

Cyclical Improvement Works

Hathersage Court - Cyclical Improvement Programme resident consultation



January 2022

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Purpose of this booklet

- To provide you with information about the proposed works and the reasons for the works.
- To provide you with the contact details of the Project Team who will be overseeing these works and the Project Liaison Officer, who will be your contact if you have any questions or comments.
- To advise on Section 20 procedures for leasehold properties and the terms of recharge for the works.

What are Cyclical Improvement Works?

The works proposed are part of the **Cyclical Improvement Programme (CIP)**. These works are programmed on a seven to ten-year inspection cycle. This does not mean that we will carry out works to a block every seven to ten years, but will survey the block in order to identify areas requiring works in the near future. The Cyclical Improvement Programme comprises both preventative maintenance works and improvement works.

Preventative maintenance works are actions that are required to ensure the best possible performance of the building fabric for a further seven to ten years. These are typically remedial and investigative works that minimise the occurrence of leaks, damp penetration and other problems which may have greater consequences if left unattended to.

Improvement works are those that are necessary to ensure acceptable living conditions in the building. These are usually the addition of items or features that were not a part of the original building design but are now considered a necessity. Examples include improvements to the thermal performance of the building or addition of fire safety features.

How do Islington Council decide on works?

Works are identified based on a range of sources including:

- The repairs history for the building
- Resident observations arising from an early stage consultation meeting
- Inspections carried out by Islington Council surveyors
- Detailed investigative surveys carried out by specialists and the contractors

The Project Manager, a surveyor or an architect, reviews all of the above evidence and decides what works need to be done. The cost of the works is then estimated by a Quantity Surveyor and presented to senior management for approval.

All works are carried out in accordance with Islington Council's standard specifications. For several items, e.g. window repairs, the extent of works is estimated at this stage, and will only be finalised when the works are underway.

These works will be identified by the contractor through detailed surveys, but they will only proceed on agreement of the Islington Council Project Manager and Clerk of Works.

List of properties

The properties this booklet refers to are listed in the table

| Address | Total properties | Tenanted properties | Leasehold properties |
|-------------------------|------------------|---------------------|----------------------|
| 1 – 69 Hathersage Court | 69 | 53 | 16 |
| Total | 69 | 53 | 16 |

Project team

The Islington Council project team will include:

| Role | Name |
|-------------------------------------|--|
| Project Manager / Building Surveyor | Seun Olateju Seun.olateju@islington.gov.uk |
| Project Liaison Officer | Richard Berwick 020 7527 5343 richard.berwick@islington.gov.uk |
| Cost Consultant | Martin Pluck Martin.pluck@islington.gov.uk |
| Leasehold Consultation Officer | HomeOwnership@islington.gov.uk |
| Health and Safety Co-ordinator | Mick Neal Mick.neal@islington.gov.uk |
| Electrical Engineer | Antonio Esposito Antonio.esposito@islington.gov.uk |
| Mechanical Engineer | Tony Barron Tony.barron@islington.gov.uk |

Please ensure you direct all your enquiries to the Project Liaison Officer.

The proposed works to 1 – 69 Hathersage Court

The proposed works:

- Erect scaffolding to access roofs and all elevated areas
- External repairs
- Communal repairs
- External and internal decorations within the communal walkways
- Roof and tank room renewal
- Balcony waterproofing
- Mechanical repairs to tank room and ventilation plants
- Renewal of electrical power to include emergency LED lighting to all communal areas
- Minor structural repairs
- Window repairs including ease and adjust, cleaning
- Patch repairs as required to communal walkway asphalt surfaces
- Removal of redundant services and ducts

Proposed programme

Section 20 (S20) consultation (for leaseholders)

During the 30-day consultation period, you are invited to make observations in writing on the proposed works. We will review the S20 observations received during the consultation period, and if required make relevant amendments to the scope of works.

Issue contractor with order

Once the S20 consultation period with leaseholders is complete, the contractor will be issued with an order for the works. This process usually takes approximately six to eight weeks.

Pre-start residents meeting

This will be arranged once the order is placed, but before works start on site. All residents are invited to this meeting. You will be able to meet the contractor's site team and a programme for the works on site will be made available, together with details of site set up and other relevant information.

Works on site

We currently estimate works will start in February and take 8 months to complete. Once works start you will receive regular newsletters from the contractor to keep you informed on progress.

This repair work will be done in a safe way, in accordance with the relevant Covid-19 restrictions.

Completion and payment

Leaseholders will not be invoiced until after the works are completed and a final account is agreed. Leaseholder contributions will be calculated according to the actual costs incurred. Islington Council offers a range of payment terms. Further details are on our website at www.islington.gov.uk/housing/repairs-and-estate-management/major-works-and-improvements

How was the contractor selected?

Islington Council's Cyclical Improvement Programme is delivered under a Long Term Agreement (LTA) construction contract which was last awarded in 2020, and will run until 2030. **Mears Limited** were awarded the contract for the east of the borough.

Prior to the award of the contract, Islington Council consulted with leaseholders on the selection of the contractors. This was a competitive tendering exercise. The exercise was carried out in line with public contracts regulations in order to ensure best value money was secured in an open and transparent manner.

This tendering process has given the following benefits:

1. All leaseholders pay according to the same costs.

This method protects leaseholders from particularly high tender costs, which could occur due to particular activity in the market or a lack of interest in particular projects. This would be particularly true of low-rise blocks (under 4-stories) or those requiring limited work.

2. Efficiency gains in tendering activities.

Tendering under public procurement rules is an onerous and time-consuming task. The use of a LTA simplifies this by using one major tender action, instead of several hundred smaller ones. The consequence of not using this would probably be a need to increase the professional fees charged to leaseholders.

You can find out more information on fire safety or improvement works planned for your block or estate, by visiting our major works page on our website at

www.islington.gov.uk/housing/repairs-and-estate-management/major-works-and-improvements

How are the costs for the works calculated?

The cost of the works are calculated by Islington Council's professional Quantity Surveying team using rates agreed with the contractors for all projects in the Capital Programme.

At this stage of the project, there are quite a number of estimates as to the amount of work to be done (known as "provisional sums"). This is typical with existing buildings.

Contingencies

It is always expected that there is a high chance of discovering the need for additional works on site and a contingency sum is included to allow for anticipated unknowns. In particular we include an amount to allow for discovery of asbestos that requires removal.

Professional fees

These cover fees for the project team. These are the Project Manager and Surveyor, the Quantity Surveyor (or cost consultant), the Clerk of Works (or quality inspector) and the Health and Safety Co-ordinator.

In addition there is a Project Liaison Officer and Leasehold Consultation Officer available to answer your queries at any stage during the project.

Leaseholders - S20 observations

You are invited to make formal written observations on the proposed scope of works outlined in this leaflet.

The council has to give consideration and respond to all formal observations received. Amendments may be made to the scope of works as a result, but the council is not obliged to act on observations.

Please refer to your Section 20 consultation letter for details on how to submit an observation, but note that the council only has to respond to those received in writing.

Questions asked at the Section 20 meeting are recorded, however, these are not treated as formal observations.

Thank you

Thank you for participating in this resident consultation.

If you have any comments about the proposed works outlined in this booklet, please contact the Project Liaison Officer, Richard Berwick by email Richard.berwick@islington.gov.uk or by phone 020 7527 5343.