

Tustin Estate Project Group Meeting

Thursday, 9th Sept 2021 by Zoom

MINUTES

| Present | Initials | Present | Initials |
|--------------------------------|----------|-----------------------------------|----------|
| Russell Dobson (Pulse Consult) | RD | Paulette Kelly | PK |
| Tonia Tkachenko (dRMM) | TT | Neil Onions (Box Consult) | NO |
| Andrew Eke (TCA Chair) | AE | Francis Phillip | FP |
| Andrew Johnson (LBS) | AJ | Neal Purvis (Open Communities) | NP |
| Neil Kirby (LBS) | NK | Murselin Islam (Open Communities) | MI |
| Susan Du Toit (LBS) | SDT | Modupe Somoye (LBS) | MS |
| | | Sharon Burrell | SB |

1. Introductions and apologies for absence

1.1. NP took the Chair and invited all participants to introduce themselves.

1.2. Apologies were received from Amelia Leeson, Mike Tyrell, Andy Chaggar, Paul Adams, Olive Green and Sharon Burrell.

2. Minutes of TEPG meeting 12th August 2021

2.1. The Minutes were agreed as an accurate record with the following addition at 7.5:

AE raised concerns that the TEPG meetings should not be used by individuals to promote their own organisation.

3. Next Steps in developing the Planning Application

3.1 NK said the Council is working closely with dRMM and Outside the Box consultancy on detailed programme of various steps over next two months and invited RD to go through the detailed programme.

3.2 RD informed dRMM has received tender for quantity surveyors, designers, and planning consultants with an aim to appoint them by end of September and on course with the programme. Planning to be submitted by March 2022.

3.3 TT added they are meeting project groups, hearing about estate issues, looking into feasibility study, any site information available, site surveys that need to be procured, working with Pulse to procure any of those.

3.4 TT also added In terms of Design stages currently Master Plan health check is underway which includes reviewing the feasibility, Master Plan and then identifying issues through surveys and reflect residents' and Council's comments. In parallel to this work dRMM have also started working on Phase 1 which includes Block G (in front of Heversham), Block D (infill houses in Manor Grove) and Block C (Ullswater and Hillbeck). Thinking on the wider Master Plan has also started looking at ways to speed up Phase 2 and 3. The aim remains to start demolition by Sept 2022 to access the GLA funding.

3.5 NK added that this is not re-writing the design but adding and reflecting issues that have been raised in the past to improve the design. Property numbers are unlikely to change. There will be some discussions with the school with some aspect of how to deliver the school project. Apart from that are there are no changes to any plan.

3.6 FP enquired about the process of residents re-housing due to demolition at Hillbeck and other blocks. NP explained residents have the right to choose to stay on the estate during the demolition and build time and then move into their new home on the estate. There are residents who want to move out of the estate, and they are Band A and we will receive updates on those in future meetings.

3.7 AE said engagement plan needs to reflect the planning submission target date and engagement works should start around that. There should be a group of people/stakeholder to look at the engagement plan. NP reminded the meeting that once the architect and design group is on board the engagement plan will be finalised. **SDT confirmed that they are working on the engagement plan, and it will be completed soon.**

3.8 NK informed that there is certain level of council bureaucracy for appointment of the architects. The Council is ensuring all standards are met so there is no challenge to any part of the process. The decision on architects will be published on 10 Sept 2021. The next Newsletter will cover this information.

4. LBS Update

a. Local Lettings Schemes

4.1 SDT informed she has met with Head of Housing Supply Team. Notes of this will be attached with draft minutes. The note summarises the principles of Local Lettings Policy which indicates the process involved and the time scale. The policy will cover council tenants for demolished properties, the towers, applicants on council register, leaseholders, key workers, home loss payment, booklet to show layout of properties and indicative rents, Band 1 status for moving tenants. The process of setting the policy will include needs assessment and equalities assessment, consultation with residents and local board members, then there will be Letting's policy report which will be approved by senior management for the Cabinet to make decision.

4.2 NP requested the draft of the policy should be shared with the TEPG for comments before it gets approved by senior management. SDT will ensure and informed as

part of this process there will be a hidden home policy consultation that will start by end of September 2021 or beginning of October 2021 and will be concluded by end of October. There will be consultation before next TEPG meeting. Then the wider policy consultation will take place and can be approved after planning consent. NK added it is their plan to have consultation with Major Works group, TEPG and TCA.

