

**Minutes of Ledbury Estate Residents Project Group Meeting
4th December 2018**

Attendance

RPG

Sue Slaughter	SS	Eileen Bassom	EB
Thomas Ennis	TE	Patrick Goode	PG
Shelene Byer	SB	Toby Bull	TB
Alex Hedge	AH	Jeanette Mason,	JM

Observers

Amy Zeigler AZ

LBS

Mike Tyrrell	MT	Abigail Buckingham	AB
Paul Thomas	PT		

Others

Charles Hingston	CH	Dan Pescod	DP
Neal Purvis	NP	Open Communities – ITLA	

Apologies for Absence: RPG Members: Val Taylor

Ferenc Morath		Sharon Shadbolt,
Danielle Gregory	LAG	

1. Introductions and update on membership

1.1 NP reported that Serife Dervish had resigned as a member of the RPG. The RPG thanked her for the work she had done. Those present introduced themselves.

2. Minutes of the RPG Meeting 6th November

2.1 With the amendment to the date of the meeting to 6th November, the minutes were agreed as accurate.

3. Refurbishment of Towers and New Build Homes

3.1 AB reported that Calford Seaden had been appointed as Lead Consultants. Their role was to be responsible for the design and management of the refurbishment and new build. They are responsible for cost and quality control, health and safety, and will provide a Clerk of Works on site.

3.2 AB and SSh will be assisted by PT Contract Manager and George Briggs (Clerk of Works).

3.3 Calford Seaden are in discussion with Hunters and will report back on the appointment of architects in January.

- 3.4 Arup are appointed as Structural Engineers and are reporting to Tony Hunter in LBS.
- 3.5 DP reported that at present he is working through Engie's estimates for the investigation works. The first stage will be to remove the fixtures and fittings inside the flats and then in the communal areas. The second stage is to carry out investigations into the structure before Arup give details to Calford Seaden of the design needed for the strengthening works.
- 3.6 MT reported that Arup had asked for flats close to the bottom, in the middle and at the top of the block to use as pilot flats. They will be on the Ground/First, Seventh/Eighth and Twelfth/Thirteenth floors. There are currently three residents in these areas. Three have agreed to a temporary move to other towers and one will view a home the next day.
- 3.7 AB reported that PT and GB were working on the specification of works for each of the flats that will be used for temporary decant on the towers.
- 3.8 BRE will be invited to visit when the fixtures and fittings in flats and common parts have been removed in Bromyard. If they want to visit before that, they are welcome to.
- 3.9 Reinforcement will start when investigations are completed and Arup have specified the reinforcement solution in detail.
- 3.10 AB reported that Calford Seaden will start surveys needed before design for new build can begin, this includes electrical surveys and soil surveys. **AB to report to RPG on progress in each of these areas at each RPG meeting.**
- 3.11 AB asked what the RPG view was on starting new build at Bromyard in the first phase of works alongside refurbishing Bromyard, if it is possible. There were no complaints about this from RPG members.
- 3.12 PG asked if there would be a warranty or guarantee for leaseholders at the end of the refurbishment works, that would help any leaseholder trying to sell a flat after the works? AB agreed to consider the best format for this. NP noted that LBS had provided warranty on components and work on other refurbishment projects.
- 3.13 SB asked whether a tenant could take the Right to Buy at this stage. **MT to check with leaseholder services.**
- 3.14 MT is drawing up a process for leaseholders moving to temporary accommodation in another tower. There is an agreement for leaseholders to move to another flat rent free, and to give the Council access to their flat to allow them to do the works. **MT to give RPG written process.**
- 3.15 TB asked how the Council will manage the effects of the work on the community at Ledbury, and how people who have moved with the right to return and how new people moving onto the estate will be integrated within the existing community? AB replied that LBS will manage the blocks in the same way that all mixed tenure blocks

are managed at present. They will bring in other specialist staff to help with this through the process and these staff will report to the RPG.

3.16 TE asked if towers residents would be able to be temporarily decanted to new build as well Bromyard when refurbished. MT agreed to take this into account. He noted that former Bromyard residents with the Right to Return would be able to return to Bromyard when refurbished. Some returning tenants were interested in moving down or up the block. **MT to report to RPG on priority order for Bromyard refurbished flats when it is developed.**

3.17 JM noted that low rise residents had been told that they would have the option to move into 50% of new build homes.

4.0 Feedback on Public Meeting 22.11.18.

4.1 Minutes of public meeting had been circulated.

4.2 PG asked whether a press office was at the public meeting, as RPG members were interested in generating positive publicity. **MT/AB will report on this.**

4.3 TE asked whether Arup could provide information to reassure residents about the proposed strengthening works.

4.4 JM reported that homes that had been missed from previous low rise Warm, Dry, Safe Works and this was discussed at the public meeting. Roofs were raised as an issue. **AB will issue the works done since 2004 and NP to circulate to RPG.**

4.5 AB suggested that any health and safety issues should be reported immediately. There is no commitment from the council on when the low rise works will be done outside the QHIP programme.

