



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
AND TRANSPORT**

c.c. All Members of the Property, Highways and
Transport Select Committee
c.c. Gary Penticost – Place Directorate
c.c. Perry Scott – Corporate Director of Place
c.c. Ward Councillors for Hayes Town

Date: 27 February 2023

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (October 2022)

**SERVICE AREA/ PROGRAMME: Property Works Programme
2022/2023: Carbon Reduction – Installation of Commulite LED
Intelligent 24v Communal and Emergency Lighting at Blyth Road
Car Park. RELEASE NO: 16**

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 Tuesday 07 March 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.

Ryan Dell
Democratic Services Officer

Title of Report: Property Works Programme 2022/2023: Carbon Reduction - Installation of Commulite LED Intelligent 24v Communal and Emergency Lighting at Blyth Road Car Park.
RELEASE NO: 16

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 (October 2022)

SERVICE AREA/ PROGRAMME: Property Works Programme
2022/2023: Carbon Reduction - Installation of Commulite LED
Intelligent 24v Communal and Emergency Lighting at Blyth Road
Car Park. **RELEASE NO:** 16

Cabinet Member(s)	Councillor Martin Goddard Councillor Jonathan Bianco
Cabinet Portfolio(s)	Cabinet Member for Finance Cabinet Member for Property, Highways and Transport
Officer Contact	Gary Penticost – 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.
Putting our Residents First Delivering on the Council Strategy 2022-2026	<p>This report supports our ambition for residents/ the Council of: An efficient, well-run, digital-enabled council working with partners to deliver services to improve the lives of all our residents</p> <p>This report supports our commitments to residents of: A Green and Sustainable Borough</p> <p>And if there are any other sub-strategies or policies, e.g. Joint Health & Wellbeing Strategy, Housing Policy add these here.</p>
Financial Cost	This report seeks the release of £38k from the Property Works Programme 2022/23 capital budget for the installation of Commulite LED Communal Emergency Lighting system to reduce the Council's carbon footprint and reduce energy consumption at Blyth Road Car Park. The works will commence following the approval and budget release.
Relevant Select Committee	Property, Highways and Transport Select Committee.
Relevant Ward	Hayes Town.

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Property, Highways and Transport agree to the following capital release request of £38k from the Property Works Programme capital budget 2022/23 for the installation of Commulite LED Intelligent 24v Communal Emergency Lighting System to reduce the Council's carbon footprint and energy consumption at Blyth Road Car Park.

Reasons for recommendation

The recommendation is to upgrade the LED communal and emergency lighting to Blyth Road Car Park, a Council-owned car park. The installation of LED communal and emergency lighting will provide users with adequate means of escape in the event of a mains failure or emergency, should the property need to be evacuated. The existing lighting has a significant energy demand with an associated high carbon footprint. In accordance with the objectives of the Council's Strategic Climate Action Plan, the park has been identified as having scope for improvement to operational requirements to reduce energy demands and the associated carbon footprint. In addition to the installation of LED communal and emergency lighting will provide residents and members of the public with adequate means of escape in the event of a mains failure or emergency, should the location need to be evacuated or experience a power cut. The Council are required to carry out these recommendations to be compliant with current safety regulations.

Officers procured the works via the open tender and the winning contractor were PFL Limited. They offer the most competitive price and are compliant in all respects with the Council's performance specification. The contract is to be awarded following Cabinet Member approval.

Alternative options considered/ risk management

None.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

Fire Risk Assessments were undertaken which identified several deficiencies with the building. Deficiencies reported were that additional communal lighting and emergency lighting were required. Due to the service users of the property full evacuation would be extremely difficult and timely in the event of electrical mains failure, therefore, the proposed works will supply nine hours of lighting within the home on completion.

The installation of the Commulite LED Intelligent 24v Communal Emergency Lighting system will assist to reduce the Council's carbon footprint and will reduce the energy consumption within the car park. The car park is open for public use 24/7 and therefore the current lighting is operational 24/7 and is within the top 10 list of corporate sites for high energy usage. Please find below a table that include current spend and estimated spend following the new installation. Additional savings will be made due to the intelligence contained within the Commulite system set up and movement detection technology.

Please note that the existing lighting system in Blyth Road Car Park is not sufficient and not all areas are covered, leading to an increase in antisocial behaviour. The new installation will provide sufficient lighting to all areas and should reduce the antisocial behaviour within the car park.

The annual maintenance cost of the new system will be £0.00 for the first 7 years as it will be covered by 7 years warranty, subject to terms and conditions.

