

Members are reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting

BIRMINGHAM CITY COUNCIL

NORTHFIELD DISTRICT COMMITTEE

FRIDAY, 29 SEPTEMBER 2017 AT 14:00 HOURS
IN COMMITTEE ROOM 6, COUNCIL HOUSE, VICTORIA SQUARE,
BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

The Chairman to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's Internet site (www.birminghamnewsroom.com) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 APOLOGIES

3 - 10

3 MINUTES

To confirm and sign the minutes of the meeting held on the 16 June 2017.

11 - 20

4 BIRMINGHAM COUNCIL HOUSING INVESTMENT PROGRAMME ENVIRONMENTAL WORKS BUDGET UPDATE

To receive an update on the Birmingham Council Housing Investment Programme Environmental Works Budget and to note the email response provided to the Cabinet Member with a briefing note and guidance for information only.

5 NORTHFIELD DISTRICT NEIGHBOURHOOD CHALLENGE UPDATE - NEET

Councillor Debbie Clancy will give an update on the item.

6 NEXT STEP FOR CYCLING ISSUE

The Chairman will give a verbal report on the item.

7 **SOAP BOX**

8 **OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

9 **AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman to move:-

'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

BIRMINGHAM CITY COUNCIL

**NORTHFIELD DISTRICT
COMMITTEE
FRIDAY, 16 JUNE 2017**

MINUTES OF A MEETING OF THE NORTHFIELD DISTRICT COMMITTEE HELD ON FRIDAY 16 JUNE 2017 AT 1400 HOURS, IN COMMITTEE ROOMS 3 & 4, COUNCIL HOUSE, BIRMINGHAM

PRESENT: - Councillors Peter Griffiths, Valerie Seabright, Andy Cartwright, Carole Griffiths, Ian Cruise, Randal Brew, Debbie Clancy, Steve Booton, Peter Douglas Osborn and Julie Johnson.

ALSO PRESENT: -

Richard Burden, Member of Parliament, Northfield Constituency
Richard Davies, Northfield District Lead
Councillor Bruce Pitt, Frankley in Birmingham Parish Council
Errol Wilson, Committee Manager

NOTICE OF RECORDING/WEBCAST

422 The District Committee were advised that the meeting would be webcast for live or subsequent broadcast via the Council's Internet site and members of the press/public may record and take photographs except where there were confidential or exempt items.

At this juncture the Chairman handed over the Chair to Richard Davies, Northfield District Lead for the election of a Chairman and Deputy Chairman for the Northfield District Committee for the 2017/2018 municipal Year.

ELECTION OF A CHAIRMAN AND DEPUTY CHAIRMAN

On the receipt of nominations, it was:-

423 **RESOLVED:** -

- a) That Councillor Steve Booton be elected Executive Member for Northfield for 2017/2018, ending with the first meeting of the Committee in the 2018/19 Municipal Year.

- b) That Councillor Julie Johnson be appointed Committee Vice-Chairman for the 2017/2018 Municipal Year, ending with the first meeting of the Committee in the 2018/19 Municipal Year.

(Councillor Steve Booton in the Chair)

APOLOGIES

- 424 Apologies for non-attendance were submitted on behalf of Councillors Simon Jevon and Brett O'Reilly.
-

The business of the meeting and all discussions in relation to individual reports was available for public inspection via the web-stream.

MEMBERSHIP OF THE COMMITTEE

- 425 The membership of the Committee was noted as follows: -
- Councillors Peter Griffiths, Simon Jevon, Valerie Seabright (Kings Norton Ward).
- Councillors Andy Cartwright, Ian Cruise, Carole Griffiths (Longbridge Ward).
- Councillors Randal Brew, Debbie Clancy, Brett O'Reilly (Northfield Ward).
- Councillors Steve Booton, Peter Douglas Osborn, Julie Johnson (Weoley Ward).
- Mr Richard Burden, MP and Councillor Bruce Pitt, New Frankley in Birmingham Parish Councillor were also invited to attend all meetings.
-

MINUTES

It was: -

- 426 **RESOLVED:** -

That the Minutes of the meeting held on 17 March 2017 having been previously circulated, were confirmed and signed by the Chairman.

In relation to matters arising from the Minutes, the following were amongst the matters raised: -

- a. In referring to (Minute No.412 refers) Councillor Brew informed the Committee of his experience in taking part in Operation SORA. He expressed congratulations to the Police officers concerning their work in this area. Councillor Debbie Clancy enquired whether there were any updates post the Operation SORA presentation. The Chairman suggested that the Police could be invited to attend a future Committee meeting concerning the issue.

