

Minutes of Ledbury Estate Residents Project Group Meeting 6 February 2018

Attended	Resident members		
	Mike Tyrrell	MT	LBS
	Sharon Shadbolt	SSH	LBS
	Abigail Buckingham	AB	LBS
	Ferenc Morath	FM	LBS
	Dan Pescod	DP	Calford Seaden
	Alex Burton	AIB	Calford Seaden
Observers	Jeanette Mason	JM	Ledbury TRA
	Eileen Bassom	EB	Ledbury TRA
	Neal Purvis	NP	Open Communities - ITLA

1.0 Notes of the Meeting 16 January 2018

1.1 With the change in 2.25 of 'common parts redecorated' for 'front entry doors replaced', the notes of the meeting of 6 January 2018 were agreed as accurate.

2.0 Option Appraisal

2.1 MT reported that there had been a good attendance of residents with some clear feedback. Option 2 should include sprinklers, that kitchens should be waterproofed as well as bathrooms and WCs. There were concerns at the presence of Savills on the shortlist for the Option Appraisal Consultants, and concerns as to whether a new Council administration after May would honour commitments made by the current Council administration.

2.2 45 questionnaires had been returned, with 38 from existing residents and 7 from residents who were not living in Ledbury Towers at present. The options were ranked in order of priority and were very similar to the priorities set by the RPG. They are, with the highest priority first:

1. Replace pipework to reduce leaks
2. Water proofing bathrooms and toilets
3. Install sprinklers
4. Thermal insulation to reduce heat loss
5. Renew water pumps
6. Improve lighting to buildings and estate
7. Improve rubbish disposal
8. Improve internal stairwells and communal areas
9. Environmental Improvements to whole estate
10. Install communal TV system

2.3 SB asked for the results of the consultation to be published in the newsletter. MT agreed to do this.

2.4 AB circulated updated information on the options costed, and explained where changes had been made. Each Option has the work in the previous option, plus additional work

2.5 Underfloor heating had been put into Option 2-4. This is in addition to District Heating. This was based on electric underfloor heating as the Council would not install a wet underfloor system.

AIB made clear electric heating would be more expensive for tenants to run than gas fired district heating. AB noted that the Council's Mechanical and Electrical team would have input on the heating specification as they would be involved in maintaining it.

2.6 All 4 options include an IRS communal television aerial. This allows all satellite dishes to be removed.

2.7 Calford Seaden had looked at the option of renewable energy. The only viable option at present would be PV panels generating electricity on the roof of blocks, that could reduce the cost of the landlord's electricity supply (paid for through rent and leaseholder service charges). Two of the blocks have masts on the roof. They would allow 50% of the roof space to be used. On the other blocks 80% of the roof space could be used.

2.8 All 4 options include installing broadband throughout the blocks.

2.9 District heating included in Option 1-5.

There are several ways to do this that are being investigated:

- One central boiler for all four blocks
- boiler for Bromyard and a boiler for the other three blocks
- A boiler for each block

2.10 In answer to a question from PG, AIB explained all options would need full scaffold to all four elevations to do the structural work.

2.11 PG asked about the relative costs for elements of works, with 8.5% for stripping and removal, 22% for Structural works, and 55% of costs to put the block back to its current state. AIB replied he was not surprised that the structural works were not more costly. DP explained that the tonnage of steel needed was not huge, as the straps were not thick.

2.12 PG asked about the cost of kitchens at £3134 and bathrooms at £2000. AB explained that Calford Seaden were pricing on the industry standard costs. This was not significantly different to average Council costs. The Council closely monitored the cost of kitchen and bathroom installed by contractors as it was a large part of their Warm, Dry Safe programme. More work would be done on a detailed specification for this when the final option was chosen.

2.13 DP pointed out what is need in the Options is a sound basis to compare options. More detailed costs were necessary when the Option had been chosen.

