

Cyclical Improvement Works

Resident consultation

Proposed at

33-41 Charteris Road N4

219-261 and 265-271 Hornsey Road N7

1-24 and 25-36 Simmons House N7



Start on site: January 2022

Completion date: October 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 that 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 architect, reviews all of the above evidence and decides on the scope of works. The cost of the works is then estimated by the 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	Leasehold properties	Tenanted properties
33-41 Charteris Road, N4 3AA	9	3	6
1-24 Simmons House, N7 6RX	24	7	17
25-36 Simmons House, N7 6RX	12	4	8
219 – 261 Hornsey Road, N7 6RZ	46	16	30
265 – 271 Hornsey Road, N7 6RZ	12	5	7
Total	103	35	68

Project Team

The Islington Council project team will include:

Role	Name
Project Manager / Building Surveyor	Glenn Carder Glenn.Carder@islington.gov.uk
Project Liaison Officer	Richard Berwick 020 7527 5343 Richard.Berwick@islington.gov.uk
Cost consultant	David Njie David.Njie@islington.gov.uk
Leasehold Consultation Officer	HomeOwnership@islington.gov.uk
Health and Safety Co-ordinator	Mick Neal Micheal.Neal@islington.gov.uk
Electrical Engineer	Antonio Esposito Antonio.Esposito@islington.gov.uk
Mechanical Engineer	Joseph Barron Joseph.Barron@islington.gov.uk

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

The proposed works to Charteris Road, N4



Scaffolding

Scaffolding will be put up to provide access for site operatives to safely access the outside of the buildings. Providing a safe access forms part of working from height regulations 2005 and ensures all works can be undertaken safely.

Work will start from the top of the building and as the work is completed, the scaffolding will be removed.

Roofing and high level works

The roof covering at Hornsey Road is a traditional pitch design with concrete interlocking tiles and is in reasonable condition. The works that will be carried out include all necessary external roof repairs to areas such as roof coverings, ridge tiles, roof outlets, brickwork/re-pointing, and apron and stepped flashings. All areas of the roof will be inspected and repaired as necessary.

Rainwater goods

Existing gutters and rain water pipe joints will be repaired/renewed and pipes and gutters cleaned where they are found to be blocked. Gutter leaf guards will be installed to all guttering to assist in the protection of blockages from leaves and debris.

Window and door renewals

The existing single glazed timber framed access doors and windows were found to be beyond economical repair and providing very little thermal efficiency.

Within this scheme of works all access doors and windows will be renewed with a PVC frame and double-glazed units. These works will provide improved warmth in your home and improved security.

Brick repairs

This programme of works will include a variety of methods used to repair and protect the brickwork, these are:

- Re-pointing - the mortar joints that are in-between the bricks have become loose and in some areas deteriorated. This pointing will need to be replaced to prevent damp penetration into the building. This is particularly noticeable to the flank elevation of the blocks between the ground and first floor levels.
- Re-facing renewal - in some areas the weather resistant face of the bricks has deteriorated leaving the building prone to dampness from the elements. These are to be repaired and in some cases the bricks will be renewed or refaced.

External decorations

All previously painted surfaces will be repainted, these areas include the fascia's, soffits, handrails, metal and wooden fences, gates, and general surfaces.

The paintwork has begun to flake, blister and appears dull. In areas where there is timber, cracks have also begun to appear as the current paint work starts to fail/breakdown leaving areas exposed to the elements. If left untreated, these areas will eventually rot causing further damage and expensive repairs/replacement.

The redecoration works are a major part of maintaining the building as paintwork acts both as a protective barrier and helping to prevent further damages, as well as keeping up the external appearance of the blocks.

Works to grounds

The private gardens and communal areas with timber fencing that has become damaged and weathered will be thoroughly inspected and any broken or missing panels, broken posts or supporting rails will be renewed or replaced.

These works are carried out to ensure that the privacy and security are maintained.

Localised areas of paving, predominately around entrances will be checked for repairs/replacement. All trip hazards caused by uneven slabs will be levelled.

