

Committee(s)	Dated:
Epping Forest and Commons Committee	18 th January 2021
Subject: CWP 21/22 Updated Bid Report	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1,2,4 and 12
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: City Surveyor	For Information
Report author: Alison Bunn – Head of Facilities Management	

Summary

In July 2020 details of the proposed Cyclical Works Programme (CWP) bid list for 21/22 were presented to this committee. The report detailed the proposed bid for the properties within your Committee's remit. Since that report was presented and considering the Covid-19 pandemic a review has been undertaken of the CWP bid for 21/22 and it has been reduced. Only Health & Safety related projects will now be undertaken in 21/22 which has reduced the overall CWP bid list down from £12m to £4m, this reduction allows for the City to make savings to help its immediate financial pressures and for the project delivery team to catch up after a period of non-activity at the start of the Covid-19 pandemic and lockdown.

This report sets out the details of projects which will now be undertaken in 21/22 and details of the projects that will be delivered within that year which form part of the previous year's programmes.

In addition, the Chairman of Corporate Asset Sub Committee requested that Officers review the current CWP approach and whether it requires updating after 4 years in operation. This exercise has been undertaken and the findings presented to Corporate Asset Sub Committee on the 15th September 2020, these proposals were approved and therefore this report also sets out the main changes to how the CWP will operate and be delivered in year 22/23 onwards.

Recommendation(s)

Members are asked to:

- Note the contents of this report

Main Report

Current Position

1. At Corporate Asset Sub Committee on the 15th September 2020 they approved a reduced CWP bid for 21/22 to allow for works delayed due to Covid-19 to be brought back on schedule and for the new CWP approach to be implemented for year 22/23.
2. Since then Officers in City Surveyor's and Open Spaces have been working to identify any further projects which need to take place in 21/22 and cannot be deferred. The details below highlight the projects that will now proceed across the Open Spaces portfolio.
3. The headlines for all Open Spaces are:

Total Original 21/22 CWP Bid	Revised 21/22 CWP Bid	Project Delivery 21/22
£1,596,800	£434,000	£1,131,473

4. As a result, the following works for Open Spaces will be undertaken in 21/22:

City Cash – Total Value £374,0000

Location	Property	Project Title	Budget cost
Epping Forest	The Obelisk, Warren Field, The Warren	DECORATION & LIMEWASH	£2,500
Epping Forest	Queen Elizabeth Hunting Lodge	EXTERNAL LIMEWASH & OVERHAUL	£25,000
Epping Forest	Queen Elizabeth Hunting Lodge	INFILL PANELS LIME DAUB OVERHAUL	£6,000
Keats House	Keats House	SECURITY ALARM REPLACEMENT	£15,000
10 Keats Grove	10 Keats Grove	SECURITY ALARM REPLACEMENT	£15,000
The Monument	The Monument	SECURITY ALARM REPLACEMENT	£1,500
10 Keats Grove	10 Keats Grove	FIRE ALARM REPLACEMENT	£15,000
Keats House	Keats House	Keats House CCTV Replacement	£14,500

Open Spaces	Bunhill Fields Burial Ground	MEMORIALS BREAKDOWN	£30,000
Open Spaces	Bunhill Fields Burial Ground	MEMORIALS CONSERVATION	£125,000
Open Spaces	Bunhill Fields Burial Ground	NOTABLE MEMORIALS OVERHAUL	£15,000
Hampstead Heath	Lido Buildings	SHOWER & TOILET REFURBISHMENT (MALE & FEMALE)	£14,000
Hampstead Heath	Lido Buildings	PA SYSTEM REPLACEMENT	£7,000
Hampstead Heath	Lido Buildings	CABLE RATIONALISATION	£3,500
Hampstead Heath	Mixed Bathing Pond	SEWAGE PUMPS AND CONTROL GEAR REPLACEMENT	£25,000
Hampstead Heath	Mixed Bathing Pond	FENCING REPLACEMENT	£20,000
Hampstead Heath	Traditional Playground	PADDLING POOL REPLACEMENT	£40,000

City Fund – Total Value £60,000

Location	Property	Project Title	Budget cost
CoL Cemetery & Crematorium	Modern Crematorium	CREMATOR No. 1 REFRACTORY	£60,000

5. The overall provisional CWP 21/22 bid for Open Spaces was £1,596,800 this is therefore a significant reduction in this amount.
6. Only projects with the highest health and safety score have been put forward in the bid list for 21/22 and it is expected that they will be delivered within that year.
7. Appendix A includes a list of all projects put forward for the original 21/22 bid and are now deferred. This is broken down into each area of Open Spaces.
8. Any projects not funded will be moved to the bid list for 22/23 and with the new CWP approach approved by Member's there is commitment to fund and deliver all projects within the bid list which is put forward.
9. Whilst only a reduced bid is agreed for 21/22, there are already c.265 projects to Open Spaces which have already received funding with a combined value of c.£4.2million. These will be delivered through the usual CWP process over the next 3-4 years. The delivery of all CWP programmes is being smoothed

over 4 years rather than the traditional 3 years, this is to assist in the overall financial forecasts of the City.

