



Democratic Services

Location: Phase II
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My Ref: AT

**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 / Lorraine Lupton, Residents
Services
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: Residents Services

SERVICE AREA / PROGRAMME: HRA Major Adaptations Programme
2021/22 RELEASE NO: 2

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.

Anisha Teji
Democratic Services Officer

Title of Report: HRA Major Adaptations Programme 2021/22 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)

SignedDate.....

Cabinet Member for Finance / Cabinet Member for Property and Infrastructure

CAPITAL RELEASE REPORT May 2021

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: HRA Major Adaptations Programme 2021/22

RELEASE NO: 2

Cabinet Members	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolios	Cabinet Member for Finance Cabinet Member for Property and Infrastructure
Officer Contact	Gary Penticost / Lorraine Lupton, Residents Services
Papers with report	None

HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds.
Putting our Residents First	This report supports the Council objective of <i>Our People</i> by recommending the Upgrade of the Automatic Doors to ensure the future SAFETY & Security of the residents of Triscott House.
Financial Cost	This report seeks the release of £45k from the Housing Revenue Account Major Adaptations to Property 2021/22 budget to upgrade 47 flats' automatic doors at Triscott House. The works will commence upon release of the funds and are due for completion by July 2021.
Relevant Policy Overview Committee	Social Care, Housing and Public Health Policy Overview Committee
Ward(s) affected	Townfield Ward

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £45k from the Housing Revenue Account Major Adaptations to Property 2021/22 programme budget. (Appendix A).

Reasons for recommendations

Triscott House is an Extra Care Scheme with 47 Dwellings with each dwelling served by an automatic door, the current set up of the doors does not comply with British standards BSEN16005.

All power assisted doors must have the correct safety sensors to detect a person or obstacle when operating. Currently, the doors do not have safety sensors or adequate signage fitted, which could result in injury to occupants or visitors.

Alternative options considered

The Council could decide to do nothing, however, it would be liable for any injury sustained as doors are non-compliant with BS16005.

Policy Overview Committee comments

None at this stage.

SUPPORTING INFORMATION

Adaptations to Council properties are commissioned by the Council for works needed by disabled tenants to adapt and improve their homes so that they can continue to live independently.

The majority of Council house adaptations are provided to elderly tenants. A significant minority are also for disabled children. The adaptations allow the disabled occupiers to access all parts of their home and necessary alterations to, or provision of new, facilities enabling as independent a life as possible. The most common adaptations are conversions to allow wheelchair access, specialist showers and toilets, stairlifts and through floor lifts.

These adaptations will help vulnerable residents and provide a significant improvement to their well-being. The adaptations will minimise the possibility of hospitalisation resulting in costs to the health service and social care from falls and other accidents. This is consistent with the policy of prevention and support to enable individuals to live safely in their own homes, the alternative being a long-term residential placement.

A site survey has been completed and our Door Entry & Access Control Term Contractor DSSL can confirm that all 47 flats are not compliant to British standards BSEN16005.

All power assisted doors must have the correct safety sensors to detect a person or obstacle when operating. Currently the doors do not have safety sensors fitted and can injure the residents or visitors which will make LB Hillingdon liable. The doors also do not have clear signage to state they are power assisted doors.

The works to ensure these doors are compliant are as follows.

Install the following per flat:

- 2x safety sensors
- Auto door signage
- Cabling between sensor and operator
- Setup, commission and BSEN 16005 engineer sign off sheet.

Works are to be completed by City and Guild accredited auto door specialists which DSSL Group have six qualified operatives in house.

Table 1:

<i>Project / Programme Cost plan</i>	<i>£</i>
<i>Works to Upgrade 47No. Dwelling Doors</i>	<i>37,153</i>
<i>Internal fees</i>	<i>3,715</i>
<i>Project Contingency</i>	<i>3,715</i>
<i>Total</i>	<i>44,583</i>

Financial Implications

Revised Budget £1,881k, Previously Released/pending release – £1,320k, Capital Release Requested £45k – Appendix A

The 2021/22 Housing Revenue Account (HRA) capital programme, approved by Cabinet and Council in February 2021, includes a capital budget for Major Adaptations to Property of £1,881k.

This report is requesting capital release of £45k to upgrade of 47 flats automatic doors at Triscott House for elderly and disabled tenants. This release includes the cost of works based on term contractor rates, a project contingency and internal project management fees at 10% of the works cost.

The remaining £516k of the Major Adaptations to Property budget for 2021/22 is subject to the release process.

RESIDENT BENEFIT & CONSULTATION

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

The project will provide tenants and service users with efficient and reliable door entry and access control systems to increase tenants' satisfaction within their homes.

Consultation carried out or required

N/A

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting the recommendations will be funded from the approved 2021/22 HRA capital budget for Major Adaptations to Property.

Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 19 of the Housing Grants, Construction & Regeneration Act 1996. 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.

Infrastructure / Asset Management

Asset Management officers authored this report.

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

HRA Adaptations 2021/22 Release No. 2 - Upgrade of no. 47 flat's Automatic Doors at Triscott House

Location	Project / Expenditure Title	Additional Information / Cost Breakdown	Comment
Triscott House	Automatic Door Upgrade	Upgrade 47 flat's Automatic Doors £37,153 B. Project Contingency £3,715 C. Internal Fees £3,715 D. Total release sought: £44,583	This is to ensure that installations are prompt and able to maintain the resident's independence
Total seeking release		44,583	
Previously released/Pending release		1,320,000	
Budget		1,881,000	
Remaining budget		516,417	