



Democratic Services

Location: Phase II
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Ref: CMD 171

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

**COUNCILLOR JONATHAN BIANCO
CABINET MEMBER FOR PROPERTY AND
INFRASTRUCTURE**

c.c. All Members of Corporate, Finance & Property
Select Committee
c.c. Perry Scott, Corporate Director of Infrastructure,
Transport & Building Services
c.c. Gary Penticost, Infrastructure, Transport &
Building Services
c.c. Ward Councillors Yeading and Barnhill
c.c. Conservative and Labour Group Offices
(inspection copy)

Date: 18 June 2021

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (JUNE 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Housing Revenue Account

**Works to Stock Programme 2021/2022 - Fire Safety Workstream -
Replacement of Refuse Chute Extensions at Various Housing
Sites**

RELEASE NO: 22

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 Monday 28 June 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.

Steve Clarke
Democratic Services Officer

Title of Report: Housing Revenue Account Works to Stock Programme 2021/2022 - Fire Safety Workstream - Replacement of Refuse Chute Extensions at Various Housing Sites
RELEASE NO: 22

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 (JUNE 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Housing Revenue Account Works to Stock Programme 2021/2022 - Fire Safety Workstream - Replacement of Refuse Chute Extensions at Various Housing Sites

RELEASE NO: 22

Cabinet Member(s)	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolio(s)	Cabinet Member for Finance Cabinet Member for Property and Infrastructure
Officer Contact(s)	Gary Penticost – Infrastructure, Transport & Building Services
Papers with report	Appendix A with capital release requests for approval

HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds for the replacement of refuse chute extensions at various housing sites.
Putting our Residents First	This report supports the Council objective of; <i>Strong Financial Management</i> .
Financial Cost	This report seeks the release of £28k from the Housing Revenue Works to Stock Programme 2021/22 Fire Safety Workstream capital budget for the replacement of refuse chute extensions at various housing sites. The works will commence in August 2021 following the approval and budget release.
Relevant Select Committee	Corporate, Finance & Property Select Committee
Relevant Ward(s)	Yeading and Barnhill Wards

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the capital release request of £28k from the Housing Revenue Account Works to Stock Programme 2021/22 Fire Safety Workstream capital budget for the Replacement of refuse chute extensions at various housing sites.

Reasons for recommendation

The recommendation to replace the refuse chutes extensions at various housing owned sites to meet BS1449-1, this requires automatic shut off plates to be installed within the buildings. The refuse chutes are used by residents to dispose of waste from various floors within the buildings. The refuse is then stored in a large bin and collected by the LBH refuse team. The refuse chutes have fire rated hoppers, these are in place to stop the spread of any fire from the internal refuse bins throughout the bin chutes to additional floors. The Council are required to carry out these recommendations to be compliant with current regulations.

This capital release is requesting to remove, supply and replace the existing chute shut off plate with automatic fire shutter plate also incorporating manual shut off factuality for maintenance purposes. This will improve the fire safety within the blocks listed below:

Table 1: Site Addresses:

Block	Street Name	Post Code	No . Chutes
Cedar House	Larch Crescent Hayes	UB4 9EA	2
Yealding House	Larch Crescent Hayes	UB4 9DZ	3
Beech House	Larch Crescent Hayes	UB4 9DY	3
Greenway House	Greenways Hayes	UB4 9HL	2
Winnipeg Court	Greenway Hayes	UB4 9HL	2
Ottawa Court	Ayles Road Hayes	UB4 9HJ	3
Sutherland Court	Ayles Road Hayes	UB4 9JX	1
Owen Court	Owen Road Hayes	UB4 9JZ	2
Phillips Court	Ayles Road Hayes	UB4 9JU	2
Atlee Court	Attlee Road Hayes	UB4 9JS	3
Ayles Court	Ayles Road Hayes	UB4 9JT	2

Officers procured the works via the open tender and the winning contractor were Hardalls International Ltd. They offer the most competitive price and are compliant in all respects with the Council's performance specification.

Alternative options considered / risk management

None.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

Fire Risk Assessments were undertaken, these identified several deficiencies with the building. Deficiencies reported were that the bin chute extension to the automatic fire shutter plate is required to be replaced to ensure the fire safety within the 11no blocks. In addition to the fire risk assessments, the location of the bin chutes within the blocks could be a risk as they are compartmentalised within the same small area as the residents' kitchen doors, By installing the automatic shut off plate this would stop the spread of fire and smoke and protect the enclosed landing area for the residents.

There will be appropriate consultation about the proposed works and programme with the residents prior to commencement.

The breakdown of the costs of the recommended tender, and the overall costs of the installation of the automatic chute fire closer plates, are shown in Table 1 below.

Table 2: Cost Plan

Project Cost Plan	Cost (£)
Works Costs	£24,375
Project Contingency (10%)	£2,438
FM Management fees (5%)	£1,219
Total	£28,032

Financial Implications

Revised Budget £7,335k, Previously Released/Pending Release £4,086k, Capital Release Requested £28k - Appendix A

The 2021/22 HRA Capital Programme, approved by Cabinet and Council in February 2021, includes a capital budget for the Works to Stock programme of £11,661k. In June 2021, Cabinet will be requested to approve re-phasing of £603k from 2020/21 HRA Works to Stock Capital Programme into the 2021/22 Programme and the forward phasing of £4,370k from 2022/23 HRA Works to Stock Programme into 2021/22 Programme in relation to the Decent Homes Programme, this gives a revised capital budget for the Works to Stock Programme of £25,537k. Within this, the Fire Safety workstream budget is £7,335k.

Previously, £4,086k has been released or is pending release from the Fire Safety workstream for the replacement and installation of fire doors Phase 17 & 18; Phases 1 to 16 Electrical Fire Safety Upgrades within general needs dwellings, Triscott House Extra Care Scheme and Sheltered Housing dwellings; the installation of LED Communal and Emergency Lighting at Whitehall Road and the Sprinkler Systems within various tower blocks.

This report is seeking the release of £28k from the Fire Safety workstream for the installation of the automatic chute fire closer plates at various housing sites detailed above in Table 1. The

release request is based upon the most economically advantageous tender received for the works and includes a project contingency of 10% of the tendered cost, and internal project management fees of 5% of the tendered cost.

The remaining £3,221k of the Fire Safety workstream budget will be subject to the capital release procedure.

RESIDENT BENEFIT & CONSULTATION

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

To provide tenants, staff and visitors with a fire safe way to dispose of the waste within the block and to stop the spread of fire.

Consultation carried out or required

Consultation not required.

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 the release of £28k for the installation of the automatic chute fire closer plates at various housing sites, detailed above in Table 1, will be funded from the 2021/22 approved capital programme for HRA Works to Stock, which is funded from rental income.

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.

TITLE OF ANY APPENDICES

Appendix A with capital release requests for approval.

CAPITAL RELEASE APPENDIX A

HOUSING REVENUE ACCOUNT WORKS TO STOCK 2021/22: FIRE SAFETY WORKSTREAM - REPLACEMENT OF REFUSE CHUTE EXTENSIONS AT VARIOUS HOUSING SITES. RELEASE 22

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Cedar House Yeading House Beech House Greenway House Winnipeg Court Ottawa House Sutherland Court Owen Court Phillips Court Atlee Court Ayles Court	Replacement of bin chute extensions	Replacement of the bin chute hoppers in communal areas	28			
Total seeking release			28			
Previously released / Pending release			4,086			
Budget			7,335			
Remaining budget			3,221			

Signed: _____

Cabinet Member for Finance / Cabinet Member for Property & Infrastructure

Date: _____