

**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
& TRANSPORT**
c.c. All Members of the Property, Highways and Transport Select Committee
c.c. Dave Grimshaw, Place Directorate
c.c. Perry Scott, Corporate Director of Place

Date: 06 July 2022

Non-Key Decision request**Form D****CAPITAL RELEASE REPORT (July 2022)****DEPARTMENT: Residents Services****SERVICE AREA / PROGRAMME: Civic Centre Works Programme (CCWP) Capital Budget 2022/2023; Water Treatment Programme - Installation of Water Descaling Unit in the Main Water Tank Room****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 Thursday 14 July 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.

Steve Clarke
Democratic Services Officer

Title of Report: Civic Centre Works Programme (CCWP) Capital Budget 2022/2023; Water Treatment Programme – Installation of Water Descaling Unit in the Main Water Tank Room - 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 / Cabinet Member for Property, Highways & Transport

CAPITAL RELEASE REPORT (July 2022)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Civic Centre Works Programme (CCWP) Capital Budget 2022/2023; Water Treatment Programme – Installation of Water Descaling Unit in the Main Water Tank Room

RELEASE NO: 3

Cabinet Members

Councillor Jonathan Bianco
Councillor Martin Goddard

Cabinet Portfolios

Cabinet Member for Property, Highways & Transport
Cabinet Member for Finance

Officer Contact

Dave Grimshaw, Place Directorate

Papers with report

Appendix A with capital release requests for approval

HEADLINES

Summary

To seek Cabinet Member approval for the release of capital funds.

Putting our Residents First

This report supports the Council objective of *Strong Financial Management*.

Financial Cost

This report seeks the release of £11k from the Civic Centre Works Programme 2022/23 capital budget to install an electronic water descaler onto the main water supply pipe in the basement car park. The figure includes a project management fee. The works will commence immediately following capital release and will be installed by our direct labour engineers.

Relevant Select Committee

Property, Highways and Transport Select Committee

Ward(s) affected

Uxbridge

RECOMMENDATION

That the Cabinet Member for Property, Highways & Transport and the Cabinet Member for Finance agree to the following capital release request of £11k from the Civic Centre Works Programme (CCWP) Capital Budget 2022/2023; Water Treatment Programme – Installation of Water Descaling Unit in the main water tank room (Appendix A).

Reasons for recommendation

The Civic Centre is in a hard water area and this device will reduce the build-up of limescale in the Civic Centre's heating, cooling and catering assets and improve their efficiency and also reduce maintenance visits.

Alternative options considered

No other options available.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

1. Hard water leads to frequent servicing of the emersion heaters and hot water boilers in the Civic Centre.
2. The boilers and water heaters in the Phase 2 area of the Civic Centre require a periodic clean with an acid which would not be required going forward.
3. The efficiency of the main boilers in Phase 1 would be improved, saving on gas consumption.
4. The number of service visits to kitchen appliances would drop by 20 visits a year.

Table 1: Cost Plan

Activity	Quoted Cost
Vulcan Descaling Unit	10,700.00
Sub-Total	10,700.00
Project Fee @ 3%	321.00
Total Cost	11,021.00

Financial Implications

Civic Centre Works Programme Revised Budget £671k, Previously Released / Pending Release £102k, Capital Release Requested £11k. Appendix A

The 2022/23 capital programme, approved by Cabinet and Council in February 2022, included a budget for the Civic Centre Works Programme (CCWP) of £671k.

Previously, £102k has been released or is included in a release report in preparation (up to Release No 2.) from the Civic Centre Works Programme 2022/23 capital budget.

This report is seeking the release of £11k for the installation of Water Descaling Unit in the main water tank room at the Civic Centre, Uxbridge. The release request is based upon quoted costs and includes an internal project management fee of 3% of the quoted costs.

The remaining £558k of the CCWP 2022/23 capital 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?

This installation will increase the efficiency of the equipment being used in the Civic Centre and the associated visits by our repairs team or contractors, saving gas, carbon and engineers visits and catering equipment down time.

Consultation carried out or required

Consultation not required.

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 £11k for the installation of Water Descaling Unit in the main water tank room at the Civic Centre, Uxbridge, will be funded from the approved 2022/23 Civic Centre Works Programme 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 etc 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.

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. 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 REQUESTS FOR APPROVAL

Civic Centre Works Programme (CCWP) Capital Budget 2022/2023; Miscellaneous Programme – Installation of Water Descaling Unit in the main water tank room - Release No 3

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Civic Centre – Main Water Tank Room	Installation of Water Descaling Unit	Installation of Vulcan Descaling Unit in the main water tank room in the Civic Centre	11			
Total seeking release			11			
Previously released / pending release			102			
Budget			671			
Remaining budget			558			