



Democratic Services

Location: Phase II
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My Ref: NF

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

**COUNCILLOR EDDIE LAVERY
CABINET MEMBER FOR ENVIRONMENT, HOUSING
AND REGENERATION**

c.c. All Members of Executive Scrutiny Committee
c.c. Perry Scott, Director of Infrastructure, Procurement,
Business Improvement, Communications, Waste Services
and ICT
c.c. Helena Webster, Residents Services
c.c. Ward Councillors for Brunel, Pinkwell
c.c. Conservative and Labour Group Offices (inspection
copy)

Date: 01 February 2021

Non-Key Decision request

Form D

CHRYSLIS PROGRAMME 2020/21 CAPITAL RELEASE 6

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 Tuesday 09 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.

Neil Fraser
Democratic Services Officer

Title of Report: CHRYSLIS PROGRAMME 2020/21 CAPITAL RELEASE 6

Decision made:

Reasons for your decision : (e.g. as stated in report)

Alternatives considered and rejected : (e.g. as stated in report)

SignedDate.....

Cabinet Member for Finance / Cabinet Member for Environment, Housing and Regeneration

CHRYSLIS PROGRAMME 2020/21 CAPITAL RELEASE 6

Cabinet Member(s)	Councillor Martin Goddard Councillor Eddie Lavery
Cabinet Portfolio(s)	Cabinet Member for Finance Cabinet Member for Environment, Housing and Regeneration
Officer Contact(s)	Helena Webster, Residents Services
Papers with report	Capital Release appendix A

HEADLINES

Summary	To seek Cabinet Member recommendation and approval for the allocation and release of capital funds for the refurbishment of the practise cricket nets facility at Hillingdon Manor Cricket Club, Coney Green and the supply and installation of a new modular building unit at the Station Road Allotments site under the Chrysalis 2020/21 programme.
Putting our Residents First	This report supports the following Council objectives of: <i>Our People; Our Built Environment and Strong financial management.</i>
Financial Cost	This report seeks the allocation and release of £134k from the Chrysalis Programme 2020/21 budget. The works will commence upon release of the funds and are due for completion by 31 March 2021.
Relevant Policy Overview Committee	Residents, Education and Environmental Services
Relevant Ward(s)	Brunel and Pinkwell

RECOMMENDATIONS

That the Cabinet Member for Environment, Housing and Regeneration:

- 1) approves the allocation of £134k Chrysalis funding for the refurbishment of the practice cricket nets facility at Hillingdon Manor Cricket Club, Coney Green and the supply and installation of a new modular building unit at the Station Road Allotments site as part of the asset enhancement programme for 2020/21.

That the Cabinet Member for Environment, Housing and Regeneration and the Cabinet Member for Finance:

- 2) agree to the capital release request of £134k from the Chrysalis 2020/21 budget to fund the refurbishment of the practice cricket nets facility at Hillingdon Manor Cricket Club, Coney Green and the supply and installation of a new modular building unit at the Station Road Allotments site as part of the asset enhancement programme for 2020/21 (Appendix A).

PLEASE NOTE: Appendix A is attached to the decision request form so that the Cabinet Member can indicate for each scheme, whether project approval is granted and return it to Democratic Services for publication.

Reasons for recommendations

Chrysalis is the Council's highly successful asset enhancement initiative which funds projects ranging in scale from £5,000 to £100,000 for local initiatives that matter to residents. These can include installing an outdoor gym or new play equipment to improve fitness levels across all age groups, through to improving access and facilities at clubhouses, recreation grounds and community centres. This promotes how all residents can play an active part in decisions that improve where they live and make them proud to live in Hillingdon.

The refurbishment of the practice cricket nets facility at Hillingdon Manor Cricket Club, Coney Green was nominated by a local resident in August 2019 on behalf of the Community Association. The concern being that, unless the deterioration of the nets and ground conditions is addressed, the future of Hillingdon Manor Cricket Club could be compromised.

