



Democratic Services

Location: Phase II
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Ref: CMD 263

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

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

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

Date: 20 August 2021

Non-Key Decision request

Form D

Housing Revenue Account Works to Stock Programme 2021/22: Fire Safety Programme – Installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge. Release No 31

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 31 August 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.

Jack Roberts
Democratic Services Apprentice

Title of Report: Housing Revenue Account Works to Stock Programme 2021/22: Fire Safety Programme – Installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge. Release No 31

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 August 2021

DEPARTMENT: Infrastructure, Transport & Building Services

SERVICE AREA / PROGRAMME: Housing Revenue Account Works to Stock Programme 2021/22: Fire Safety Programme – Installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge.

Release No 31

Cabinet Members	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolios	Cabinet Member for Finance Cabinet Member for Property and Infrastructure
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 strong financial management.
Financial Cost	This report seeks the release of £28k from the Fire Safety Programme Work Stream within the Housing Revenue Account Works to Stock Programme 2021/22 capital budget for the installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge. The works will commence upon the release of funds and are due for completion by December 2021.
Relevant Select Committee	Corporate, Finance and Property Select Committee
Ward affected	Uxbridge South

RECOMMENDATION

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 installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge.

Reasons for recommendation

Fire risk assessments (FRAs) were undertaken by Frankham RMS Consultancy. The report recommended that all electrical intake cupboards do not meet with the current fire regulations and would not provide appropriate protection in the event of a fire. Following these recommendations, we are required to upgrade all the electrical intake cupboard door sets to be fire rated.

Replacing the electrical intake cupboard door sets will ensure that we are compliant with fire safety regulations.

Alternative options considered

None.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

A Fire Risk Assessment has highlighted that all the electrical intake cupboard within Rabbs Mill House were not fire compliant. There are 48 electrical intake cupboards across 14 floors. Each cupboard is located at the front of flats.

The following work has been put forward to rectify the remedials noted above. Electrical intake doors will be installed with a door frame, a threshold, self-closing hinges, and a slam lock.

This work would be required to take place for London Borough of Hillingdon to be compliant within Fire Safety Regulations.

The breakdown of the costs of the recommended tender and the overall costs are shown in Table 1 below.

Table 1: Cost Plan

Project Cost Plan	Cost (£)
Replacement of Electrical intake cupboard door sets in Rabbs Mill House	24,457
Project Contingency (10%)	2,446
Internal Fees (5%)	1,223
Project Total	28,126

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

Financial Implications

Revised Budget £7,335k, Previously Released/Pending Release £4,802k, 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 approved the 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, £4,802k 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 18 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;
- the sprinkler systems within various tower blocks; and
- the installation of the automatic chute fire closer plates and fire rated refuse hoppers at various housing sites.

This report is seeking the release of £28k from the Fire Safety workstream for the installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge. 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 £2,505k of the Fire Safety workstream budget will be subject to the capital release procedure.

RESIDENT BENEFIT & CONSULTATION

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

The replacement of these doors will provide greater safety to residents should there be a fire within the block.

Consultation carried out or required

Residents will be consulted on the installation programme.

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 £28k for the installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge 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 The Regulatory Reform (Fire Safety) Order 2004.

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

CAPITAL RELEASE APPENDIX A

Housing Revenue Account Works to Stock Programme 2021/22: Fire Safety Workstream – Installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House, Uxbridge. Release No 31

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Rabbs Mill House, Uxbridge	Fire rated electrical intake cupboard door sets	Installation of replacement fire rated electrical intake cupboard door sets in Rabbs Mill House.	28			
Total seeking release			28			
Previously released / Pending release			4,802			
Budget			7,335			
Remaining budget			2,505			