

## Ledbury Estate Residents Project Group Meeting

Tuesday 5<sup>th</sup> January 2021 by Zoom

### MINUTES

Present	Present
Nicole Bailey	Ferenc Moreth (LBS, Head of Investment)
Patrick Goode	Lorraine Roach (LBS, New Homes Team)
Shelene Byer	Mike Tyrrell (LBS, Director of Ledbury Team)
Susan Slaughter	Olive Green (LBS, Resident Services Manager)
Thomas Ennis	Paul Thomas (LBS, Contract Manager)
Toby Bull	Sharon Shadbolt (LBS, Contract Manager)
Neal Purvis (Open Communities)	Charles Hingston (Calford Seaden, Partner)
Ian Simpson (Open Communities)	Mark Baines (Hunters, Director)

#### 1. Welcome and Apologies

- 1.1. Neal took the Chair and welcomed everyone to the meeting.
- 1.2. Apologies were received from Danielle Gregory and Jeanette Mason.

#### 2. Minutes of the Estate Project Team meeting of 1 December

- 2.1. The meeting accepted the minutes as accurate with one change:
  - 2.1.1. Thomas should only be listed once on the attendance sheet.

#### 3. Options Appraisal

- 3.1. Mike said there has been no change to the Offer Document since the Christmas break, and it is now being checked by Southwark's Legal team.
- 3.2. Toby had previously asked if there would be a ballot on the low rise QHIP work. Mike explained it will not be balloted because QHIP involves refurbishment, not redevelopment. Ferenc expects the Cabinet to update the QHIP programme in the summer to take account of the new Building Safety Bill, and he will keep the Project Group updated on this work.
- 3.3. Thomas expressed concern that two items have dropped out of the Design Principles. Firstly, the item about layout adaptability (e.g. moveable stud partitions) is no longer in the document. Lorraine confirmed this is not in the Employers Requirements. Nicole was concerned that changing room sizes (or even the number of rooms) could lead to less efficient use of the homes. **ACTION: discuss the potential to include layout flexibility in the Project Brief (Lorraine).**
- 3.4. Secondly, there is no reference to heating being available all year around. Mike thought metered heating will be available all year. **ACTION: check year-round heating is included in the Offer Document (Mike).**

- 3.5. Shelene asked whether residents will be able to have a choice of heating providers, and whether they will be forced to use prepayment methods. Mike explained that a district heating system can only have a single boiler, which must be operated by a single provider. Lorraine said the current district heating contract with Switch 2 will end in two years, and Southwark can consider appointing an alternative provider then.
- 3.6. Sue queried the more generous compensation paid to homeowners on redevelopment schemes, compared with tenants. Mike explained that the amounts of home loss payment are national figures set by the Government in law. Expenses is usually higher for homeowners as they have additional costs around purchasing a new home, but tenants and homeowners should both get all their reasonable moving expenses paid.

#### 4. Draft Cabinet Report

- 4.1. Mike introduced the Report, which will seek Cabinet permission to publish the Offer Document. Some tidying-up work is still needed, and Thomas will send his suggestions to Mike. **ACTION: Send out updated Offer Document with deadline for residents' comments after Thomas's changes (Mike).**
- 4.2. Demolition of Bromyard House must begin by September 2022 to qualify for £20 million of GLA subsidy. This money is needed to pay for the redevelopment.
- 4.3. Thomas asked 4- and 5-bedroom homes will be part of the redevelopment. Mike thought these homes will be needed to ensure every household can take up the Right to Return and to offer rehousing options for overcrowded tenants in the Ledbury Low Rise.

#### 5. Role of Southwark staff

- 5.1. Lorraine manages Southwark's New Homes Team 3. Her responsibilities include:
  - Developing a timeline that can ensure work starts on site by September 2022;
  - Run a procurement programme to select architects with residents, and
  - Oversee her own team's Project Manager and Project Officer

#### 6. Resident Engagement Strategy

- 6.1. The Offer Document should be published and delivered to all Towers tenants and leaseholders, and those with the right to return in February, with the ballot held in March.
- 6.2. [Mark left the meeting for the rest of this item.] The need to get work on site by September next year means the Council will have to use its two Framework Agreements for architects, which list pre-vetted contractors, when it invites tenders. The Procurement Panel to select the design team will be set up in April. The selection process will take place during May – July. Design exhibitions will be held to get residents' views and comments as the designs are developed.
- 6.3. The Cabinet will be asked to agree the costings in July, with the designs ready for planning application in September 2021. The planning application should be approved in May 2022.

