
SUMMARY REPORT

**REQUEST TO RELEASE CAPITAL FUNDING FROM THE MEDIUM TERM
FINANCIAL PLAN – AIR CONDITIONING INSTALLATION FOR CUSTOMER
SERVICES/HOUSING BENEFITS**

Responsible Cabinet Member – Councillor Stephen Harker, Resources Portfolio

Responsible Director – Paul Wildsmith, Director of Corporate Services

Purpose of the Report

1. To request the release of funding within the capital programme to install an air conditioning system within the Customer Services Centre, Interview Rooms and Room G.O.2 (Housing Benefits) on the Ground Floor of the Town Hall.

Summary

2. This report requests release of capital programme funding to install an air conditioning system in the Customer Services/Housing Benefits areas on the Ground Floor of the Town Hall to alleviate the extreme high temperatures experienced during the Summer months by members of the public and employees in these areas.

Recommendation

3. It is recommended that £35,000 be released from the Council's Capital Programme to install the air conditioning system.

Reason

4. The recommendation is supported to ensure that the environmental conditions in the Customer Services/Housing Benefits areas are reasonable.

**Paul Wildsmith
Director of Corporate Services**

Background Papers

No background papers were referred to in the compilation of this report.

Linda Todd : Extension 2354

S17 Crime and Disorder	It is not considered that the content of this report has any effect in the context of the requirements placed on the Council in relation to Section 17 of the Crime and Disorder Act.
Health and Well Being	The health of residents and employees is a key priority. This scheme is to improve conditions within services areas for the benefit of members of the public and employees visiting/working within the Customer Services/Housing Benefits areas of the Town Hall.
Sustainability	This scheme has been designed to ensure that the environmental impact is kept to a minimum. The electrical requirements for the units are to be reduced to approximately 16 Kw. and this will be offset by removing the large heaters located in the same areas
Diversity	The content of this report affects users of the centres equally.
Wards Affected	Members of the public from all wards within the Borough visit the areas which are the subject of this report.
Groups Affected	All Groups are affected equally.
Budget and Policy Framework	This report does not recommend a change to the Council's Budget or policy framework.
Key Decision	The content of this report is not a key decision.
Urgent Decision	For the purpose of the 'call-in' procedure this does not represent an urgent matter.
One Darlington: Perfectly Placed	The release of expenditure to implement the scheme will make the rooms more pleasant in their environmental conditions and the public using these areas will have a higher satisfaction level.

Information and Analysis

5. This report requests the release of funding within the capital programme to install an air conditioning system within the Customer Services Centre, Interview Rooms and Room G.O.2 (Housing Benefits) on the Ground Floor of the Town Hall.
6. The Council has committed £35,000 in the capital medium term financial plan for this Scheme.
7. For some time employees working in these areas have complained about the extreme temperatures experienced over the Summer months. Temperatures have been found to be in the 30 degrees centigrade range making working conditions uncomfortable to employees but also making the environment very uncomfortable for the public using the Customer Services Centre and the interview rooms in the Centre.
8. The Customer Services Centre and the Housing Benefits Room have floor to ceiling glass windows and consideration has been given to an alternative scheme of applying a solar reflective film to the external windows to reduce the sun's glare. However due to the volume of the glazed area it is considered that the reduction in temperature will be minimal with this course of action and a scheme for the installation of an air conditioning refrigeration system has been developed.

Scheme

9. The total cost of the Scheme is £34,955.05 and a breakdown is attached at **Appendix 1**. A plan showing the areas within the Customer Services Centre and the Housing Benefits Office and the installation of the Units is attached at **Appendix 2**.
10. The scheme involves the removal of two 9 KW wall mounted heating units which will offset the environmental impact of the Air Conditioning Units.

APPENDIX 1

Town Hall	Unit	No	Total Cost
Air conditioning			
Provision to 6no. Rooms requiring comfort cooling. Selection of equipment is based on Inverter control Equipment 3 years parts only warranty The costs below are based on information gained last year.			
Office Accommodation			
We would recommend a Mitsubishi Twin wall mounted split system offering 12kw cooling/heating			
Price Installed	No	1	£4,144.13
5no Interview			
We would recommend a central Inverter Mitsubishi wall mounted system, each office having a wall mounted unit including condensate pump offering 2.5 kw cooling/heating each. Heating or cooling maybe active but not both together.			
Priced Installed	No	5	£7,935.65
Waiting area			
We would recommend an inverter Mitsubishi cassette system offering 6kw cooling/heating			
Price Installed	No	1	£2,805.75
Large Waiting and working area			
We would recommend an inverter Mitsubishi cassette system offering 13kw cooling/heating			
Price Installed	No	1	£3,805.50
Office Accommodation			
We would recommend inverted wall mounted split system offering 7.0kw cooling/heating			
Price Installed	No	1	£2,660.63
Room G02			
We would recommend a Mitsubishi Twin wall mounted split system offering 12kw cooling/heating			
Price Installed	No	1	£4,144.13
Associated Electrical supplies, including removal of existing 9 Kw heating units. Testing and inspection	Item	11	£4,680.03
Associated Builders Work, Ceilings, Access and Reinstatement	Item	1	£4,779.25
Total Cost			£34,955.05