



ISLINGTON

# HOUSING SCRUTINY COMMITTEE

## 8 June 2015

### SECOND DESPATCH

**Please find enclosed the following items:**

**Item 7** Information Item - Estate Services Management: Written Witness Evidence 1 - 10

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ISLINGTON

# SPECIAL PROJECTS TEAM

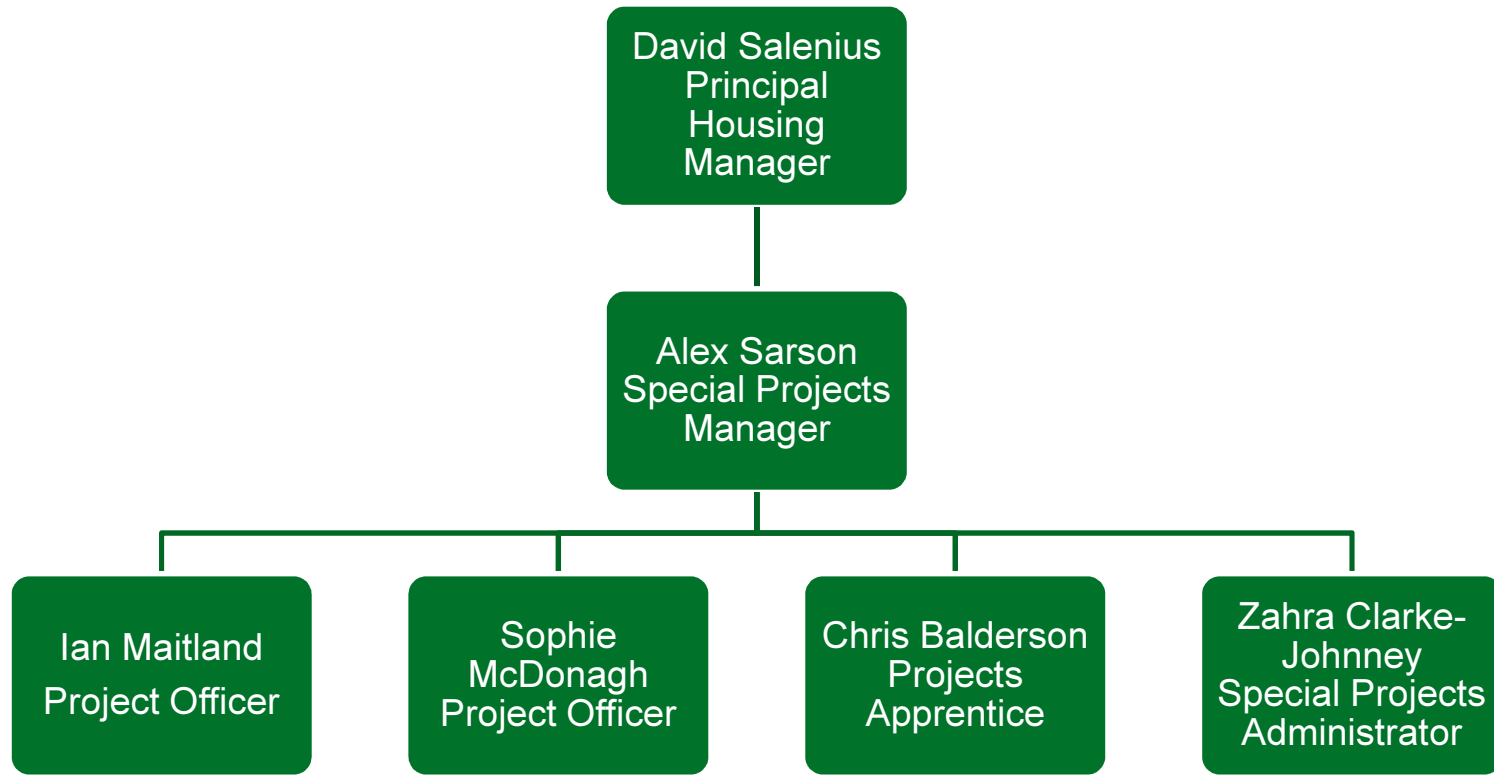
Presentation to Housing Scrutiny Committee  
8 June 2015

## The Special Projects Team (SPT)

- Working in liaison with residents and Islington Housing colleagues to deliver borough wide environmental improvement works on our estates.
  - Producing budget estimates and work solutions from stakeholder briefs
  - Assist with funding applications to obtain contributions from external sources to enhance project value
- Working in liaison with specialist contractors and professionals for:
  - New and improved play facilities
  - Utilising redundant open spaces
  - Creating community food and planting initiatives
- Improvements and additional security to estate thoroughfares by ways of:
  - Better identification signage
  - New surfacing
  - Lighting and associated security installations
  - Installing lockable compounds for cycles and waste collection services



# SPT Structure



## Project Officers

- The Project Officers cover the following areas:
  - Produce work solutions from residents briefs
  - To consider or produce technical specifications and designs for procurement
  - To consult with council planning department on any works with possible planning or conservation concerns
  - Carry out Health & Safety, Environmental Impact and Equality assessments with evaluation prior to works starting
  - Consider impact on vulnerable and disabled persons and accommodating needs with working systems during the works.
  - To consult, notify and provide all stakeholders with an agreed programme of works for any project
  - To monitor performance of on site operatives and implement innovation and change as projects progress as required
  - Ensure projects are fully completed as specified in contracts by ways of continuous inspections



