**Major Works Sub Committee Meeting**

**07/02/17**

**5.30pm**

Attendees : Sean Jeanette, Tracey Fowler, Desmond Mainda, Michael Adu, Fola Ogunkola, John Lynch Junior, Joe Ryner, Nareen Thompson, Jean Felix Callens, Alan Gawler, Andy Bates and Simon Pearce

Apologies: Jean Davies, Sue Wemyss, Peter Coulthard, Sarah Hatchard and Christine Parsons

The meeting was chaired by Fola. Introductions as there were new members at the meeting. Fola declared an interest as a resident of Meakin estate.

1. **Action Points from last meeting**

No points raised. Minutes of the last meeting were proposed as a true record by SJ and seconded by Fola. Agreed.

2. **Programme Delivery**.

Alan went through the present position with the current contracts (programme for the next three years). Front entrance doors with Shellen Security.- Currently on Meakin and Elim, then moving over to Lawson estate . 6 doors a day being installed. FO said some residents had asked why there were no knockers on the doors. AG said this was due to the fact that the addition of knockers would remove the fire rating of the door. SJ asked if security grilles are being removed when the doors are fitted and SP confirmed this.

Meakin heating renewal is going well on programme and to budget. FO said that the controls need to be discussed with the residents so they know how to use the system. SP said he had put the information leaflet about how to use the controls on the JMB web site.

Meakin phase 2. Elkins are to come back to Meakin after Invicta finish.

Peveril house externals. Scaffolding is up around the balconies and AG has a meeting with the site manager to agree scope of works.

3. **Future works programme**.

Simla and Burwash mains renewal and asbestos removal. Tender report being completed by Blakeney Leigh. UPDATE – Invicta are our preferred contractor having coming out on top in the tender process. JR asked if residents could have showers installed. AG said each flat will need to be looked at on an individual basis. We need to have the contractor appointed. There will be a public meeting before the start of the project.

Bermondsey Street block and Decima St/Elim externals. Blakeney Leigh are working up the specification for both schemes so we can go to tender.

Communal satellite dish for Lawson estate? A possible scheme for the future. This came up in the walkabout with Blakeney Leigh. This is to be included in the phase two contract for the estate, for Jonson Greene and Lyly Houses.

Retendering of Blakeney Leigh’s contract. MA said that a framework contract may be cheaper and less time consuming. FO mentioned how Meakin residents had questioned the independence of Blakeney Leigh during the Lakehouse contract. The cleanliness of the estate was also mentioned, the problem is the amount of work going on on the estate with the heating works and front door replacements. MA said that Invicta should be ensuring the estate is clean at the end of each day.

AB said there was a need to accelerate spend before the end of the financial year, with two months to go. This is a priority. SJ said that overprogramming had been discussed and agreed at the last finance sub committee meeting.

4. **Payments**.

AG went through the spreadsheets on the current situation regarding major works payments. JFC said that Section 20 notices can create confusion with leasholders as to what work is going to happen and which will not. NT agreed. AG said that the three year programme was agreed and would be going ahead. SP said that he writes to leaseholders with easy to understand descriptions of work and the reasons for doing it as an alternative to the formal Section 20 notices.

FO described the different options leaseholders have for paying service charges depending on whether they are non resident or resident leaseholders, with resident leaseholders having a three year interest free period which does not apply to non resident leaseholders.

SJ said that Major Works has grown due to more major works schemes, it is the largest sub committee Leathermarket JMB has.

5. **Service Improvement Budget**.

SP outlined the current situation on spend this financial year. The individual projects are small scale with costs below the threshold for section 20 leaseholder consultation.

The costs for leaseholders for these projects will be in their unitemised repairs. JFC queried the costs and suggested a running total on unitemised repairs for leaseholders. AB said Leathermarket JMB is to take on leasehold management and service charge delivery in the near future and our policy is to break down barriers between tenants and leaseholders, but this is difficult to do.

NT suggested we use a databank system to pool data. She has advanced excel skills. She also said it was important that we use other sources of funding such as Southwark’s Cleaner, Greener, Safer fund. AB said that cannot pay for refurbishments to the buildings of the Meakin estate.

SJ suggested that we map out annual cyclical maintenance on our estates. NT suggested a ‘critical path’ of works.

Following discussion, It was agreed that the prioritization of service improvement expenditure should be driven by directors’ walkabouts.

JR requested dates of future meetings. AG agreed to send these out to everyone.

NT mentioned that she had no latch on her new front door. SP to raise with Shellen Security.

DM asked when the front doors on Middleton House were to be replaced. AG said from the end of March to May.

6. **Lift and heating contracts**.

AG said OCO and Liftec were performing well at present. The meeting ended at 7.15pm.