Northfield District Committee – 16 June 2017

Councillor Cruise advised that another date was to be arranged for Operation SORA.

- b. With regard to holding District Committee meetings in Northfield District, (Minute No. 413 (a) refers) the Chairman advised that Richard Davies, Northfield District Lead was doing some work on this, but that it was not known whether there would be any arrangements for District Committees after March 2018. It was suggested that they have the District Committee meetings in the District after March 2018. Mr Davies then gave a brief update on the estimated cost of having the District Committee meetings livestreamed in Northfield District. He added that they could consider using Skype, but that the technical issues needed to be considered.
- c. Councillor Cruise made reference to *Question Time* at Full City Council meetings being made live and suggested that the meetings could be held in the district using this method/technology. Councillor Seabright stated that a breakdown of the cost for holding the meetings in the district compared to holding them at the Council House was needed. Councillor Brew concurred with Councillors Seabright and Cruise comments and stated that the contract with Service Birmingham was coming to an end. The Committee agreed for the item to be kept open and see if something could be done this year.
- d. Councillor Debbie Clancy referred to the funding for new library books (Minute No. 413 (d) paragraph 4 refers) and enquired whether there were any updates. Mr Davies advised that he would provide an update as soon as possible.
- e. Councillor Brew made reference to Councillor Bridle's presentation and enquired how much of the funding was coming to Northfield District concerning parking enforcement on grass verges. The Chairman suggested that this issue could be included as an item on the agenda for the Workshop which was scheduled for the 27 June 2017.
- f. Councillor Debbie Clancy requested that her full name be written in the minutes so as to avoid any confusion with Councillor John Clancy, Leader of the City Council.
- g. Councillor Brew made reference to the Soap Box item (Minute No.418 refers) and commented that it was nice to see this item back on the agenda. The Chairman advised that the item should be advertised at the Ward Committee/Forum meetings. Councillor Cartwright advised that a resident was in attendance at the Committee and would like to say something. Councillor Brew advised that 3-4 days' notice was required and that the time limit for speakers concerning the item was strictly 3 minutes. Councillor Carole Griffiths suggested that the item could be advertised on BCC website.

At this juncture, the Chairman made reference to the Grenfell Tower Block fire incident and invited the Committee to observe a minute silence for the victims.

Councillor Peter Griffiths advised of the following in his capacity as Cabinet Member for Housing and Homes: -

Northfield District Committee – 16 June 2017

1. He had spoken to officers to ensure that the City Council's properties were safe as could be as soon as he became aware of the fire incident at Grenfell Tower.
2. Checks were being done of fire procedures in all Council owned tower blocks. All corridors were protected by fire doors. West Midlands Fire Service and the City Council would be looking into fire safety.
3. No cladding was used in the City Council's tower blocks as were being used in Grenfell Tower – Martin Tolley, Service Head, Asset Management/Capital Investment, was required to report back on materials used.
4. A briefing note was sent to all councillors and MPs and a letter sent to all tenants in Blocks of this nature. Councillor Peter Griffiths stated that he was aware that the Fire Service requires sprinklers, but that the Fire Service Chief stated that it would not make any difference in the Blocks at present. He added that he was happy to take questions concerning the issue.

Members then made the following statements:-

- Councillor Cartwright commented that he welcomed the minute silence and added that – *God bless, we are thinking of you* was the message from one community to the next.
- Richard Burden, Member of Parliament for Northfield Constituency, stated that events at Grenfell Tower were chilling. Action was being taken to get supplies to the Grenfell Tower residents. He expressed thanks to Councillor Cartwright for setting up collection with the Fire Service for residents. He further expressed thanks to Councillor Peter Griffiths for getting the briefing out so quickly to councillors, MPs and residents.
- It was noted that the type of cladding used in Birmingham was not similar to that used at Grenfell Tower, but further checks needed to be done to ensure that that type of cladding was not used in any of the Blocks in Birmingham.
- In response to an enquiry concerning sprinkler systems, it was noted that there was a review with BCC and the Fire Service and it was clear from the conclusion that the Fire Service wanted sprinklers fitted and retrofitted. Where residents were vulnerable in tower blocks, sprinklers could be used. If the review for Grenfell Tower Block was that sprinklers were required, BCC's position would need to be reviewed.
- Councillor Brew concurred with Mr Burden, MP and Councillor Peter Griffith's comments. He added that they owed a duty to residents in tower blocks in Birmingham. A report was needed on the materials used in the recent tower blocks refurbishment

DECLARATION OF INTERESTS

427

Members were reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting.

