

Wharncliffe Gardens Repairs and Decorations Project AC103

Working Group meeting 11am – 12pm 22 February 2023

In attendance.

Name	Position	Company
Katharine Chambers (KC)	Client Representative	WCC
Marie Baker (MB)	Resident Advocate	WCC
Paul Murray (PMU)	Site Manager	United Living (UL)
Romeo Kenge (RK)	Site Manager	United Living (UL)
Sharon Dallas (SD)	Resident Liaison Officer (RLO)	United Living (UL)
Nicola Bailey (NB)	Working Group	WRA
Patricia Becker (PB)	Working Group	WRA

Apologies

Eddie Lee (EL)	Working Group	WRA
Colin Burton	Quality Manager	WCC
Judith Harwood (JH)	Working Group	WRA
Paul Morey (PM)	Contracts Manager	United Living (UL)

1.1	KC opened meeting Introductions	Action
1.2	<u>Flood Lights</u> Flood lights not reinstated due as cabling does not comply with current regulations. KC has instructed UL to replace old flood lights and leave newer ones. KC waiting for confirmation on the cabling before works begin. UL advise they can begin work within two weeks. The cost of temporary lighting was not value for money.	PM/PMU
1.3	<u>Brick colour</u> UL to revise brick colour on future blocks, Helsby, Hucknall and Birch Vale Brick colouring will be re-done	KC/PM/PMU
1.4	<u>Electrical works</u> Electrical switch over at Elmton Court by EDF will be completed week commencing 20 March 2023. 4 properties outstanding due to having to run surface mounted trunking. WG raised the Lights at Elmton on Permanently, RK advised that this is due to the need of an additional light and will be addressed.	PM/PMU/RK

	WG stated Birch Vale walkway lights on permanently. RK to investigate and report back by email by end of week.	RK
1.5	<p><u>CCTV</u></p> <p>KC advised that UL have adapted the netting at Brackley Court to ensure the CCTV camera is not obstructed while the scaffold is in place.</p>	KC/PM
1.6	<p><u>Coffee Mornings</u></p> <p>MB advised that now that the refurbishment of the Wharncliffe Community Hall has been completed there will be coffee morning held on the first Tuesday of each month at the hall for residents to come and speak with a member of the site team about any question they may have.</p> <p>Posters have been placed around the estate informing residents that the March Coffee morning will take place on Tuesday 7 March between 11am-1pm.</p>	MB
1.7	<p><u>A.O.B</u></p> <p>Q: Why are leaseholders not advised that they should have their electric cable and fuse board checked periodically? A: This has been flagged to the Leasehold team, who will come back with a response for the next meeting.</p> <p>Q: Is the project on budget? A: The project is on budget by both block and overall.</p> <p>Q: Is the project on Programme? A: 3 weeks has been added to the programme by mutual agreement between UL and WCC, this extension relates to rail strikes and inclement weather.</p> <p>Elmton update walkway surface works Walkway resurfacing to begin by Friday 24 February weather permitting. The WG reported the concerns from residents about medical appointments, carer visits, pre booked deliveries etc. UL had agreed to door knock and drop cards day before start of works.</p> <p>Stairwells and flooring update The works to the stair well at Elmton remain incomplete, UL will provide an update once a date has been agreed with the flooring contractor for them to return. It is expected that works will be complete in time for the WG to review at the April meeting.</p> <p>Elmton chipping of the handrail paint and two patches in the paint on the walls. UL to discuss suitable finishing product with decorators, KC suggested the possibility of finishing the handrails with boat varnish or similar to prevent paint chipping.</p>	<p>MB/KC</p> <p>KC</p> <p>KC/RK/PMU</p> <p>RK</p> <p>RK/PMU</p> <p>KC</p>

	<p>WG advised the new staircase doors in birch vale have been left open and catch floor: UL to check</p> <p>WG advised they have received a complaint about noise when communal doors close in Elmton: UL to look at what can be done to prevent this.</p> <p>MB to facilitate referral to ASC for window adaptations for residents with limited mobility.</p> <p>UL to place security notices in blocks following a recent burglary and all UL operatives to have facial id</p> <p>WG concerned that ladder plates have been removed from birch vale access ladder as the external lighting has not yet been restored by UL and car park area and front of community is dark. UL explained That ladder plates are not required as the area is fenced off and locked each night.</p>	<p>RK/PMU</p> <p>RK/PMU</p> <p>MB</p> <p>SD</p> <p>RK/PMU</p>
<p>1.8</p>	<p><u>Date of Next meeting</u></p> <p>26 April 2023 at 11am At UL site office Henderson Drive.</p>	