The new practice net facility would benefit a wide range of residents including children and young people wanting to learn and participate in the sport, as well as adult members who regularly use the club facilities. This includes newer members of the community who have moved into neighbouring St Andrews Park.

The new modular unit will provide the Station Road Allotment holders with a modern, more spacious and DDA accessible building providing a new resource and greater security to replace the original, existing tea hut. The proposal originated from the Chairman of the Station Road Allotment Society Association on behalf of the Allotment members.

Alternative options considered / risk management

The Cabinet Members could decide not to accept all or one of the recommendations. If the release of capital funds is not approved, the Chrysalis 2020/21 programme cannot be effectively and efficiently progressed as planned and the contribution towards putting our residents first cannot be fully realised.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

The Chrysalis programme has a budget allocation of £1,135,000 in 2020/21, which is to be used towards asset enhancement projects.

At the end of December 2019, the then Cabinet Member for Community, Commerce and Regeneration informally agreed a range of 21 projects to meet the needs of the community across the Borough by considering all applications for Chrysalis funding received from residents, community groups and Ward Councillors.

This report is seeking the allocation of funding and capital release for the following two new projects:

1. Refurbishment of practise cricket nets at Hillingdon Manor Cricket Club, Coney Green

Hillingdon Manor Cricket Club (formerly Hillingdon Cricket Club) has been playing at Coney Green since 1834 and fields three senior teams who compete in the Thames Valley League and regular Sunday and mid-week friendly sides. The Club has well established links with surrounding local schools, as well as Brunel University, promoting the benefits of playing cricket to children and young people.

The existing nets were installed in 2011 and have now become worn from regular use. In addition, the surface where players bowl from has become uneven to the extent that the training facility cannot be safely used as intended. The proposal is to create a new two-lane facility with anti-vandalism protection.

As the value is below the £50k threshold, in accordance with Council's Standing Orders, acceptance of the tendered works will be sought via an Expenditure Approval Form.

1. Hillingdon Manor Cricket Club refurbished of practice nets - Cost Plan

Item	Cost (£)
Tendered works for Hillingdon Manor Cricket Club refurbished practice nets	41,196
Contingency	1,804
Total project cost	£43,000

2. Supply and installation of a new modular building unit at the Station Road Allotments site

The recommendation is for the supply and installation of a new modular building unit at the 84-plot Station Road Allotments site.

The specification is for the unit to include a kitchen, disabled toilet and storage facilities. The Council's term contractor will clear the site and install a concrete base and adapt sewer and water services and organise the necessary connections to the new welfare unit. All doors and windows will be protected with steel shutters to ensure that the unit is fully secure when not in use. An electrical connection has also been included within the scope of the works.

As the value of the tendered works is £32,332, below the £50k threshold, in accordance with Council's Standing Orders, acceptance of the tendered works will be sought via an Expenditure Approval Form. The cost for the site clearance and preparation for the modular unit is in accordance with the term contractor schedule of rates.

Table 1: Station Road Allotments site - Cost Plan

Item	Cost (£)
Tendered works supply of modular buildings and storage containers	32,332
Site clearance, foundation base and provision of water, electric and sewer services connections (term contractor schedule of rates)	37,484
Electrical connection (SSE supplied)	8,902
Asbestos removal (contracted supplier)	2,645
Contingency and Capital Projects Team associated costs	9,195
Total project cost	£90,558

Financial Implications

Chrysalis Programme 2020/21 Budget £1,135k, Previously Released £867k, Capital Release Requested £134k – Appendix A

The 2020/21 capital programme, approved by Cabinet and Council in February 2020, included a budget for £1,000k for the Chrysalis Programme funded from Council resources. Cabinet, in June 2020, approved the rephasing of the £127k unspent 2019/20 budget into 2020/21 as well as a further £8k grant contribution in December 2020, giving a total revised Chrysalis Programme budget for 2020/21 of £1,135k, from which £1,127k is funded from Council resources.

