JMB Board Meeting
Wednesday 25th September 2024, 6pm.

Attendees:

Christine Parsons	JMB Chair, Director, Crosby, Lockyer and Hamilton TRA
John Lynch (JL)	JMB Vice-Chair, Director, Crosby, Lockyer and Hamilton TRA
Yuan Potts (YP)	Director, Kipling TRA
Clive Shaw (CS)	Director, Kipling TRA
Michael Adu (MA)	Co-opted Director
Ian Newman (INE)	Co-opted Director
Bob Heapy (BH)	JMB CEO
Vicky Ball (VB)	JMB Deputy Manager
Berni McEwan (BM)	JMB Finance Manager
Igor Novokreshchenov (IN)	JMB Resident Engagement and Board Support Officer
Alex Heslop (AH)	TMI Monitoring & Support Officer, Southwark Council

Apologies: Peter Baffoe / Abimbola Akinwumi / Martin Green
Minute-taker: Igor Novokreshchenov.

1	**Chair's welcome** CP welcomed attendees and took apologies.	
2	**Declarations of interest** None declared.	
3 **3.1** **3.2**	**Minutes of the previous meeting (31/07/24)** **Outstanding actions:** **1)** BM to find out for the next Board meeting what HR legal advice is costing the JMB – outstanding. **2)** BM to include information on RSO performance with the rent collection in the Finance Report. ***Minutes approved.***	
4 **4.1** **4.2** **4.3**	**CEO Report** The JMB and Southwark are in touch regarding the renewal of the Management Agreement. Some edits are required, reflecting the latest changes in statutory regulations. Likely date for the final document to be drawn up is in early 2025. The housing inspection by the Council has been completed. Review of the outcomes is to be conducted in October/November, any issues that may appear will be communicated to the JMB. Southwark's Building Safety Inspector is now working with the JMB Property Services Team, on completing Building Safety Case reports for the high-risk blocks.	

4.4	Update on JMB operations: Rent collection remains strong. However, some recent changes involving the switch of a number of our residents from Housing Benefit, which is directly paid to us, to Universal Credit which is paid to the resident will potentially be more challenging to collect. There was an improvement in terms of re-letting of voids. A void on Elim Estate that was in a poor condition has now undergone major repairs and is again lettable. Works at the resident's flat for which the JMB received serious maladministration notice from the Housing Ombudsman, are progressing. The resident has been engaged all the way through. Board Away Day went well, with the notes of the proceedings attached.	
4.5	JMB commissioned the Southeast Consortium to procure a qualified provider to deliver the IT upgrade project. Specification of requirements were shared with interested parties in August, with three tenders submitted. Award is expected to be made in October following a review.	
4.6	The consultancy that the JMB initially approached to deliver Stock Condition Survey has declined the offer. Instead the JMB will employ stock condition surveyors on a fixed term from a specialised technical agency.	
4.7	The planning application for demolishing the JMB offices and replacing with 26 dwellings was due to be heard by Southwark Council's planning g committee in July. This has been delayed due to some concerns with the application and it is now not likely to go to the planning committee until 2025. In addition, the funding to allow the scheme to progress is currently not in place therefore we would expect it to be several years before the scheme is able to start.	
4.8	CBS are leading on the review with Antony Collins Solicitors to renegotiate Management Agreement for Marklake Court. Board will be kept informed of the progress.	
4.9	*The Board asks Deputy Manager to pass on their thanks for the improved rent collection.*	
5	**Leathermarket JMB 3-year Corporate Strategy – for discussion**	
5.1	CEO asked if a summary paper is needed for a wider audience distribution. Directors agree, and suggest that the summary, once ready, is uploaded to the website. CEO will have the strategy further discussed with the managers team. CEO confirmed that the strategy will be unveiled at the AGM, and a copy sent to every household.	

