



Democratic Services

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**To: COUNCILLOR EDDIE LAVERY
CABINET MEMBER FOR COMMUNITY &
ENVIRONMENT**

**COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE &
TRANSFORMATION**

c.c. All Members of the Residents' Services Select Committee
c.c. Neil O'Connor, Place Directorate
c.c. Karrie Whelan, Corporate Director of Place
c.c. Ward Councillors for Wood End, Uxbridge, West Drayton and Ruislip Manor

Date: 9 December 2024

Non-Key Decision request

Form D

Capital Release Report (December 2024)

DEPARTMENT: RESIDENTS' SERVICES

SERVICE AREA / PROGRAMME: CHRYSALIS PROGRAMME 2024/25

RELEASE NO: 3

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 Tuesday 17 December 2024** 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

Title of Report: Chrysalis Programme 2024/25 RELEASE NO: 3

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 Community and Environment / Cabinet Member for Finance and Transformation

Capital Release Report (December 2024)

DEPARTMENT: RESIDENTS' SERVICES

SERVICE AREA / PROGRAMME: CHRYSALIS PROGRAMME 2024/25

RELEASE NO: 3

Cabinet Member & Portfolio	Councillor Eddie Lavery - Cabinet Member for Community and Environment Councillor Martin Goddard - Cabinet Member for Finance and Transformation
Responsible Officer	Karrie Whelan, Corporate Director of Place
Report Author & Directorate	Neil O'Connor, Place Directorate
Papers with report	Appendix A with capital release requests for approval

HEADLINES

Summary	To seek Cabinet Member approval for the allocation and release of capital funds for five projects outlined within this report through the Chrysalis Programme 2024/25.
Putting our Residents First Delivering on the Council Strategy 2022-2026	This report supports our ambition for residents / the Council to: Enjoy access to green spaces, leisure activities, culture and arts This report supports our commitments to residents of: A Green and Sustainable Borough
Financial Cost	This report seeks the allocation and release of £407k from the Chrysalis Programme 2024/25 budget. The works will commence upon release of the funds and are due for completion by the end of March 2025.
Select Committee	Residents' Services Select Committee
Ward(s)	Wood End, Uxbridge, West Drayton, Ruislip Manor

RECOMMENDATIONS

That the Cabinet Member for Community & Environment:

- 1. Approve the five new projects detailed within the body of this report as part of the asset enhancement programme for 2024/25 and the total allocation of £407k Chrysalis funding for this; and**

That the Cabinet Member for Finance, in consultation with the Cabinet Member for Community & Environment:

2. Agree to the capital release request of £407k from the 2024/25 Chrysalis Programme budget to fund the 5 projects detailed within the body of the report (Appendix A).

Reasons for recommendations

Hillingdon Council is striving to be the greenest London Borough, to protect and enhance the environment, and to provide a brighter prospect for future generations. Chrysalis, the Council's asset enhancement initiative, funds projects ranging in scale from £5,000 to £100,000 for local initiatives that matter to residents.

Residents are encouraged to make suggestions for Chrysalis funding as the most effective way for local people to identify environmental and community safety projects and demonstrating how all residents can play an active part in decisions, making them proud to live in Hillingdon.

In January 2024, the Cabinet Member for Residents' Services reviewed all applications for Chrysalis funding received from residents, community groups and Ward Councillors and informally agreed projects that would greatly improve community assets and resources across the Borough.

Alternative options considered

The Cabinet Members could decide not to accept the recommendations and therefore either some or none of the seven new projects would be able to proceed. Improvements which have been requested by residents and Ward Councillors cannot then be realised.

If the release of capital funds is not approved, the Chrysalis 2024/25 programme cannot be effectively and efficiently progressed as planned and the Chrysalis contribution towards delivery of the Council Strategy 2022 - 2026 may not be achieved.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

Barra Hall Park Car Park Refurbishment

Barra Hall Park is an Edwardian municipal park and the largest park in Hayes. Acquired by the then Hayes and Harlington Urban District Council on 20th December 1923, the park boasts many features including a bandstand, open air theatre, outdoor gym, ball court and playground, surrounded by mature trees and flower beds. Due to its central location and wide-open space, many community events have been and continue to be held there.

