

Individual Cabinet Member Report – transfer of capital scheme from provisional to approved programme

(If any background papers attached to this request are exempt please add the following paragraph here: The attached background papers are NOT FOR PUBLICATION in accordance with paragraphs.....of Schedule 12A of Part 1 of the Local Government Act 1972. PLEASE DO NOT INCLUDE ANY EXEMPT INFORMATION ON THIS FORM).

Name of Cabinet Member	Cllr Sue Cooper sue.cooper@southoxon.gov.uk
Delegations Checked and certified by	Financial Procedure Rules, see paras 70 and 92. Adrian Lear - Technical Projects Team Leader
Name of officer requesting the decision	Adrian Lear
Contact details of officer	Adrian.lear@southandvale.gov.uk 07801203503
Details of decision required	To replace the lighting at Church Road car park, Wheatley that was damaged due to a fallen tree bringing down the connecting cable. To put in place a programme for 2024/25 and 2025/26 to change all the car park lighting in South car parks to LEDs, to reduce the amount of electricity and carbon used in lighting car parks. This will involve undertaking an inventory and surveying the lighting columns so that we understand the type and model of lighting in the car parks and what needs to be replaced/changed. Both projects will be managed in house by the Technical Projects Team Leader.
Recommended Action	To move £10,000 of funding in the Provisional capital budget no. 142 Car Park Resurfacing & Improvement into the approved capital budget
Reasons for recommended decision	For essential repairs and replacement of car park lights and to design a programme to replace all of South Oxfordshire old lighting lamps with more effective and efficient LED lamps and to ensure that all lighting columns are structurally safe.

Financial details	To move £10,000 from the provisional Capital budget to the approved capital budget to install a new light in Church Road Car Park Wheatley and to start a programme of replacing lighting bulbs with LED lights within the South Car Parks.
Alternative options considered and rejected	An alternative is to fund the works from the revenue budget but as the lighting will be for new columns and new installations and increase the value of the asset, this is a capital expenditure.
Details of background documents	None
Declarations / conflict of interest	Declarations of any other Cabinet Members consulted by the Cabinet Member making the decision.

Consultation (officers/ward councillors)	Section	Name	Outcome	Date
	Ward Councillors			
	Legal legal@southandvale.gov.uk		No comments returned	
	Finance Finance@southandvale.gov.uk	Damon Cotterill	Provisional budget of £10,000 in place	03/01/24
	Climate and ecology climateaction@southandvale.gov.uk	Jessie Fieth	<i>We support this decision which will reduce the energy used and the greenhouse gas emissions released by car park lights in South Oxfordshire.</i>	21/12/2023
	Procurement Procurement@southandvale.gov.uk		Not comments returned	
	Strategic property property@southandvale.gov.uk <mailto:property@southandvale.gov.uk		No comments returned	
	Health and Safety healthandsafety@southandvale.gov.uk	Andy Huckstep	a review of RAMS relating to both the replacement, and electrical isolation, entry and inspection within any of the columns as the survey commences	20/12/2023
	Risk and insurance risk@southandvale.gov.uk		No comments returned	
	Communications communications@southandvale.gov.uk		No comments returned	
Head of service's approval				Date
Cabinet Member's approval	<i>Sue Cooper</i>			Date 21 st January 2024
Reasons for making decision	Very pleased to see all this work on installing more effective and efficient LED lamps and the cabling repairs. I hope for speedy delivery !			

Appendix 1: Detailed capital scheme appraisal report

<p>Ownership of report/ scheme</p>	<p><i>Details of the responsible Cabinet member and officer</i> <i>Cllr Sue Cooper and Adrian Lear</i></p>
<p>Details of the scheme</p>	<p><i>Full details of the scheme (including name of originating member if appropriate).</i></p> <p><i>Details of whether the scheme will be carried out in partnership with other organisations or local authorities.</i> The work to replace the lamp column and light in Church Road car park, Wheatley will be undertaken using the Crown Commercial services framework RM6099. The estimated cost is £5,000.</p> <p>The programme for replacing the lighting bulbs will be costed once the survey/inventory has been completed and we know what work is required, all work will be undertaken through the framework identified above. The estimated cost for the inventory and survey works on the condition of the lighting columns is estimated at £5,000.</p> <p><i>Details of who will be managing the scheme.</i> Adrian Lear Technical Projects Team Leader</p> <p><i>Details of anticipated start and practical completion* dates.</i> The project to replace the columns and light bulbs will be ongoing through 2024/25 and 2025/26</p> <p><i>* practical completion is when construction / work on site is finished. This does not include periods for “snagging”, returning for repairs or periods of warranty</i></p>
<p>Strategic objectives</p>	<p><i>How does the scheme fit in with the Council’s strategic objectives and performance targets?</i> The reduction in energy used by LED bulbs will assist the council in achieving its carbon reduction targets</p>
<p>Purpose of the scheme</p>	<p><i>What are the objectives (both general and measurable) of the scheme?</i> To improve the car park lighting and reduce the energy usage.</p> <p><i>Why should the Council pay/not pay for the scheme? These are council assess and the council has targets to reduce it carbon footprint.</i></p> <p><i>What other options have been considered? Not to undertake the programme of replacements.</i></p> <p><i>Can the objectives be achieved in another way? No</i></p>

Benefits of the Scheme	<p><i>Who will benefit by the scheme being supported (for example, residents across the district or just in one area? children or people of all ages? Etc). Linked back to strategic objectives and performance targets where appropriate.</i></p> <p><i>Users of the car park will benefit from better lighting levels within the car parks and the council will benefit from a reduction in energy usage.</i></p>
Measuring the success of the scheme	<p><i>How can this be measured? For example, through targets, BVPIs, usage figures?</i></p> <p><i>Reduction in electricity costs, targets can be defined as part of the programme definition.</i></p>
Financial details	<p>Financial details are shown in appendix 2</p>
Hurdles to be overcome	<p><i>What issues need to be addressed which may impact on the progress of the scheme? For example the need for planning approval.</i></p> <p><i>An inventory of all the lighting and make of lamps currently used within the car parks to be undertaken in 24/25 so that the council understands the work required and can define the scope of works.</i></p> <p><i>There is also a long-standing agreement with OCC to provide the electricity for South car park lighting which requires a review.</i></p>

Appendix 2: Financial details

The capital cost of the scheme	£10,000
The profile of that expenditure	The order to replace the light in Church Road Wheatley and to undertake the inventory will be placed as soon as the funding is available
The revenue consequences of the scheme (expenditure and income)	There will be a reduction in the cost of electricity as the bulbs are changed from old Sodium bulbs to new LED bulbs
Details of any specific sources of external finance available for this scheme	N/A
Any VAT implications of the scheme	N/A
Any financial risks associated with the scheme	N/A
Details of any financial return on the investment	Nil apart from a reduction in on going costs