

**Minutes of Ledbury Estate Residents Project Group Meeting  
8<sup>th</sup> January 2019**

**Attendance**

**RPG**

Sue Slaughter	SS	Eileen Bassom	EB
Thomas Ennis	TE	Patrick Goode	PG
Shelene Byer	SB	Nicole Bailey	NB
Alex Hedge	AH	Jeanette Mason,	JM

**Observers**

Amy Zeigler                      AZ

**LBS**

Mike Tyrrell	MT	Abigail Buckingham	AB
Paul Thomas	PT	Ferenc Morath	FM
Sharon Shadbolt	SSh		

**Others**

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

**Apologies for Absence:** RPG Members: Val Taylor, Glenn Holmes

**1. Introductions**

1.1 Those present introduced themselves.

**2. Minutes of the RPG Meeting 4th December**

2.1 With the amendment in 3.2 of PT role to Contract Manager, the minutes were agreed as accurate.

**3. Refurbishment of Towers and New Build Homes**

3.1 CH reported Bromyard have identified 24 flats for investigation works. 16 of these have been stripped out. The other 8 will be done when neighbours have been moved out.

3.2 The scope of the pilot works had been received from Arup, Engie the contractor is calculating costs. Cost estimate should be received 16 January, they will then be scrutinised by the Council's appointed Quantity Surveyor.

3.3 Quotes have been received to carry out surveys needed before any new build design work can begin. These include drain surveys, soil surveys and electrical capacity. When these have been scrutinised instructions to begin work will be issued.

- 3.4 **MT to put an article in the newsletter on the survey works before they start, to include information about those doing surveys not needing to enter flats and to beware of bogus callers.**
- 3.5 MT has written an article in the newsletter with photos of the strip out of the flats.
- 3.6 PG asked about costs for works reported in the newsletter. AB reported that the costs will be reviewed when the pilots have been complete and the detailed scope of works needed.
- 3.7 AB explained that following more detailed survey works, the newbuild works costs would be reviewed.
- 3.8 AB explained that the Refurbishment pilot works will be in three phases:  
Phase 1 Internal strip  
Phase 2 Strip communal areas  
Phase 3 Arup and Calford Seaden put together detailed design plan that will then be costed by DP.
- 3.9 There will be a monthly report from DP to LBS on costs against original budget that will include costs of any variations and level of completion, and early indication of risks so any mitigation needed can be put in place.
- 3.10 AH asked about whether the new build next to Bromyard would be programmed alongside the refurbishment works. AB replied that as the RPG had raised no objections, there would be a discussion with Councillors about this in the next week. The planning application for all of the proposed new build would be done as one application. The current plan is that Bromyard new build would be the first phase of new build, with the other new build in the second phase.
- 3.11 TE is attending fortnightly Operational Meetings that are monitoring Engie's work on Bromyard and refurbishment to allow decants from Bromyard. AB reported that PT is leading on this for LBS, with Calford Seaden attending.
- 3.12 **NP to publicise vacancy on RPG in newsletter.**
- 3.13 CH reported that Hunters have been briefed, although the contract was not yet signed.
- 3.14 AB reported that the drain and soil surveys needed to be completed before more detailed design work on the new build could start.
- 3.15 NP asked how and when options such as SELCHIP, district heating, or electric would be considered. AB reported that Calford Seaden mechanical and electrical section were working on a report on the options. Early indications were a new electrical sub station may be needed to provide electrical heating, and electrical heating could be an expensive option for residents. SELCHIP was being considered for several estates, and options on how to get the heating pipes across the OKR were being assessed, possibly where the canal used to cross the OKR. How long this assessment would take would be clearer by 18.1.19. AB made clear that LBS

mechanical and electrical section would make a decision on options as they would have to maintain.

- 3.16 AB identified that if district heating was the permanent option chosen, there would need to be discussions with leaseholders about varying the current leases. This would be part of the Heating Option Appraisal. **CH to confirm what options Calford Seaden are appraising to NP.**
- 3.17 PG asked whether ground source heat pumps would be considered as part of the heating options considered. CH replied it would.
- 3.18 AH asked if the bike hangar at Bromyard would be relocated. AB said it would.
- 3.19 FM explained that even if SELCHIP was installed, there would need to be back up district heating boilers on the estate, so a SELCHIP based system would mean there would be boilers sited on the estate.
- 3.20 TE asked whether the HIU could be re-sited as part of the refurbishment works and the location of hot water pipes. This will be considered when detailed kitchen layouts are developed following the Heating system has been chosen. AB reported that HIUs could not be converted to electric.
- 3.21 TE asked whether insulation would be installed internally or externally as part of the refurbishment? AB replied that when the reinforcement work had been completed the pilot flats would be reinstated. SSh reported that external insulation was not part of any option. Removal of redundant pipes would be considered when the first two phases of the pilots would be completed. **NP to keep a register of issues raised by RPG that refurbishment design must address.**
- 3.22 SB asked whether electrical conduit would be removed as part of the strip out. AB replied that the intention was strip out anything embedded in the plaster included conduits. CH reported that some conduits are in the concrete structure and may not be removed. **RPG to visit stripped out void in Bromyard on 14.1.19.**
- 3.23 PG asked whether BRE would be paid. AB made clear that BRE had not asked for payment. BRE would be kept informed and could attend whenever they wanted to.