If a pecuniary interest is declared a Member must not speak or take part in that agenda item. Any declarations will be recorded in the Minutes of the meeting.

No declarations of interest were raised by Members.

DISTRICT COMMITTEES FUNCTIONS AND GUIDELINES

The following schedule of District Committee Functions and Guidelines were submitted:-

(See document No. 1)

428 **RESOLVED:-**

That the Functions and Guidelines be noted.

CODE OF CONDUCT FOR DISTRICT COMMITTEE MEETINGS

The following Code of Conduct for District Committees was submitted:-

(See document No. 2)

429 **RESOLVED:-**

That the Code of Conduct for meetings of the District Committee be noted.

DISTRICT COMMITTEE APPOINTMENTS

430 (a) **West Midlands Police and West Midlands Fire Service Co-opted Members**

Councillor Debbie Clancy advised that the Fire Service was in regular attendance at the Ward Forum and that the whole district needed to do this. Councillor Brew endorsed Councillor Debbie Clancy's statement and advised that the Police needed to nominate a substitute.

RESOLVED:-

That Inspector Lee Trinder, West Midlands Police be co-opted to the District Committee;

431 (b) **Councillor Champions**

(i) **Corporate Parenting Champion**

RESOLVED:-

That Councillors Debbie Clancy and Carole Griffiths be appointed as the Councillor Champions for Corporate Parenting for the Northfield District.

(ii) **Youth Champions**

Councillor Seabright stated that a young person representation was needed on the Committee. Councillor Brew stated that this would be welcomed.

RESOLVED: -

That Councillor Valerie Seabright be appointed as Youth Champion for Northfield District.

(iii) A Cultural and Heritage Champion

RESOLVED:-

That Councillors Andy Cartwright and Peter Douglas Osborn be appointed the Cultural and Heritage Champions for Northfield District.

(iv) Jobs and Skills Champion

RESOLVED: -

That Councillors Valerie Seabright and Randal Brew be appointed the Jobs and Skills Champion for Northfield District.

**PBIRMINGHAM COUNCIL HOUSING INVESTMENT PROGRAMME
ENVIRONMENTAL WORKS BUDGET 2017/18**

(See Document No.3)

In the absence of an officer to present the report, the Committee

432

RESOLVED: -

That the item be deferred to September's District Committee meeting for an officer to attend and speak to the item.

NORTHFIELD DISTRICT NEIGHBOURHOOD CHALLENGE

433

(a) Not in Education Employment or Training (NEET)

Councillor Debbie Clancy gave a brief update regarding the meeting that was held on the 4th May 2017. She advised that a full report would be submitted at September's Committee meeting. Discussions were had with the Department for Work and Pensions concerning their 'coaches' going into schools on the District and providing some contact work. The aim was to advertise through Prospect what the offer would be in schools in Northfield District. Bournville College expressed an interest to work with Prospect.

Mr Burden, MP stated that this was a new way of working with young people and that he was excited about the pilot project with the schools. He expressed thanks to Councillor Debbie Clancy for her work concerning NEETs.

(b) Anti-Social Behaviour (ASB)

The Chairman advised that he had been in contact with the Housing Associations with a view to do a final workshop with a view to rounding off ASB and work in other areas with BCC. It was hoped that the workshop would be held in autumn.

(c) Proposal for the next Neighbourhood Challenge

Councillor Seabright informed the Committee that the proposal for the next Neighbourhood Challenge was *Northfield District Education Challenge*. She circulated a document at the meeting outlining the context, recent background, education challenge proposal and the expected outcome

(See document No. 3)

Members then made the following comments: -

- The presentation was useful.
- Victoria School needed to be mentioned.
- A formal relationship was established with senior school, but would like to be involved with Minerva
- Good ideas in the proposal and it were hope that they could generate better data for the city.
- It was suspected that there was a lot of data, but whether this was available needed to be looked at. There were lots of negative things, but also lots of positive things happening in schools. There was a need to record the positive as well as the negative things.

UPDATE ON HOLDING DISTRICT COMMITTEE MEETING IN THE DISTRICT

- 434 This item was discussed in matters arising from the minutes above. A feedback was needed at September's District Committee.

