

Committees:		Dates:
Corporate Projects Board Projects Sub Committee		19 January 2018 14 February 2018
Subject: Fire Safety Doors – Petticoat Tower	Gateway 1&2 Project Proposal Light	Public
Report of: Director of Community & Children's Services		For Decision
Report Author: Jason Crawford		

Recommendations

1. Approve resource requirements to reach next Gateway: £14,320
2. Note the estimated total project costs of £198,000.

1. Approval track and next Gateway	Approval track: 3. Light Next Gateway: Gateway 5 - Authority to Start Work (Light)																			
2. Resource requirements to reach next Gateway	<table border="1"> <thead> <tr> <th>Item</th> <th>Reason</th> <th>Funds/ Source of Funding</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>Surveyor Cost / Principal Designer</td> <td>Undertaking specification work and setting final design including installation method.</td> <td>Housing Revenue Account (HRA)</td> <td>£12,320</td> </tr> <tr> <td>Staff Costs</td> <td>Managing the design, procurement and contract-letting process.</td> <td>Housing Revenue Account (HRA)</td> <td>£2,000</td> </tr> <tr> <td>Total:</td> <td></td> <td></td> <td>£14,320</td> </tr> </tbody> </table>				Item	Reason	Funds/ Source of Funding	Cost (£)	Surveyor Cost / Principal Designer	Undertaking specification work and setting final design including installation method.	Housing Revenue Account (HRA)	£12,320	Staff Costs	Managing the design, procurement and contract-letting process.	Housing Revenue Account (HRA)	£2,000	Total:			£14,320
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3. Next steps	<ol style="list-style-type: none"> 1. Review outcomes of previous door replacement project at Petticoat Square and refine existing specification to incorporate lessons learnt from previous door replacement projects. 2. Commission Services to undertake specification work and 																			

	<p>setting final design including installation method, and to act as principal Designer.</p> <p>3. Officers to conduct desktop survey of properties to refine estimates for project budget.</p> <p>4. Undertake tender process.</p> <p>5. Draft Gateway 5 report.</p>
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Project Summary

<p>4. Context</p>	<p>The City of London Corporation owns and manages rented housing stock in several boroughs in London. The City has a statutory duty to keep these properties in good repair and meet the requirements for fire safety in Social Housing as laid out in Part B of the Buildings Regulations 2010.</p> <p>Replacement of front doors to the residential dwellings at Petticoat Tower was previously included within the Middlesex Street Common Parts Redecorations Programme. In February 2017 an issues report was approved to remove the front door replacements and for these to be treated as a separate project.</p> <p>This report was approved at Corporate Projects Board on 19 January 2017 with recommendations for the Petticoat Tower Fire Door Replacements to proceed down the light route. This is now reflected in in the context of this report which has been amended accordingly and we are now seeking approval of budgets to reach Gateway 5.</p> <p>Furthermore, it was recommended that we include a unit price to provide additional context to the overall estimates. As such, it should be noted that the estimated cost of works is based on replacing 88 no. front doors with 60-minute fire rated doors. This also takes into account any additional works that may be required to counter sink the raised door thresholds. The unit price, based on quotes received is estimated at £2,000 per door.</p> <p>Corporate Projects Board also emphasised the importance of ensuring that the letter boxes are fire proof. Although the previous reports didn't explicitly mention this, it should be noted that the costs do include provision of fully compliant door sets & door furniture (including fire door hinges, door closers, letter boxes, door viewers and intumescent lock packs).</p> <p>Subject to approval at Project Sub Committee, we will be commissioning the Services to act as Principal Designer. A programme of works will be undertaken to assess replacement options of the existing doors and door furniture to ensure statutory compliance and the safety and wellbeing of City of London residents, in readiness to go out to tender for the works.</p> <p>Specific recommendations and associated final costs will be</p>
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	included as part of the Gateway 5 report, following the tender process. We will be assessing costs for 30 and 60-minute fire ratings and making final recommendations around the most appropriate option.
5. Brief description of project	Replacement of front doors to meet statutory requirements as laid out in Part B of the Buildings Regulations 2010 and Compliance with Fire Safety as laid out in Part B of the Buildings Regulations 2010.
6. Consequences if project not approved	<p>1. Although the front doors will have conformed to statutory requirements of the time, recent events have led to a pragmatic review of existing assets with a view to replacement with more modern and compliant equivalents.</p> <p>2. This approach is in line with the Director of Community and Children's Services Fire Safety report, which was submitted for committee approval in July 2017. Failure to meet the commitments laid out in that report could result in statutory consequence, dissatisfaction and reputational damage.</p>
7. SMART Objectives	<p>Specific – Bring residents homes up to modern standards and ensure compliance with statutory requirements.</p> <p>Assignable – Appoint a term contractor to complete a set programme of works at a fixed cost to ensure value for money.</p>
8. Success criteria	<p>1. Completion of all required works to meet statutory and City standards.</p> <p>2. Achievement of expected lifespan of 30 years for new installations.</p> <p>3. Improved security.</p> <p>4. Improved thermal performance.</p>
9. Key Benefits	<ul style="list-style-type: none"> • Preservation of the City of London Corporation's assets. • Improved living conditions for residents. • Compliance with Fire Safety as laid out in Part B of the Buildings Regulations 2010.
10. Notable exclusions	None.
11. Governance arrangements	<p>Spending Committee: Community and Children's Services Committee</p> <p>Senior Responsible Officer: Paul Murtagh</p> <p>Project Board: No. The project will be monitored by the Housing Programme Board.</p>

