

EAST BRENT AREA HOUSING BOARD

Tuesday 9th June 2009

Present:

P Fell	Chair
Patricia Hogan	Kilburn Square Housing Co-op
Jeanette Ahearne	Windmill Court
Madeleine Coffey	Cavendish Close
Pat O'Connor	Cavendish Close
Heather La'Francis	Marley Walk
Tim Danby	Marley Walk
Felicity M Jewell	Clement Close

1. Apologies:

Cllr Cummins, John Squire, Bridget O'Keefe, Rohini Patel, Mrs Beasley

Officers: Christina Byrne – Neighbourhood Services Manager BHP, Jill Stringfellow - Neighbourhood Services Team Leader BHP, Shaun Gillam – Major Works BHP, Barbara Rowe – Anti-Social Behaviour Team Leader BHP, Louise Egan – Clerk/Support Officer to Helen Evans & Gerry Doherty

Visitors: Scott Cesenek – Connaught

Councillors: No attendance

Agenda Item	Minute	Action
2. Minutes of last meeting held on 5 th March 2009 and matters arising	<p>Amendments to Minutes, it was noted that:</p> <ul style="list-style-type: none">- Jasmine Davis lives at Windmill Court- Jeanette Ahearne lives at Windmill Court- Madeleine Coffey lives at Cavendish Close- Pat O'Connor lives at Cavendish Close <p><u>Item 2</u></p> <p>C Byrne advised that the wording 'Councillors' has now been added to the minutes.</p> <p>P Fell informed members there were no current problems with the delivery of Partnership News.</p> <p><u>Item 6</u></p> <p>C Byrne updated members regarding notice boards, C Byrne advised that Officers were collating a list and</p>	

	<p>once this was done then the notice boards would be ordered.</p> <p><u>Item 7</u></p> <p>P Fell queried where Brands House was. S Cesenek informed the meeting that the location was Willesden Lane and advised that the garages have been cleared out.</p> <p>Minutes agreed.</p>	
<p>3. Minutes of the Brent Housing Partnership Board meetings held on 11th February and 24th March 2009</p>	<p><u>Minutes: 11th February 2009</u></p> <p>C Byrne confirmed this related to Housing Revenue.</p> <p><u>Minutes: 24th March 2009</u></p> <p>L Egan advised that the above Board Meeting was to set out targets for this forthcoming year.</p>	
<p>4. BHP Quarterly Performance Reports For the period 1st April- 31st March 2009</p>	<p>B Rowe presented the 3rd quarter Performance Report covering the period 1st April – 31st March 2009.</p> <p>Performance was summarized using ‘traffic light’ graphics to distinguish between performance on target (amber), above target (green) and below target (red).</p> <p>B Rowe made particular reference to the following:</p> <p>C21, New stage 2 complaints as a percentage of stage 1s (General Needs) – B Rowe advised that Managers were looking at this and were taking steps to improve, such as additional training for staff.</p> <p>P Fell queried why Kilburn Square performance reports were not included on the BHP Quarterly Performance Reports. J Stringfellow apologised and advised this would be looked into and reported back at the next meeting.</p> <p>D2, percentage of vulnerable tenants contacted in compliance with 6 monthly visit programme (General</p>	<p>J Stringfellow</p>

	<p>Needs) – P Fell raised concerns that there were issues with tenants not being contacted and asked for this to be looked into. J Stringfellow agreed to discuss this matter with the Tenancy team and report back at the next meeting.</p>	<p>J Stringfellow</p>
<p>5. Neighborhood compact update</p>	<p>J Stringfellow presented a report giving an update on the Neighbourhood Compact action plan for the period April to June 2009.</p> <p>J Stringfellow commented that the NST Team are working closely to increase the number of gold estates, and in order to achieve this the NST Team are:</p> <ul style="list-style-type: none"> - Carrying out bi-monthly random spot checks with Wettons and Connaught contract managers <p>J Stringfellow advised that Bhadresh Patel has undertaken 11 walkabouts and informed that the NST needed to carry out more post inspections in the East Brent area.</p> <p>J Stringfellow provided an update on communal repairs:</p> <ul style="list-style-type: none"> - Jobs completed 223 - Post Inspections 17 <p>P Fell queried what has been done regarding parking at Windmill Court.</p> <p>J Stringfellow informed members that parking has been a problem at Windmill Court. JS confirmed she will arrange a meeting with residents to discuss parking issues at which Wing Security will be invited to attend.</p> <p>C Byrne advised that the NST Team were currently working on the training brochure and hoped to have it ready for distribution shortly.</p>	
<p>6. Major Works update</p>	<p>S Gillam presented the Major Works Projects Update.</p> <p>The report provided an update on the progress of the major capital works projects, showing in particular the nature and location of works, progress towards completion and reasons for any delay.</p>	

