



## Democratic Services

**Location:** Phase II  
**Ext:** 765  
**DDI:** 01895 277655  
**Ref:** CMD 216

**To:** COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY AND  
INFRASTRUCTURE

COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE

c.c. All Members of Corporate, Finance & Property  
Select Committee  
c.c. Perry Scott, Corporate Director of Infrastructure,  
Transport and Building Services  
c.c. Gary Penticost – Infrastructure, Transport &  
Building Services  
c.c. Ward Councillors for Harefield  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 8 July 2021

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT July 2021

**SERVICE AREA / PROGRAMME:** Property Works Programme (PWP) Capital Budget 2021/2022; Miscellaneous Programme – New Concrete Tipping Apron at New Years Green Lane. **RELEASE NO:** 8

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 16 July 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.

Anisha Teji  
Democratic Services Officer

**Title of Report:** Property Works Programme (PWP) Capital Budget 2021/2022; Miscellaneous Programme – New Concrete Tipping Apron at New Years Green Lane. **RELEASE NO:** 8

**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 Property and Infrastructure / Cabinet Member for Finance*

## CAPITAL RELEASE REPORT July 2021

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Property Works Programme (PWP) Capital Budget 2021/2022; Miscellaneous Programme – New Concrete Tipping Apron at New Years Green Lane.

RELEASE NO: 8

<b>Cabinet Members</b>	Councillor Jonathan Bianco Councillor Martin Goddard
<b>Cabinet Portfolios</b>	Cabinet Member for Property and Infrastructure Cabinet Member for Finance
<b>Officer Contact</b>	Gary Penticost – Infrastructure, Transport & Building Services
<b>Papers with report</b>	Appendix A with capital release requests for approval

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<b>Putting our Residents First</b>	This report supports the Council Objective of, <i>Strong Financial Management</i> .
<b>Financial Cost</b>	This report seeks the release of £141k from the Property Works Programme 2021/22 capital budget, to lay a new concrete Tipping Apron at the New Years Green Lane Civic Amenity Site. The figure includes a contingency and project management fee. The works will commence immediately following capital release approval using our term highways contractor.

**Relevant Select Committee**

Corporate, Finance &amp; Property Select Committee

**Ward(s) affected**

Harefield

**RECOMMENDATION**

**That the Cabinet Member for Property and Infrastructure and the Cabinet Member for Finance, agree to the following capital release request of £141k from the Property Works Programme (PWP) Capital Budget 2021/2022; Miscellaneous Programme to deliver a new Concrete Tipping Apron at New Years Green Lane (Appendix A)**

**Reasons for recommendation**

Officers and specialists have looked at the condition of the Tipping Apron and recommend that urgent works are carried out to the damaged area of the Tipping Apron and the drainage channel near to the dry recycling bay. Because of the specialist nature of the works required it is recommended that our framework highways contractor is deployed on these works.

**Alternative options considered**

No other options available.

**Select Committee comments**

None at this stage.

**SUPPORTING INFORMATION**

1. The New Years Green Lane site was extensively refurbished in 2012 and as a result many more tradesmen and residents were able to utilise the site than previously.
2. The trade waste enters via the weighbridge on site and the waste is deposited on the Tipping Apron on the Northern side of the site.
3. Residents enter the site via the ramped access road and deposit their waste over the parapet walls into holding bays below.
4. The waste is then segregated, moved and loaded onto HGV's for transportation off site. This is carried out by heavy machinery and over time this process has caused the Tipping Apron to deteriorate significantly.
5. A large hole has appeared in one area and the steel reinforcing bar and the sub-base is now exposed; another area has a severely damaged concrete drainage channel that also needs urgent attention.

6. This causes trip hazards for staff and tradespeople and also risks damaging the heavy machinery as they move across the area.
7. The area will deteriorate further over the coming months and the effect of winter frosts will only make the surface deteriorate further.
8. The budget estimates have been calculated using the schedule rates contained in the Council's Highways Term Contract.

Table 1: Cost Plan

Activity	Budget Cost
Concrete Slab Tipping Apron - Area 1	£117,045
Drainage Channel	£10,000
<b>Sub-Total</b>	<b>£127,045</b>
Contingency @ 6%	£7,623
Project Management Fee @5.3%	£6,733
<b>Total Budget Cost</b>	<b>£141,401</b>

## Financial Implications

### Property Works Programme Revised Budget £2,574k, Previously Released/Pending Release £976k, Capital Release Requested £141k – Appendix A

The 2021/22 capital programme, approved by Cabinet and Council in February 2021, included a budget for the Property Works Programme (PWP) of £1,152k. Cabinet, in June 2021 approved the re-phasing of £1,389k of the unspent 2020/21 budget into 2021/22. £33k allocation from the S106 Carbon Saving Contributions is in the process of being requested, to give a revised budget of £2,541k, funded mainly from Council resources.

Previously, £976k has been released or is included in a release report in preparation (up to Release No.7) from the Property Works Programme 2021/22 capital budget.

This report is seeking the release of £141k for the laying of a new concrete Tipping Apron including drainage channel at the New Years Green Lane Civic Amenity Site, Harefield. The release request is based upon the schedule rates contained within the Council's highways term contract and includes a project contingency of 10% and a project management fee of 5.3%.

The remaining £1,457k of the PWP 2021/22 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?

These works will have a minor impact on residents and the local tradesmen that use the site, perhaps compounded by the ongoing HS2 works, but will prevent the need for a more disruptive total closure in the near future and provides the opportunity to develop a forward plan that will ensure this important facility continues to operate without major disruption.

### **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 £141k for the laying of a new concrete Tipping Apron including drainage channel at the New Years Green Lane Civic Amenity Site, Harefield will be funded from the 2021/22 approved Property Works Programme capital budget.

### **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 2 of the Health & Safety at Work etc Act 1974.

There are no legal impediments to the Council authorizing this capital release.

### **Infrastructure / Asset Management**

Asset Management officers authored the 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 Leader and Cabinet Member for Finance, Property and Business Services). 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 Works Programme (PWP) Capital Budget 2021/2022; Miscellaneous Programme – New Concrete Tipping Apron at New Years Green Lane Release 8

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
New Years Green Lane	Tipping Apron Concrete	The tipping apron needs to be replaced with new structural concrete	141			
<b>Total seeking release</b>			<b>141</b>			
<b>Previously released / pending release</b>			<b>976</b>			
<b>Budget</b>			<b>2,574</b>			
<b>Remaining budget</b>			<b>1,457</b>			