2.14 Option 2 includes everything in Option 1 plus renewal of service pipes and waterproofing kitchens and bathrooms.

2.15 Waterproofing was based on vinyl flooring for an average of 13m² per flat. Sue suggested putting the waterproofing in Option 1 as it was needed. DP replied that the floor coverings were renewed in Option 1, but not waterproofed. Option 1 is the minimum work necessary to make the blocks sound and to meet the fire safety standards.

2.16 AIB explained renewal of soil stacks is included in Option 2.

2.17 Sprinklers in the flats and in the common parts are included in Option 2. They would be triggered and go off on a room by room basis.

2.18 There was a discussion about the need for ventilation and rainwater in the common parts. There is water penetration through screens on upper floors, but there is also condensation in the winter running down the walls in the 'bridge'. This makes floors and stairs very slippy and unsafe. Calford Seaden to reconsider options in this area.

2.19 Option 3 includes everything in Option 2 plus lift refurbishment, insulation, roofs, windows, some estate lighting and booster pumps.

2.20 Lift motor rooms had been replaced in 2017 but lift carriages, cables and doors, along with other parts would need renewal. Val reported her lift was upgraded in 2012.

2.21 Calford Seaden had looked at internal and external insulation had priced internal insulation as there would need to be a new internal wall surface after the structural strengthening had been applied.

2.22 Roofs had been renewed in 2006 and windows at the same time. The roof is now out of guarantee and while scaffold was up, it would make sense to do all scaffold dependent works in one go. The pricing was for like for like window replacement, Calford Seaden would look at returning to the original window design (in double glazing). There was a discussion about windows in UPVC or Aluminium. This had been raised at the Estatewide Consultation Meeting. TE noted that LBS newbuild specifies Aluminium windows. AB reported that most refurbishment LBS was using UPVC windows as they had a longer life than before and were one third cheaper than Aluminium.

2.23 Increased lighting to the communal area (at £5K per block) and the estate was included in Option 3. There would be a light survey before any design would be considered. VT suggested new park lights were blue, that was more wildlife friendly and caused less light pollution problems.

2.24 Option 3 includes booster pumps to improve water pressure where needed.

2.25 Option 4 includes improved refuse disposal, environmental improvements and landscaping, works to the garages and improved lighting.

2.26 AIB explained that when the blocks were built there was no recycling requirement. Option 4 includes the cost of a second chute and recycling storage. Costs were based on Maydeu House at £10K per floor. They had not looked at the effect of the storage area needed. TE reported that the 4 bins for refuse in the blocks were regularly overflowing. The current recycling system needs improvement.

2.27 Option 4 includes redecoration of all communal areas, and installation of vinyl flooring on the landings (but not on the stairs).

2.28 AIB thought that the Front Entry Doors were a reasonable standard and may need some redecoration but no work. **Ssh to check which Front Entry Doors were renewed in two blocks.** The FRA would require works to some FED. FM stated the bringing Front Entry Doors up to FRA standards must go in Option 1. *(Post Meeting Note - There were 3 blocks (rather than the reported 2) included in the 2011/12 Camberwell & Peckham FRA – Package 2 scheme. These were Bromyard, Skenfrith and Sarnsfield. However upon checking the Final Accounts the majority of works to the FEDs were upgrades rather than renewal, although there were a few renewals. The final account information for these elements of work has been passed to Calfordseaden).*

