			
<b>Previously released</b>			<b>0</b>			
<b>Budget</b>			<b>120</b>			
<b>Remaining budget</b>			<b>0</b>			