	<p>In Discussion:</p> <p>S Gillam advised on the following projects:</p> <p>3.1 Contract PS07001 - this was completed and 25-30 Victoria Mansions were waiting for electricity and then this would also be completed.</p> <p>3.2 Contract PS07004 - this was completed.</p> <p>3.3 Contract PS08014 - that this is a new contract covering external refurbishments for street properties in the North and South Kilburn area, this contract is due to start in October 09.</p> <p>3.4 Contract PS08016 - this is a new contract for window replacements at Summit Court which is due to start in October 09.</p> <p>3.6 Insulation Programme - the programme has commenced on 1st May and is expected to last for the duration of 2009/10.</p> <p>3.8.1 South Kilburn Estate - Brent Council has provided £3 million funding specifically for capital works to the South Kilburn Estate which is additional to the £5.4 million.</p> <p>4.2 Contract ML060001 – P Fell informed that only 1 lift has been completed and queried if works were due on any other lifts. P Fell advised that camera has been taken out and wanted to know if and when this will be replaced. S Gillam to speak to Keto who will report back and advise accordingly.</p> <p>It was noted, the query for Ariel's at Windmill Court. S Gillam to advise accordingly.</p>	<p>S Gillam</p> <p>S Gillam</p>
<p>7. Environmental Improvement Programme updates</p>	<p>J Stringfellow gave an update on the East Brent Environment Improvement Update 2008/2009.</p> <p>C Byrne advised that the project list for 2009 – 2010 will concentrate on health and safety issues namely resurfacing, potholes and paving works. BHP have</p>	

	<p>written to all residents seeking suggestions for new environmental projects for 2010-2011.</p> <p>J Stringfellow commented that a survey application form has been sent to all chairs, vice-chairs, secretaries and treasurers to seek new proposals on what projects they would like in their neighbourhoods. Only three have been received. The deadline for applications to be submitted is 30th June 2009. Please advise if you need a form.</p>	
<p>8. LEQ update 1st January-31st March 2009</p>	<p>J Stringfellow presented the results of the LEQ inspections for each area, which had been carried out by the Neighbourhood Services Officers.</p> <p>P Fell advised that the LEQ form was too small to read.</p> <p>J Stringfellow informed members that the NST Team will look at ways to improve the format, try and use a more user friendly style and bring along a new layout to the next AHB for comments.</p>	<p>NST</p>
<p>9. Cleaning and grounds maintenance survey</p>	<p>J Stringfellow advised that following the continued low response rate from the postal survey, the NST Team are now using telephone surveys for Cleaning and grounds maintenance.</p> <p>J Stringfellow notified members that the NST Team were pleased with the telephone survey results as the satisfaction generally has increased.</p>	
<p>10. BHP community funding</p>	<p>C Byrne advised that there was £30.000 available for BHP community funding.</p> <p>C Byrne informed members that £5.000 was the limit for each application and informed that the application was available to download on the intranet.</p> <p>C Byrne pointed out the next meeting for the BHP community fund would be held on 30th July 2009; meetings are held quarterly and BHP are encouraging Resident Associations to apply for community funding.</p>	

The meeting closed at 8.45pm having completed its business. The Chair thanked Members for their attendance.

Chair

Date

Minutes agreed over the telephone on 14/08/09.