

Committees: Corporate Projects Board - <i>for decision</i> Community & Children's Services Committee - <i>for decision</i> Projects and Procurement Sub-Committee - for information	Dates: 08 October 2025 10 November 2025 18 November 2025
Subject: York Way Estate Lift, Lift Lobby and Stairwell Refurbishment and Upgrade Works Unique Project Identifier: <i>PV ID confirmed post CPB via PMO.</i>	Gateway 2: Project Proposal Regular
Report of: Director of Community & Children's Services Report Author: Neil Clutterbuck, Project Manager	For Decision
<h1>PUBLIC</h1>	

Recommendations

1. Next steps and requested decisions	<p>Project Description: Refurbishment and upgrade of lifts, all lift lobbies and stairwells within Kinefold, Penfields and Lambfold Houses on the York Way Estate.</p> <p>Next Gateway: Gateway 3/4 - Options Appraisal (Regular)</p> <p>Next Steps: Undertake a procurement exercise to engage consultants to assist in the development of the project specification and overseeing CDM 2015(Construction Design & Management) and Principal Designer duties.</p> <p>Requested Decisions:</p> <ol style="list-style-type: none"> 1. That budget of £60,000 is approved for consultant fees to reach the next Gateway. 2. Not the project budget of £60,000(excluding risk) 3.Note the total estimated cost of the project at £3,000,000 (excluding risk); 4.That a Costed Risk Provision of £0 is approved (to be drawn down via delegation to Chief Officer).
2. Resource requirements to reach next Gateway	

	Item	Reason	Funds/ Source of Funding	Cost (£)
	Staff Costs	Internal Project Management	HRA Capital	10,000
	Consultants Fees	Specialist Lift Consultancy, CDM, HRB applications.	HRA Capital	50,000
	Total			60,000
Costed Risk Provision requested for this Gateway: £0 (as detailed in the Risk Register – Appendix 2)				
3. Governance arrangements	<ul style="list-style-type: none"> • <i>Community and Children's Services</i> • Peta Caine, Assistant Director Housing Services • Housing Programme Board 			

Project Summary

4. Context	<p>1.The six residential lifts that service Penfields, Kinefold and Lambfold Houses on the York Way Estate have exceeded their recommended life span and require upgrading and refurbishment. All lift lobbies within the three blocks are in a poor state of repair and require refurbishment and the stairwells require decorating to bring them up to the expected standard.</p> <p>2. The existing lifts suffer regular breakdowns and require refurbishment and upgrading and brought to a modern standard. The tiles in the lift lobbies are stained, broken and falling off and need replacing. All the recent heating upgrade works, and new development has left the stairwells looking tired and in urgent need of redecoration.</p> <p>3. A holistic approach to the refurbishment and upgrade work is required looked at bring the buildings to above the compliancy standard.</p>
5. Brief description of project	<p>1.Employ specialist lift consultant to assess and obtain a full list of costed options for carrying out all necessary, and desired refurbishment work and a consultant to undertake Principal Designer (Building Regulations) duties which include the submission of a High-Risk Building (HRB) application.</p> <p>2.Draw up works specifications, carry out procurement exercises and have the works undertaken.</p>

6. Consequences if project not approved	<p>1.The identified areas of the buildings need stair and lighting repairs as matters of urgency and need to be undertaken as soon as possible.</p> <p>2.The City's assets would continue to degrade over time and would require more extensive and expensive works to address this.</p>
7. SMART project objectives	<p>The complete refurbishment of the communal areas to achieve and surpass compliancy.</p> <p>All areas are refurbished to the high standards required, including new, modern lifts.</p> <p>Works are managed to minimise disruption to residents and impact on the general public and wider public realm.</p> <p>Resident satisfaction above City's corporate targets.</p>
8. Key benefits	<p>Greatly improve the conditions for the existing residents, Leaseholders and Tenants bringing the areas in line with the new development and reduce the chance of any health and safety issues and reduce lift outages.</p> <p>Extend the life expectancy of our assets.</p> <p>Bring all lifts to a modern standard.</p>
9. Project category	7a. Asset enhancement/improvement (capital)
10. Project priority	A. Essential
11. Notable exclusions	Shepherd House ion the York Way Estate is not served by residential lifts and is excluded from the project.

Options Appraisal

12. Overview of options	<p>1.Total refurbishment of the lifts and lift lobbies, and redecoration of the stairwells.</p> <p>2.Essential repairs and re-tile the lift lobbies.</p> <p>3.Essential Repairs only.</p>
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Project Planning

13. Delivery period and key dates	<p>Overall project:</p> <p>Appoint Consultants: November 2025</p> <p>Options Appraisal: April 2026</p> <p>Tender: Summer 2026</p> <p>Appoint Contactor: Autumn 2026</p> <p>Start works: Spring 2027</p> <p>Key dates: Gateway 3/4 April 2026</p> <p>Other works dates to coordinate: None</p>
14. Risk implications	Overall project risk: Medium

	<p>A High-Risk Building application is required but cannot be submitted until the contractor and all sub-contractors are in place, due to in-depth information required. This will almost definitely cause a delay.</p> <p>Works may be more expensive than anticipated.</p>
15. Stakeholders and consultees	<p>1.Members (via committee)</p> <p>2.Estate staff and DCCS officers</p> <p>3.Residents</p> <p>4.Other City Staff (Corporate Energy Team, Chamberlains, Town Clerks, Building Control, City Procurement)</p>

Resource Implications

16. Total estimated cost	Likely cost range (excluding risk): £2,500,000 to £3,000,000 Likely cost range (including risk): £2,500,000 to £3,200,000																	
17. Funding strategy	Choose 1: All funding fully guaranteed	Choose 1: Mixture - some internal and some external funding																
	<table><tr><th>Funds/Sources of Funding</th><th>Cost (£)</th></tr><tr><td>HRA Capital</td><td>2,360,000</td></tr><tr><td>Long leaseholder contributions</td><td>640,000</td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td>Total</td><td>3,000,000</td></tr></table>		Funds/Sources of Funding	Cost (£)	HRA Capital	2,360,000	Long leaseholder contributions	640,000									Total	3,000,000
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<i>These works form part of the overall £205m HRA major works programme. The total funding of the programme (including optimism bias) is subject to agreement of the Court of Commom Council. However initial projects in the programme such as the York Way Lifts refurbishment are affordable within the projections of internal borrowing capacity of the HRA of up to £35m.</i>																		
18. Investment appraisal	The condition of the blocks will continue to worsen if essential repairs are not done as a project, necessitating increased response repairs. Whist undertaking repairs it makes good business sense to assess what other works can be done at the same time and try to access external funding for these.																	
19. Procurement strategy/route to market	An open market tender to be undertaken by City of London Procurement department.																	

20. Legal implications	Long leaseholders will need to be consulted about the costs of the works.
21. Corporate property implications	None
22. Traffic implications	When works are on site, the contractor will liaise with estate and market staff at a local level to ensure proper traffic management.
23. Sustainability and energy implications	Discussions with the Energy team are ongoing to determine if the limited energy saving elements of the project can have their costs funded by CAS.
24. IS implications	None
25. Equality Impact Assessment	A test of relevance will be carried out to assess if an equality impact assessment is necessary.
26. Data Protection Impact Assessment	The risk to personal data is less than high or non-applicable and a data protection impact assessment will not be undertaken.

Appendices

Appendix 1	Project Briefing
Appendix 2	Risk Register

Contact

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