

Project Coversheet

[1] Ownership & Status

UPI: 11548

Core Project Name:

Windows Replacement and Common Parts Redecorations: Windsor House

Programme Affiliation (if applicable): N/A

Project Manager: Rafael Cardenas

Definition of need:

To replace the current steel and timber single glazed windows which are thermally inefficient and past their life expectancy. To replace with Aluminium double-glazed windows which conform to current building regulations. At the same time undertake estate wide common parts redecorations while scaffolding is in situ, to facilitate future cyclical redecorations programmes.

Key measures of success:

- Increased resident satisfaction.
- Improvement thermal efficiency in the Standard Assessment Procedure (SAP) energy performance rating of our housing assets, in line with City of London's Climate Action Strategy.
- Reduction in ongoing repair and maintenance costs.

Expected timeframe for the project delivery: Project Complete.

Original Timescale: Current Estimate: Start Spring 2021 / Estimated Completion Autumn 2021 - **Revised:** November 2022 / June 2024

Key Milestones:

Gateway 5 – November / December 2020

Start on site – Spring 2021

Estimated completion – Autumn 2021

Are we on track for completing the project against the expected timeframe for project delivery? Yes

Has this project generated public or media impact and response which the City of London has needed to manage or is managing?

No

[2] Finance and Costed Risk

Headline Financial, Scope and Design Changes:

'Project Briefing' G1 report:

- Total Estimated Cost (excluding risk): £2,605,000 (as part of a wider programme of window replacement projects; a sum of £624,000 was estimated for Windsor House)
- Costed Risk Against the Project: N/A
- Estimated Programme Dates:

Initial approval to progress these schemes will be sought through the Corporate Projects Board. As per the project procedure the projects will progress from gateway 2 to gateway 5 as follows.

Gateway 1 – September 2013.

Gateway 2 – September 2013

Gateway 3 – March 2014

Gateway 4 – March 2014

Gateway 5 - as per each individual project.

Scope/Design Change and Impact: N/A

‘Project Proposal’ G2 report (as approved by PSC 26/09/2013):

- Total Estimated Cost (excluding risk): £4,333,000 (all blocks/estates)
- Resources to reach next Gateway (excluding risk): £175,000
- Spend to date: n/a
- Costed Risk Against the Project: n/a
- CRP Requested: n/a
- CRP Drawn Down: n/a
- Estimated Programme Dates:
 - Gateway 1 – September 2013.
 - Gateway 2 – September 2013
 - Gateway 3 – March 2014
 - Gateway 4 – March 2014
 - Gateway 5 - as per each individual project

Scope/Design Change and Impact: n/a

Issues report (as approved under ‘Urgency’ by PSC 06/06/2017):

- Total Estimated Cost (excluding risk): £12,610,000 (all blocks/estates)
- Resources to reach next Gateway (excluding risk): n/a
- Spend to date: £43,750
- Costed Risk Against the Project: n/a
- CRP Requested: n/a
- CRP Drawn Down: n/a
- Estimated Programme Dates:
 - Gateway 3/4: September 2017
 - Gateway 5: To be determined.

Scope/Design Change and Impact: as stated in the Issues report, the scope had changed considerably with the addition of new blocks as well as whole estates which resulted in a considerable uplift in the costs reported at the previous Gateway. At Gateway 2 estimates were £4,333,000, at the time of

writing the Gateway 3/4 report estimates were £12,610,000 for all blocks and estates that had been subsequently added.

