

MINUTES OF THE CABINET MEMBER SIGNING HELD ON MONDAY 16 MARCH 2026, 12:30PM – 12:50PM

PRESENT: Councillor Sarah Williams, Cabinet Member for Housing and Planning (Deputy Leader)

In attendance: Zahra Maye, Head of Housing Related Support, Peter de Bique, Head of Major Works, Scott Kay, AD Repairs & Compliance, Ian Craig, Interim Head of Commercial Projects and Nazyer Choudhury, Principal Committee Co-Ordinator

1. FILMING AT MEETINGS

The Cabinet Member referred to the notice of filming at meetings and this information was noted.

2. APOLOGIES FOR ABSENCE

There were no apologies.

3. DECLARATIONS OF INTEREST

There were none.

4. URGENT BUSINESS

There was no urgent business.

5. DEPUTATIONS / PETITIONS / QUESTIONS

There were none.

6. HARINGEY CITIZENS ADVICE BUREAUX - CONTRACT FOR THE PROVISION OF INFORMATION, ADVICE AND GUIDANCE SERVICE EXTENSION

The report sought approval to vary and extend the contract with Haringey Citizens Advice Bureaux for the provision of Information Advice and Guidance Service, as permitted under Contract Standing Orders (CSO)s 18.03, 0.08 and 2.01(d).

Subject to approval being granted, the variation would be for a period of two years, starting from 1st April 2026 at an annual cost of £726,536. The aggregated value of the contract including the proposed variation and extension was £4,473,933.

The Cabinet Member RESOLVED

1. To approve in accordance with CSOs 18.03 variation of contract and 2.01(d) (variation of contract by Cabinet) as permitted under CSO 0.08 (Cabinet Member decision) for the provision of Information Advice and Guidance Service for a period of two years from 1 April 2026 to 31 March 2028, at an annual value of £726,536 subject to funding.
2. For delegated authority to be granted to the Corporate Director for Adult, Housing and Health to approve a further one-year extension from 1 April 2028 to 31 March 2029. This approach provides essential operational flexibility to accommodate any slippage in timelines while the Council undertakes a full competitive tender, ensuring uninterrupted support for residents throughout the transition.

Reasons for decision

Haringey continued to face high levels of deprivation, homelessness risk, debt, and health inequalities, particularly among vulnerable groups such as disabled residents, migrants, and those with mental health needs.

The service provided early intervention to prevent crises such as eviction, unemployment, and hospitalisation, reducing reliance on statutory services and supporting residents to maximise income and sustain tenancies.

The Information, Advice and Guidance service contributed to key outcomes in the Council's Corporate Delivery Plan 2024 –2026, including preventing homelessness, improving health and wellbeing, and connecting residents with timely support. It also supported compliance with the Homelessness Reduction Act 2017. 3.4. By offering free, accessible advice on welfare benefits, debt management, and housing, the service helped reduce financial hardship, promote social inclusion, and improve life chances which support anti-poverty objectives.

The extension ensured continuity of a well-established partnership model co-funded by the Council and North Central London Integrated Care Board (NCL ICB), avoiding disruption to residents and cost-effectiveness.

Alternative options considered

Do Nothing: The Council could elect not to extend the Information Advice and Guidance service as it was not statutorily required to do so. However, this would leave Haringey residents without access to timely, local and specialist information and advice on key areas of need and inequality in the borough. This would be highly likely to increase the human and financial pressure on key Council and statutory services, i.e. without access to advice and guidance there would be an increase in number of residents at risk of eviction, which would place further burden on statutory services such as Temporary Accommodation and would have a further detrimental impact on the residents affected. Therefore, the option of doing nothing was considered and rejected.

Insourcing: Consideration was given to delivering the service in-house. This was deemed unsuitable because a core element of the service is the provision of independent advice, including support for residents seeking to review or appeal decisions made by the Council or its partners. Citizens Advice were also a Financial Conduct Authority (FCA) regulated to deliver Debt Advice. Insourcing would compromise this independence and reduce trust in the service. This option was therefore rejected.

7. HAMILTON CLOSE MAJOR WORKS PROGRAMME

In line with Contract Standing Order (CSO) 2.01c and 0.08 the report sought approval from the Cabinet Member for Housing and Planning (Deputy Leader) to award a contract to Tenderer A in the sum of £1,909,942.00 for the Hamilton Close Major Works Programme.

Hamilton Close consists of seven blocks of three-storey, purpose-built flats. As part of the ongoing Asset Management programme, a series of improvement works was planned to enhance the communal and external areas. The scope of these works included the replacement of the existing timber-framed communal entrances with an aluminium curtain walling system, the application of a fire-rated coating to the communal walls, ceilings, and woodwork, along with the renewal of the vinyl floor coverings to the stairs and landing areas.

The planned works were originally scheduled to begin in late 2024 or early 2025. However, commencement was delayed following receipt of updated Fire Risk Assessments (FRA and FRAEW) covering both the internal and external areas of the blocks. These assessments highlighted several significant fire safety deficiencies within the communal spaces and external areas requiring further consideration before the improvement works could proceed.

