

Major Works Sub-Committee Meeting
Tuesday 28th May 2024, 5:30pm.

**Attendees:**

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| Michael Adu (MA) | Co-opted Director, Chair of MW Sub-Committee |
| John Lynch (JL) | JMB Vice-Chair, Director, Crosby, Lockyer and Hamilton TRA |
| Abimbola Akinwumi (AA) | Director, Lawson TRA |
| Clive Shaw (CS) | Director, Kipling TRA |
| Peter Baffoe (PB) | Co-opted Director |
| Ian Newman (INE) | Co-opted Director |
| Ali Gurer (AG) | Resident, Lawson Estate |
| Nick Pandy (NP) | Resident, Kipling Estate |
| Emma Crookes (EC) | Resident, Kipling Estate |
| Jean Davis (JD) | Resident, Bermondsey Estate |
| Ali Imam (AI) | Head of Property Services |
| Ian Cade (IC) | Interim Major Works Manager |
| Igor Novokreshchenov (IN) | Resident Engagement and Board Support Officer |

Apologies: Christine Parsons / Martin Green

Minute-taker: Igor Novokreshchenov.

| <u>Agenda</u> | <u>Key Points</u> | <u>Actions Agreed</u> |
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| 1. | <u>Welcome and apologies</u> MA opened the meeting and took apologies. Attendees introduced themselves. | |
| 2. | <u>Minutes of the last meeting</u> | |
| 2.1 | <p>Actions from the minutes:</p> <ol style="list-style-type: none"> 1) SC to review the list of residents due for an OT bathroom assessment and review what still needs to be done. – in progress. 2) SC and IC to inform Directors about MW program on Hamilton Square.- completed. 3) IN to arrange a special Major Works meeting in relation to Meatin Heating System for mid-April. – outstanding, AI is to further update. 4) Major Works Manager to keep Beaston residents and Lawson TRA members updates about works progress on Beaston House lift renewals. – ongoing. 5) Homeownership Services Officer to action support from | |

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| | <p>Housing Officers for residents who require Aid & Adaptation installations. – ongoing.</p> <p>6) SC to commission Type 4 Fire Risk Assessment and Fire Strategy for Simla & Burwash – outstanding, update to be given at the next MW meeting.</p> <p>7) JMB is to write to Hamilton Sq residents and organise on-site meeting regarding ongoing issues. – IC and SC to write to Hamilton Square, copying CP into the communication. – completed.</p> <p><i>Minutes approved.</i></p> | <p>Action: AI to update the MW sub-committee regarding Type 4 Fire Risk Assessments for Simla & Burwash houses.</p> |
| <p>3.</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> | <p><u>Major Works Programme</u></p> <p>AI explained that the report was presented at the March meeting but was not approved then due to the meeting running significantly overtime. The report was subsequently approved at the Board meeting on 22nd May.</p> <p>The JMB has since joined the South-East Consortium, a procurement network. Free training opportunities are available.</p> <p>The report also recommended joining Hyde Fire Safety Network. It is free to join, there are no exclusivity terms. Being part of it would give the JMB access to lists of specialists and contractors in the field.</p> <p>MA explained that being part of the network is a way of quicker contract/tender procurement with more competent options to choose from.</p> <p>Southwark Council, who are part of the network already, commented to the effect that they would like to be part of the approval process for the JMB joining it. AI contacted Southwark for further clarification.</p> | |