These projects are:

Merlewood Est Office Landlords Lighting Power Rewire	12,000
Epping Forest Museum CCTV Replacement	2,500
Epping Forest 1 Keepers Lodge Landlord Lighting Power Rewire	6,000
Epping Forest 2 East Lodge Warren Landlords Lightings Power Rewire	6,000
Epping Forest 2 Keepers Lodge Wanstead Park Landlords Lighting Power Rewire	6,000
Epping Forest 46 The Plain Landlords Lightings Power Rewire	6,000
Epping Forest Info Centre Security Alarm Replacement	2,000
Epping Forest The Warren Office Access Control System Replacement	7,000
West Ham Park Boundary Fence Wall Decorations to Gates Railing Inside Park	33,500
West Ham Park Vehicle Shed Refurbishment	78,574
Bunhill Fields Burial Garden Brickwork Overhaul to Boundary Wall	9,100
Bunhill Fields Burial Signage Replacement	10,000
Bunhill Fields Fence Decoration Around Graves	18,000
Bunhill Fields Fence Decoration Around Memorials	2,500
Bunhill Fields Paving Overhaul	6,000
Bunhill Fields Railings Decorations External	17,349
Golders Hill Park 1 2 Golders Hill External Decorations	1,593
Golders Hill Park 1 2 Golders Hill House Kitchen Refurbishment	10,000
Golders Hill Park 1 2 Golders Hill House Windows Replacement	11,000
Hampstead Heath General/Infrastructure Drainage Survey	89,061
West Heath Pergola Strengthening	25,000
Crem Fitters Workshop Walls repointing / overhaul	10,000
Crem Haywood Centre Roof replacement	125,000
Crem Main Entrance lighting replacement	15,000
Crem Staff kitchen refurbishment	4,000
Crem Staff shower room refurbishment	9,500

Highgate Wood Education Hut Photovoltaic Cells Condition Refurbishment	3,000
Epping Forest Mains Water Replacement	36,000
Epping Forest The Warren Office Electric Gates Replacement	24,000
Epping Forest Museum Store Fire Alarm Replacement	12,000
Open Spaces Bunhill Fields Brick Structures Remedial Works	3,500
Golders Hill Park Cafeteria Fire Alarm Replacement	10,000
Golders Hill Park Cafeteria Electrical Intake Replacement	8,147
Golders Hill Park Cafeteria Public Toilets Lighting Emergency Lighting Replacement	5,000
Queens Park Toilet Block Refurbishment	35,000
West Heath Pergola Engineer to Monitor Structures	2,500
Open Spaces Garden Churchyard Paved Areas	7,643

Cemetery Crematorium Various Cess Pit Survey	19,946
Cemetery Crematorium Modern Crematorium Landlords Lighting Power Rewire	120,000
Cemetery Crematorium Road Resurfacing	48,000
Cemetery Crematorium Chapels Modern Crematorium Roof Replacement	180,000
Cemetery Crematorium Modern Crematorium Roof Replacement	50,000
Cemetery Crematorium Modern Crematorium Scissor Lift Refurbishment	3,060

Hampstead Heath General Infrastructure Valve Replacement all ponds	36,000
Parliament Hill Fields General Drainage Overhaul	40,000
Hampstead Heath Drainage Overhaul general	50,000
Parliament Hill Fields Hot Water Plant Replacement	50,000
10 Keats Grove Fire Alarm Replacement	15,000
Cemetery Crematorium Main Entrance / Gatehouse/ Parking Area Parking Area Resurfacing	30,000

Moving Forward - New Approach

10. The following at the key changes to the CWP which were approved at Committee on the 15th September 2020:

- Moving to a condition-based maintenance approach through the new Computer Aided Facilities Management (CAFM) system currently being procured and due to be implemented Autumn 2021
- Focus the programme delivery into a single financial year
- Removal of smaller value projects under £10,000 by uplifting the City Surveyor's, DBE's or Barbican's local risk budget respectively (using funds previously earmarked for the CWP) to allow project delivery to focus on the larger scale projects
- Altering the project prioritisation matrix to make it more fit for purpose and a fairer system for all properties
- Smoothing of the already agreed CWP programme to create a '4th' year
- Introduction of 3-5 yearly building condition surveys funded from funds previously earmarked for the CWP

Corporate & Strategic Implications

11. Cyclical Works Programmes set out to deliver three of the key objectives in the Corporate Property Asset Management Strategy.

- SO.1 – Operational assets remain in a good, safe and statutory compliant condition.
- SO.2 – Operational assets are fit for purpose and meet service delivery needs.
- SO.3 – Capital and supplementary revenue programmes are affordable, sustainable and prudent and that the limited available resources are directed to the highest corporate priorities.

Conclusion

12. This report is to update Members on the reduced CWP 21/22 bid for Open Spaces and explain the new approach for the CWP which will be adopted from year 22/23 onwards which has been approved by the Corporate Asset Sub Committee.

Report author

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Appendices

- Appendix A – 21.22 CWP Deferred Projects