



## Democratic Services

**Location:** Phase II  
**Ext:** 0693  
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**CMD No:** 539

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

COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY, HIGHWAYS  
AND TRANSPORT

c.c. All Members of the Property, Highways and  
Transport Select Committee  
c.c. Fran Gates, Place Directorate  
c.c. Perry Scott, Corporate Director of Place

**Date:** 12 July 2022

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (JULY 2022)

### DEPARTMENT: RESIDENTS SERVICES

### SERVICE AREA / PROGRAMME: PROPERTY WORKS PROGRAMME

### CAPITAL BUDGET 2022/23: REPLACEMENT OF SUPPORTED AIDS, BEDS AND HOISTS ACROSS THE BOROUGH

### 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 Wednesday 20 July 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.

Steve Clarke  
Democratic Services Officer

**Title of Report:** Property Works Programme Capital Budget 2022/23: Replacement of Supported Aids, Beds and Hoists Across the Borough - 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)

Signed ..... Date.....  
Cabinet Member for Property, Highways and Transport / Cabinet Member for Finance

## CAPITAL RELEASE REPORT (July 2022)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Property Works Programme Capital Budget 2022/23:  
Replacement of Supported Aids, Beds and Hoists Across the Borough

RELEASE NO: 7

<b>Cabinet Members</b>	Councillor Martin Goddard Councillor Jonathan Bianco
<b>Cabinet Portfolios</b>	Cabinet Member for Finance Cabinet Member for Property, Highways and Transport
<b>Officer Contact</b>	Fran Gates, Place Directorate
<b>Papers with report</b>	Appendix A – Capital Release Request for Approval

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<b>Putting our Residents First</b>	This report supports the Council objective of Putting our Residents First; improving independence, health and well-being, and choice in our residential care homes.
<b>Financial Cost</b>	This report seeks the release of £29k from the Property Works Programme 2022/23 capital budget for the Planned Programme to install and refurbish specialist beds and lifting hoists at 3 residential care homes across the Borough, including 3 Colham Road, Merrifield House and Hatton Grove. The works will commence upon release of the funds and are due for completion before 31 March 2023.
<b>Relevant Select Committee</b>	Property, Highways and Transport Select Committee
<b>Ward(s) affected</b>	Colham & Cowley, Belmore, West Drayton

## RECOMMENDATION

That the Cabinet Member for Finance and the Cabinet Member for Property, Highways and Transport agree to the following capital release request of £29k from the Property Works Programme 2022/23 Capital Budget for the planned programme of replacement supported aids, beds and hoists across the Borough.

## Reasons for recommendation

Following an audit of equipment in the Borough's residential care homes, it has been identified that much of the equipment is either obsolete or near end of life. A planned programme has been put in place to replace obsolete equipment in 2020/21, 2021/22, 2022/23 to keep them operating in compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER) and for residents' and staff health and safety.

## Alternative options considered

The servicing of the equipment is operating in parallel, and only when equipment is beyond repair, will replacement/refurbishment be considered.

## Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

The budget estimates have been calculated based on the previous two years' costs provided by Arjo, the Council's term contractor for supported aids, beds and hoists. Table 1 below provides a breakdown of the costs.

**Table 1: Cost Plan**

Project Details	Additional Information	Contractor Cost (£)
3 Colham Road	No 2 Passive Lifts - Oxford	£2,589
3 Colham Road	No 2 Minuet Beds	£2,801
Merrifield House	No 4 Ceiling Lifts – Chiltern Wispa 100	£12,600
Merrifield House	No 2 Shower Trolleys - Concerto and Basic Medical Shower Bed	£4,210
Hatton Grove	No 1 Weighing Hoist - Minstrel with powered chassis and scale	£2,344
Hatton Grove	No 1 Minuet Bed	£1,477
<b>Contractor Cost</b>		<b>£26,021</b>
Project Contingency 10%		£2,602
		<b>£28,623</b>

## Financial Implications

**Revised Property Works Programme Budget £1,788k (Pending Section 106 requested in a separate Cabinet Member Report), Previously Released/Pending Release £474k, Capital Release Requested £29k – Appendix A**

The 2022/23 capital programme, approved by Cabinet and Council in February 2022, included a budget for the Property Works Programme (PWP) of £1,677k, funded mainly from Council resources.

There is currently a separate Cabinet Member report in process to request an allocation of £111k from the s106 Carbon Saving Contributions towards the installation of the Commulite LED intelligent 24v communal emergency lighting system at the Grainge's Car Park in relation to the carbon savings associated the project. This will increase the Property Works Programme budget to £1,788k

Previously, £474k has been released or is included in a release report in preparation (up to Release No 6) from the Property Works Programme 2022/23 capital budget.

This report seeks the release of £29k from the PWP 2022/23 budget for the replacement of specialist baths, beds and hoists to ensure compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER) and for the residents' and staff health and safety at the residential care homes detailed above in Table 1. The request includes the cost of the replacement specialist baths, beds and hoists and a contingency of 10% on the total cost.

The remaining £1,285k of the PWP 2022/23 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 equipment in these residential care units provides our residents with independence, wellbeing and choice for improved health, hygiene and quality of life.

## **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 £29k for the replacement of specialist baths, beds and hoists to ensure compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER) and for the residents' and staff health and safety at the residential care homes detailed above in Table 1, will be funded from the 2022/23 approved Property of Works Programme capital budget.

### **Legal**

Legal Services 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.

## **BACKGROUND PAPERS**

NIL.

## APPENDIX A – CAPITAL RELEASE REQUEST FOR APPROVAL

### Property Works Programme Capital Budget 2022/23: Replacement of Supported Aids, Beds and Hoists across the Borough - Release No 7

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Across 3 Residential Care Homes	Replacement/Refurbish Specialist beds and hoists	Improve amenity and service user experience	29			
<b>Total seeking release</b>			<b>29</b>			
<b>Previously released / Pending release</b>			<b>474</b>			
<b>Budget</b>			<b>1,788</b>			
<b>Remaining budget</b>			<b>1,285</b>			