

**Democratic Services**

Location: Phase II
Ext: 7655
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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

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

HEADLINES

Summary	This report seeks permission to replace three faulty air conditioning units.
Putting our Residents First	This report supports the Council objective of strong financial management.
Financial Cost	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. The budget requested includes project management. The works will commence immediately following capital release approval.
Relevant Select Committee	Finance and Corporate Services Select Committee.
Ward(s) affected	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
Sub-Total	£37,668
Project Management Fee @4%	£1,507
Total Budget Cost	£39,175

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			
Total seeking release			39			
Previously released / Pending release			566			
Budget			1,788			
Remaining budget			1,183			