#### **4.0 Update Report from LBS**

- 4.1 MT reported that there are 33 tenants and 28 leaseholders remaining. Two tenants have accepted offered. Five leaseholders are in the later stages of negotiation. More leaseholders had engaged with negotiations in the last month.
- 5.2 MT reported there had been no Fire Brigade checks in the last 8 weeks.
- 5.3 LBS fire team had carried out a new Fire Risk Assessment that will be published in the near future.

#### **5.0 Resident Issues**

- 5.1 AH asked about how long to carry out refurbishment works for Bromyard. MT reported this will take at least 18 months.
- 5.2 TE asked about overlooking of the football pitch, and whether the football pitch could be re-sited. This to be picked up when Hunters look at orientation for new build and location of rooms.
- 5.3 SB asked if people used the football pitch, whether they had to pay. MT explained anyone filming must pay, and there had been some media students he had challenged over Christmas.
- 5.4 JM reported that there is a funded football training programme with Millwall providing the sessions for residents on the estate.
- 5.5 AH reported that some lights on Credenhill House flank wall were out. MT has been in contact with Communal Repairs.
- 5.6 PG asked whether LED lights are being installed on the estate as they are much cheaper to run. FM reported that there is a programme of work to replace communal lights with LEDs that is working its way around the borough.

## **6.0 Council Decision Making Upcoming Council Reports**

- 6.1 FM reported that the report to Council AFP will probably be in February. The report will cover progress to implement recommendations to make sure repair issues such as gaps and cracks are identified at an early stage in future.

## **7.0 Matters Arising from the Meeting 4<sup>th</sup> December**

- 7.1 (3.10) . AB had reported to RPG on progress on commissioning surveys before design.
- 7.2 (3.13) MT reported that tenants do still have the Right to Buy.
- 7.3 (3.14) MT circulated a note on the process of leasehold decant to RPG.
- 7.4 (3.16) MT circulated a note on the priority order for letting Bromyard refurbished flats when they are completed.
- 7.5 PG asked if leaseholders could extend their lease. NP reported that leaseholders have a right to do this. Leasehold Advisory Service website includes information on this.
- 7.6 (4.2) MT reported that press office will look at engagement with the press when the pilot flats once the pilot works are completed. PG suggested RIBA would be very interested in this. **MT to inform LBS Press Office.**
- 7.7 (4.4) AB had issued a list of works done since 2004 on low rise homes. AH was concerned that there was limited details. AB reported that previous programmes were not estatewide, so sometimes some individual blocks had works.

- 7.8 AH asked how the Council dealt with works to different building elements at different time and the logic of this. AH asked how works can be provided to a common quality standard across blocks. AB reported that before works were done on an estate now, there was a Feasibility Report that looked at what works were needed. Only works that were needed would be carried out. There were considerations for leaseholders who would be responsible for some of the costs. Leaseholders would only have to pay when the repair or replacement was necessary.
- 7.9 JM asked about the need for electrical checks across the estate. AB reported that there is a programme of external electrical checks but not a programme of internal electrical tests. If individual tenants had electrical problems they should report them as a day to day repair. LBS only carried out electrical checks and included electricians in programmed works when they were doing internal works such as renewing of kitchens that required them to move and change the electrical supply.
- 7.10 The current programme for different elements is set out on the LBS website. The internal works programmes had changed in scope over the years. **NP to check information on Council website.** PG noted private landlords are expected to check the electrical supply every 5 years.
- 7.11 (5.7) There is no annual pest control treatment. Treatments are carried out when a problem is reported.
- 7.12 (6.3) PT reported that all low rise properties will be covered in the deep clean. There will be a two coat treatment of the access balcony asphalt. PT to consult the TRA on the colours used.
- 7.13 AH asked if the specification is the same for all blocks as the design of the asphalt is different blocks. PT reported that there was different designs. The paint would be applied on the existing asphalt.
- 7.14 PT reported that regenerative paintwork to ceilings will be carried to bring blocks to a 'contractual standards' and then to maintain them at that standard. Some blocks would be painted, others would be jet washed. The jet wash will happen by 22.1.19.
- 7.15 PT confirmed that the ground floor of the blocks are not part of the deep clean.
- 7.16 AH asked for a copy of the specification of the estate cleaning. MT/PT to raise this with Derek Grainger. Area Cleaning Manager.
- 7.17 (6.6) **AB to send NP the programme of hyperoptic broadband installation.** Still awaiting updated programme.
- 7.18 (7.1) FM had updated RPG on report to Council AFP.
- 7.19 (8.6) MT had put an article in the newsletter for 11.1.19 publicising the estate walkaround with RSO and Communal Repair Officer. Next walkaround 14.1.19. at 11am. Mike confirmed that all residents get both paper copy and email attachment copy of the newsletter.

7.20 (9.1) NP had forwarded outstanding questions from RPG to Calford Seaden and Arup through AB.

7.21 (9.2) AB had checked with painting manager about needing asbestos checks where there was artex before painting. Painting Manager did not see any reason to delay any painting works for this. SS confirmed work had been carried out.

## **8.0 Any Other Business**

8.1 TE asked if the HIU filter would be cleaned out as part of the annual servicing. **PT to check and report back.**

## **9.0 Date of next Meeting**

9.1 Proposed dates for future meetings

- a. 5 February
- b. 5 March
- c. 2 April
- d. 7 May
- e. 4 June
- f. 2 July

N. Purvis 11.1.19.