Adjacent to Barra Hall Park, the car park has fallen into disrepair, with uneven surfacing leading to potholes and puddling, poor lighting and no line markings, making it difficult for cars to know where to park, thus reducing the car park being used to its fullest potential. The proposal is to refurbish the car park, introducing a drainage system, improving the lighting, and apply line markings on top of a newly laid tarmac surface.

The cost plan has been calculated through the term contractor's schedule of rates:

Item	Cost (£)
Car park refurbishment	153,500
Contingency	15,350
Fees at 10%	15,350
Total	£184,200

Fassnidge Park Fassnidge Bowls Club Fox Fencing

Fassnidge Park was originally a memorial park which Kate Fassnidge created for her late husband in the gardens of their Uxbridge home. In the 1920s, she handed it over to the then Uxbridge District Council. The park incorporates a bandstand, bowls green, outdoor gym, playground, skate park, splash pad, tennis courts, ball courts and café. There is also a circular path and CCTV.

Based within Fassnidge Park is Fassnidge Bowls Club. The Club work hard to maintain the green and keep it in top condition. This includes protecting the green from animals, such as foxes, which can cause a great deal of damage. The proposal is to install a fox fence to protect the green and prevent costly damage that can result in games having to be called off.

The cost plan has been calculated by obtaining competitive quotes:

Item	Cost (£)
Installation of a fox fence	3,888
Contingency	389
Fees at 10%	389
Total	£4,666

The Closes Lighting refurbishment

The Closes was transferred to what is now London Borough of Hillingdon in 1924 and 1926 and the land was preserved for use as a public open space, or recreation ground. The site incorporates a car park, children's playground, tennis court, outdoor gym, and a recreational field. Along the central path are seven worn and dated lighting columns. The proposal is to remove these and replace them with modern, smarter, and efficient lighting columns.

The cost plan has been calculated through contractor's schedule of rates:

Item	Cost (£)
Replacing the lighting columns	19,352
Contingency	1,935
Fees at 10%	1,935
Total	£23,222

Purchase and installation of Bins and Benches

Bins and benches are a necessary facility within any park and open space: the bins to keep the parks clean, safe, and reduce the risk of pests, and the benches to provide somewhere for visitors to rest and relax, either for their own wellbeing, or to enjoy their surrounds. Over time, the bins and benches will begin to their age and unfortunately are susceptible to vandalism.

The proposal is to purchase new bins and benches and have them installed across the five sites, Barra Hall, Bessingby Park Complex, Churchfield Gardens, Fassnidge Park, and The Closes, to ensure the sites are kept clean and tidy and that facilities are provided for visitors to rest and enjoy their surroundings.

The cost plan has been calculated following the Council's tendering process:

Item	Cost (£)
Purchase of bins and benches	86,000
Contingency 5%	4,300
Fees at 10%	8,600
Total	£98,900

Purchase and installation of interpretation boards

Situated at the entrances to our parks and open spaces, noticeboards not only enable the Council to communicate with visiting residents but also provide useful information about what facilities the site holds, as well as contact information and where they are located. Being susceptible to the elements and vandalism, over time the noticeboards will show signs of wear and tear.

The proposal is to purchase new noticeboards and have them installed across the five sites, Barra Hall, Bessingby Park Complex, Churchfield Gardens, Fassnidge Park, and The Closes, to create a smarter more welcoming environment, and to ensure that information can continue to be provided to visiting residents.