- 6.4. Susan asked why Southwark cannot retain Hunters, since they are already familiar with the project. Lorraine said the size of the contract means it must go out to tender under Official Journal of the European Union (OJEU) rules, and Hunters are not on either framework. All their work they have done previously will be transferred across to the successful bidder. Hunters could work in partnership with the new architect if their role can be defined.
- 6.5. Lorraine said that although Brexit has now taken place, at the moment the Council is still working to the existing regulations. Southwark will invite expressions of interest this week, then create a Project Brief describing the work which can be sent out to interested firms. This will have to include details of the evaluation process, e.g. how the bids will be scored. The Brief will need to be completed by mid-February. This work is being done before the ballot result to reduce time delays in the programme.
- 6.6. Mike noted that interviewing bidders had worked well when Hunters were appointed, and Lorraine agreed there should be an interview process involving residents.
- 6.7. Patrick asked who would monitor the architects, and whether they will cut items that are important to residents if there are cost overruns? Lorraine said the Council would have to make it clear important design items are not negotiable, and that a contingency will be in place if unforeseen costs emerge on the project. Residents will need to be involved in monitoring and challenging their work throughout the process, before planning application, before construction starts, and on site.
- 6.8. Asked about underground bin stores, Mike said that Colin Wilson in the Old Kent Road team is examining this. Thomas suggested underground bin stores should be written into the brief, and Lorraine agreed this was a good idea provided suitable trucks are available.  
**ACTION: Update the Design Issues Log (Neal).**
- 6.9. Thomas volunteered to sit on the Procurement Panel. Sue and Nicole also expressed interest. **ACTION: consider volunteering for the procurement process (all RPG members).**
- 6.10. Mark re-joined the meeting at the end of this item.

## 7. LBS update

- 7.1. Mike said the fire brigade exercise yesterday will be the last one for the foreseeable future.

## 8. Decant update

- 8.1. One permanent tenant has moved this month.
- 8.2. There have been no temporary accommodation moves this month.

## 9. Leaks

- 9.1. Mike said only one leak has been reported this month.
- 9.2. Susan reported two additional leaks, one of which still needs a repair. **ACTION: arrange for Engie to contact Sue about the leak (Paul).**

9.3. Paul said that expansion strips have been fitted in Sarnsfield and Skenfrith Houses, except for one property where the tenant is currently self-isolating. The programme will be completed in early February.

9.4. Olive explained that where residents have leaks, they should be reported to the Council's call centre, not Engie.

## 10. Door replacement

10.1. Paul reported that the four front entrance doors to be replaced on low rise homes have now been fabricated. He is waiting for Engie's confirmation that they will be fitted during the next month.

10.2. Thomas asked why the existing doors in Ledbury Towers cannot be part of the design of the new build homes. He pointed out security systems need to be simple and robust so that they are easy to maintain and do not break down. Paul explained that the current door designs are no longer made.

10.3. Mike agreed the doors need to be simple, and noted Shelene's complaints about the high-tech doors at Blossom Court. He suggested Shelene's experiences in the new block would be useful as the design is being developed on Ledbury. Lorraine said requirements for the doors can be included in the Employers'

## 11. Residents' issues

11.1. **ACTION:** *circulate the current design issues log to Group members for suggestions and additions, and then send the updated list to Lorraine (Neal).*

11.2. **ACTION:** *Neal to organise a meeting of the RPG with Lorraine to work through the Project Brief in January. (Neal)*

## 12. Matters rising

12.1. All the December actions points have been completed apart from one item:

12.2. More robust fire alarm covers (paragraph 6.8) – *awaiting an answer (Mike).*

## 13. Any Other Business

**13.1.** Patrick pointed out that the proposed Shared Equity lease does not allow the owner to sub-let or live away from the property. Mike agreed there will need to be a bespoke lease for Ledbury so that landlords can exercise their right to remain. The Legal Team are currently working on this, but it has not been completed yet. **ACTION:** *Offer Document to make clear where shared equity lease differs from existing Right to Buy lease (Mike)*

## 14. Next meeting

14.1. The next meeting will be held by Zoom at 6.00 p.m. on Tuesday 2 February.

Ian Simpson 11.1.21.