

<b>MEETING MINUTES</b>		
<b>Meeting: Leathermarket JMB Board.</b>		Date: Wednesday 6 <sup>th</sup> July Start Time: 18:30pm
<b>Held:</b>	Virtually, via Zoom.	
<b>Attendees</b>	<b>Full Name</b>	<b>Role</b>
	Christine Parsons John Lynch Halima Iqbal Liam McGrath Yuan Potts Clive Shaw Martin Green  Anne Timeyin Berni McEwan	Chair; Crosby, Lockyer & Hamilton TRA Vice Chair; Crosby Lockyer & Hamilton TRA Bermondsey Street TRA Treasurer; Bermondsey Street TRA Kipling TRA Kipling TRA Co-opted Director  Deputy Manager Finance Manager
<b>Apologies</b>	Andy Bates Debbie Walsh Michael Adu	Executive Manager Lawson TRA Co-opted Director
<b>Ref.</b>	<b>Minutes</b>	<b>Action</b>
<b>1.0</b>	<b>Introductions</b>	
<b>2.0</b>	<b>Declarations of Interest</b>	
2.1	None declared	
<b>3.0</b>	<b>Resident Services Reorganisation – closed staffing discussion</b>	
3.1	<p>Board held a closed discussion on the structure of the Resident Services Team that has implications for existing team members.</p> <p>Conclusions of the discussion were:</p> <ol style="list-style-type: none"> <li>1. Real concern with problems of retention within the team.</li> <li>2. The JMB needs to fill vacancies within the team and address gaps in procedures and processes to identify any better ways of working, not just looking at changes to staffing levels.</li> <li>3. Deputy Manager role is an essential role for the JMB and should not be deleted as part of proposed restructuring.</li> <li>4. Concern at number of different areas of JMB operation that have been reorganised in recent months. JMB needs to move away from constant state of reorganisation.</li> <li>5. Important to keep the JMB front facing as this is how the JMB is different from other housing organisations. Any consideration of</li> </ol>	

	<p>hybrid working has to be in this context, with differing views amongst directors about hybrid working.</p> <p>6. Tacit agreement from board to spend up to agreed staffing budgets in each team. Management do not need to seek further approval for spend within budgets that have already been agreed.</p> <p>7. Board agreed to get a consultant in, using money from existing underspend on staffing budgets, to establish constraints on existing Resident Services Team and requirements going forwards.</p>	
<b>4.0</b>	<b>Chair's report</b>	
4.1	Anticipating a £1 million surplus. Normally this is earmarked for major works.	
4.2	The new Building Safety Act requirements is for part b surveys (not just fire risk assessments). In all probability, Southwark will do the surveys but will probably charge the JMB. Experience says when they undertake the surveys, they will identify significant areas of priority work for the JMB, especially on high-rise blocks. Depending on the scale of works required, this may be problematic for leaseholder who do not have to pay for cladding, but do have to pay for other fire safety works. Ramification from these surveys for Simla and Burwash, Peveril and possibly Symington. Believe that money should be held in reserves earmarked for survey outcomes. Expect five part B surveys at £15k each, plus significant follow on works. May need to revisit the major works programme to reassign resources to building safety work.	
4.3	Need to revisit how much surplus is required for 20 voids from JMB tenants moving into Joyce Newman House. Need to bring these homes back up to the decent homes standard.	
4.4	Laptops for three directors who need one to attend and participate in JMB meetings.	
4.5	Absent director who has not attended meetings for a long time has been previously written to about attending meetings. The board agreed it was now time to say it is not working and agree for them to stand down as a director.	
4.6	Concern that JMB needs to get moving to support Decima Street blocks and estate to set up a new TRA. May need reserve money to update the TRA hall. Concern that hall is suffering from chronic subsidence. Work may cost in region of £150k - £200k.	
<b>5.0</b>	<b>Subcommittee feedback</b>	
5.1	Homeowners subcommittee: first priority to get issue of leaseholder membership of the JMB resolved. Currently non-resident leaseholders cannot be members of the JMB. There are a number of groups that need to be considered <ol style="list-style-type: none"> <li>1. Non-resident leaseholders who are people (not companies)</li> </ol>	

	<ul style="list-style-type: none"> <li>2. Adult family members of tenants and leaseholders</li> <li>3. Freeholders who are paying service charges</li> </ul>	
5.2	JMB needs to ensure membership list is kept up to date. Need a membership record, reconciled against tenancy / leasehold list periodically (every 3 to 6 months).	
5.3	Homeowners subcommittee want to review the terms of reference.	
5.4	Staffing and other subcommittee updates listed in the subcommittee decisions and recommendations report	
<b>6.0</b>	<b>Minutes of the meetings 30/3/22 and 27/4/22</b>	
6.1	Both sets of minutes were agreed	
<b>7.0</b>	<b>Any other business (AOB)</b>	
7.1	Fire safety provisions in building act provides obligation on organisations like Leathermarket JMB. Some of these are already in effect. Some of the building act applies retrospectively – a very rare occurrence. From 28 <sup>th</sup> June 2022, anyone who chooses to breach the statutory protection will be committing a criminal offence, with individuals facing up to ten years in prison in addition to the consequences to their company. Criminal exploitation of leaseholders will be considered with the utmost seriousness. It is critical that the JMB understands the implications of the new act and delivers all obligations.	
7.2	<b>Action: directors briefing about the act of parliament to future meeting</b>	
7.3	There are six or seven areas that particularly impact on the JMB including: <ul style="list-style-type: none"> <li>1. Going from fire risk assessments to part b surveys and cost implications</li> <li>2. Need to know leaseholders, their families and their tenants including any medical issues that would affect their ability to evacuate the property in the event of an emergency</li> <li>3. Resident engagement strategy needs to be changed as do S20 consultations</li> <li>4. Leaseholders can be charged for relevant works, even though it is not a clause of their lease to pay for them</li> </ul>	
7.4	The act also sets out the steps building managers (the JMB) will be taking to comply with the requirements of the act. This is why the JMB should put £1 million pounds of reserves aside in preparation for this.	
7.6	Request for all directors to fill in their declaration of interest forms as the auditor is asking for these.	
7.7	JMB should leave the NFTMO and join another housing support organisation. Suggesting the confederation of cooperative housing (CCH). Paying NFTMO annually but only getting the conference, with little representation elsewhere. Explore joining other housing organisations like the CCH. The JMB needs	

	representation. Directors could have a weekend away that would be more helpful to JMB than what we get from NFTMO conference. Concern that the JMB joins the best organisation that can support our needs.	
<b>5.</b>	Date of next Board meeting:	
5.1	Wednesday 21 <sup>st</sup> September 2022, 6pm (subsequently moved to Wednesday 28 <sup>th</sup> September)	