



Democratic Services

Location: Phase II

Ext: 0185

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Ref: CMD 218

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

**COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE**

c.c. All Members of Corporate, Finance & Property
Select Committee

c.c. Perry Scott, Corporate Director of Infrastructure,
Transport and Building Services

c.c. Gary Penticost, Infrastructure, Transport &
Building Services

c.c. Ward Councillors for Eastcote and East Ruislip

c.c. Conservative and Labour Group Offices
(inspection copy)

Date: 09 July 2021

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (July 2021)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Property Works Programme (PWP) Capital Budget
2021/2022; Structural Programme – Further Works to the timber structure at Manor
Farm Great Barn.

RELEASE NO: 7

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 19 July 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.

Liz Penny
Democratic Services Officer

Title of Report: Property Works Programme (PWP) Capital Budget
2021/2022; Structural Programme – Further Works to the timber structure at Manor
Farm Great Barn – Release No: 7

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 Property and Infrastructure / Cabinet Member for Finance

CAPITAL RELEASE REPORT (July 2021)

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SERVICE AREA / PROGRAMME: Property Works Programme (PWP) Capital Budget 2021/2022; Structural Programme – Further Works to the timber structure at Manor Farm Great Barn.

RELEASE NO: 7

Cabinet Members	Councillor Jonathan Bianco Councillor Martin Goddard
Cabinet Portfolios	Cabinet Member for Property and Infrastructure Cabinet Member for Finance
Officer Contact	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.
Putting our Residents First	This report supports the Council Objective of <i>Strong Financial Management</i> .
Financial Cost	This report seeks the release of £20k from the Property Works Programme 2021/22 capital budget, for further works to the structure of the Great Barn, Manor Farm. The figure includes a contingency and project management fee. The works will commence immediately following capital release approval.
Relevant Select Committee	Corporate, Finance & Property Select Committee

Ward(s) affected

Eastcote & East Ruislip

RECOMMENDATION

That the Cabinet Member for Property and Infrastructure and the Cabinet Member for Finance agree to the following capital release request of £20k from the Property Works Programme (PWP) Capital Budget 2021/2022; Contingency Fund – Further Works to the timber structure at Manor Farm Great Barn (Appendix A)

Reasons for recommendation

As part of the previously approved Capital Release and subsequent works, due to additional issues with the timber structure, these works are required to maintain the stability of the structure and treat an area where Death Watch Beetle Larvae have been found.

These works will help ensure the amenity can be enjoyed by our residents and continue to operate as a wedding venue, a revenue stream for the Council.

Alternative options considered

No other options available.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

1. The Medieval Barn is of historic interest and part of an iconic complex.
2. A detailed survey was undertaken after an Arcade Brace came loose in March 2020.
3. The survey included an overall structural summary report, a condition report from a specialist structural engineer and Microdrill Assessment report for Death Watch Beetle activity.
4. The reports concluded that Death Watch Beetle activity had been present in 7 Arcade Brace Joints and therefore they needed to be made structurally sound and further intrusive inspections undertaken.
5. During the works outlined above, further structural issues were found once the weatherboards were removed from the external façade.
6. The defects found on the North and South Gable Ends needed to be rectified immediately and instruction for these works has already been given by the officer managing the works.
7. The recommendation is that the additional works are undertaken by McCurdy & Co Ltd, under a single tender action.
8. McCurdy & Co Ltd are specialist in the field and are well known by Historic England.

9. The works will include detailed drawings for future reference and meet any requirements from Historic England.
10. NB – It should be noted that further; non-urgent works will be required to the external areas of the Barn next year.

Table 1: Cost Plan

Activity	Quoted Cost
South Gable End Emergency Stabilisation	£2,432
South Gable - install new oak Mid-Rail and metallic restraints. North Gable - Mid-Rail mortice strapping and Scarf works	£8,547
Arcade Post Mortice refurbishment	£675
Death Watch Beetle Borotreatment insecticide	£625
Historic England Surveyor Fees	£4,833
Timber Scientist Fees	£750
Sub-Total	£17,862
Contingency @ 10%	£1,786
Project Fee @ 4.4%	£786
Total Budget Cost	£20,434

Financial Implications

Property Works Programme Revised Budget £2,574k, Previously Released/Pending Release £956k, Capital Release Requested £20k – 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. Cabinet, in June 2021 approved the re-phasing of £1,389k of the unspent 2020/21 budget into 2021/22. £33k allocation from the S106 Carbon Saving Contributions is in the process of being requested, to give a revised budget of £2,541k, funded mainly from Council resources.

Previously, £956k has been released or is included in a release report in preparation (up to Release No.6) from the Property Works Programme 2021/22 capital budget.

This report is seeking the release of £20k for the further works required to strengthen the stability of the timber structure at Manor Farm, Great Barn. The release request is based upon the tendered costs and includes a project contingency of 10% of the tendered cost, and internal project management fees of 5% of the tendered cost.

The remaining £1,598k 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 knowledge that the Council is taking steps to ensure the iconic assets on the Manor Farm Complex are being maintained so that current residents and those in the future can enjoy this structure.

Consultation carried out or required

N/A

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that the recommended action to agree a release of £20k for the further works required to strengthen the stability of the timber structure at Manor Farm, Great Barn will be funded from the 2021/22 approved Property Works Programme capital budget.

Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 2 of the Occupiers Liability Act 1957.

There are no legal impediments to the Council authorizing this capital release.

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 (by the relevant Cabinet Members). 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 (PWP) Capital Budget 2021/2022; Contingency Fund – Further Works to the timber structure at Manor Farm Great Barn.

Release 7

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Great Barn, Manor Farm	Structural Timber Works	The timber structure of the barn needs to be strengthened to keep the buildings integrity	20			
Total seeking release			20			
Previously released / pending release			956			
Budget			2,574			
Remaining budget			1,598			