



## Democratic Services

**Location:** Phase II  
**Ext:** 0833  
**DDI:** 01895 25 0833  
**My Ref:** RD  
**CMD No:** 146

**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. Perry Scott, Director of Infrastructure, Transport  
and Building Services  
c.c. Chairman of the Social Care, Housing and Public  
Health Policy Overview Committee  
c.c. Gary Penticost, Residents Services  
c.c. Ward Councillors for Eastcote  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 13 May 2021

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (May 2021)

**DEPARTMENT:** Resident Services

**SERVICE AREA / PROGRAMME:** Housing Revenue Account Works to Stock 2021/22  
Programme – Ascott Court Sheltered Housing Scheme – 2 No Water Tank Replacement  
and Associated Works

**RELEASE NO:** 14

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 21 May 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:** Housing Revenue Account Works to Stock 2021/22 Programme – Ascott Court Sheltered Housing Scheme – 2 No Water Tank Replacement and Associated Works.  
Release No. 14

**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 (May 2021)

DEPARTMENT: Residents Services

SERVICE AREA/ PROGRAMME: Housing Revenue Account Works to Stock 2021/22 Programme – Ascott Court Sheltered Housing Scheme – 2 No Water Tank Replacement and Associated Works

RELEASE NO: 14

<b>Cabinet Member(s)</b>	Councillor Martin Goddard Councillor Jonathan Bianco
<b>Cabinet Portfolio(s)</b>	Cabinet Member for Finance Cabinet Member for Property and Infrastructure
<b>Officer Contact(s)</b>	Gary Penticost, Residents Services
<b>Papers with report</b>	Appendix A with capital release requests for approval

## HEADLINES

<b>Summary</b>	This report seeks the approval of capital release for the upgrade of two communal water tanks at a Council-owned sheltered housing block.
<b>Putting our Residents First</b>	This report supports the Council objective of strong financial management.
<b>Financial Cost</b>	This report seeks the release of £12k from the Warm Safe Dry work-stream within the Housing Revenue Account Works to Stock Programme 2021/22 capital budget for the replacement of 2 No communal cold water storage tanks and associated works at Ascott Court Sheltered Housing Scheme to comply with water quality regulations and ACOP L8 regulations.
<b>Relevant Policy Overview Committee</b>	Social Care, Housing and Public Health
<b>Relevant Ward(s)</b>	Eastcote

## RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £12k from the Warm Safe Dry work-stream within the Housing Revenue Account Works to Stock Programme 2021/2022 capital budget for the funding of the replacement of 2 No. communal cold water storage tanks and associated works at Ascott Court Sheltered Housing Scheme to comply with water quality regulations and ACOP L8 regulations.

## **Reasons for recommendation**

Ascott Court is a Council-owned sheltered housing block consisting of 32 tenanted properties for people over 65 years old.

The existing cold water storage tanks at Ascott House are currently non-compliant with water quality regulations and ACOP L8 regulations. The tanks are extremely difficult to carry out any maintenance or works on due to restricted access. This means the Council is unable to maintain the tanks and water to the required standard. Due to the age and condition of the tanks and where they are situated, the easier option is to relocate new tanks and associated pipework.

The upgrade will ensure the water provided to all tenants within this Sheltered Housing block is compliant with the current water regulations and ensure the tanks can be accessed and maintain to the expected level.

## **Alternative options considered/ risk management**

The Council could choose to tender for this upgrade; however, this would delay the installation and under current restrictions it is difficult for multiple contractors to attend sites to complete surveys.

## **Policy Overview Committee comments**

None at this stage.