Electrical

Electrical systems within buildings include the existing security door entry, existing communal power and lighting (including battery backed emergency lighting), existing electrical mains distribution and existing electrical distribution to dwellings.

Works proposed for the four storey blocks are:

- New emergency lighting
- New electrical intake distribution board
- New electrical supplies to property's

The proposed works to Simmons House, N7



Scaffolding

Scaffolding will be put up to provide access for site operatives to safely access the outside of the buildings. Providing a safe access forms part of working from height regulations 2005 and ensures all works can be undertaken safely.

Work will start from the top of the building and as the work is completed, the scaffolding will be removed.

Roofing and high level works

The roofs at Simmons House are a flat design with an insulated mineral felt covering and are in a reasonable condition and will undergo an inspection of the covering to ensure the area is watertight. The area will then be cleaned including the outlets removing all leaves and debris.

Rainwater goods

Existing gutters and rain water pipe joints will be repaired/renewed and pipes and gutters cleaned where they are found to be blocked. Gutter leaf guards will be installed to all guttering to assist in the protection of blockages from leaves and debris.

Window and door repairs

The uPVC windows are generally in good condition. They will require servicing to make sure they are secure and fully functioning, which will involve:

- inspecting the hinges, handles, and seals. Any defective components found will be replaced and other areas lubricated to ensure ease of opening
- the external mastic joint around the window frame will be inspected as this can become dry and crack, leaving areas exposed to water ingress. If there are any signs of failing this will be renewed
- the external window frames and casements will be cleaned with an uPVC window cleaner the while the scaffolding is up

Brick repairs

This programme of works will include a variety of methods used to repair and protect the brickwork, these are:

- Re-pointing - the mortar joints that are in-between the bricks have become loose and in some areas deteriorated. This pointing will need to be replaced to prevent damp penetration into the building. This is particularly noticeable to the flank elevation of the blocks between the ground and first floor levels
- Re-facing renewal - in some areas the weather resistant face of the bricks has deteriorated leaving the building prone to dampness from the elements. These are to be repaired and in some cases the bricks will be renewed or refaced
- Brick cleaning - some areas of brickwork have become stained, these areas will be cleaned, treated and in some instances dyed to match in with the existing brickwork improving the look of the building

Expansion joints

The area where the brickwork joins a section of concrete, or where large areas of brickwork/concrete are joined together are sometimes met by an expansion joint which is a small gap to allow the building to move freely without causing major cracks. These are also referred to as movement joints and are generally filled with mastic which is flexible and weather resistant. Some of the existing expansion joints have become cracked and are in need of replacing.

All works carried out to the brickwork areas are an important part of maintaining the building to prevent against water ingress.

External decorations

All previously painted surfaces will be repainted, these areas include the fascia's, soffits, handrails, metal and wooden fences, gates, communal doors and general surfaces.

The paintwork has begun to flake, blister and appears dull. In areas where there is timber, cracks have also begun to appear as the current paint work starts to fail/breakdown leaving areas exposed to the elements. If left untreated, these areas will eventually rot causing further damage and expensive repairs/replacement.

The redecoration works are a major part of maintaining the building as paintwork acts both as a protective barrier and helping to prevent further damages, as well as keeping up the external appearance of the blocks.

Communal areas

The communal stairs will be cleaned including the tiled wall areas All previously painted surfaces will be redecorated with a class O fire retardant paint. Service cupboard doors located within the stairwells will be renewed where they are found to be beyond economical repair.

Works to grounds

The private gardens and communal areas with timber fencing and brickwork that has become damaged and weathered will be thoroughly inspected and any broken or missing panels, broken posts or supporting rails will be renewed or replaced.

These works are carried out to ensure that the privacy and security are maintained.

Localised areas of paving, predominately around entrances will be checked for repairs/replacement. All trip hazards caused by uneven slabs will be levelled.

