

Leaseholder Consultation Meeting

for the

Cyclical Improvement Works (Preventive Maintenance, Repair and Redecoration)

proposed at

MP09 Levison Way & Archway

22nd October 2014

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List of Properties

Address	Total Properties	Leasehold Properties	Tenanted Properties
1-107 Levison Way	106	31	75
1-30 Hargrave Mansions	30	14	16
1-12 Calvert Court	12	4	8
1-39 Bovington Close	28	2	26
TOTAL:	176	51	125

Note: There are a number of freehold properties where we will not be carrying out any works.

Project Team

Role	Name	Contact
Project Manager (IC)	Christopher Cooke	020 7527 8253
Consultation Officer (IC)	Richard Berwick	020 7527 5343
Major Works Consultation Officer (IC)	Alan Young	020 7527 7753
Cost Consultant (IC)	Christian Clarke	020 7527 2352
Health & Safety Manager (IC)	Stuart Fuller	020 7527 2387
Contracts Manager (M)	Theo Petrou	07889 711 233

IC = Islington Council

M = Mears

Proposed Works to 1-107 Levison Way

- **External Preventive Maintenance**

Repairs to and cleaning off of flat roofs including entrance porch roof to ground floor units; replacement of translucent corrugated canopy over top balcony access walkway; cleaning of walls and concrete soffits and beams; overhauling, easing and adjusting windows where required and renewal of mastic seals to perimeters; overhaul ease and adjust front entrance doors where required; redecoration of all previously painted elements externally; taking up and relaying of damaged and uneven paving slabs; improving the surface water drainage adjacent to the front entrance doors; repairs to asphalt walkways and balconies where required; renewal of timber fence panels where damaged or rotten; repairs to garden store doors as required.

- **Internal Repairs & Decorations**

Repairs to damaged walls, stairs and balustrades. Communal redecoration of all previously painted surfaces.

- **Works not chargeable to Leaseholders**

Kitchen and bathroom renewals to tenanted properties where qualifying, including heating and electrical upgrades. Upgrades to front entrance doors to tenanted properties to improve fire safety.

External Preventative Maintenance

Right:
Cracked and uneven
paving requiring
replacement and
relaying



Right:
Flat roof at 69-92
Levison Way
requiring minor
repairs and cleaning
off of moss and
debris.



Above:
Replace defective corrugated
canopy and repairs to asphalt
walkway and decoration of
railings

Right:
Existing uPVC
windows in good
condition to be eased
and adjusted as
required and cleaned



Internal Repairs and Decorations

Right:

Replace broken glazing, clean off
and ease and adjust skylights



Right:

Communal areas require cleaning off of
brickwork and decoration of previously-
painted surfaces



Proposed Works to 1-30 Hargrave Mansions

- **External Preventive Maintenance**

Cleaning down of flat roof covering and clearing and resealing of outlets and gutters; cleaning of brickwork walls and stucco rendered elements to elevations; overhauling, easing and adjusting windows where required and renewal of mastic seals to perimeter; overhaul ease and adjust front entrance doors where required; redecoration of all previously painted elements externally; renewal of damaged fences panels as required; repairs to external bin stores and front garden paths and hardstanding.

- **Internal Repair & Decorations**

Repairs to damaged plaster surfaces; repairs to handrails and balustrading; cleaning off of floor coverings and stair treads and associated repairs; redecoration of previously painted surfaces with Class 0 fire retardant paint to walls and stair soffits.

External Preventative Maintenance

Right:

Existing timber sash windows in reasonable condition requiring general overhaul, repairs, renewal of seals and ease and adjust.



Right:

Bin stores requiring repairs, replacement of defective roof slab and decoration



Above:

Flat roof recently recovered and in good condition – clean off and make minor repairs to parapets.