- 2.29 Option 4 includes updating the Door Entry System as a voice system. Residents confirmed it did not always work well.
- 2.30 There is a budget allowance for landscaping in Option 4 of £920K. The approach LBS normally take is to allow residents to choose and prioritise what works are needed as part of a resident wish list.
- 2.31 SS confirmed that the TRA had previously applied for funds for lighting and an outdoor gym.
- 2.32 The detailed costing document was circulated. Black is the original costs, red was changes agreed by the last meeting and blue was new additions. RPG members to send comments and questions to NP to forward to Calford Seaden.
- 2.33 PG asked if the Council had lifetime maintenance costs for the Ledbury Towers. AB replied that the Council had computerised records from 2006.
- 2.34 AB updated the RPG on the procurement process for Option Appraisal Consultants. The tender assessment will be on the basis of 60% price and 40% quality.
- 2.35 AB explained that to be able to see detailed tender documents, those present had to sign confidentiality agreements. The documents were circulated, signed and returned.
- 2.36 Detailed draft tender documents were circulated and discussed. If any tenderer prices 20% below others, they would be asked why. LBS could exclude low tenders if they did not appear to understand the full provisions of the brief.
- 2.37 The RPG reps – SB and JD would get training from the LBS procurement section before the tender evaluation begins.
- 2.38 There were 3 draft Quality Questions, which would be split 13;13;14 to produce 40% of the score.
- 2.39 RPG members asked whether LBS would check the financial stability of each tenderer. This will be done before tenders are considered. References can be asked for when the tenders have been examined, to see what previous clients thought of the work provided.
- 2.40 RPG identified which sub questions were most important. 1b was more important than 1a.
- 2.41 2a was more important than 2b and 2d (Jointly), which was more important than 2e, which was more important than 2c.
- 2.42 3b was more important than 3a.
- 2.43 Tenderers need to be asked about approach to doing Option Appraisal in partially decanted blocks.
- 2.44 AB to send appendices for distribution to RPG – LBS ‘Charter of Principles’ and ‘Putting Residents First’.
- 2.45 AB and FM to meet Procurement Team on 12.2.18. to finalise documents and get them onto the LBS procurement computer system for tenders to see and bid.

2.46 There was a discussion about two potential tenderers. The Estatewide Consultation meeting had raised concerns about. AB explained that if RPG members had objections to any tenderers they needed to tell the Council the reasons. **NP to co-ordinate response to AB/FM by 8.2.18.**

2.47 The record of one consultant who had worked on the Heygate estate was a concern. PG was concerned that any consultant that was also an estate agent had a conflict of interest.

2.48 Copies of all documents were returned to AB.

3.0 Update Report from LBS

4.1 MT reported that there was an issue that needed to be resolved before letting Sylvan Grove as the Planning consent was for mixed homes to rent and for sale. When the Council owns the block, it can apply to change the planning consent to let all homes.

4.3 There will be information in the Newsletter on the size of the one bedroom homes this week. The bedrooms are considerably larger than the current 1 Beds on Ledbury.

4.4 There will be open days and exhibitions for the 60 residents who had expressed interest in Sylvan Grove. There were more one bedroom applications than homes, less 2 bedroom applications than homes and twice as many Ledbury households who had registered an interest in Sylvan Grove 3 Bedrooms than there was available 3 Bedrooms.

3.27 The Deep Clean will begin in the next week on both the towers and the rest of the estate.

3.28 AB reported that the work to design the changeover from oil to gas for the central heating boilers was in place. When it was completed that oil deliveries would not be needed any more. Southern Gas Network had to be paid before the work could be carried out by Keepmoat. It is likely to happen in March or April.

3.29 LBS Mechanical and Electrical team are looking at how to introduce heat meters so residents can control the heat they use, and how the billing system for this will work.

5.0 Council Decision Making

6.1 MT reported that he had attended Cabinet and reported the issues raised at the Estatewide Consultation Meeting on 1.2.18. The next report to Cabinet will be when the Option Appraisal process and consultation on it is complete, in September 2018.

7.0 Matters Arising from Minutes 5.12.17.

7.1 SSh circulated resident satisfaction surveys following the hot water and heating works by for comment. **RPG to provide comments by 7.2.18. Surveys to be sent to residents by 15.2.18.**

7.2 (7.2) MT reported that the FRA set out a list of high, medium and low action points. The high priority ones had been completed. The medium priority ones will be completed by March 2018. **MT to report to April RPG on progress to complete FRA actions.**

7.3 (7.3) NP had received no further comments on Council's Offer to Tenants and Leaseholders. NP to review and meet with MT on 15.2.18, to finalise for a decision by Cabinet Member for Housing.

8.0 Future Meeting Dates

- 6 March
- 10 April (to avoid Easter week)
- 1 May
- 5 June
- 3 July
- 7 August

N. Purvis 7.2.18