## Health and Safety

- All officers have a duty to:
  - Ensure that all proposed projects have competent risk and methods statements approved prior to being on site.
  - Carry out relevant tool box talks on site with working operatives as necessary
  - Ensure all working operatives are wearing appropriate PPE during works
  - Consider the impact the proposed works will have on vulnerable or disabled residents and take precaution measures as necessary
  - Have a good understanding of Contract Design and Management 2007 policy and the Health and Safety At Work act 1974



## Funding Streams

- Estate Security Programme
- Environmental Improvements Programme
- Section 106
- Line marking Project
- Other funding- other funding streams that become available during the year (i.e. Find a Way)





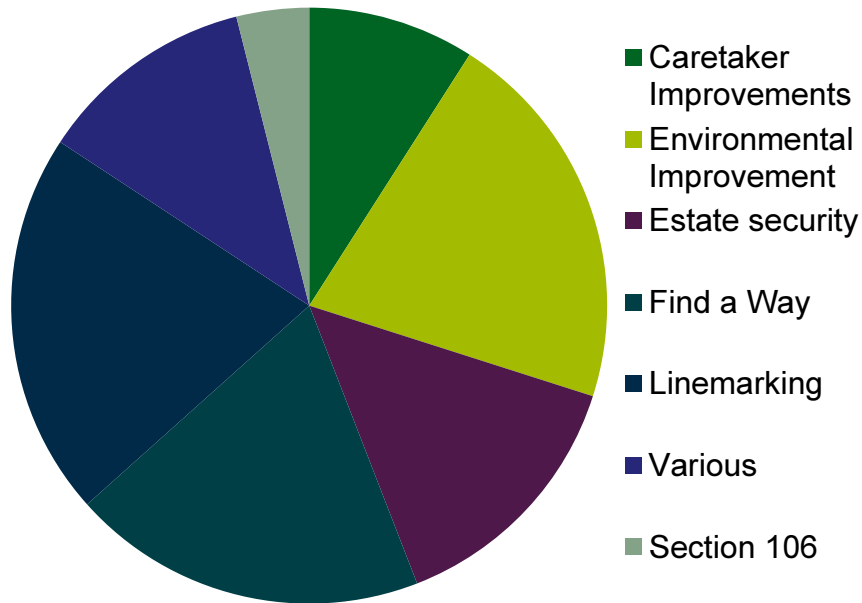
## KPI Overview 2014-15

Scheme	Number of projects	Total Cost	Percentage
Caretaker Improvements	23	£106,240	6.87%
Environmental Improvement	53	£449,648	29.07%
Estate security	36	£204,713	13.23%
Find a Way	49	£228,539	14.77%
Line marking	53	£13,240	0.86%
Various	30	£181,204	11.71%
Section 106	10	£363,429	23.49%
<b>Total</b>	<b>254</b>	<b>£1,547,013</b>	

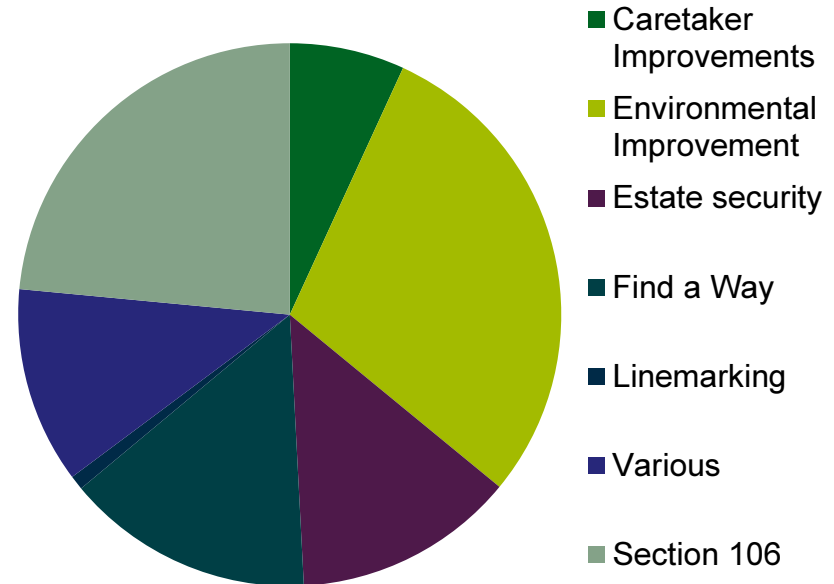


# KPI Overview 2014-15

### Number of projects



### Total Cost



## 2015-16 Performance Measure – Customer Satisfaction Survey

- A survey is to be sent following the completion of some projects in the Estate Security and Environmental Improvement scheme programmes
- We will ask stakeholders a series of questions regarding different stages of the Special Projects process and the outcome of their project
- This will enable the SPT to get feedback and implement improvements for future years' schemes



If you have any questions about the service please contact Alex Sarson on  
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