Right:

Timber fences in poor condition requiring replacement/repair



Internal Repairs and Decorations



Above:

Communal entrance hall to 7-12 showing plaster damage to wall to be repaired and decorated



Above:

Communal areas require repairs to stairs and balustrading and decoration of previously-painted surfaces

Proposed Works to 1-12 Calvert Court

- **External Preventive Maintenance**

Cleaning down of flat roof covering and resealing of roof outlets and box gutters; ease, adjust and overhaul Crittal windows to common parts; carefully cut out defective concrete cills to windows where required, prepare existing reinforcement and reform new cills; repair and welding of metal railings where damaged and or broken; redecoration of all previously painted elements externally including hair pin railings to boundaries; repair and repointing of damage brickwork areas to boundary walls; renewal of damage concrete paving slabs adjacent to the building as required;

- **Internal Repair & Decorations**

Repairs to damaged plaster surfaces; repairs to handrails and balustrading; cleaning off of floors and stair treads and associated repairs; redecoration of previously painted surfaces with Class 0 fire retardant paint to walls and stair soffits. Overhaul of refuse chutes.

External Preventative Maintenance



Above: Mineral felt flat roof in reasonable condition for its age requiring some repairs and cleaning off and resealing of outlets.



Above: Concrete soffit/fascia to tank room roof requiring repairs



Above and Above Right: Various concrete cills showing cracks and delamination requiring concrete repairs and renewal of window perimeter cills.

External Preventative Maintenance



Above: Dwarf boundary brick wall requiring repointing and cleaning off of moss growth. Hairpin railings requiring repairs and redecoration



Right:
Pothole to rear asphalt path requiring repairs. Moss growth to be jet washed to clear.

Internal Repair and Redecoration

Right and Below Right:
Communal areas requiring redecoration, including metal railings, metal screen window, walls, soffits & ceilings



Proposed Works to 1-39 Bovingdon Close

- **External Preventive Maintenance**

Cleaning off and minor repair works to concrete tile roofs;

Renewal of timber fascia boards where rotten; cleaning of walls and concrete soffits;

Overhauling, easing and adjusting windows where required and renewal of mastic seals to perimeter;

Overhaul, ease and adjust front entrance doors where required;

Overhaul and flushing through of gutters and rainwater downpipes;

Redecoration of all previously painted elements externally including garage doors and frames.



Above: Defective, rotted timber fascia boards requiring wood care repairs/ renewal and staining to brickwork requiring cleaning



Right:
Repainting of all previously-painted surfaces,
including hairpin railings shown.

Proposed Programme

Leaseholder Consultation (S20) Closes	31 st Oct 2014
Issue Contractor with Order	November 2014
Pre-Start Residents' Meeting	December 2014
Works to Commence on Site	January 2015
Works to be Completed	August 2015
Agree Final Account	November 2015

Notes: All dates are subject to successful completion of Section 20 consultation process.
A detailed programme for site operations will be available at the pre-start residents' meeting.

Payment

- Leaseholders will not be issued with invoices until the final account is agreed. At this time the Home Ownership Unit will issue a Section 22 notice which will detail the final cost of the works.
- The estimated cost in the Section 20 notice represents that maximum amount that you will have to pay for the listed works.
- Islington Council offers a range of payment terms. Details of who to contact to discuss these terms will be on the final account notice.

Consultation and Updates

- **Section 20 Consultation**

Until 31st October 2014, you are invited to make observations on the proposed works and the Council will have regard for this in finalising the works, and inform you in writing of their actions within 21 days of receiving your observation.

- **Pre-Start Residents' Meeting**

This will normally take place two weeks before the works commence on site and you will receive a letter with details of the date, time and venue. At this meeting a detailed programme for the works on site will be available, together with details of site set up and other relevant information.

- **Contractor's Newsletters**

These will be issued on a monthly basis throughout the construction period to keep you informed on progress.

- **Satisfaction Surveys**

At the end of the works Islington Council will issue satisfaction surveys to enable you to give your feedback on the works.

Thank You

Thank you for attending this meeting.

Islington Council will issue minutes within 10 working days to all leaseholders.

If you have any further questions please contact your project team.