‘Options Appraisal and Design’ G3-4 report (as approved by Court of Common Council 07/12/17):

- Total Estimated Cost (excluding risk): £16,905,452 (all blocks/estates)
- Resources to reach next Gateway (excluding risk): £638,113
- Spend to date: £42,575
- Costed Risk Against the Project: n/a
- CRP Requested: n/a
- CRP Drawn Down: n/a
- Estimated Programme Dates:
 - Gateway 3/4 - November 2017
 - Procurement of design team - April 2018
 - Detailed design and Planning application – December 2018
 - Gateway 5 – July 2019
 - Works start – Summer 2019

	Golden Lane	Holloway	Southwark	Dron House & Sydenham Hill	William Blake & Windsor House	Tot
Works	£7,497,570	£1,578,788	£2,970,552	£1,270,676	£1,776,569	£15,094,154
Consultancy	£749,757	£157,879	£297,055	£127,068	£177,657	£1,509,415
Staff costs	£149,951	£31,576	£59,411	£25,414	£35,531	£301,883
Total	£8,397,278	£1,768,242	£3,327,018	£1,423,157	£1,989,757	£16,905,452

Scope/Design Change and Impact: *at the time of writing the issues report the estimates were based on the revised estimates received by Pellings in October 2016. For the purposes of the Gateway 3/4 report, we appointed a Quantity Surveyor to review the costs and estimates were revised as £16,905,452 for all blocks.*

‘Authority to start Work’ G5 report (as approved by OPS 01/08/2022):

Appoint ETEC Contract Services Ltd – contract sum £1,598,187

- Total Estimated Cost (excluding risk): £1,598,187 (Windsor House only)
- Resources to reach next Gateway (excluding risk): £1,574,441.
- Spend to date: £23,742
- Costed Risk Against the Project: N/A
- CRP Requested: N/A
- CRP Drawn Down: N/A
- Estimated Programme Dates:
 - Gateway 5 – November / December 2020
 - Works Start – Spring 2021
 - Estimated completion – Autumn/Winter 2021

Scope/Design Change and Impact:

Cost estimates at Gateway 3/4 were based on the overall preferred option for replacement with double glazed uPVC. However, planning permission for Dron House was granted with the stipulation that replacements should be Aluminium.

Furthermore, due to the Covid-19 outbreak we also had to ask bidders, following the tender in 2019, to resubmit pricing proposals in order to facilitate enhanced safe working and social distancing measures for the works to be undertaken.

The intended approach to planning applications and tender was also reviewed and it was decided to treat Dron House Estate as a pilot from which we could use the lessons learned during the planning and tender stages and apply them to the subsequent tenders.

Planning Applications and the Tenders for Dron House have been carried out independently and the lessons learned from the Dron House Tender has been applied across the remaining Estates. This is covered in more detail in section 3 of the Gateway 5 report.

‘Issues Report’ post G5 (as approved by CCSC 01/11/2023):

- Total Estimated Cost (excluding risk): £2,260,938.97 (including spend to date, fees & staff costs)
- Resources to reach next Gateway (excluding risk): £590,507.97
- Spend to date: £1,573,396.55 (Consultant Fees £11,092.26, Staff costs £23,015.06)
- Costed Risk Against the Project: N/A
- CRP Requested: N/A
- CRP Drawn Down: N/A

• Estimated Programme Dates:

Gateway 5 – November / December 2020

Start on site – Spring 2021

Estimated completion – Proposed January 2024

Scope/Design Change and Impact:

Unforeseen variations have occurred due to the discovery of lead paint, additional asbestos and further dormer window repairs than originally anticipated.

‘Issues Report’ post G5 (as approved by CPB 08/05/2024):

- Total Estimated Cost (excluding risk): £2,914,459.55 (including spend to date, fees & staff costs)
- Resources to reach next Gateway (excluding risk): £653,520.55
- Spend to date: £2,211,868.52 (Consultant Fees £24,112.76, Staff costs £30,260.96)
- Costed Risk Against the Project: N/A

- CRP Requested: N/A
- CRP Drawn Down: N/A

- Estimated Programme Dates:

Gateway 5 – November / December 2020

Start on site – Spring 2021

Estimated completion – June 2024

Scope/Design Change and Impact:

Due to a formulae error, some of the variations for the additional dormer windows works were not included in the first Issue Report calculations. This has now been amended.

Total anticipated on-going commitment post-delivery [£]: N/A -Following the defects liability period any ongoing costs will be the remit of periodic repairs and maintenance as stipulated in warranties

Programme Affiliation [£]: N/A – as requested in the issues report, approval was given to separate the estates into separate works packages.