4.6 NP to work with residents to identify where the gaps are in works carried out and programmed and where works are needed.

4.7 TB asked about roofs for freeholders? AB advised that where the roofs can be separated the council would not repair freehold roofs.. The covenants in the freehold and design of the building affect this. AB said that the Council does not generally carry out repairs on freehold homes unless it needs to do it as part of repair to tenants' homes.

5.0 Update Report from LBS

5.1 MT reported that there are 33 tenants and 29 leaseholders remaining. Two leaseholders were bought back last week and one tenant moved.

5.2 4 residents are likely to move from Bromyard to allow pre pilot works in next four to six weeks.

5.3 The aerial will be removed from the roof on Skenfrith on Friday 7.12.18.

- 5.4 Next week is the six monthly fire alarm test, this will be mentioned in the newsletter.
- 5.5 MT will open doors in the voids so the internal alarms can be checked.
- 5.6 PG raised concerns with windows in the block open. He had raised this with the team and they were closed. MT reported that staff have been going into empty homes.
- 5.7 PG asked whether there will be a pest inspection They have normally been done annually. **MT to check with pest control.**

6.0 Resident Issues

- 6.1 SB asked if HIU unit had been inspected in void homes. PT reported that inspections where issues have been reported would be inspected on 7.12.18.
- 6.2 AH asked about progress on the Deep Clean. PT reported that the focus had been on works that could be done at this time of a year. A price for this had been requested. The only option for the asphalt would be to paint it. Paint would not at this time of year. Other works had included cleaning balconies, soffits and painting ceilings.
- 6.3 JM asked about areas of the estate where there has not been any deep clean work. AH asked about Credenhill and Hoyland Close. These had not been included in the works. **MT to provide PT with the property list for the whole estate so all low rise blocks are included. PT to provide a specification of works and properties covered.**
- 6.4 TB was concerned that Performance reports to Area Forums showed the correct standard of cleaning was provided. It seems like the standard has not been reached at Ledbury.
- 6.5 AH noted that some of the lights that did not work had been fixed since the last RPG meeting, but there were two that were still not working. SB had reported lights out between the school and Peterchurch. NP reported that the communal repairs officer is Jeff Stewart.
- 6.6 AH asked when the hyperoptic broadband will be installed. AB reported that it is not the Council who is doing the work. **AB to send NP the programme of installation.**

7.0 Council Decision Making Upcoming Council Reports

- 7.1 **FM to inform RPG when the date for the report to Council AFP has been set.**

8.0 Matters Arising from the Meeting 6th November

- 8.1 (4.10) NP had sent questions from LAG and answers from Councillor Cryan to RPG members.

- 8.2 (4.14) NP had organised a RPG Resident only meeting on Procurement, Standards and Processes for new build and refurbishment on 19.11.18.
- 8.3 (6.7) LBS had included an article in the newsletter setting out who is responsible for what in the heating system.
- 8.4 (8.4) **Outline of tasks to be produced for January RPG meeting.** Timeline was not possible until it was clear what works were needed following testing on the pilot flats. The contracts needed would affect the timeline. **AB suggested LBS could produce a process map**
- 8.5 (8.12) Hunters voucher for Peace Party been received.
- 8.6 **MT to put an article in the newsletter publicising the estate walkaround with RSO and Communal Repair Officer.**
- 9. Any Other Business**
- 9.1 **NP to forward outstanding questions from RPG to Calford Seaden and Arup through AB.**
- 9.2 SS raised questions about ceiling painting with artex, and whether there was a need for asbestos checks. **AB to contact Mark Cook to check on this and contact SS.**
- 9.3 NP reported that the next OKR Forum on 15 December will look at high rise buildings.
- 10.1 Date of next Meeting**
- 10.1 Proposed dates for future meetings
- a. 8 January
 - b. 5 February
 - c. 5 March
 - d. 2 April
 - e. 7 May
 - f. 4 June
 - g. 2 July

N. Purvis 7.12.18.