Prioritisation

12. Link to Strategic	3. To provide valued services, such as education, employment,
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Aims	culture and leisure, to London and the nation.
13. Links to existing strategies, programmes and projects	<p>1. The project will form part of the Asset Management Strategy and associated 30 year plans.</p> <p>2. These proposed works will also meet strategic objectives SO1 and SO2 of the Corporate Property Asset Management Strategy 2012/2016 by ensuring that the “assets remain in a good, safe and statutory compliant condition” and the “assets are fit for purpose and meet service delivery needs”.</p>
14. Project category	2. Statutory
15. Project priority	A. Essential

Options Appraisal

16. Overview of options	<p>1. Deliver works to individual properties on an ad hoc basis when they become available for re-letting, procuring works separately as required or including within the void repairs schedule.</p> <p>2. Procure a contractor to deliver a programme of works at a fixed price to a set budget.</p>
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Project Planning

17. Programme and key dates	<p>Overall programme: February 2018 – January 2019</p> <p>Key dates:</p> <p>February 2018 – Gateway 1 & 2 approved.</p> <p>August 2018 – Procurement complete.</p> <p>October 2018 – Works commence.</p> <p>Other works dates to coordinate: This project will have regard to the other projects on the estates, including Petticoat Tower Balcony Door and Windows Replacements, replacement of the glazing on the communal stairwell and the estate wide common parts redecorations programme.</p>
18. Risk implications	<p>Overall project risk: Green</p> <p>Low Risk - The intended works have previously been carried out successfully to other properties on Petticoat Square.</p>
19. Stakeholders and consultees	Residents, Departments of Community and Children’s Services, City Surveyor’s, Town Clerks and Chamberlain’s (including CLPS).

Resource Implications

20. Total estimated cost	Likely cost range: 1. Under £250k													
21. Funding strategy	All funding fully guaranteed	Internal - Funded wholly by City's own resource												
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22. On-going revenue implications	The responsive repairs and maintenance budget will resume responsibility for these assets following the completion of the works and lapsing of the guarantee period. The responsive repairs budget will benefit from savings as fewer repairs will be required to the replaced installations.													
23. Investment appraisal	The costs of reactive, one-off replacements are up to 20% higher than replacing as part of a planned project, due to economies of scale in larger projects. As such, it is considered a sounder investment approach to procure and deliver at a fixed price via a contracted programme of works rather than reactive works.													
24. Procurement strategy/Route to Market	Advice from CLPS will be sought for the procurement with regards to the best procurement method to ensure best value and economies of scale for the project are met. When the results of this investigation are complete the City will have more clarity for a Strategy, to ensure the requirements are met.													
25. Legal implications	These are contained in the body of the report.													
26. Corporate property implications	It is important that the City's assets remain in good, safe and statutorily-compliant condition. Therefore, all necessary action should be taken to ensure that assets are kept as such throughout the assets' lifetime.													
27. Traffic	These are not anticipated; however, any traffic implications													

implications	would be negotiated with the works contractor(s) at the pre-contract and pre-start stages.
28. Sustainability and energy implications	The works will complement the Balcony Doors & Windows Replacements in helping to improve the energy efficiency of the dwellings and should help residents reduce their own domestic fuel costs.
29. IS implications	N/A
30. Equality Impact Assessment	An equality impact assessment will be undertaken

Appendices

Appendix 1	Equality Analysis – Test of Relevance
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Contact

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