SCHEDULE OF FUTURE MEETINGS 2016/2017

- 435 **RESOLVED: -**

That the Northfield District Committee meets at 1400 hours, at the Council House on the following dates:-

15 September 2017
17 November 2017
19 January 2018
16 March 2018

All meetings will be held on Fridays at 2:00pm in Committee Rooms 3&4, Council House, Victoria Square, Birmingham, B1 1BB

SOAP BOX

- 436 None submitted.

OTHER URGENT BUSINESS

437 Leaseholders were being notified and a briefing note was sent to all Housing Liaison Boards (HLB) regarding the Grenfell Tower fire.

Councillor Peter Douglas Osborn expressed thanks on behalf of the Committee to Councillor Steve Booton for chairing the District Committee meetings over the last year.

In terms of the Local Innovation Fund (LIF), Northfield District had done well. There were 8 LIF applications in Weoley Ward and they were awaiting signatures.

Councillor Bruce Pitt, Frankley in Birmingham Parish Councillor advised that the HLB in Frankley were marked down regarding the Kite Mark. It was noted that a report concerning the issue was to be sent to Councillor Peter Griffiths in his capacity as Cabinet Member for Housing and Homes. A question was who had marked the HLB down and what the implications for this happening were.

It was further noted that the HLBs were independent bodies and that the rules applied were different. It was noted that this was different from the walkabouts done by councillors with officers. There had to be an HLB walkabout.

Following a brief discussion concerning the issue, the Chairman advised that the matter would be investigated.

AUTHORITY TO CHAIRMAN AND OFFICERS

438 **RESOLVED: -**

Chairman to move:-

"That in an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee."

The meeting ended at 1530 hours.

CHAIRMAN

Northfield District Committee Capital Environmental Budget Position Statement 2017/2018

C/fwd figure for Northfield - £66,791 from 2016-17

2017-18 Allocation = £128,800 + £66,791 = £195,591

Total budget Allocation **£195,591**

No	Location	Ward	Project description	Project Cost	Comments	Approval Status
1	Loweswater House Icknield Street, Kings Norton, B38 0BA	Kings Norton	Replace ground floor & Lobby Entrance carpet with vinyl flooring. Carpet has become extremely worn.	1,259.37	DC approval is sought for the replacement of communal flooring	
2	60-70 St Columbus Drive, Rednal, B45 8TW	Longbridge	Existing vinyl flooring in communal stairs is very old and tired-looking, It is split from many places particular on steps making it difficult to clean.	3,032.57	DC Approval is sought for the replacement of flooring with new non-slip ALTRO vinyl flooring	
3	79-89 St Columbus Drive, Rednal, B45 *TW	Longbridge	Existing vinyl flooring in communal stairs is very old and tired-looking, It is split from many places particular on steps making it difficult to clean.	4,024.41	DC Approval is sought for the replacement of flooring with new non-slip ALTRO vinyl flooring	

No	Location	Ward	Project description	Project Cost	Comments	Approval Status
4	32-40 St Columbus Drive, Rednal, B45 *TW	Longbridge	Existing vinyl flooring in communal stairs is very old and tired-looking, It is split from many places particular on steps making it difficult to clean.	5,174.56	DC Approval is sought for the replacement of flooring with new non-slip ALTRO vinyl flooring	
5	47-59 St Columbus Drive, Rednal, B45 *TW	Longbridge	Existing vinyl flooring in communal stairs is very old and tired-looking, It is split from many places particular on steps making it difficult to clean.	3,035.25	DC Approval is sought for the replacement of flooring with new non-slip ALTRO vinyl flooring	
6	Car park at rear of Elmdon Court, Abdon Avenue, Weoley Castle B29 4PQ	Weoley	Resurface Car Park on Middle Park estate. Worst pot holes have recently been made good but the surface has deteriorated beyond repair is very loose. Water drainage from the car park is very poor as a result	31,500	DC approval is sought to resurface the whole area (approx 900 sqm) of car park and	