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| | <p>4. Major Works update</p> <p>4.1 AI informed the attendees that the update does not differ much from the previous report delivered. Green colour in the table indicates completed works. <u>Rephidim Street</u> scaffolding: legal advice is being solicited on the issue.</p> <p>4.2 JD asked about works been delivered on the Whites Grounds Estate. It was explained that the works were “cyclical maintenance” such as external repairs. JD reported ongoing issue with outdoor lighting on the estate. AI replied that it will be kept in the “issues blog” to be discussed with the contractor at the monthly meetings, under the lead of the Responsive Repairs Manager. An estate-wide feasibility study will be conducted at some point in the future. AI invited attendees, if there are issues that are of immediate health & safety concern, to report them asap.</p> <p>4.3 Ongoing works on Simla & Burwash include entryways. NP asked when the total cost of the major works conducted in the buildings will be known. NP explained that some of the works that were delivered differ from what was initially promised, and the changes need to be reflected in the bill.</p> <p>EC explained that some of the works delivered fail to meet the quality standard, due to some contractors been careless.</p> <p>AI thanked the attendees for the feedback and confirmed that the expectations from works delivery not being met by the contractors is a lesson learned. At the contract renewal, it would be made more clear that a post-inspection is necessary, to ensure that everything is done properly. Going forward, a “soft consultation” will be conducted as part of the procurement strategy. Responsible managers’ contact details are being secured so that issues can be escalated quickly and more directly.</p> <p>EC observed that over the years the residents have been charged a lot of incremental money over the follow-up repairs of items that weren’t done right the first time. Expectations from contractors and their managing agencies should be managed more carefully and with better clarity and timely feedback to the residents affected.</p> <p>4.4 AI explained that Trinity Street is marked “amber” due to delays in works and quality standards not being met. Dampness was discovered on site, the source of which is under investigation by the IC.</p> <p>Works at Symington House present a complicated case. IC contacted Pinnacle regarding these issues, requesting a feasibility study which may take time to be produced. AI attempts to include some of the issues into the Fire Risk Assessment to be conducted by Southwark. Southwark’s Major Works Team has similarly been contacted who delivered similar works on different estate and whose expertise can therefore benefit Leathermarket area.</p> | |
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| | <p>Simla & Burwash – a report from structural engineers is due within weeks. MJ Roofing & Construction company has been approached to conduct a survey regarding the condition of buildings' roofs and the costs that remedial works would require, when the JMB will go out for tendering.</p> <p>4.5 NP asked is a more exact timeline for the works is known, as the delay will likely result in higher costs. AI explained that it is not yet possible, with the new issues being discovered recently, and without a Stock Condition Survey being completed. An overarching view given by the latter will allow the JMB to address the problem overall. Type 4 Fire Risk Assessments, once completed, will also provide an important update into the current state of the buildings. A Stock Condition Survey, as well as reports from specialists consulted, are expected to be completed before the end of the year.</p> <p>4.6 AG raised an issue with lifts at Symington House. Despite their high cost, they are not working properly, with only one lift operational since last Christmas. He expressed dissatisfaction with the work conducted to address this, and asked how does the JMB ensures transparency and accountability on this matter.</p> <p>AI replied that IC will arrange a meeting with DeGraaf to look into all the issues with lifts. One of the lifts has not being working properly due to its apparent misuse by staff from a telecom company, who used it to deliver heavy equipment to top floor of the building. Statement was taken from the resident who witnessed and reported this, and the Council has been approached. Responsive Repairs Manager was asked to look into contracting arrangements with the telecom company in question.</p> <p>EC explained that when the lifts were refurbished, some of the parts were not under warranty – the very parts that keep breaking down.</p> <p>4.7 Tyers Estate – when the exact costs are known and before procurement, residents and leaseholders will be consulted.</p> <p>Electrical project will likely take 2-3 years to complete. A response from Pinnacle and/or Southwark Council is expected.</p> <p>Anti-social behaviour at Symington House – police has been approached for suggestions on prevention. On the options given, leaseholders will need to be consulted regarding costs of some of them.</p> <p>Work on the smoke alarms is being delivered by Grout.</p> <p>Meakin district heating: FairHeat, a company who wrote legislation on district heating that will come into force next year, were approached for feasibility study. Same study was also looked into for the Kipling low-rises. IC informed attendees that some councils are looking for more innovative solutions, such as harnessing ground heating.</p> | <p>Action: IC to arrange for a meeting with DeGraaf, to discuss ongoing issues with lifts at Symington and across JMB area overall.</p> |
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| 4.8 | <p>CS commented that FairHeat would be able to offer a working advice on what to replace the current gas heating system on Kipling, which was put in place as a temporal solution. Also, Kipling Estate is part of an innovative pilot project that involves using a Thames-based turbine.</p> <p>IC is working on the JMB De-carbonization strategy.</p> <p>A contracts register is in the process of being put together, to ensure the JMB has the list of all the active contractors.</p> <p>Major Works EICR – now delivered on site.</p> <p>To mitigate the dissatisfaction of Meakin residents, regular communications are being maintained with them.</p> <p>Simla & Burwash works: contractors are being placed under more scrutiny, with JMB demanding them to produce evidence of accreditation.</p> <p>Structural surveys: final reports are to be expected within couple of weeks.</p> <p>Domestic Electrical Installation Condition Report: Pinnacle was approached to provide fee estimate.</p> <p>NP asked if there is an certain date by which the FRA should be completed. AI explained that these must be done for every block and will come out with 3 types of recommendations: long, medium and high. High needs to be done within 3 to 6 months, medium – 6 months to a year, long – within 1-2 years.</p> | <p>Action: AI to find out if Southwark has any comments regarding JMB EICR works.</p> |
| 5. | <p><u>AOB.</u></p> <p>More water shutdowns is scheduled for Simla and Burwash. AI to keep the residents updated accordingly.</p> | |
| 6. | <p><u>Actions:</u></p> <ol style="list-style-type: none"> 1) AI to update the MW sub-committee regarding Type 4 Fire Risk Assessments for Simla & Burwash houses. 2) IC to arrange for a meeting with DeGraaf, to discuss ongoing issues with lifts at Symington and across JMB area overall. 3) AI to find out if Southwark has any comments regarding JMB EICR works. | |

Next meeting will be on Tuesday 16th July, 5:30pm – 7pm

