



## Democratic Services

**Location:** Phase II  
**Ext:** 0693  
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**CMD No:** 739

**To: COUNCILLOR EDDIE LAVERY  
CABINET MEMBER FOR RESIDENTS' SERVICES**

**COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

c.c. All Members of the Residents' Services Select Committee  
c.c. Nicky McDermott – Place Directorate  
c.c. Perry Scott – Corporate Director of Place  
c.c. Ward Councillors for Uxbridge

**Date:** 13 March 2023

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (March 2023)

**DIRECTORATE:** Place

**SERVICE AREA / PROGRAMME:** Leisure Centre Refurbishment Programme 2022/23

**RELEASE NO:** 2

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 21 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.

Steve Clarke  
Democratic Services Officer

**Title of Report:** Leisure Centre Refurbishment Programme 2022/23 - Release No: 2

**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 Residents' Services*

## CAPITAL RELEASE REPORT (March 2023)

**DIRECTORATE:** Place

**SERVICE AREA / PROGRAMME:** Leisure Centre Refurbishment Programme 2022/23

**RELEASE NO:** 2

<b>Cabinet Members</b>	Councillor Eddie Lavery Councillor Martin Goddard
<b>Cabinet Portfolios</b>	Cabinet Member for Residents Services Cabinet Member for Finance
<b>Officer Contact</b>	Nicky McDermott – Place Directorate
<b>Papers with report</b>	Appendix A - Capital release requests for approval

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<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: Live active and healthy lives.  This report supports our commitments to residents of: Thriving, Healthy Households.
<b>Financial Cost</b>	This report seeks the release of £62,382 from the Leisure Centre Refurbishment Programme 2022/23 capital budget for the works required at Hillingdon Sports & Leisure Complex.
<b>Relevant Select Committee</b>	Residents' Services Select Committee
<b>Ward(s) affected</b>	Uxbridge

## RECOMMENDATIONS

**That the Cabinet Member for Residents' Services and Cabinet Member for Finance agree to the following capital release request of £62,382 from the Leisure Centre Refurbishment Programme 2022/23 capital budget for the required refurbishment works at Hillingdon Sports and Leisure Complex. (Appendix A)**

## Reasons for recommendation

Completing this work will ensure that Hillingdon Sports & Leisure Complex continues to operate efficiently and will ensure no loss of income is incurred.

## Alternative options considered

The Council could choose not to complete the work but this could result in a loss of income and 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. In order to maintain the operational reliability of the centres and ensure there is no loss of income, some important refurbishment works are required to be completed.

This specialist work was identified as part of the dilapidation survey completed by the Council when the previous Leisure Operator's contract ended in February 2020.

This includes:-

- To carry out surface tiling repairs and replacement in the 50m pool. This work requires a specialist HSE compliant dive team as a large percentage of the work is underwater. This approach will ensure that the pool does not have to be drained and closed for a period of time.
- To refurbish the poolside staircase which includes the treatment of rust.
- To repair the leaks and repaint both the Grade II listed water fountains.
- To fit a metal shield to the gas pipe in the sportshall to ensure that it complies with health and safety requirements.
- The supply and installation of a 10 feet container that will store the pool chemicals appropriately and comply with health and safety regulations under COSHH.
- To replace three air conditioning cassette units in the dance studio.
- To replace the damaged timber in the dance studio. To sand and then apply three coats of the Junkers HP sports lacquer to the floor.

In November 2019 Cabinet approved the appointment of GLL to manage the Borough's Leisure Facilities and complete specific capital works as agreed by the Council. 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 of the work can be found in Table 1 overleaf.

**Table 1: Cost of Works**

<b>Cost of Works</b>	<b>£</b>
Replacement of tiling in the 50m pool	23,710
Refurbish poolside staircase	2,840
Grade II listed water fountains	5,994
Gas pipe in the sportshall	2,722
Pool chemical container	3,080
Replacement of air conditioning cassettes in the dance studio	20,187
Clean, sand and repair damaged dance studio floor	3,849
<b>Total</b>	<b>£62,382</b>

## Financial Implications

### **Leisure Centre Refurbishment Programme Revised Budget 2022/23 £2,502k, Previously Released £1,819k, Capital Release Requested £62k – Appendix A**

The 2022/23 capital programme, approved by Cabinet and Council in February 2022 included a budget for the Leisure Centre Refurbishment Programme of £655k funded from Council resources. In July 2022, Cabinet approved the re-phasing of £1,847k unspent funds from 2021/22 into 2022/23, of which £1,647k had been previously released for schemes completing this year.

The report seeks the release of £62k from the Leisure Centre Refurbishment Programme for the refurbishment works at Hillingdon Sports & Leisure Centre complex. The release request is based on quotes from the Council's approved term contractor GLL.

The remaining £621k 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 2022/23 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 – CAPITAL RELEASE REQUEST FOR APPROVAL

### Leisure Centre Refurbishment Programme 2022/23: Specialist Works at Hillingdon Sports and Leisure Centre (Release No 2)

Location	Project Expenditure / Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Hillingdon Sports & Leisure Complex	Specialist refurbishment and replacement works	Replacement of tiling in the 50m pool, pool staircase, water fountains, gas pipe, chemical container, air conditioning units and the dance studio floor.	62			
<b>Total seeking release</b>			<b>62</b>			
<b>Previously released</b>			<b>1,819</b>			
<b>Budget</b>			<b>2,502</b>			
<b>Remaining budget</b>			<b>621</b>			