

MINUTES OF LEASEHOLDER ACTION GROUP MEETING 30 MAY 2018

Apologies: Glyn Huelin, Dave Arthur, Peter Boaks, Dave Croydon

Attendees: J Thorp (minutes), D Spafford (Chair), G Dawes, T Worsfold, M Briault, K Marston

BHCC Attendees: Keely McDonald (KM), Resident Involvement Officer, & Martin Reid (MR) Head of Housing Strategy, Property & Investment

MINUTES OF MEETING HELD ON 28 APRIL - These were agreed.

ELECTIONS FOR AREA PANEL REPS

The following were elected:

West Area - Graham Dawes, AP Rep, and Muriel Briault, Deputy

Central - Tony Worsfold, AP Rep, and Dave Spafford, Deputy

The meeting was advised by the council that non-resident leaseholders cannot be AP reps. This point has been debated. There was query as to why the AP reps are not elected at the AGM with the other elections. The leaseholder handbook mentions a Leaseholder Constitution but there isn't one. Keely will look into this.

DOORS & SYSTEMS

1. Martin Reid talked to the paper prepared by Glyn Huelin. It has been agreed that it should not be routine to put expensive multi-steel doors in all blocks, only ones that have security issues.
2. There was a discussion about the need for maintenance of warranties for doors and other assets. MR agreed that this has not happened in the past but that there is now a process on place for the future, and explained that Geoff Gage is responsible for managing warranties and specs on works. John Currell is the Asset Manager for long term finance and investment in stock. MR will provide a management chart showing roles and responsibilities. He can run through the budget breakdown for planned maintenance programmes if LAG want that. KM asked to see an example of a contract for maintenance of doors.
3. Two individual estate issues, at Stoneway Court and Philip Court, will be looked into by MR.
4. As a result of the discussion of the paper, MR agreed to look into the following:
 - who washes the doors (for warranty maintenance)
 - how many parties involved in doors & systems

LEASEHOLDER ENGAGEMENT DRAFT REPORT (going to HNHC)

- MR talked to the report that came out of the Leaseholder Engagement Workshop held in March.

It was agreed that it was largely positive as a starting point for further discussion. However, two items were added: the need for the council to facilitate LAG in communicating with all leaseholders directly (not through posters or Homing In), and the need for non-resident leaseholders to be included in all Resident Involvement processes.

- MR advised that a separate report will be coming out on how to take forward repairs and maintenance issues. An ongoing issue as to whether to undertake major works elementally (as needed) or for entire blocks/estates can be discussed further as there are cost problems with both. KM asked that tenants also be told costs of major works.
- It was agreed that a meeting held in office hours would be arranged to go through a particular works project, necessarily a small one, to show how works are costed, etc.
- a copy of MR's presentation at the AGM will be provided (this has now been done)

- Contact details for LAG in Homing In to be just the email address and Keely's phone number
- Keely will circulate the draft Leaseholder Action Group Action Plan
- confirmation that anyone can be a SIG rep as long as the governing ratio of leaseholders to tenants is observed
- the council will provide an update on the Area Panel Review process

MEETINGS

There will be a Leaseholder Only meeting on the 18th July, 6:30-8:30
Keely will check venues for the AGM to be held on 6 April 2019