



Democratic Services

Location: Phase II
Ext: 0833
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My Ref: RD

To: COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE

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

c.c. All Members of Executive Scrutiny Committee
c.c. Chairman of the Corporate Services, Commerce and Communities Policy Overview Committee
c.c. Perry Scott, Director of Infrastructure, Procurement, Business Improvement, Communications, Waste Services, and ICT
c.c. Gary Penticost/ Dave Grimshaw, Residents Services
c.c. Ward Councillors for Brunel
c.c. Conservative and Labour Group Offices (inspection copy)

Date: 26 January 2021

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (January 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Property Works Programme (PWP) Capital Budget 2020/21; Security Programme – New Access Control System at the Harlington Road Depot.

RELEASE NO: 29

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 Wednesday 03 February 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.

Ryan Dell
Democratic Services Apprentice

**Title of Report: Property Works Programme (PWP) Capital Budget 2020/2021;
Security Programme – New Access Control System at the Harlington Road Depot.
RELEASE NO: 29**

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 and Infrastructure

CAPITAL RELEASE REPORT (January 2021)

DEPARTMENT: Residents Services

SERVICE AREA/ PROGRAMME: Property Works Programme (PWP) Capital Budget 2020/2021; Security Programme – New Access Control System at the Harlington Road Depot.

RELEASE NO: 29

Cabinet Members

Councillor Martin Goddard
Councillor Jonathan Bianco

Cabinet Portfolios

Cabinet Member of Finance
Cabinet Member of Property and Infrastructure

Officer Contact

Gary Penticost/ Dave Grimshaw, Residents Services

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's strategy for improving the way the Council operates by providing operational assets that are compliant and fit for purpose.

Financial Cost

This report seeks the release of £44k from the Property Works Programme 2020/21 capital budget for the installation of a new access control systems at the Harlington Road Depot. The budget includes contingency and project manager's fee.

The works will commence immediately following capital release approval.

Relevant Policy Overview Committee

Corporate Services, Commerce and Communities

Ward(s) affected

Brunel

RECOMMENDATION

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £44k from the Property Works Programme (PWP) Capital Budget 2020/2021; Security Programme – New Access Control System at the Harlington Road Depot (Appendix A).

Reasons for recommendation

The current system is no longer supported by the Microsoft manufacturer and this lack of support and compatibility with Microsoft Azure platform creates a level of vulnerability around software failure and a resultant impact on access and egress control at Harlington Road.

The installation of the same system and a new network connection will allow the Civic Centre security team to grant access remotely; both in and out of hours.

Alternative options considered

No other options available as the current system is no longer supported.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

The manufacturer no longer supports the existing access control system, and it resides on an ICT Server that cannot be migrated to the Microsoft Azure Cloud.

This lack of support and compatibility with the Microsoft Azure platform creates a level of vulnerability around software failure and a resultant impact on access and egress control at Harlington Road.

The proposal is supported by London Borough of Hillingdon ICT and would allow the 'old' server and client software to be shut down and thereby reduce our risks around using vulnerable systems.

Installing the same access control system as the Civic Centre can reduce the need to have fixed security guards on site at the weekend as images can be monitored in the CCTV control room and access granted via the Civic Centre security team.

Table 1: Cost Plan

Activity	Cost	Budget Cost
Install new door controllers, HID readers, computer and software	£29,628	£29,628
Installation of point-to-point wireless network -HRD to Civic Centre.	£8,099	£8,099
Commissioning and training	Inc	Inc
		£37,727
Contingency @ 10%		£3,773
Project Fee @5.5%		£2,075
Total Budget Cost		£43,575

Financial Implications

Property Works Programme Budget £3,227k, Previously Released/ Pending Release £2,310k, Capital Release Requested £44k – Appendix A

The 2020/21 capital programme, approved by Cabinet and Council in February 2020, included a budget for the Property Works Programme (PWP) of £2,878k. Cabinet, in June 2020, approved the re-phasing of £349k of the unspent 2019/20 budget into 2020/21, to give a revised budget of £3,227k, funded from Council resources.

Previously, £2,310k has been released or is included in a release report in preparation (up to Release No. 28) from the revised Property Works Programme 2020/21 capital budget.

This report is seeking the release of £44k for the installation of a new Access Control System at the Harlington Road Depot and the installation of a point-to-point wireless network between Harlington Road Depot and the Civic Centre. The release request is based upon the quoted costs from the Council's framework CCTV provider and includes a project contingency of 10% of the quoted cost, and internal project management fees of 5.5% of the quoted cost.

The remaining £873k of the PWP 2020/21 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

The knowledge that the Council is taking steps to ensure our systems are fit for the future and use technology to deliver savings.

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 £44k for the installation of a

new access control system at the Harlington Road Depot and the installation of point-to-point wireless network between the Harlington Road Depot and the Civic Centre will be funded from the 2020/21 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 and 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.

TITLES OF ANY APPENDICES

Property Works Programme (PWP) Capital Budget 2020/2021; Security Programme – New Access Control System at the Harlington Road Depot. Release No. 29

APPENDIX A

Property Works Programme (PWP) Capital Budget 2020/2021; Security Programme – New Access Control System at the Harlington Road Depot. Release No. 29

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Harlington Road Depot	New Access Control System	Install a new access control system to align with the Civic Centre	44			
Total seeking release			44			
Previously released / pending release			2,310			
Budget			3,227			
Remaining budget			873			