

CHALCOTS WORKS GROUP (CWG) MINUTES AND ACTIONS 08.07.20

Attendees

Paul Urquhart (PU), Nigel Rumble (NR), Cllr Steve Adams (SA), Cllr Tom Simon (TS), Cllr Meric Apak (MA), Hasan Shah (HS), Mandy Ryan (MR), Paula Schofield (PS)
LBC: Astrid Kjellberg-Obst (AKO), Abdul Khalique (AK) Oonah Lacey - Interim Chair (OL)

Apologies

Matt Jenkins (MJ), Cllr Luisa Porritt (LP)

1. Welcome and Setting the Scene

- 1.1 OL welcomed all to the meeting. It was confirmed that an hour was allocated for the meeting and the need to be concise and to the point to allow the agenda to be completed. OL asked the members whether they would be happy to have the CWG meetings recorded for accuracy of recording detailed minutes and actions bearing in mind the feedback received from representatives questioning personal statements recorded in minutes. It was proposed to use the recording function available on Zoom.
- 1.2 No objections from the representatives present to recording of meetings.
- 1.3 PU enquired how long recordings would be kept to which MA responded it is entirely up to the CWG. PU suggested the recordings be kept until the draft minutes and actions are agreed.
- 1.4 No objections from the representatives on retention until minutes and actions are agreed.
- 1.5 HS reminded the Chair of the need to notify any representatives joining the meeting late that the meetings are now being recorded.
- 1.6 MA proceeded to start recording the meeting.

2. Review and Feedback of CWG Minutes and Actions 24.06.20

- 2.1 OL reminded representatives to notify the representatives if they leave the meeting early so it can be recorded in the minutes. HS had raised concerns that those who left the meeting early were not recorded with name and time of leaving in the draft 24/06 minutes, so unclear who was present when actions were agreed at the meeting.
- 2.2 OL acknowledged the feedback from the draft version of 24/06 minutes and this was what prompted the suggestion to start recording CWG meetings from now on.
- 2.3 OL explained the 24/06 minutes and actions were not amended prior to the meeting but will need to be amended within the current meeting with everyone's agreement.
- 2.4 OL confirmed that NR had by email requested clarity on the statement made by Graeme Beedham at the 24/06 meeting reporting on the findings from the Resident Participation Survey. NR raised the question of wanting additional detail regarding the Strategic Review by Camden that recorded that 73% of residents prefer to participate with Camden directly regarding issues rather than going through their TRA representatives (24/06 CWG – 2.9). OL circulated the feedback from Graeme Beedham to representatives on 07/07 and provided a brief description of how Camden carries out a survey of tenants and leaseholders every three years and the feedback is used to inform the Resident Engagement Strategy.
- 2.5 OL stated the survey carried out included Camden residents' borough wide as part of the Strategic Review in October 2018 and 1,138 tenants and leaseholders responded.
- 2.6 HS stated that he considered the 73% figure is not accurate as it is not representative of all 200,000 residents and would like this to be clarified (Graeme Beedham's figure was confirmed to be 20,000 - 23,000 council tenants only). HS stated that statements are made in meetings which are not then recorded in the minutes and actions, and only upon further reflection at the next meeting realise this is not written in the correct manner. OL reminded that this will not happen going forward as meetings are now recorded and allows accuracy of statements to be verified.

- 2.7 MA confirmed that the 73% figure is derived from the number of residents who responded to the survey. AKO also noted that statistical representation is looked at when surveys are carried out and believes Graeme's response (to question raised in 2.4 above) that it was deemed that the number of survey results obtained were representative of the resident population as it was a significant number of responses.
- 2.8 24/06 CWG – 4.5 amended with NR statement with everyone's agreement as follows: **A few residents at recent webinars have shared views that are different to those highlighted by resident representatives.**
- 2.9 24/06 CWG – 4.9 amended to reflect **PU objective from the beginning of the meeting which he stated as being 'either have an evening meeting or stop talking about the other two blocks'.**
- 2.10 24/06 CWG – 4.16 amended to reflect NR statement **that the proposed name and remit of CWG be changed or considered to be changed, that meetings are led by Camden and only construction works to be on the agenda.**
- 2.11 24/06 CWG – 4.13 amended to accurately reflect SA statement **I did not intend to suggest that a CWG should be landlord led. What I did make plain was that in order to discuss works there should be works to discuss and at present there are none.**
- 2.12 24/06 CWG – **4.17 amended to reflect NR highlighting the meeting was no longer quorate.**

3. Matters Arising

- 3.1 Action from 24/06 CWG - AKO to write to all TRA chairs and CWG members to consult on the proposals made has been completed.
- 3.2 Action - AKO to double-check escalation process of complaints. AKO clarified in the meeting that complaints would follow the corporate formal complaints process (stages 1 and 2) and if unresolved can be escalated by residents to the Housing Ombudsman. AKO has not been able to ascertain the clarity of the general complaints process available to residents however AKO is picking this up with the relevant teams for review of the complaints process and noted the principle for escalation is in place.

