



Democratic Services

Location: Phase II
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**To: COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE**

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

c.c. All Members of the Property, Highways and
Transport Select Committee
c.c. Neena Singh – Place Directorate
c.c. Perry Scott – Corporate Director of Place
c.c. Ward Councillors for West Drayton

Date: 06 January 2023

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (January 2023)

DEPARTMENT: Place Directorate

SERVICE AREA / PROGRAMME: Property Works Programme 2022/2023: Structural

Workstream: Remedial Renovation Works at Southlands Art Centre

RELEASE NO: 18

Dear Cabinet Members,

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 16 January 2023** 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: Property Works Programme 2022/2023: Structural Workstream:
Remedial Renovation Works at Southlands Art Centre - RELEASE NO:18

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 Property, Highways & Transport

CAPITAL RELEASE REPORT (January 2023)

DEPARTMENT: Place Directorate

SERVICE AREA / PROGRAMME: Property Works Programme 2022/2023: Structural
Workstream: Remedial Renovation Works at Southlands Art Centre

RELEASE NO: 18

Cabinet Members	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolios	Cabinet Member for Finance Cabinet Member for Property, Highways & Transport
Officer Contact	Neena Singh, Place Directorate
Papers with report	Appendix A with capital release requests for approval

HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds to cover the cost of the remedial renovation works at the Southlands Arts Centre.
Putting our Residents First	This report supports the Council objective of strong financial management.
Putting our Residents First Delivering on the Council Strategy 2022-2026	This report supports our ambition for residents / the Council of: Enjoy access to green spaces, leisure activities, culture and arts This report supports our commitments to residents of: Safe and Strong Communities
Financial Cost	This report seeks the release of £22k from the Property Works Programme Capital Budget 2022/23 for remedial renovation works to the Southlands Arts Centre. The works will commence upon release of the funds.
Relevant Select Committee	Property, Highways & Transport
Relevant Ward(s)	West Drayton

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property, Highways & Transport agree to the following capital release requests of £22k from the Property Works Programme Capital budget 2022/23 for the remedial renovation works at the Southlands Arts Centre works. The release is inclusive of project fees as set out in the report. (Appendix A).

Reasons for recommendation

The Southlands Arts Centre is a Grade II Listed Building. Following an attempted break in and vandalism of the Southlands Art Centre, a survey was undertaken by officers to review the building renovation works required in order to prevent deterioration of the building structure and ensure the site is secure.

Alternative options considered

An option of not continuing with the works was considered; however, this would mean that there could be a risk the centre could be further vandalised. In addition, this is a building that is used by the wider community and these works would restore the building back to its former standard.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

Background

The Southlands Arts Centre is leased by the Council to the Yiewsley and West Drayton Arts Council. Following reports of an attempted break in and vandalism at Southlands Art Centre, a condition survey was undertaken by officers and consultants which highlighted the different areas of building works required resulting from the damages due to vandalism and water damage.

The works include replacement of broken windows and casements, remedial works to exit door on ground floor to restore to original standard. There also needs to be remedial work to damage that has occurred to the external lead flashing that was caused by the attempted break in which has subsequently caused rainwater to enter the building and remedial works to ensure that the site remains secure.

A schedule of works was prepared, and a procurement exercise was undertaken to find a contractor to carry out the works that is experienced in working on a GRADE II* listed building. 17 contractors were invited to provide quotes for the works; however, only one contractor has provided a tender response. The tender issued represents good value for money and is in line with expected market rates for renovation works. The cost plan is outlined in Table 1 below.

Table 1. Cost Plan

Description	Requested Release (£)
Construction Works	18,244
Capital Programme Team Fees (10%)	1,824
Contingency (10%)	1,824
Total	21,892

This report requests the release of £21,892 funds to progress the renovation works to Southlands Art Centre.

Financial Implications

Revised Property Works Programme Budget £2,375k (Pending Section 106 requested in a separate Cabinet Member Report), Previously Released/Pending Release £1,761k, Capital Release Requested £22k – 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. In July 2022, Cabinet approved the rephasing of £530k from the 2021/22 PWP Capital Programme into the 2022/23 capital programme. In August 2022 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 was approved by the relevant Cabinet Members. This gives a revised capital budget for the PWP 2022/23 capital programme of £2,318k, which is funded mainly from Council resources.

There is currently a separate Cabinet Member Report in process to request an allocation of £2,878 for Blyth Road Car Park and £53,779 for Cedars Car Park from the S106 Carbon Saving Contributions towards the intelligent 24v communal emergency lighting systems being a more innovative and advanced system to the current LED emergency lighting system. The new system will reduce the demand on the national grid and reduce the burden on public money through a reduction in energy demand and maintenance arrangements. This will increase the Property Works Programme budget to £2,375k.

Previously, £1,761k has been released or is included in a release report in preparation (up to Release No 17) from the PWP 2022/23 capital budget.

This report seeks the release of £22k for the remedial renovation works required at Southlands Art Centre resulting from the damages due to vandalism and water damage. The release request is based on the costs received from the one contractor who provided a tender response and includes a project contingency of 10% of the tendered costs and internal project management fees of 10% of the tendered costs.

It is proposed to offer a contract to the one contractor who provided a tender response as the tender issued represents good value for money and is in line with expected market rates for renovation works. As the estimated cost of £18k falls below £100k and, in accordance with the Council's Constitution, approval of the tender will be sought through the Expenditure Approval Form process once release of the fund has been approved.

The remaining £592k 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 local community in West Drayton will continue to have access to the Arts Centre in a deprived community.

Consultation carried out or required

None at this stage.

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 a release of £22k for the remedial renovation works required at Southlands Art Centre resulting from the damages due to vandalism and water damage will be funded from the approved 2022/23 Property of Works Programme capital budget.

Legal

Legal Services confirms that the Council as Landlord has a duty to ensure that their commercial property is safe for their Tenant and anybody else using it. 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 the authors of this report.

Planning

The project expenditure in this report is ineligible for financing from planning obligations, i.e. balances received from Section 106 agreements.

The reason for ineligibility is because the project does not fit the criteria of any S106 agreements with existing unallocated balances.

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

Property Works Programme 2022/23: Structural Workstream – Remedial Renovation Works at Southlands Art Centre Capital Release 18

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Southlands Art Centre, West Drayton	Remedial Renovation works at Southlands Art Centre	Remedial Renovation works and associated project management costs resulting from the damage due to vandalism and water damage	22			
Total seeking release			22			
Previously released			1,761			
Budget			2,375			
Remaining budget			592			