The cost plan has been calculated following the Council's tendering process:

Item	Cost (£)
Purchase and installation of interpretation boards	83,592
Contingency 5%	4,180
Fees at 10%	8,359
Total	£96,131

Financial Implications

Chrysalis Budget £2,228k, Previously Released £1,382K, Capital Release Requested £407k – Appendix A

The 2024/25 capital programme, approved by Cabinet and Council in February 2024, has a budget of £1,500k for the Chrysalis Programme, funded from Council resources. In June 2024, Cabinet approved the re-phasing of £728k released unspent funds from 2023/24 into 2024/25 for schemes completing this financial year, leaving a revised Chrysalis budget for 2024/25 of £2,228k.

The report requests that £407k is allocated and released from the 2024/25 Chrysalis Programme budget for the 5 projects detailed in the body of the report.

The cost plans for the projects have been calculated from the Council's term contractor schedule of rates within the highways and fencing / gating term contracts as well as from going out to tender and quote received. The cost plans include internal fees and contingencies at 10% and 5% / 10% respectively.

The remaining £439k of the Chrysalis Programme 2024/25 budget is subject to the allocation and capital release process.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon Hillingdon residents, service users and communities

Hillingdon Council is committed to making the Borough a cleaner, greener and safer place. Chrysalis, the Council's asset enhancement initiative, funds projects ranging in scale from £5,000 to £100,000 for local initiatives that matter to residents. Residents are encouraged to make suggestions for Chrysalis funding, and this is an effective way for local people to identify environmental and community safety projects that are on Council land.

The projects detailed within this report will ensure continued access to sporting facilities as well as social opportunities for residents to enjoy and gain mental and physical health benefits.

Consultation carried out or required

N/A

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance have reviewed this report and concur with the Financial Implications set out above, noting that the proposed schemes will be funded from the 2024/25 Chrysalis Programme budget, financed by Council resources.

Legal

Legal Services confirm that the Council is responsible for this function pursuant to various statutory provisions:

- Section 164 of the Public Health Act 1875 and sections 10 and 12 of the Open Spaces Act 1906 in respect of refurbishing the car park at Barra Hall Park, installing a fox fence at Fassnidge Bowls Club within Fassnidge Park, replacing the lighting columns at The Closes, and installing new bins, benches and noticeboards at Barra Hall, Bessingby Park Complex, Churchfield Gardens, Fassnidge Park, and The Closes
- Section 32 of the Road Traffic Regulation Act 1984 in respect of refurbishing the car park at Barra Hall Park
- Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 in respect of installing a fox fence at Fassnidge Bowls Club within Fassnidge Park
- Section 5 of the Litter Act 1983 and section 89 of the Environmental Protection Act 1990 in respect of installing new bins at Barra Hall, Bessingby Park Complex, Churchfield Gardens, Fassnidge Park, and The Closes

Thus, there are no legal impediments to following the recommendations set out in this report, namely allocating Chrysalis funding for the 5 new projects detailed within the report, and making the associated capital release for this, although all contracts that the Council enters into to complete the projects (for example, with the contractors) must comply with the Council's Procurement Standing Orders.

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

Chrysalis Programme 2024/25 - Release No 3

Location	Project / Expenditure Title	Information	Funds Release Sought £000s	Approve	Hold	More Information Required
Barra Hall Park, Wood End Ward	Car Park refurbishment	To improve the car park at Barra Hall	184			
Fassnidge Park, Uxbridge Ward	Fassnidge Bowls Club fox fencing	To install a fence to protect the bowling green	5			
The Closes, West Drayton Ward	Lighting refurbishment	To improve the lighting within the park	23			
Barra Hall, Bessingby Park complex, Churchfield Gardens, Fassnidge Park, The Closes	Purchase and installation of bins and benches	To purchase bins and benches for the five sites listed	99			
Barra Hall, Bessingby Park complex, Churchfield Gardens, Fassnidge Park, The Closes	Purchase and installation of interpretation boards	To purchase noticeboards for the five sites listed	96			
Total seeking release			407			
Previously released			1,382			
Budget			2,228			
Remaining budget			439			