The report seeks the approval for the allocation and capital release of £134k from the 2020/21 Chrysalis Programme budget. £43k is for the refurbishment of practice cricket nets at Hillingdon Manor Cricket Club, Coney Green and £91k is for the supply and installation of a new modular building unit at the Station Road Allotments site as detailed in the body of the report.

The cost plan for the Hillingdon Manor Cricket Club practice nets scheme is based on tendered works and a contingency of 4% of tendered works cost.

The cost plan of Station Road Allotment Site Modular Building is based on tendered costs for the supply and installation of the modular building whilst the site clearance and preparation costs are based on schedule of rates from the Council's highways term contract, the electrical and asbestos costs are based on quotes. The project cost plan also includes contingency and capital programme team fees.

The report also seeks the capital release of £134k from the 2020/21 Chrysalis Programme budget to meet the costs of delivering both schemes. The remaining £134k of funding will be subject to the allocation and capital release process.

RESIDENT BENEFIT & CONSULTATION

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

Hillingdon Council is committed to making the Borough a cleaner, greener and safer place. Chrysalis, the Council's asset enhancement initiative, funds projects ranging in scale from £5,000 to £100,000 for local initiatives that matter to residents. Residents are encouraged to make suggestions for Chrysalis funding, and this is an effective way for local people to identify environmental and community safety projects that are on Council land.

The development of a new, safe practice facility, available to the community would promote uptake in playing cricket and encourage residents across all age groups to become more

physically active. The benefits of people participating in sport are well documented and include improved mental health, support weight loss, improved physical health and reduced risk of major illnesses such as heart disease, stroke and diabetes.

The physical benefits of regular spells of gardening help plot-holders to keep fit even if they have sedentary jobs or are retired, the physical exercise also contributes to their mental well-being.

In a survey conducted by the National Allotment Society, the majority of members responded that their enjoyment of allotment gardening comes from the fresh air, home grown produce, healthy lifestyle and like-minded people this activity offers. For many people, their allotment plot (classified as public outdoor space) has been a refuge during the Covid-19 pandemic, a place where they could exercise and spend time safely distanced.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance concurs with the financial implications above, noting that the two projects will be funded from the 2020/21 Chrysalis Programme, which is financed from Council resources.

Legal

The Borough Solicitor confirms that all the projects mentioned in this report are eligible for funding under the Chrysalis Scheme. 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. Pursuant to Standing Order 6.3 in respect of authority levels for tender or quotation acceptance, including single tenders or quotations, where a tender is above £50,000 and below £499,999, a formal decision by the relevant Cabinet Member and the Cabinet Member for Finance is required.

Infrastructure / Asset Management

The Council granted Hillingdon Manor Cricket Club a lease of the cricket pavilion for a 25-year term from 1 April 2001 and a licence to use the cricket table and outfield from the same date for a term of 25 years or until such time as the licence is terminated. The licence includes the area of cricket practice nets which are to be refurbished and, as the Club's responsibility is limited to maintaining the area, there is no obligation on the Club or indeed the Council to refurbish the nets within the existing agreements. The Council carry out these works with the agreement of the Club.

The Station Road Allotments site is owned freehold by the Council and allotment holders can use the facilities on site under the allotment licences granted by the Council to all allotment holders.

Procurement

The projects detailed in the report have been tendered in line with the Council's Standing Order procedures. Both projects were tendered to ensure that the requirements were met, and that the most economical advantageous supplier was awarded.

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.

CAPITAL RELEASE APPENDIX A

Chrysalis Programme 2020/21 Release No 6

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More InformationRequired
Brunel	Chrysalis Asset Enhancement	Refurbishment of the practice cricket nets facility at Hillingdon Manor Cricket Club, Coney Green	43			
Pinkwell	Chrysalis Asset Enhancement	Supply and installation of a new modular building unit at the Station Road Allotments site	91			
Total seeking release			134			
Previously released			867			
Budget			1,135			
Remaining budget			134			