Electrical

Electrical systems within buildings include the existing security door entry, existing communal power and lighting (including battery backed emergency lighting), existing electrical mains distribution and existing electrical distribution to dwellings.

Works proposed for the four storey blocks are:

- New emergency lighting
- New electrical intake distribution board
- New electrical supplies to property's

The proposed works to Hornsey Road, N7



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Work will start from the top of the building and as the work is completed, the scaffolding will be

Roofing and high level works

The roof covering at Hornsey Road is a traditional pitch design with composite slate roof covering and is in reasonable condition. The works that will be carried out include all necessary external roof repairs to areas such as roof coverings, ridge tiles, roof outlets, brickwork/re-pointing, and apron and stepped flashings. All areas of the roof will be inspected and repaired as necessary to ensure the roof is providing sufficient weathering.

Rainwater goods

Existing gutters and rain water pipe joints will be repaired/renewed and pipes and gutters cleaned where they are found to be blocked. Gutter leaf guards will be installed to all guttering to assist in the protection of blockages from leaves and debris.

Window and door renewals

The uPVC windows are generally in good condition. They will require servicing to make sure they are secure and fully functioning, which will involve:

- inspecting the hinges, handles, and seals. Any defective components found will be replaced and other areas lubricated to ensure ease of opening
- the external mastic joint around the window frame will be inspected as this can become dry and crack, leaving areas exposed to water ingress. If there are any signs of failing this will be renewed
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Brick repairs

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- Re-facing renewal - in some areas the weather resistant face of the bricks has deteriorated leaving the building prone to dampness from the elements. These are to be repaired and in some cases the bricks will be renewed or refaced.

Expansion joints

The area where the brickwork joins a section of concrete, or where large areas of brickwork/concrete are joined together are sometimes met by an expansion joint which is a small gap to allow the building to move freely without causing major cracks. These are also referred to as movement joints and are generally filled with mastic which is flexible and weather resistant. Some of the existing expansion joints have become cracked and are in need of replacing.

All works carried out to the brickwork areas are an important part of maintaining the building to prevent against water ingress.

Concrete repairs

The main structure of these buildings is concrete and there are areas externally that are in need of repair, for example the walkway supports and above lintels doors and windows.

As minor cracks appear, water can get in causing the steel reinforcement bars to corrode and resulting in a weakening of the main structure of the building. Preventative works are required to ensure that the exposed areas are treated and repaired to stop the damage from getting worse, the finished surfaces will be filled, made good and decorated.

External decorations

All previously painted surfaces will be repainted, these areas include the fascia's, soffits, handrails, metal and wooden fences, gates, communal doors, stairwells to the maisonettes, vast iron rain water pipes, the underside of the balconies and general surfaces.

The concrete lintels above windows and doors will also be painted. This will provide protection to the concrete and continuation across the estate, similarly the planter faces will be painted to maintain the appearance of the blocks.

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Private balconies

The surface areas to the private balconies are to be re-covered with a cold applied coating. The new design will have insulation laid underneath and finished with promenade tiles.

This work will prevent any water ingress which can damage the integrity of the building and cause mould and decay potentially damaging decoration and plaster finishes to rooms in residents homes.

Communal areas

The communal stairs will be cleaned including the tiled wall areas All previously painted surfaces will be redecorated with a class O fire retardant paint. Service cupboard doors located within the stairwells will be renewed where they are found to be beyond economical repair.

Shared access walkways

The common access walkway is a canter-levered design finished with an asphalt protective coating. These areas will be checked for defects, cleaned and repaired, including all outlets and expansion joints.

Works to grounds

The private gardens and communal areas with timber fencing that has become damaged and weathered will be thoroughly inspected and any broken or missing panels, broken posts or supporting rails will be renewed or replaced.

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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 January 2022 and take 10 months to complete. Once works start you will receive regular newsletters from the contractor to keep you informed on progress.

The contractor will contact you if they need to arrange access to your flat. 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

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

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 Residents Consultation 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 at

Richard.Berwick@islington.gov.uk or

020 7527 5343.