

**Democratic Services**

Location: Phase II
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To: **COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE**
**COUNCILLOR EDDIE LAVERY
CABINET MEMBER FOR RESIDENTS' SERVICES**
c.c. All Members of the Residents' Services Select Committee
c.c. Nicky McDermott – Place Directorate
c.c. Perry Scott – Corporate Director of Place
Date: 10 August 2023

Non-Key Decision request**Form D****CAPITAL RELEASE REPORT (August 2023)****DEPARTMENT: Place****SERVICE AREA / PROGRAMME: Leisure Centre Refurbishment
Programme 2023/24 - Botwell Green Sports & Leisure Centre
Refurbishment Works****RELEASE NO: 2**

Dear Cabinet Members

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 18 August 2023** 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.

Steve Clarke
Democratic Services Officer

Title of Report: Leisure Centre Refurbishment Programme 2023/24 - Botwell Green Sports & Leisure Centre Refurbishment Works – Release No 2

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 Residents' Services / Cabinet Member for Finance

CAPITAL RELEASE REPORT (August 2023)

DEPARTMENT: Place

SERVICE AREA / PROGRAMME: Leisure Centre Refurbishment Programme 2023/24 - Botwell Green Sports & Leisure Centre Refurbishment Works

RELEASE NO: 2

Cabinet Members	Councillor Eddie Lavery Councillor Martin Goddard
Cabinet Portfolios	Cabinet Member for Residents Services Cabinet Member for Finance
Officer Contact	Nicky McDermott – Place Directorate
Papers with report	Appendix A - 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 our ambition for residents / the Council of: Live active and healthy lives.
Delivering on the Council Strategy 2022-2026	This report supports our commitments to residents of: Thriving, Healthy Households.
Financial Cost	This report seeks the release of £549,894 from the Leisure Centre Refurbishment Programme capital budget to carry out the works required to Botwell Green Sports & Leisure Centre. The works will commence upon release of the funds and are due for completion by October 2023.
Relevant Select Committee	Residents' Services Select Committee
Relevant Ward(s)	Hayes Town

RECOMMENDATION

That the Cabinet Member for Residents' Services and Cabinet Member for Finance agree to the capital release request of £549,894 from the Leisure Centre Refurbishment Programme 2023/24 capital budget to carry out the refurbishment works to Botwell Green Sports and Leisure Centre (Appendix A).

Reasons for recommendation

Completing this work will improve the health and fitness facilities at Botwell Green Sports and Leisure Centre, thus benefitting Hillingdon residents. It will enable the facilities to continue to be competitive in the local area and ensure that they remain financially viable to the Council.

Alternative options considered

The Council could choose not to complete the work, but this could result in a facility that is not financially viable and at risk of service failures as well damage to the Council's reputation.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

The Council's four Leisure Centres (Hillingdon Sports & Leisure Complex, Highgrove Pool, Botwell Green Sports & Leisure Centre and Queensmead Sports Centre) are managed by GLL on behalf of the Council. The Leisure Management contract, which commenced in February 2020, included a comprehensive capital investment programme designed to ensure the centres continued to meet the needs and demands of residents, both now and in the future, and balance the needs of the facilities with expected financial return, service improvements and increased usage. The capital developments were initially planned for 2020/21 and 2021/22 but were delayed due to the Covid-19 pandemic. The delivery of the Botwell Green Sports and Leisure Centre project is the last of these schemes and will ensure the long-term viability of the leisure centre as well as offering Hillingdon residents a first-class leisure service.

The project will comprise of the following elements:

- New gym equipment and functional kit at Botwell Green Sports & Leisure Centre
- Building and refurbishment works to the gym and the swimming pool changing village
- Reception and access control upgrade to improve the customer experience and to protect income generated at Botwell
- LED lighting features for the health and fitness areas

This report now seeks the release of the funds from the Leisure Centre Refurbishment Budget in order for GLL to complete the works on behalf of the Council. The cost breakdown can be found in Table 1 overleaf:

Table 1: Cost Plan

Description	£
New gym equipment and functional kit	137,337
Building and refurbishment works to the gym and swimming pool changing village	340,482
Reception and access control upgrade	64,075
LED lighting features	8,000
Total	549,894

Financial Implications

Leisure Centre Refurbishment Programme Budget 2023/24 £900k, Previously Released £128k, Capital Release Requested £550k – Appendix A

The 2023/24 capital programme, approved by Cabinet and Council in February 2023, included a budget for the Leisure Centre Refurbishment Programme of £100k funded from Council resources. In June 2023, Cabinet approved the repassing of £800k unspent funds from 2022/23 into 2023/24, of which £62k had previously been released for schemes completing this year.

The report seeks the release of £550k from the Leisure Centre Refurbishment Programme for refurbishment works to Botwell Green Sports & Leisure Centre. The release request is based on quotes from the Council's approved term contractor GLL. It is anticipated that the refurbishment works will increase usage and income generated.

The remaining £222k of the Leisure Centre Refurbishment 2023/24 budget is subject to the capital release process.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon residents, service users and communities

The completion of these refurbishment works will ensure that residents will continue to be able to enjoy a high-quality leisure centre provision.

Consultation carried out or required

None required.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting that the funds are to be released from the approved 2023/24 Leisure Centre Refurbishment capital budget financed from Council resources.

Legal

Legal Services confirms that the Council is responsible for carrying out this function pursuant to section 19 of the Local Government (Miscellaneous Provisions) Act 1976. 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.

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. 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.

APPENDIX A – CAPITAL REALEASE REQUEST FOR APPROVAL

Leisure Centre Refurbishment Programme 2023/24: Botwell Green Sports & Leisure Centre (Release No 2)

Location	Project / Expenditure Title	Information	Funds Release Sought £000s	Approve	Hold	More Information Required
Botwell Green Sports & Leisure Centre	Specialist refurbishment works	Health and fitness gym development, changing room development, reception upgrade	550			
Total seeking release		550				
Previously released		128				
Budget		900				
Remaining budget		222				