



## Democratic Services

**Location:** Phase II  
**Ext:** 0185  
**DDI:** 01895 250185  
**My Ref:** 437

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

**COUNCILLOR SUSAN O'BRIEN  
CABINET MEMBER FOR FAMILIES, EDUCATION  
AND WELLBEING**

c.c. All Members of Families, Health & Wellbeing  
Select Committee  
c.c. Perry Scott, Corporate Director of Place  
c.c. Nicky McDermott, Place Directorate  
c.c. Ward Councillors for Manor and Uxbridge North  
c.c. Conservative and Labour Group Offices  
(inspection copy)

**Date:** 17 March 2022

## Non-Key Decision request

## Form D

### LEISURE CENTRE REFURBISHMENT PROGRAMME 2021/22 - RELEASE NO: 3

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 25 March 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.

Kind regards

Liz Penny  
Democratic Services Officer

**Title of Report: Leisure Centre Refurbishment Programme 2021/22 - RELEASE NO: 3**

**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 Families, Education and Wellbeing*

## CAPITAL RELEASE REPORT (March 2022)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Leisure Centre Refurbishment Programme 2021/22

RELEASE NO: 3

<b>Cabinet Members</b>	Councillor Martin Goddard Councillor Susan O'Brien
<b>Cabinet Portfolios</b>	Cabinet Member for Finance Cabinet Member for Families, Education and Wellbeing
<b>Officer Contact</b>	Nicky McDermott – Green Spaces, Sport and Culture
<b>Papers with report</b>	Appendix A with capital release requests for approval

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital fund for refurbishments at the Highgrove Pool and Hillingdon Sports and Leisure Complex.
<b>Putting our Residents First</b>	This report supports the Council objective of strong financial management.
<b>Financial Cost</b>	This report seeks the release of £1,503,472 from the Leisure Centre Refurbishment Programme 2021/22 capital budget for the specialist works required at Highgrove Pool and Hillingdon Sports and Leisure Complex
<b>Relevant Select Committee</b>	Corporate, Finance and Property
<b>Ward(s) affected</b>	Manor & Uxbridge North

## RECOMMENDATION

That the Cabinet Member for Finance and the Cabinet Member for Families, Education and Wellbeing agree to the following capital release request of £1,503,472 from the Leisure Centre Refurbishment Programme 2021/22 capital budget for the health & fitness refurbishment works at Highgrove Pool and Hillingdon Sports & Leisure Complex (Appendix A)

## Reasons for recommendation

Completing this work will improve the health & fitness facilities at Highgrove Pool and Hillingdon Sports and Leisure Complex to benefit Hillingdon residents. It will enable the facilities to continue to be competitive in the local area and ensure that they remain financially viable to the Council.

## Alternative options considered

The Council could choose not to complete the work but this could result in a facility that is not financially viable and at risk of service failures as well damage to the Council's reputation.

## Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

The Council's four Leisure Centres (Hillingdon Sports & Leisure Complex, Highgrove Pool, Botwell Green Sports & Leisure Centre and Queensmead Sports Centre) are managed by GLL on behalf of the Council. The new Leisure Management contract which commenced in February 2020 included a comprehensive capital investment programme designed to ensure the centres continued to meet the needs and demands of residents, both now and in the future, and balance the needs of the facilities with expected financial return, service improvements and increased usage. The capital developments were initially planned for 2020/21 and 2021/22 but were delayed due to the Covid-19 pandemic. The delivery of these schemes will ensure the long-term viability of the leisure service as well as offering Hillingdon residents a first-class leisure service.

The project will comprise of the following elements: -

- New gym equipment and functional kit at Highgrove Pool
- Building and refurbishment works to the gym and changing room areas at Highgrove Pool
- Relocation of the sauna and steam rooms from the male and female changing areas to poolside at Highgrove Pool.
- Reception upgrades at both Highgrove Pool and Hillingdon Sports and Leisure Complex
- Health and fitness gym development at Hillingdon Sports and Leisure Complex.

This report now seeks the release of the funds from the Leisure Centre Refurbishment Budget in order for GLL to complete the works on behalf of the Council. The cost breakdown can be found in Table 1 below: -

**Table 1: Cost Plan**

Description	£
Highgrove health & fitness gym development including new sauna & steam rooms	659,839
Highgrove health & fitness changing room development	247,861
Highgrove – reception upgrade	68,513
Hillingdon Sports & Leisure Complex – health and fitness gym development	429,304
Hillingdon Sports & Leisure Complex – reception upgrade	97,955
<b>Total</b>	<b>£1,503,472</b>

## Financial Implications

### **Leisure Centre Refurbishment Programme Revised Budget 2021/22 £2,404k, Previously Released £701k, Capital Release Requested £1,503k – Appendix A**

The 2021/22 capital programme, approved by Cabinet and Council in February 2021 included a budget for the Leisure Centre Refurbishment Programme of £1,151k. Cabinet in June 2021 approved the rephasing of £1,253k of the unspent 2020/21 budget into 2021/22, to give a revised budget of £2,404k, funded from Council resources.

The report seeks the release of £1,503k from the Leisure Centre Refurbishment Programme for the refurbishment works at Highgrove Pool and Hillingdon Sports & Leisure Centre complex. The release request is based on quotes from the Council's approved term contractor GLL and does not include fees or any contingency.

The remaining £200k of the Leisure Centre Refurbishment Programme 2021/22 budget is subject to the capital release process.

## **RESIDENT BENEFIT & CONSULTATION**

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

The completion of these refurbishment works will ensure that residents will continue to be able to enjoy a high-quality leisure centre provision.

### **Consultation carried out or required**

None required.

## CORPORATE CONSIDERATIONS

### Corporate Finance

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting that the funds are to be released from the approved 2021/22 Leisure Centre Refurbishment Programme budget, funded from Council resources.

### Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, 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 are in support of this specialist and essential capital works.

### 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

### Leisure Centre Refurbishment Programme 2021/22: Specialist Works at Highgrove Pool and Hillingdon Sports & Leisure Centre (Release No 3)

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Highgrove Pool	Specialist refurbishment works	Health & fitness gym development, changing room development, reception upgrade	976			
Hillingdon Sports & Leisure Complex	Specialist refurbishment works	Health & fitness gym development & reception upgrade	527			
<b>Total seeking release</b>			<b>1,503</b>			
<b>Previously released</b>			<b>701</b>			
<b>Budget</b>			<b>2,404</b>			
<b>Remaining budget</b>			<b>200</b>			