6	**Draft Audited Accounts 2023/24 and impact on reserves – for approval.**	
6.1	The accounts were previously presented and discussed in detail at the Finance Sub-Committee. Income for 2023-24 went up by 7%, mostly reflecting better rent collection. Expenditure has gone up as well. The JMB has acquired a £3.1 million deficit, of which 2/3 were due to the Major Works spending. Surpluses would need to be generated, to feed into reserves, for the JMB to remain self-financing.	
6.2	Audit was clean and on time. The accounts were found to be a true and fair representation of the JMB finances.	
6.3	The management accounts show that by the end of August the JMB was within budget in its spending.	
6.4	A report was subsequently drafted for Directors to present at the AGM. Directors are invited to read it and report to the Finance Team if any changes are required.	
6.5	At the last AGM it was announced that the JMB will test the market for a new auditor. It was not done due to the Finance Manager leaving soon: it is advisable that the test is done by a new Finance Manager. It will be further explained at the upcoming AGM.	
6.6	Recommended reserves allocation are as per the paper presented and were further discussed with the CEO.	
6.7	**Discussion:** Directors agree that there need to be clearer guidance regarding funding available to the TRAs, with better awareness of it within the Resident Services Team.	
6.8	***Recommendations in the paper are approved.***	

7	**Metering, charging and recovery of energy charges at Joyce Newman House & Joseph Lancaster Terrace – for noting**	
7.1	Joyce Newman House has district heating system with individual meters on each unit. The metering and charging has been problematic for the JMB, as the JMB was unable to get accurate billing until a credit note was issued in December 2024 for bills paid from June 2022 to December 2024. The JMB was also unable to identify resource to sort issues with the suppliers, provide meter readings, liaise with residents and with the management company Sycous who will bill and collect from residents. The JMB has to date covered all the costs of the energy with our energy supplier, initially Green Energy UK then Pozitive Energy who have now become Enfiniti, and has not yet recovered any costs.	
7.2	Not all gas costs will be charged to tenants. There will be some system losses and possibly some heating of communal areas that should be borne by Leathermarket JMB and paid for through the management and maintenance allowances. Residents were aware when they signed up that they would be charged for the energy usage. However, as they have not received a bill to date, the JMB will need to have a strong communication strategy and agree repayment terms for any historical bills we are legally allowed to bill.	
7.3	The JMB Finance Team is engaging with Sycous to better understand the metering and charging of energy usage.	
7.4	The following actions are proposed: 1) That the residents affected are written to about the situation, and regular communication is maintained to ensure that they are budgeting for regular billing and payments. First bills covering Q3 are to be sent to them in early 2025. 2) That the costs incurred to date are recovered. The JMB will work closely with Sycous on this. 3) The JMB are currently engaging with our lawyers, Devonshires, to fully understand our ability to recover prior years energy costs. Although the JMB may be able to legitimately charge for the energy usage, we will need to be fully aware of the impact on residents of having potentially large financial commitments and the potential to drive residents into financial hardship. We also need to recognise the reputational damage this could do to the JMB. Payment terms may need to be agreed, and we may find residents may need to access financial advice and support. Board members will be updated verbally as to the advice from lawyers.	**Action:** AH to share a copy of MMA for Joyce Newman House and Joseph Lancaster Terrace with the JMB Board and CEO.
7.5	**Discussion.** The Directors ask to see the copy of the Modular Management Agreement between Southwark, CBS and the JMB in respect of those properties. AH commented that he has a copy of it that he could share.	