4.3. NK explained that intermediate rent is below market rent and above council rent.

b. Rehousing update

4.4 NP informed there was a paper circulated with updates on 2nd Sept and whether any update after that. SDT confirmed numbers are still same, currently six residents/households expressed interest to move off the estate permanently and rest will stay on the estate. NP informed that one leaseholder wanted to know about equity loan option and council's valuers has confirmed that equity loan is an option for leaseholders who want to move off the estate.

c. Contractor selection

4.5 RD informed they are still in the process with Pagabo, an organisation who checks financial capability of contractors. There are which requires the contractors to answer how they plan to deal with the project while residents are living on the estate and involved them throughout the project life.

d. Manor Grove update

4.6 TT informed dRMM will be looking at refurbishing existing properties that are council ownership and the houses, the design will lead by Jayden Ali (JA Projects). NP requested the timetable for engagement events in Manor Grove as residents are keen to know particularly for refurbishment. NP suggested engagement with the Towers RPG who have been involved in the towers refurbishment project, TT agreed. **dRMM will be arranging meeting with contractors and residents from the tower project to learn from their experience in terms of design perspective.**

e. Resident engagement plan

4.7 NO informed that there is a meeting due on 10th Sept regarding residents engagement events which will start taking place from mid to end of September where residents can meetup with the design team, separate event (a trip) for over 55s, young person event designed as maker week in October half-term (with social value offer) to attract young people who will be contributing towards pocket places designs i.e. parks, gardens, play spaces.

4.8 NO suggested once the coffee morning moves indoor it will be a good opportunity to use them for design consultation. All this will lead to an exhibition in December. Some of these events are in addition to original plan. There will be detailed consultation in DPG meetings to investigate all aspect (interior of homes to landscaping) of

designs that were submitted on the original bid and make it as works in progress to leading to planning application stage. NK suggested feedback from these events will be helpful to understand what works better with residents and then use those methods in other events as there was only one person who attended the youth event previous last. PK thanked for the early notification of the coffee morning this week.

4.9 PK wanted to know what plan in place to get to hard-to-reach groups as winter is approaching. Residents needs constant reminder for events. **NK is looking into an electronic notice board for messaging.** Update will be given by next meeting. AE raised his concern about rigidity in some of these engagement efforts and if previous advises were taken into account, then it could have engaged residents earlier and one of them was repairs hub. Some residents are raising service issues even in coffee mornings which should have been seen as an opportunity to engage them further. Residents First standard for Major Works should be followed in every communication e.g. notice time for an event, also spacing of the events need to be looked at as residents might get tired of too many events and too much information they are receiving.

4.10 AE also suggested Housing Management should be more involved in engaging residents as they know the patch very well. A dedicated Tustin team may be the answer. AJ agreed to help further and suggested the engagement can be promoted during tenancy checks. **SDT to include specific tasks for Housing Management while updating the Engagement Plan.**

5. Report from Design and Delivery Subgroup walk about event

5.1 NP informed this took place last month where residents also met the architects and gave their ideas about things they like and don't like on the estate and design issues that have been picked up in previous walkabouts. Also visited one of the maisonettes in Heversham. **The design issues log was updated and will be circulated to DDG members, SDT and architects by 17.10.21.** TT said the walkabout was helpful and insightful for dRMM.

6. Draft newsletter

6.1 NK said due to importance of Design and Delivery subgroup related information on the newsletter it should wait till the group has its meeting. Group members can send comments by next week. Also planning meeting will have event information to go in the newsletter.

7. Matters arising from minutes of 12th August 2021.

7.1 (3.3) –**SDT had reported on this and will have the draft Hidden Home Policy by next meeting.**

7.2 (3.5) – AE suggested that officers should explain the different Letting policy and schemes while referring to residents to avoid creating confusion. Also they need to break down the phases and in what time frame people living in different blocks may need to be move out.

7.3 (3.5) – Legal advice to be shared with Leaseholders – **NK informed the meeting the Council are still waiting on the barrister to confirm and will update in the next meeting. Outstanding.**

7.4 (3.6) – Update on re-housing will be standing item on the agenda and updates will be given at future meetings.

7.5 (3.10) – Estate walkabout update was given earlier in the meeting.

7.6 (3.17) – Schedule of surveys for residents- **This is being compiled at present and will be published on the website. SDT**

7.7 Point 4.2 – Design issues about separate kitchen and living space will be published with Design issue logs by NP.

7.8 4.3 – AE informed that minutes of the TCA meetings cannot be shared with groups that are not part of the Council structure.

8. Any Other Business

8.1 NK thanked AE, FP and project team for organising SHT's farewell. Also passed on thanks to residents from Common Grounds for their involvement and hard work at the earlier stage of the project. AE suggested to include photos of SHT's farewell in the newsletter and to add a gratitude caption on behalf of the residents.

9. Date of next meeting – 14th October 2021.

Murselin Islam