



## Democratic Services

**Location:** Phase II  
**Ext:** 0692  
**DDI:** 01895 25 0692  
**My Ref:** NF

**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 Corporate Services, Commerce  
and Communities / Social Care, Housing and Public  
Health Policy Overview Committees  
c.c. Gary Penticost, Residents Services  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 20 May 2021

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (May 2021)

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** Property Works Programme Capital Budget 2021/22:  
Replacement supported aids, beds, baths and hoists across the Borough

**RELEASE NO:** 5

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 28 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.

Neil Fraser  
Democratic Services Officer

**Title of Report:** Property Works Programme Capital Budget 2021/22: Replacement supported aids, beds, baths and hoists across the Borough **RELEASE NO:** 5

**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 Finance / Cabinet Member for Property and Infrastructure*

## CAPITAL RELEASE REPORT (May 2021)

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** Property Works Programme Capital Budget 2021/22:  
Replacement supported aids, beds, baths and hoists across the Borough

**RELEASE NO:** 5

<b>Cabinet Members</b>	Councillor Martin Goddard Councillor Jonathan Bianco
<b>Cabinet Portfolios</b>	Cabinet Member for Finance Cabinet Member for Property & Infrastructure
<b>Officer Contact</b>	Gary Penticost, Residents Services
<b>Papers with report</b>	N/A

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<b>Putting our Residents First</b>	This report supports the Council objective of Putting our Residents First; improving independence health and well-being and choice social in our residential care homes.
<b>Financial Cost</b>	This report seeks the release of £23k from the Property Works Programme 2021/22 capital budget to install and refurbish specialist baths and lifting hoists at No 5 residential care homes across the Borough, including 3 Colham Road, Merrifield House, 3 Merrimans House, Hatton Grove and Queens Walk Resource Centre. The works will commence upon release of the funds and are due for completion by 31 <sup>st</sup> December 2021.
<b>Relevant Policy Overview Committee</b>	Corporate Services, Commerce and Communities / Social Care, Housing and Public Health
<b>Ward(s) affected</b>	Brunel, Barnhill, West Drayton, Yiewsley and South Ruislip

## RECOMMENDATION

**That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the following capital release request of £23k from the Property**

## Works Programme 2021/22 Capital Budget for the Replacement supported aids, beds, baths and hoists across the Borough.

### Reasons for recommendation

Following an audit of equipment in the residential care homes in the Borough, it has been identified that much of the equipment is either obsolete or near end of life. A planned programme has been put in place to replace obsolete equipment in 2020/21, 2021/22, 2022/23 to keep them operating in compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER) and for residents' and staff health and safety.

### Alternative options considered

The servicing of the equipment is operating in parallel, and only when equipment is beyond repair, will capital replacement/refurbishment be considered.

### Policy Overview Committee comments

None at this stage.

## SUPPORTING INFORMATION

The budget estimates have been calculated based on historic costs for replacement of equipment in 2021/22. Table 1 below provides a breakdown of the costs.

**Table 1: Cost Plan**

Project Details	Additional Information	Contractor Cost (£)
3 Colham Road	No 1 Replacement Stanbridge Bathtub	£7,999
3 Colham Road	No 1 Freeway 130 Ceiling Hoist	£1,500
3 Colham Road	No 1 Minuet Bed & Side Rails	£1,237
3 Merrimans House	No 2 Chiltern Wispa 100 Ceiling Hoists	£3,000
4 Hatton Grove	No 2 Oxford Major Passive Lifts	£2,500
Merrifield House	No 2 Chiltern Wispa 100 Ceiling Hoists	£3,000
Colham Road	No 1 Ceiling Hoist	£1,800
<b>Contractor Cost</b>		<b>£21,036</b>
Project Contingency 10%		£2,104
		<b>£23,140</b>

## **Financial Implications**

### **Property Works Programme Budget £1,152k, Previously Released/Pending Release £292k, Capital Release Requested £23k – Appendix A**

The 2021/22 capital programme, approved by Cabinet and Council in February 2021, included a budget for the Property Works Programme (PWP) of £1,152k funded from Council resources.

Previously, £292k has been released or is included in a release report in preparation (up to Release No.4) from the Property Works Programme 2021/22 capital budget.

This report seeks the release of £23k from the PWP 2021/22 budget for the installation and refurbishment of specialist baths and lifting hoists at 5 residential care homes across the Borough, including 3 Colham Road, Merrifield House, 3 Merrimans House, Hatton Grove and Queens Walk Resource Centre.

The remaining £837k of the PWP 2021/22 budget will be allocated to projects as and when required, subject to the capital release procedure.

## **RESIDENT BENEFIT & CONSULTATION**

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

The equipment in these residential care units provides our residents with independence, wellbeing and choice for improved health, hygiene and quality of life.

## **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 capital release for the installation and refurbishment of specialist baths and lifting hoists at 5 residential care homes across the Borough, including 3 Colham Road, Merrifield House, 3 Merrimans House, Hatton Grove and Queens Walk Resource Centre, will be funded from the approved PWP 2021/22 capital budget, which is funded from Council resources.

### **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 11 of the Landlord & Tenant Act 1985.

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 the 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

### Property Works Programme Capital Budget 2021/22: Replacement supported aids, beds, baths and hoists across the Borough

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Across 5 Residential Care Homes	Replacement/Refurbish Specialist baths and hoists	Improve amenity and service user experience	23			
<b>Total seeking release</b>			<b>23</b>			
<b>Previously released / Pending release</b>			<b>292</b>			
<b>Budget</b>			<b>1,152</b>			
<b>Remaining budget</b>			<b>837</b>			