



## Democratic Services

**Location:** Phase II

**Ext:** 7655

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**My Ref:** 657

**To: COUNCILLOR IAN EDWARDS  
LEADER OF THE COUNCIL**

**COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

**COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY, HIGHWAYS  
& TRANSPORT**

c.c. Cllr Keith Burrows, Chairman of the Property,  
Highways & Transport Select Committee

c.c. All Councillors

c.c. Peter Elliott-Smith, Place Directorate

c.c. Perry Scott, Corporate Director of Place

**Date:** 14 December 2022

## **Special Urgency Key Decision request**

**Form C**

**Formal notice of a key decision with insufficient notice & permission  
to seek an immediate decision & waive scrutiny call-in requested**

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

**DEPARTMENT:** Place

**SERVICE AREA / PROGRAMME:** School Conditions Building

**Programme 2022/23 –Capital Release of Associated Costs:**

**Heathrow Primary School - Emergency Plant Room Works**

**RELEASE NO:** 9

Attached is a report requesting that a decision be made by you as an individual Cabinet Member.

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 require that 28 clear days notice of a key decision is required before the decision is made. However, this decision has not been given sufficient notice on the Cabinet's Forward Plan. The Chairman of the Children, Families and Education Select Committee has therefore been notified in writing about this decision. They have kindly agreed that this 28 days notice is impracticable and this decision can be considered under special urgency rules and cannot be reasonably deferred for the reason set out below:

#### Reason for special urgency

**The reason for urgency was to carry out emergency plant room works at Heathrow Primary School, to prevent the heating system failing in cold weather and closure of the school.**

**You can therefore sign this decision from today and your decision will take immediate effect, subject to call-in being waived**

Please indicate your decision to enable me to arrange for the formal notice of decision to be published.

Anisha Teji  
Democratic Services Officer

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**Title of Report:** School Conditions Building Programme 2022/23 –Capital Release of Associated Costs: Heathrow Primary School - Emergency Plant Room Works RELEASE NO: 9

**Reasons for your decision:** (e.g. as stated in report)

**Alternatives considered and rejected:** (e.g. as stated in report)

**Permission to seek to waive any scrutiny call-in:** Yes / No (please indicate)

Signed .....Date.....

*Leader of the Council / Cabinet Member for Finance / Cabinet Member for Property, Highways & Transport*

## CAPITAL RELEASE REPORT (December 2022)

**DEPARTMENT:** Place

**SERVICE AREA / PROGRAMME:** School Conditions Building Programme  
**2022/23 –Capital Release of Associated Costs: Heathrow Primary School -  
Emergency Plant Room Works**

**RELEASE NO:** 9

<b>Cabinet Members</b>	Councillor Ian Edwards Councillor Jonathan Bianco Councillor Martin Goddard
<b>Cabinet Portfolios</b>	Leader of the Council Cabinet Member for Property, Highways & Transport Cabinet Member for Finance
<b>Officer Contact</b>	Peter Elliott-Smith, Place Directorate
<b>Papers with report</b>	Appendix A with capital release requests for approval
<b>HEADLINES</b>	
<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds from the School Conditions Building Programmes to carry out emergency plant room works at Heathrow Primary School.
<b>Putting our Residents First</b>  <b>Delivering on the Council Strategy 2022-2026</b>	This report supports our ambition for residents / the Council of: Be / feel safe from harm  This report supports our commitments to residents of: Safe and Strong Communities
<b>Putting our Residents First</b>	This report will protect the buildings, their occupants and prevent further disruption to the school curriculum from the failing boiler plant.
<b>Financial Cost</b>	This report seeks the release of £92k from the 2022-27 School Conditions Building Programme budget for the emergency plant room works at Heathrow Primary School and associated costs.
<b>Relevant Select Committee</b>	Property, Highways and Transport Select Committee
<b>Ward(s) affected</b>	Heathrow Villages

## RECOMMENDATIONS

**That the Leader of the Council, in conjunction with the Cabinet Member for Finance and the Cabinet Member for Property, Highways & Transport agree to the following capital release requests of £92k from the 2022/23 School Conditions Building Programme budget for the funding of emergency plant room works at Heathrow Primary School.**

### Reasons for recommendations

The Department for Education (DFE) highlighted plant room risks following CDC2 inspections, risks were since verified and works are required to prevent both the school heating and hot water supply systems failing resulting in the potential closure of the schools.

### Alternative options considered

Repairs were considered to prolong the existing life of the plant, but redundant equipment and unavailable spare parts mean a full replacement of boilers, water heaters and associated controls is the most effective solution in preventing the systems from failure.

### Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

### Background Information

The Council was notified of immediate risks associated with the plant room within the school, following initial investigations it has been validated that emergency repairs are required to ensure the hot water and heating system at the school are fully operational and existing risks of plant failure is eliminated.

### Air heating system

The air heating system at the school is at risk of failing. Designed with three boilers supplying the heating system, two of them have recently been taken out of service and the third is being heavily maintained to remain operational. The boilers taken out of service was due to health and safety risks relating to failed heat shields in both, a defect common to the type of boiler present and its age.

With a single air heating boiler remaining there is a risk that if it was to also fail the school is without heating for the winter period.

## Hot Water System

The hot water heating system currently in place is operating at just 30% capacity. This is due to two heating elements within the system having failed. Now running on its last heating element, presents an inherent risk of failure leaving a large part of the school without hot water.

Spare parts and long-term problems with this type of boiler mean a full replacement is the most effective solution to ensure the school are not without hot water which would result in the risk of school closure.

Replacement of the hot water heating element can be undertaken in a term break, if a simple solution can be achieved then the works could be undertaken over a weekend to eliminate the risk of affecting the school's operation.

## Proposed Works

It is proposed that with some augmentation the hot water boiler and water heating system can be overhauled and upgraded to a more reliable solution.

Three new heating boilers and associated flues and ventilation will replace the existing defective ones within the plant room.

The hot water heater can be directly replaced with a modern alternative with little modification to the existing system.

Works will include all control system upgrades to cater for the new equipment and any pipework modifications on site required to ensure the plant room is sufficient for the school's needs.

## Costs

The estimated costs can be found in table 1. Due to the urgent nature of the works three contractors were approached but only G&D Higgins Mechanical Services Ltd were able to investigate and identify the issues present within the school at such short notice. With the risk associated with the plant room failing, the highlighted issues from the DFE now verified, it is recommended to direct award G&D Higgins the refurbishment works to prevent any delays.

**Table 1:** Cost estimate for works at Heathrow Primary School

Description	Budget Costs
Construction works	£69,941
Investigation costs	£5,000
Capital Programme Staff Fees @ 10%	£6,941
Other fees: surveys	£3,000
Construction Contingency (10%)	£6,941
<b>Sub Total:</b>	<b>£91,823</b>

## **Financial Implications**

**Schools Conditions Building Programme 2022/23-2026/27 Budget £19,229k of which devolved to schools £14k; Previously Released / Pending Release £2,807k; Capital Release Requested £92k – Appendix A**

The 2022/23 to 2026/27 five-year revised programme budget for the Schools Conditions Building Programme totals £19,229k. This is funded from Schools Conditions Allocation (SCA) capital grant and agreed school contributions in line with Council policy. The total revised budget includes £14k that is devolved to schools.

The emergency plant room works can be funded from the above budget and the cost estimate of £92k is based on a quote of £70k from G&D Higgins Mechanical Services Ltd, plus professional internal and external fees and contingency have been included to make up the total project estimate. Three contractors were approached but due to the urgency it is proposed to award the contract to G&D Higgins who were the only contractor able to respond at short notice. The Dun & Bradstreet report indicates that G&D Higgins have low-moderate overall business risk and below average risk of failure.

It is expected that the school will pay a contribution for these works in line with the schools' contributions policy, however this will be negotiated and agreed in respect of this and a wider package of works at the school to be subject to future capital release approval.

## **RESIDENT BENEFIT & CONSULTATION**

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

Works to ensure that the school is fully functional for its users.

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

Consultation and agreement of works with the school in line with School Contribution Policy.

## **CORPORATE CONSIDERATIONS**

### **Corporate Finance**

Corporate finance concurs with the financial implications above, noting that the proposed works will be funded from the 2022-23 School Conditions Building Programme, financed by School Conditions Allocation government grant with no impact on Council resources.

### **Legal**

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 16 of the Education Act 1996. The Borough Solicitor confirms that this procurement exercise has complied with the Council's Procurement and Contract Standing

Orders. There are no legal impediments to the Council awarding this contract to G&D Higgins Mechanical Services Ltd or to authorising the necessary capital release.

### **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 REQUESTS FOR APPROVAL

### Schools Conditions Programme (2022/23) – Heathrow Primary School MEP works contractor appointment (Release No 9)

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Heathrow Primary School	Plant Room Works	Appointment of works contractor and associated project costs	92			
<b>Total seeking release</b>			<b>92</b>			
<b>Previously released / pending release</b>			<b>2,807</b>			
<b>Devolved to schools</b>			<b>14</b>			
<b>Budget</b>			<b>19,229</b>			
<b>Remaining budget</b>			<b>16,316</b>			