



# OFFICIAL EXECUTIVE DECISION NOTICE

## PUBLISHED BY DEMOCRATIC SERVICES

Notice is hereby given that the following decision(s) have been made today by Cabinet Members at the London Borough of Hillingdon:

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| <b>Title of decision</b>         | SERVICE, MAINTENANCE & REPAIR OF VENTILATION AND AIR CONDITIONING IN CORPORATE & HOUSING PROPERTIES |
| <b>Reference No.</b>             | 956   |
| <b>Date of decision</b>          | Thursday 23 November 2023   |
| <b>Call-in expiry date</b>       | Thursday 30 November 2023   |
| <b>Relevant Select Committee</b> | Property, Highways and Transport Select Committee   |
| <b>Relevant Wards</b>            | N/A   |

### Decision made

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| <b>Cabinet Members making the decision</b> | Councillor Jonathan Bianco – Cabinet Member for Property, Highways and Transport<br>Councillor Martin Goddard – Cabinet Member for Finance  |
| <b>Decision</b>                            | <b>Approved</b><br><br>That the Cabinet Member for Property, Highways and Transport and the Cabinet Member for Finance:<br><br>1) Accepted the tender from Re-Gen (M&E Services) Ltd for the provision of Service, Maintenance, and repairs for Ventilation and Air Conditioning in housing properties, communal areas and corporate sites for a period of 4 years from 1 December 2023 to 30 November 2027 and at the value of £83k per annum; and<br><br>2) Agreed that this included the provision to extend the contract for a further 2-year period (6 years in total), delegating approval of any extension to the Leader of the Council and Cabinet Member for Property, Highways & Transport, in consultation with the Corporate Director of Place. |
| <b>Reason for decision</b>                 | The current arrangements for service, maintenance and repairs for ventilation and air conditioning for corporate and housing properties were split across multiple contracts and contractors with the final corporate contract expiring on 30 <sup>th</sup> November 2023. The Council does not possess the necessary capabilities  |

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|  | <p>in house to provide such services and has traditionally outsourced these to specialist contractors.</p> <p>It was therefore decided to allow the individual contracts to conclude and to incorporate all areas under one term contract.</p> <p>Building &amp; Property Ventilation and Air conditioning Equipment, are subject to periodic thorough examination and inspection, as required by Approved Document F, Energy Performance of Building (England &amp; Wales) Regulations 2012 and CIBSE Guidelines TM44 that all equipment provided for use are thoroughly examined by a competent person at regular intervals.</p> <p>As the owner or someone responsible for the safe operation of the equipment used, such as a facilities manager or supervisor, the Council is a 'duty holder'. This means that officers have a legal responsibility to ensure that the equipment is thoroughly examined and that it is safe to use.</p> |
| <b>Alternative options considered and rejected</b>                           | The Council could decide not to complete regular inspections of its current assets. However, it would be in breach of its requirements.  |
| <b>Classification</b>  | Part II – Members Only and Not for Publication   |
| <b>Link to associated report</b>   | That this report be declared as exempt from publication as it involves the disclosure of information in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that the public interest in withholding the information outweighs the public interest in disclosing it.   |
| <b>Relevant Officer contacts &amp; Directorate</b>                           | Lorraine Lupton / John Phillips – Place Directorate  |
| <b>Any interest declared by the Cabinet Member(s) / dispensation granted</b> | N/A  |

### **Implementation of decision & scrutiny call-in**

| <b>[Internal Use only]</b>                                |  |
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| <b>When can this decision be implemented by officers?</b> | <p>Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is:</p> <p><b>5pm on Thursday 30 November 2023</b></p> <p>However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a</p> |

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|   | valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the decision must then be put on hold.  |
| <b>Councillor scrutiny call-in of this decision</b> | <p>Councillors on the relevant Select Committee shown in this notice may request to call-in this decision. The request must be before the expiry of the scrutiny call-in period above.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:</p> <p><a href="#">Scrutiny Call-In - Power Apps</a> (secure)</p>  |
| <b>Further information</b>                          | <p>These decisions, where applicable, have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This is the formal notice by the Council of the above executive decision, including links to the reports where applicable.</p> <p>If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: <a href="mailto:democratic@hillingdon.gov.uk">democratic@hillingdon.gov.uk</a>.</p> <p>Circulation of this decision notice is to a variety of people including Members of the Council, Corporate Directors, Officers, Group Secretariats and the Public. Copies are also placed on the Council's website.</p> <p style="text-align: right;"><b>Democratic Services</b><br/> <b>London Borough of Hillingdon</b><br/> <b>Civic Centre</b><br/> <b>High Street</b><br/> <b>Uxbridge</b><br/> <b>UB8 1UW</b></p> |