The fire safety deficiencies identified in the updated assessments required further consideration before the improvement works could progress. As a result, the original scope of works had to be reviewed to ensure that all proposed improvements were fully aligned with current fire safety standards and regulatory requirements.

The Cabinet Member RESOLVED

1. To approve, Pursuant to Contract Standing Order (CSO) 2.01c and 0.08, the award of contract to Tenderer A for the sum of £1,909,942.00. Full details of Tenderer A, along with information on the other bidders, were provided in Appendix A – Exempt Report.
2. To approve the expenditure of sums as set out in Appendix A – Exempt Report.
3. To approve, in line with Contract Standing Orders (CSO 16.04), issuance of a letter of intent for the value of £190,994.00. The Letter of Intent will allow the

contractor to commence the project by placing orders with their supply chain before agreeing a formal contract.

Reasons for decision

Feasibility and Condition Surveys

The Council appointed a multi-disciplinary consultant in 2024 to undertake a feasibility study of the seven timber framed blocks on the Hamilton Close estate. The purpose of the study was to gather essential technical information to inform and develop a comprehensive major works programme.

In addition to the feasibility study, the consultant was commissioned to provide a suite of specialist services, as outlined below. The corresponding fees for these services were set out in the Exempt Report (Appendix A). These services included:

- Project and cost management
- Architectural design and technical support
- Building surveying
- Mechanical, electrical, structural engineering
- Principal Designer services in compliance with the Construction (Design and Management) Regulations and Building Safety Regulations

The feasibility study was carried out in two phases. The initial phase, undertaken in February 2024, focused on evaluating the condition of the communal areas, including the main entrances, with a view to determining the approach for replacement of the timber frame, glazing and cladding systems to the main entrances, together with associated redecoration works and renewal of floor finishes to the communal parts.

The second phase consisted of intrusive surveys carried out in May 2024. This required the removal of selected sections of the timber and u-PVC cladding on the main entrances and adjacent areas.

The surveys revealed that all blocks exhibit similar defects, with the main entrances showing notable deterioration to the glazing and structural timbers. The consultant recommended replacing the timber-glazed entrances with a specially designed aluminium curtain-walling system. It was also advised that the internal areas be upgraded. The upgrade would include redecoration with a high-performance fire-rated coating, along with renewal of the vinyl floor coverings to the stairs and landing areas.

Fire Safety Upgrades

During the intrusive surveys, the consultant identified a potential fire-safety breach at the interface between the main entrances and the external cladding. They noted that in replacing the timber structure of the main entrance, the junction between the existing cladding would be disrupted, compromising the integrity of the fire-stopping measures at that point. To ensure the improvement works comply with current

fire-safety regulations and protect the block against fire spread, it was therefore concluded that the u-PVC cladding must be fully replaced alongside the installation of the new aluminium curtain-walling system to the main entrances.

Although this increased the overall scope of works, the approach was essential to ensure that the timber frame structure and u-PVC cladding meets current fire safety standards.

In addition to replacing the cladding to the main walls and installing the upgraded curtain-walling system to the principal entrances, the following works were also identified within the external areas:

- Fabric repairs to masonry and brickwork to restore external surfaces and prevent deterioration.
- Minor roof repairs to ensure weatherproofing and structural integrity.
- Renewal of rainwater goods to improve drainage and prevent water damage.
- Levelling of pathways to eliminate trip hazards and improve accessibility 4.9

The above works would ensure that the 7 blocks within the Hamilton Close Estate were structurally sound, weather tight, and compliant with current fire safety regulations.

The works would also prevent further deterioration, reduce repair costs, and enhance the overall condition of the Council's housing stock.

Energy Efficiency Improvements

This project supported the Council's commitment to achieving a net-zero-carbon borough by 2041. Planned energy-efficiency measures include upgraded external wall insulation and high-performance glazing to the new curtain-walling at the main entrances. These improvements will help reduce carbon emissions, lower residents' energy bills, and contribute directly to the Council's Climate Change Action Plan and Affordable Energy Strategy.

Minimising Future Costs

Through targeted refurbishment under this programme, the Council would proactively safeguard the seven blocks on the Hamilton Close estate from further deterioration. Deferring these works would compound repair needs to the main entrances, external areas, and communal spaces, resulting in higher long-term costs and a gradual reduction in asset value. Undertaking the improvements now will therefore deliver tangible cost savings over the life of the blocks.

Resident Engagement and Communication

Although the works are external in nature, the Council has engaged with residents and stakeholders across the Hamilton Close Estate. Communications have been issued to affected households, and Resident Liaison Officers have been appointed to support engagement, respond to queries, and ensure that disruption is minimised. This proactive approach reflects the Council's commitment to transparency and resident

wellbeing. As part of the engagement – residents would be invited to choose colours for communal decorations and flooring. Alignment with Strategic Goals

This project aligned with the Council's wider strategic objectives, including the Housing Delivery Programme, the Housing Asset Management Strategy, and the Council Housing Energy Action Plan (HEAP). It supported the Council's ambition to provide high- quality, sustainable housing and to make best use of its existing stock.