7.6	***Approval given to proceed with the recommendations.***	
8	**Resident Engagement Officer Updates - for information** a) <u>Communication and Participation Sub-Committee relaunch:</u> Agenda, Terms of Reference and the relaunch date are being discussed with CS, Board will be updated of the progress. b) <u>Filing of TRA applications for formal recognition with the JMB:</u> Will be completed with the each of the currently recognised TRA at their next general meetings. c) <u>Launch of the new Bermondsey St TRA:</u> The relaunch scheduled for 14th September has not taken place due to low attendance. Another event is being scheduled for mid-October. **Discussion** Directors, CEO, Deputy Manager and AH ask to be sent invites when the second meeting to launch the new Bermondsey St TRA is scheduled.	**Action:** IN to send out invites when the second meeting to launch the new Bermondsey St TRA is scheduled.
9	**Decima St TRA report – for discussion and decision**	
9.1	Like the BSRA, the current Decima St TRA (DSTRA) stands unrecognised by refusing to adopt the JMB Model Constitution, claiming that it is invalid due to the exclusion of non-resident leaseholders from the TMO membership. Another contested subject was access of the TRA members to the TRA hall which is currently closed and undergoing safety checks. Attempts by the REO and both of the previous CEOs to have the situation discussed with the DSTRA in order to find a way out have not been successful. Mediation offer has been refused by its Chair. Consequently, the residents of the Decima St TRA are lacking effective representation with the JMB at both TRA and Board level.	
9.2	REO outlined three possible solutions: 1) Attempt to form another TRA, without derecognising the Decima St TRA; 2) Ballot the members directly for the directorial nominations; 3) Enter into mediation with the Decima St TRA;	
9.3	**Discussion:** On the subject of non-resident leaseholders, AH observed that the latest issue of the National Federation of TMOs (NFTMO) seems to back the JMB position. AH asked if the ward Councillors have been briefed about the situation. CEO confirmed that he and the Deputy Manager had a conversation with the Councillors. AH asked if it was be the Calm Mediation that the JMB has approached: the Board confirmed. VB commented that the Chair of	

9.4	the DSTRA has turned down the offer to reach out to the Calm Mediation as an independent facilitator, therefore it is unlikely that the DSTRA will accept Calm Mediation if offered again. This does not mean that the JMB should not offer mediation with a different facilitator. Directors observed that offering mediation again seems a better option but it needs to be ensured that the process does not drag on forever. CEO commented that a deadline can be set up to ensure the steady movement. Directors stated that it needs to be made absolutely clear to the DSTRA members that the Decima TRA hall is off-limits until the Board has report from structural engineers that it is safe to use. **It was agreed that the mediation will be offered to the Chair, Vice-Chair and the Secretary of the DSTRA committee, with timescales for the process in place. An alternative mediator to the Calm Mediation should be sought out.** **It was further agreed that at the same time, option 2 – direct ballot of JMB members on Decima Estates for directorial nominations – will be worked upon. As part of it, a brochure explaining what TRA's are and the governance structure of the JMB, needs to be produced, to both ensure better awareness among the residents and to encourage them to stand.**	
10	**AOB** 1) An interim Repairs Manager has been recruited, in place of Kelvin Lloyd who is leaving in October. He had 1-2-1 meetings with all DLO operatives regarding the day-to-day servicing of the voids – this will done by contractors instead. He is also looking closely into the disrepair cases: 8 were closed over the past few weeks. 2) Use of the tipper truck – Deputy Manager to review. 3) AH to facilitate an introductory meeting between JMB Property Services Team and Southwark Disrepair Team. 4) Cost of the interim appointments – there is a need for contingencies to support the associated costs. 5) AGM – residents are informed that any motions and questions are to be sent in before the meeting.	**Action:** AH to facilitate introductory meeting between the JMB Property Services Team and Southwark Disrepair Team.
11	**Actions:** **1)** AH to share a copy of MMA for Joyce Newman House and Joseph Lancaster Terrace with the JMB Board and CEO. **2)** AH to facilitate introductory meeting between the JMB Property Services Team and Southwark Disrepair Team. **3)** IN to send out invites when the second meeting to launch the new Bermondsey St TRA is scheduled.	

	4) Outstanding from previous meeting: BM to find out for the next Board meeting what HR legal advice is costing the JMB. **5)** Outstanding from previous meeting: BM to include information on RSO performance with the rent collection in the Finance Report.	
12	**Date of next meeting: Wednesday 27th November 2024, 18:00pm.**	