Carbon Conversion Factor kg CO2	0.19338		
Electricity p/kWh from April 2022	0.2476	32 additional lights fitted due to noncompliance with lighting regulations and on-site safety issues	If savings were based on a like for like base. 28 existing and 28 replacement the Tonnes CO2 would be 1.93 savings
	28 Light fittings	60 light fittings	
Item	Existing System 24/7	New System 24/7	Total Savings 24/365
Energy kWh	12264	7347.32	4916.68
Kg CO2	2599.97	1557.63	1042.34
tCO2 (Tonnes CO2)	2.60	1.56	1.04
Electricity £	8.32	4.98	1,219.10

The cost breakdown of the recommended tender, and the overall costs of the installation of the Commulite LED Intelligent 24v Communal Emergency Lighting system, are shown in Table 1.

Table 1: Cost Plan

Project Cost Plan	Cost (£)
Works Costs	33,266
Project Contingency (10%)	3,327
FM Management fees (5%)	1,663
Total	38,256

£2,878 has been agreed from the S106 Carbon Offset funding to contribute towards the costs of this project due to the intelligent 24v communal emergency lighting system being a more innovative and advanced system to the current LED emergency lighting system at Blyth Road Car Park, 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.

Financial Implications

Revised Property Works Programme Budget £2,321k (Pending Section 106 requested in a separate Cabinet Member Report), Previously Released/ Pending Release £1,306k, Capital Release Requested £38k – 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 from Council resources.

There is currently a separate Cabinet Member Report in process to request an allocation of £2,878 from the S106 Carbon Saving Contributions towards the Intelligent 24v Communal Emergency Lighting system being a more innovative and advanced system to the current LED emergency lighting system at Blyth Road Car Park, 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 £2,321k.

Previously, £1,306k has been released or is included in a release report in preparation (up to Release No 15) from the PWP 2022/23 capital budget.

This report seeks the release of £38k for the installation of the Commulite LED Intelligent 24v Communal Emergency Lighting system at Blyth Road Car Park which will assist to reduce the Council's carbon footprint and the energy consumption within the car park. 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.

It is proposed to offer a contract award to the most economically advantageous tender received which was PFL Electrical Services Limited with an estimated cost of £33k, as this 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 funds has been approved.

The remaining £977k 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 Hillingdon residents, service users and communities

To reduce the financial burden of the operational requirements of the car park and to reduce the carbon emissions in line with the Council's objectives as supported by residents.

To provide residents, staff, and visitors with adequate means of escape in the event of mains failure or fire within Blyth Road Car Park. Improved emergency and general lighting within communal areas with the introduction of LED lighting.

Consultation carried out or required

There will be appropriate consultation about the proposed works and programme with the residents prior to commencement.

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 £38k for the installation of the Commulite LED Intelligent 24v Communal Emergency Lighting system at Blyth Road Car Park to reduce the Council's carbon footprint and the energy consumption within the car park will primarily be funded from the approved 2022/23 Property of Works Programme capital budget, and Section 106 allocation from the S106 Carbon Offset fund reflecting the CO2 reduction. The Section 106 allocation is subject to a separate report.

Corporate Finance further notes that this investment is in line with the Council's commitment to becoming carbon neutral by 2030 and investing in energy saving measures to reduce carbon across the property portfolio. The reduction in energy consumption will help mitigate cost pressures on energy budgets.

Legal

Legal Services confirms that the Council is responsible for carrying out this function pursuant to section 34 of the Road Traffic Regulation Act 1984. There are no legal impediments to the Council authorising the necessary capital release.

Infrastructure/ Asset Management

Asset Management officers authored the report.

Planning

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

The Council collects Section 106 carbon offset funds from developers who fail to achieve carbon targets onsite. They pay a cash in lieu contribution to the Council so that the carbon savings can be found elsewhere in the Borough. As the matter is carbon related, i.e., a Borough-wide issue then there are no location specific requirements.

The proposed project has been assessed against the Council's carbon offset guidance and is found to be eligible and compliant with the S106 requirements.

The allocation of eligible Section 106 monies to the project detailed in this report will be subject to formal approval by relevant Cabinet Members.

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.

CAPITAL RELEASE APPENDIX A

Property Works Programme 2022/23: Carbon Reduction - Installation of Commulite LED Intelligent 24v Communal Emergency Lighting System to reduce the Council's Carbon Footprint and Energy Consumption at Blyth Road Car Park - Release No 16

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Blyth Road Car Park	Commulite LED Intelligent 24v Lighting System	Installation of Commulite LED Intelligent 24v Communal Emergency Lighting System to reduce the Council's Carbon Footprint and Energy Consumption	38			
Total seeking release			38			
Previously released			1,306			
Budget			2,321			
Remaining budget			977			