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Leasehold implications

There are 45 leasehold properties affected by the works to the 7 blocks on the Hamilton Close estate.

Under the terms of their lease, lessees are required to contribute towards the cost of maintaining in good condition the main structure, the common parts and common

services of the building. Such contributions were normally recovered by the freeholder through the lessees' service charge account.

The Council adhered to standard statutory Section 20 processes, as detailed in the Leasehold Advisory Service guide for public sector landlords using the 2003 regulations under the Landlord & Tenant Act 1985/2002.

30-day Section 20 consultation notices were issued under Schedule 4 Part 2 of the Service Charges Regulations 2003,

- Notice of Intention was issued 23 April 2024 and expired 26 May 2024.
- Notice of Estimate was issued 24 November 2025 and expired on 27 December 2025.
- The total amount estimated to be recovered from Leaseholders for the proposed works outlined in this report is £310,780.00. With an average leaseholder charge of £6,906.00

The above figures reflected the restrictions placed upon the Council under Part 5 of the Building Safety Act 2022 ("the Act"). Part 5 of the Act contained a number of complex provisions which prevent or limit the Council's ability to recover service charges from its leaseholders ("tenants") where it undertook works to remedy "relevant defects" in "relevant buildings".

Alternative options considered

Do Nothing

The option of taking no action was considered but quickly discounted. The Council had a duty to maintain its housing stock in a good state of repair, and choosing not to proceed with the major refurbishment works would be a breach of that duty. In addition, a "do nothing" approach could expose the Council to disrepair claims, leading to avoidable legal costs.

Partnering Contract

Haringey Council had procured four long-term partnering contractors to deliver major works to its housing stock over a 10-year period. While it was initially considered to include the Hamilton Close Major Works Programme within the partnering contracts, several critical factors led to this option being ruled out.

Firstly, the Hamilton Close Major Works Programme was considered urgent, particularly as the works are intended to address fire-safety concerns and remedy significant deterioration to the timber-framed main entrances.

Delaying the works until the partnering contractors mobilise in April 2026 would risk further deterioration of the blocks, resulting in higher repair costs and potentially exposing the Council to disrepair claims.

It should also be noted that the decision to exclude the Hamilton Close Major Works Programme from the partnering contract reflects the fact that the project was first identified in 2022. The works were therefore already overdue, and any further delay would compromise the Council's ability to meet its Decent Homes targets for 2025/26 and 2026/27.

8. LIFT MAINTENANCE CONTRACT - APPROVAL FOR ONE-YEAR EXTENSION

To extend the Lift Service and Maintenance Contract with Jackson Lift Services Limited, by implementing the second of two one-year contract extension, from 01 April 2026 to 31 March 2027.

To vary the contract by increasing the value by a further £358,324.49 from an original contract value of £2,804,585.00, to £3,261,254.49. This value includes a previous variation of £98,345.00 for the first-year extension in 2025 to 2026.

The Cabinet Member RESOLVED

1. To approve the extension and variation of the contract for Lift Service and Maintenance with Jackson Lift Services Limited from 1 April 2026 to 31 March 2027, for an additional £358,324.49. as permitted under CSO 18.03.3 pursuant to CSO 2.02 (b).
2. The approval of this annual extension would result in an annual value of £600,000 which was the remaining contract value plus the requested variation value.

Reasons for decision

The reasons for seeking to extend this contract was to ensure continuation of a statutory service provision and enable the re-procurement of a new lift maintenance contract during the period.

Due to the number of contracts in procurement and the available resources, the Council was, where possible, utilising extensions to stagger the re-procurement of major contracts. This approval would enable time to procure the new long-term Lift Service & Maintenance contract by 01 April 2027 and allow future procurements to avoid co-termination and reduce future pressure on resources.

Alternative options considered

Do Nothing - This was not an option, as the Council must provide this essential lift service to residents in the borough in line with the Councils statutory health and safety obligations.

Re-Tender Contract - This was not possible within the immediate timescales, but would be commenced and completed, during the period of this extension.

Undertake the maintenance in-house - This was not an option due to the specialist skills and equipment required and would not be a feasible and costs effective solution.

9. EXCLUSION OF THE PRESS AND PUBLIC

Items 10 and 11 were subject to a motion to exclude the press and public be from the meeting as they contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paras 3 and 5, namely information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

10. EXEMPT - HAMILTON CLOSE MAJOR WORKS PROGRAMME

The Cabinet Member considered the exempt information.

11. EXEMPT - LIFT MAINTENANCE CONTRACT - APPROVAL FOR ONE-YEAR EXTENSION

The Cabinet Member considered the exempt information.

CABINET MEMBER: Councillor Sarah Williams

Signed by Cabinet Member

Date16 March 2026.....

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