



## Democratic Services

**Location:** Phase II  
**Ext:** 0185  
**DDI:** 01895 250185  
**My Ref:** CMD 367

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

**COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

c.c. All Members of the Corporate, Finance and  
Property Select Committee  
c.c. Gary Penticost, Place Directorate  
c.c. Perry Scott, Corporate Director of Place  
c.c. Ward Councillors for Townfield  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 28 January 2022

**Non-Key Decision request**

**Form D**

### **CAPITAL RELEASE REPORT (January 2022)**

**DEPARTMENT:** RESIDENTS SERVICES

**SERVICE AREA / PROGRAMME:** Housing Revenue Account Works to Stock  
Programme 2021/22 Fire Safety Workstream: Installation of LED Communal and  
Emergency Lighting at Triscott House, Extra Care Housing Scheme

**RELEASE NO:** 52

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 7 February 2022** 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:** Housing Revenue Account Works to Stock Programme 2021/22: Fire Safety  
- Installation of LED communal and emergency lighting to Triscott House, Extra Care  
Scheme. Release No 52

**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 Property and Infrastructure / Cabinet Member for Finance*

## CAPITAL RELEASE REPORT (January 2022)

DEPARTMENT: RESIDENTS SERVICES

SERVICE AREA / PROGRAMME: Housing Revenue Account Works to Stock Programme 2021/22 Fire Safety Workstream: Installation of LED Communal and Emergency Lighting at Triscott House, Extra Care Housing Scheme

RELEASE NO: 52

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

## HEADLINES

<b>Summary</b>	This report seeks the approval of the Cabinet Member for Finance and the Cabinet Member for Property and Business Services for recommendations to accept a tender and approve capital release, for the installation of LED Communal and Emergency Lighting in Triscott House Extra Care Housing Scheme.
<b>Putting our Residents First</b>	This report supports the Council objectives of <i>Our People</i> by recommending the replacement of existing emergency lighting in order to comply with recent fire risk assessments and condition surveys, thereby enhancing the future safety and security of the residents of Triscott House Extra Care Housing Scheme.  The report also supports the Council's Climate Action Plan.
<b>Financial Cost</b>	This report seeks the release of £92k from the Fire Safety Programme work-stream within the Housing Revenue Account Work to Stock 2021/22 capital budget for the Installation of LED communal and emergency lighting to Triscott House, Extra Care Housing Scheme. The works/materials will be programmed upon release of the funds with work on site starting March 2022.
<b>Relevant Select Committee</b>	Corporate, Finance and Property Select Committee
<b>Relevant Ward(s)</b>	Townfield Ward

## RECOMMENDATION

**That the Cabinet Member for Finance and the Cabinet Member for Property and Infrastructure agree to the capital release requests of £92k from the Fire Safety work stream within the Housing Revenue Account Works to Stock programme 2021/22 capital budget for the installation of LED communal and emergency lighting within Triscott House, Extra Care Housing Scheme.**

### Reasons for recommendation

The recommendation is to upgrade the LED communal and emergency lighting to Triscott House, a Council-owned Extra Care housing scheme. This will provide the residents with adequate means of escape in the event of a mains failure or emergency situation should we need to evacuate the property. This will also reduce the energy costs with the introduction of LED lighting. The Council is required to carry out these recommendations to be compliant with current regulations.

The current emergency lighting would not provide sufficient lighting levels in the event of an emergency or mains failure to enable the scheme manager and residents to evacuate safely or provide a safe working environment if they remain.

This will also reduce the council carbon reduction produced from Triscott House.

### Alternative options considered / risk management

None.

### Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

A Fire Risk Assessment has been undertaken that identified a number of deficiencies with the building. Deficiencies reported were that additional communal lighting and emergency lighting were required.

The proposed works include the installation of LED communal and emergency lighting to Triscott House that will provide additional communal lighting and emergency lighting. This will safeguard the resident by ensuring that, in the event of an emergency or main failure, the resident will be provided with an adequate means of escape and lighting for nine hours.

The Council stated that it would award a contract for these works to the "most economically advantageous tender" received provided that it complied in all respects with its requirements.

Table 1 below details the current usage within Triscott House and the over saving on the Carbon reduction, 20p is the current cost per KWH:

Table 1.

Details	Details of Usage	Cost Per Year (£)
Existing System	14.684 KW x 14.51p = £ 2.13 per Hour x 24 x 365	18,658.80
Commulite System installation	6.357KW X 14.51 = £0.92 per hour x24 x365=	8,760.00
<b>Estimated Savings</b>		<b>9,898.80</b>

The total saving in costs per year from the 1<sup>st</sup> April which incorporates the projected increase of 35.78% in electricity cost from their current level.

	<b>38.75% increase details of usage</b>	
Existing System	14.684 KW x 19.70p = £ 2.89 per Hour x 24 x 365	25,340.47
Commulite System installation	6.357KW X 19.70p = £1.25 per hour x24 x365	11,143.00
<b>Estimated Savings</b>		<b>14,197.4</b>

The total saving in costs per year on energy bills would be £14,583 and a total carbon saving of 18.53 tonnes per year on the installation of the new system.

The breakdown of the costs of the recommended tender, and the overall costs of the installation of the LED communal and emergency lighting, is shown in Table 2 below.

Table 2: Cost Plan

Project Cost Plan	Cost (£)
Supply and installation of emergency lighting Triscott House	79,587
Internal Fees (5%)	3,979
Project Contingency (10%)	7,959
<b>Project Total</b>	<b>91,525</b>

## Financial Implications

### **Revised Budget £10,235k, Previously Released/Pending Release £8,003k, Capital Release Requested £92k - 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 the 2021/22 Programme in relation to the Decent Homes Programme. In July 2021 Cabinet approved the forward phasing of £2,920k from 2022/23 and 2023/24 HRA Works to Stock Programme into the 2021/22 Programme in relation to the Electrical Fire Safety Upgrades within general needs dwellings; this gives a revised capital budget for the Works to Stock Programme of £28,607k. Within this, the Fire Safety workstream budget is £10,235k.

Previously, £8,003k has been released or is pending release from the Fire Safety workstream for:

- The replacement and installation of Fire Doors Phases 17, 18 & 19;
- Phases 1 to 24 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;
- The installation of the Automatic Chute Fire Closer Plates and Fire Rated Refuse Hoppers at various housing sites; and
- The installation of replacement Fire Rated Electrical Intake Cupboard Door Sets in Rabbs Mill House.

This report is seeking the release of £92k from the Fire Safety workstream for the installation of LED Communal and Emergency Lighting at Triscott House Extra Care Housing Scheme. 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 £2,140k 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 with adequate means of escape in the event of mains failure or fire within Triscott House. Improved emergency and general lighting within communal areas and reduction in energy costs with the introduction of LED lighting.

## 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 £92k for the installation of LED Communal and Emergency Lighting at Triscott House Extra Care Housing Scheme 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 2005, 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 by 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.

## CAPITAL RELEASE APPENDIX A

### Housing Revenue Account Works to Stock Programme 2021/22: Fire Safety work-stream - Supply and Installation of LED Communal and Emergency Lighting within Triscott House Extra Care Housing Scheme (Release No 52)

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Triscott House	Supply and Installation of Emergency Lighting to Communal Areas	Installation of LED communal and emergency lighting within the communal areas	92			
<b>Total seeking release</b>			<b>92</b>			
<b>Previously released</b>			<b>8,003</b>			
<b>Budget</b>			<b>10,235</b>			
<b>Remaining budget</b>			<b>2,140</b>			