No	Location	Ward	Project description	Project Cost	Comments	Approval Status
7	Millfield, Church Road, B31	Northfield	Upgrading of existing electric car park barrier to current safety regs and to operate automatically on demand	4,818.74	DC approval is sought for the upgrading of car park barriers	
8	Access Road at rear of Tenby Tower,	Northfield	Resurfacing of housing owned access road to rear of blocks. Its surface has deteriorated and has many pot holes	28,825.00	DC approval is sought for re-surface of the whole length of the access road – approx 675 sqm and paint yellow hatchings	
9	Foyle Road, Kings Norton, B38 9DQ	Kings Norton	Install metal trip rail along edge of Housing Department land located along Foyle Road between Redditch Road and Dornie Drive to prevent further incursions of travellers.	Option1: 171m of metal trip rail with mowing strip - 23,852.81 Option2: 171m 100mm x 100mm wooden trip rail with mowing strip - 10,889.37 Option3: 95no concrete bollards – 7,808.05	This project has been requested by Councillor Griffiths. DC approval is sought for the installation of trip rail	

No	Location	Ward	Project description	Project Cost	Comments	Approval Status
10	Shannon Road, Kings Norton, B38 9AY	Kings Norton	Install metal trip rail fencing along edge of Housing Department land located along Shannon Road opposite the entrance to Stockman's Close to prevent further incursions of travellers.	<p>Option1: 102m of metal trip rail with mowing strip – 14,300.01</p> <p>Option2: 102m 100mm x 100mm wooden trip rail with mowing strip – 6,527.96</p> <p>Option3: 56no concrete bollards – 4,684.83</p>	This project has been requested by Councillor Griffiths. DC approval is sought for the installation of trip rail	
11	Block 23-29 Shifnal Walk, B31 4ED	Northfield	Upgrade communal lighting to incorporate emergency lighting. This is compliment the recently fitted secure by design doors to enhance security for the occupants of the block	5,674.76	DC approval for is sought for the communal lighting upgrade	

Jonathan Antill

From: Mark Rodgers
Sent: 03 July 2017 11:02
To: Councillor Peter Griffiths
Cc: Service Improvement Team; Vicki Wolverson; Jonathan Antill; Ruth Bowles; Nadeen Justice; Gurbax S Chana
Subject: District Capital Environmental Works - Northfield
Attachments: NorthfieldBriefingNoteRJ300617.doc;
GuidanceNoteCapitalEnvironmentalBudget291215.doc

Dear Councillor Griffiths

Thank you for your recent enquiry raised with Robert James, Service Director – Housing Transformation regarding projects presented to Northfield District Committee on 16 June 2017 and whether these should be carried out using the repairs budget as usual business. Rob James has asked me to respond on his behalf.

Repairs are carried out where existing items are in a state of disrepair which means they are no longer fit for their intended purpose. Improvements involve creating a new asset or enhancing an existing asset.

None of the projects presented to Northfield District Committee exhibited any signs of disrepair. All were found to meet the criteria for being improved via the District Capital Environmental Works budget.

I attach, for your information, a briefing note which provides more detailed information regarding each of the projects proposed and the criteria for work that is delivered using the District Capital Environmental Works budget.

As requested, officers will re-present this report to the 15 September 2017 Northfield District Committee meeting. Robert James has also arranged for the use of these funds and the approval process to be discussed by his Divisional Management Team in the near future.

Yours sincerely

M Rodgers
Housing Manager
Birmingham City Council
Place Directorate
Asset Management and Maintenance Division
Mole Street Centre
Mole Street
Sparkbrook
Birmingham
B11 1XA

BRIEFING NOTE FOR ROBERT JAMES, SERVICE DIRECTOR – HOUSING TRANSFORMATION

DISTRICT CAPITAL ENVIRONMENTAL WORKS – NORTHFIELD

In response to Councillor Peter Griffiths' enquiry, the projects presented to Northfield district Committee for consideration on 16 June 2017 were visited on 27 and 29 June 2017. Findings in connection with each scheme are provided below.

Loweswater House – Replace ground floor lobby and entrance flooring

The existing floor is carpeted. The carpet has become dirty, difficult to clean and is unsightly. The proposal is to replace it with altro flooring which is easier to clean and maintain.

32-40, 47-59, 60-70, 89-89 St Columbus Drive and 14-24 Tin Meadow Crescent – Replace ground floor entrance and stairwell flooring

The existing flooring consists of a combination of quarry tiles that appear to have been in place since the properties were constructed, vinyl floor covering and recessed matting. All are showing signs of their age and minor splitting in parts, although they are both safe and functional. It is proposed to replace the floor covering with altro flooring which will improve the appearance.

