



## Democratic Services

**Location:** Phase II  
**Ext:** 7655  
**DDI:** 01895 277655  
**CMD No:** 549

**To: COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

**COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY, HIGHWAYS  
AND TRANSPORT**

c.c. All Members of the Finance and Corporate  
Services Select Committee  
c.c. Dave Grimshaw, Place Directorate  
c.c. Perry Scott, Corporate Director of Place

**Date:** 26 July 2022

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT July 2022

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** Property of Works Programme 2022/23: Air  
Conditioning Programme – Replace air conditioning units at Winston Churchill Hall  
and Harlington Road Depot

**RELEASE NO:** 10

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 3 August 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.

Anisha Teji  
Democratic Services Officer

**Title of Report:** Property of Works Programme 2022/23: Air Conditioning Programme –  
Replace air conditioning units at Winston Churchill Hall and Harlington Road Depot  
**RELEASE NO:** 10

**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 Property, Highways and Transport / Cabinet Member for Finance

# CAPITAL RELEASE REPORT July 2022

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** Property of Works Programme 2022/23: Air Conditioning Programme – Replace air conditioning units at Winston Churchill Hall and Harlington Road Depot

**RELEASE NO:** 10

<b>Cabinet Member(s)</b>	Councillor Jonathan Bianco Councillor Martin Goddard
<b>Cabinet Portfolio(s)</b>	Cabinet Member for Property, Highways and Transport Cabinet Member for Finance
<b>Officer Contact(s)</b>	Dave Grimshaw, Place Directorate
<b>Papers with report</b>	Appendix A with capital release requests for approval Tender appendix

## HEADLINES

<b>Summary</b>	This report seeks permission to replace three faulty air conditioning units.
<b>Putting our Residents First</b>	This report supports the Council objective of strong financial management.
<b>Financial Cost</b>	<p>This report seeks the release of £39k from the Property Works Programme 2022/23 capital budget for the replacement of three air conditioning units: two at Winston Churchill Hall and one at the Harlington Road Depot.</p> <p>The budget requested includes project management. The works will commence immediately following capital release approval.</p>
<b>Relevant Select Committee</b>	Finance and Corporate Services Select Committee.
<b>Ward(s) affected</b>	Ruislip and Colham & Cowley

## RECOMMENDATION

**That the Cabinet Member for Finance and the Cabinet Member for Property, Highways and Transport agree to the following capital release request of £39k from the Property of Works Programme 2022/23: Air Conditioning Programme – Replacement of air conditioning units at Winston Churchill Hall and Harlington Road Depot.**

## Reasons for recommendation

The air conditioning units have failed and need to be replaced to enable a comfortable working temperature to be maintained.

## Alternative options considered / risk management

No other options available to cool these buildings.

## Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

- The air conditioning units at Winston Churchill Hall and Harlington Road have failed and will be replaced by modern, more energy efficient units.
- The Units at Winston Churchill Hall also provide additional heating in the winter months
- The temperatures in both buildings in the recent heat wave were uncomfortable for staff and visitors.
- Works are to be undertaken by the Council's Term Contractor for the maintenance of the Air Conditioning Units, Honeywell Business Solutions.

**Table 1:** Replace Air Conditioning Units

Activity	Quoted Cost
Replace A/C 2xUnits at Winston Churchill Hall	£25,112
Replace AC 1xUnit at D Block Harlington Road	£12,556
<b>Sub-Total</b>	<b>£37,668</b>
Project Management Fee @4%	£1,507
<b>Total Budget Cost</b>	<b>£39,175</b>

## Financial Implications

**Revised Property Works Programme Budget £1,788k (Pending Section 106 requested in a separate Cabinet Member report), Previously Released/Pending Release £566k, Capital Release Requested £39k – Appendix A**

The 2022/23 capital programme, approved by Cabinet and Council in February 2022, included a budget for the Property Works Programme (PWP) of £1,677k, funded mainly from Council resources.

There is currently a separate Cabinet Member report in process to request an allocation of £111k from the s106 Carbon Saving Contributions towards the installation of the Commulite LED intelligent 24v communal emergency lighting system at the Grainge's Car Park in relation to the carbon savings associated the project. This will increase the Property Works Programme (PWP) budget to £1,788k.

Previously, £566k has been released or is included in a release report in preparation (up to Release No 9) from the Property Works Programme 2022/23 capital budget.

This report seeks the release of £39k for the replacement of Air Conditioning Units at Winston Churchill Hall and Harlington Road Depot. The release request is based upon the Council's Term Contractor for the maintenance of the Air Conditioning Units, Honeywell Business Solutions quoted costs and includes a project management fee of 4% of the quoted costs.

The remaining £1,183k of the PWP 2022/23 budget will be allocated to projects as and when required, subject to the capital release procedure.

## **RESIDENTS BENEFITS & CONSULTATION**

The Council is proactively managing its assets to the benefit of residents, staff, and visitors.

### **Consultation Carried Out or Required**

None at this stage.

## **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 £39k for the replacement of Air Conditioning Units at Winston Churchill Hall and Harlington Road Depot will be funded from the approved 2022/23 Property of Works Programme capital budget.

### **Legal**

Legal Services 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 authorising the necessary capital release.

### **Infrastructure/Asset Management**

Asset Management and Development Team are the authors of this report.

## **BACKGROUND PAPERS**

NIL

## CAPITAL RELEASE APPENDIX A

### Property of Works Programme 2022/23: Air Conditioning Programme – Replace air conditioning units at Winston Churchill Hall and Harlington Road Depot.

(Capital Release No 10)

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Winston Churchill Hall and Harlington Road Depot	Replace air conditioning units	Two units at Winston Churchill Hall and One unit at Harlington Road have failed and need to be replaced.	39			
<b>Total seeking release</b>			<b>39</b>			
<b>Previously released / Pending release</b>			<b>566</b>			
<b>Budget</b>			<b>1,788</b>			
<b>Remaining budget</b>			<b>1,183</b>			