## **SUPPORTING INFORMATION**

1. The existing tanks are at the end of their useful life and no longer able to maintain to the expected standard due to the location.
2. HSL are the Council's term contractor and have successfully monitored and maintained water tanks in all our 24 sheltered housing and care schemes.
3. It is, therefore, recommended that officers awarded this work directly to HSL to prevent a delay.
4. Table 1:

Item	Total Cost (£)
<b>New CWS cisterns</b> Job description Drain down CWS 003 to foul drain and chlorinate. Refill CWS 003 to use as temporary tank. Drain tank to foul drain - CWS001 + CWS002. Cut up and remove CWS 01 +02 Build new wooden platform to enable safe working. Install new 5"x3" steel support beams for CWS001 + CWS002. Install new plywood base. Install 2x new sectional tanks, size 2m x 1m x 1m. Connect up new tanks to all existing services including installation of new BSP equilibrium ball valve and float, screened overflow and warning pipes. Install new stop cocks on incoming mains and PVC double union ball valves on down service pipework. Insulate all new and exposed pipework with foil faced MMMF pipe section. Disinfect new CWS001 + CWS002 with 500ppm of stabilised chlorine dioxide using spray method. Label CWS CWS001 + CWS002 Label supply and outlet pipework of CWS with self-adhesive labels in accordance with BS1710 Drain down, disconnect and remove from site CWS 003. Clear all associated debris and rubbish.	£10,124
Project Contingency (10%)	£1,012
Internal (5%)	£506
<b>Total Project Cost</b>	<b>£11,642</b>

## Financial Implications

### **Budget £799k, Previously Released/Pending Release £436k, Capital Release Requested £12k - Appendix A**

The 2021/22 HRA Capital Programme, approved by Cabinet and Council in February 2021 includes a capital budget for the Works to Stock programme of £11,661k. Within this, the Warm Safe Dry work-stream budget is £799k.

Previously, £436k has been released or is pending release from the Warm Safe Dry work-stream for the installation of the Hardwired Group Living Call System within the Council's Sheltered Housing Schemes and the replacement of 4 communal cold water storage tanks and associated works at The Gouldings, Uxbridge; the improvements to the parking and access road at St Catherine's Farm Court; and the installation of the upgraded Warden Call System at Triscott House Extra Care Scheme.

This report is seeking the release of £12k from the Warm Safe Dry work-stream for the replacement of 2 communal cold water storage tanks and associated works at Ascott Court

Sheltered Housing Scheme to comply with water quality regulations and ACOP L8 regulations. The release request is based upon the quoted costs from the Council's term contractor for the maintenance of the water tanks and includes a project contingency of 10% of the quoted cost, and internal project management fees of 5% of the quoted cost.

The remaining £351k of the Warm Safe Dry work-stream budget will be subject to the capital release procedure.

## **RESIDENT BENEFIT & CONSULTATION**

### **The benefit or impact upon Hillingdon residents, service users and communities**

The upgrade will ensure the water provided to all 32 No tenants within this Sheltered Housing block is compliant with the current water regulations and ensure the tanks can be accessed and maintain to the expected level.

## **CORPORATE CONSIDERATIONS**

### **Corporate Finance**

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting that the recommended capital release for the replacement of 2 communal cold water storage tanks and associated works at Ascott Court Sheltered Housing Scheme to comply with water quality regulations and ACOP L8 regulations will be funded from the 2021/22 capital programme for HRA Works to Stock which is funded from rental income.

### **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 11 of the Landlord and Tenant Act 1985.

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.

## **BACKGROUND PAPERS**

NIL.

## CAPITAL RELEASE APPENDIX A

### Housing Revenue Account Works to Stock Programme 2021/22: Warm, Safe Dry Work-Stream - Ascott House Sheltered Housing Scheme Replacement of 2 No Water Tanks and associated works Release No 14

Location	Project/ Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Ascott Court Sheltered Housing Scheme	Cold Water Tanks Replacement	Replacement of 2 communal cold water storage tanks and associated works	12			
<b>Total seeking release</b>			<b>12</b>			
<b>Previously released / Pending released</b>			<b>436</b>			
<b>Budget</b>			<b>799</b>			
<b>Remaining budget</b>			<b>351</b>			