Millfield, Church Road – Renew broken electronic barrier to car park

The existing barrier has been de-commissioned. It used to be operated via an intercom with on-site staff lifting the barrier to allow access to people who were authorised to enter. There are no longer regular staff on-site to operate the barrier, so it has been decommissioned. Residents, family members and other visitors to the site complain that they cannot park cars because users of the nearby popular Northfield shopping centre use the car park. A remote controlled, automatic barrier is being proposed for use by designated residents and family members. This will also meet current standards.

23-29 Shifnall Walk – Improve internal lighting and supply and fit rear gate for security

The existing communal bulk-head lighting works but is dated and does not include emergency lighting which is activated when power fails. There is no rear gate to prevent access to the external and internal communal areas. Residents are experiencing problems with fly-tipping and vandalism including people setting fire to fly-tipped rubbish. It is proposed to upgrade the lighting, including the provision of emergency lighting, to current standards using LED lighting. This will better illuminate the internal communal areas and to provide a rear lockable gate on the rear access path, where no gate exists currently. Both measures will improve safety and security.

Tenby Tower, Willetts Road – Re-surface service road and re-cross hatch area

The existing service road is uneven, in common with many city-wide. Users can drive over the service road safely and without damage being caused to their vehicles. While fit for its purpose of providing vehicular access, the service road would benefit from being re-surfaced and levelled with cross-hatch markings being provided to keep the area outside bin stores clear for refuse collection.

Campion and Saffron House – Convert ex-communications room to mobility scooter charging room

The room previously used to house communications equipment is in a separate outbuilding next to Saffron House and near to Campion House. The project proposes changing the use of this room to one which will enable storage and charging of mobility scooters used by residents.

Elmdon Court – Resurface car park

The existing car park is fit for purpose, although the surface area has become uneven and loose with puddles forming during rainfall, although it is fit for the purpose of parking vehicles. Residents request that the car park is re-surfaced and levelled, which will improve the appearance and drainage.

M Rodgers
Contract Team Manager

30 June 2017

Saved as NorthfieldBriefingNoteRJ300617

CAPITAL ENVIRONMENTAL WORKS BUDGET CRITERIA

Background

This note is to guide officers and Elected Members involved in the delivery of improvements via the Capital Environmental Works budget.

Scope

The Council must comply with all standards, legislation, rules and regulations for spending capital income.

There are very strict rules about what can and cannot be capitalised. Auditors will test for compliant spend; anything considered to be revenue in nature will be excluded from capital spend, resulting in adverse effects on revenue budgets.

Definition of 'Capital Expenditure'

For expenditure to qualify as capital expenditure, there are a number of tests that must be satisfied. The requirement is that the expenditure must:

1. Create a new asset or
2. Significantly enhance an existing asset – either in value or longevity and in either case
3. Last more than one year.

Key principles

Everything is revenue unless it can be proved it is capital;

- There is no minimum spend level for capital schemes
- A project does not amount to a capital scheme simply because it is costly
- Spend must be on housing-owned land or assets and involve the creation of a new asset or the enhancement of an existing asset that provides either economic benefits or service potential
- The project must provide benefit to the community at large and not an individual tenant or household

Guidance for the delivery of projects via the Capital Environmental budget

The budget is typically used to provide projects involving:

- Provision or enhancement of fencing, railings, gating
- Secure door entry systems
- Closed Circuit Television
- Constructing steps, ramps, walls, planters
- Providing car parking
- Re-surfacing housing land
- Improving or providing lighting
- Replacing or renewing flooring

- Providing bollards and double kerbs to prevent parking nuisance
- Providing storage areas, for example, for mobility scooters
- Providing hard standings and areas for refuse disposal facilities
- Flood defence measures

The budget cannot be used for spend on:

- Land and site clearance
- Room hire
- Planting trees and/ or shrubs except incidental costs to plant trees associated with an existing capital scheme
- Site security, unless necessary to avoid damage to a capital asset under construction
- Decorating and painting except where incidental to an agreed capital scheme
- Netting balconies
- Cleaning

Neither list is exhaustive. Advice and guidance can be sought from the Capital Investment Team and the Finance Team where required.

Projects involving a mixture of capital and revenue spend should be delivered using joint funding from capital and revenue budgets. For example, a scheme involving constructing a retaining wall/ planter and planting non-perennial flowers could be funded via the Capital Environmental budget and the HLB budget. Invoices for capital and revenue expenditure must be separate to ensure payment is made from appropriate budgets.

Mark Rodgers

Contract Team Manager – Capital Investment Team

29 December 2015

Saved as GuidanceNoteCapitalEnvironmentalBudget291215