4. Demobilisation Presentation

- 4.1 AKO presented and shared overview of Demobilisation plans to CWG.
- 4.2 The key points included and described in detail: Taking down the Construction Site and reinstating all aspects of the estate, including priorities and timelines. AKO also highlighted other key aspects she is leading on relating to the major works project at the Chalcots Estate, and these are
- Designs and Specifications
 - Procurement
 - Planning Application
 - Resident Engagement – major works related
 - Communication and marketing material
 - Governance and Resources
 - Associated Works
- 4.3 AKO invited representatives to ask questions regarding the presentation.
- 4.4 PS asked whether the procurement process has started for the next contractor or would Camden need to wait until the scaffolding has been taken down. AKO responded the preparation for procurement has begun but Camden cannot do anything officially until design is finalised in September. There will be informal engagement with contractors prior to going to market, but Camden cannot go out to the market without detailed design. However, this has presented an opportunity for the time being to optimise the time for the moment to engage with the market and to seek planning application.

- 4.5 PS asked whether the project would be tendered European wide. AKO said Camden will need to find out and there are two ways we can do this; either through framework to go to market or via the European (OJ) process. AKO also noted initial market testing was done but the views from contractors were quite mixed. AKO - We want to attract a wide range of expert contractors who are committed and able to add value in terms of quality in the wider sense.
- 4.5 SA asked whether there is a likelihood of tendering Blashford separately to the other four blocks. AKO stated this is one of the options to consider, having a separate contract.
- 4.6 HS stated that the process feels like Camden has pushed everyone away and are going to the market with no designs completed. HS raised his concern that this process has become an 'information service only' and that resident views are not considered so there needs to be a balance. AKO responded that this is one of the reasons webinars are taking place so we have the right sequence of events taking place before we move forward.
- 4.7 PU asked whether lighting can remain up until the scaffolding is removed as it deters ASB. AKO will raise this with Wates.
- 4.8 PU noted that residents are 'acutely' aware that this is taking a long time and that webinars should explain why this is so. AKO understands this perception and grateful for the feedback but noted there has been background work to complete to get to where we are now, there are legal implications if process is not followed. AKO will be happy to explain this in the webinars.
- 4.9 PU pointed out an error under 'List of Events' where it says 'contact us - anytime (office hours)' AKO clarified Camden will always be here to help but it will not be a 24/7 emergency service and will correct this.
- 4.10 HS raised the need for Openview to check all external lights as there are no lights on Taplow working, hence the need to check all blocks. AKO explained that the lights at Taplow are on a timer, which is tripping out and issues with the shutters.
- 4.11 HS stated that when scaffolding comes down on Fellows Road there will be considerable damage to the walls and forecourt brick area. AKO said that these issues are part will be added to the snagging list, which will be photographed and invited HS to work with James Johnson (Quality Inspector for Burnham) on compiling the list of issues.

5. Facilitation of 'proposed get together'

- 5.1 MA confirmed his disappointment that the opportunity to set up a tenants representative meeting across the 5 blocks had been unsuccessful. MA stated that AKO simply tried to help facilitate the meeting, and confirmed that it is for the residents to agree a date and time to meet.
- 5.2 MA along with AKO and OL confirmed they are available 7pm Tuesday evening, 10am Wednesday morning and 7pm Wednesday evening on the weeks commencing 20/07 and 27/07 (six possible time slots).
- 5.3 MA requested the representatives to organise when they are available and let AKO / MA / OL know and then the meeting will be scheduled. MA will put this in writing to the representatives. MA stated that neither he nor AKO will organise this meeting because 'resident representatives cannot achieve an agreement with all blocks'.
- 5.4 PU suggested – if we can't make this work this time on those six dates, we give up on it.
- 5.5 NR stated that it was imperative that all five blocks come together and TRA leaders come together and Camden can engage with five blocks.
- 5.5 NR left the meeting.
- 5.5 MA set deadline for response for close of play 10/07.

Action Summary

	Owner	Date Raised	Anticipated completion date	Date Completed
Action: AKO to enquire whether lighting can remain at night.	AKO	08/07/20		20/07/20