

Wharncliffe Gardens Repairs and Decorations Project AC103

Working Group meeting 11am – 12pm 13 July 2022

In attendance.

Name	Position	Company
Katharine Chambers (KC)	Client Representative	WCC
Marie Baker (MB)	Resident Advocate	WCC
Paul Morey (PM)	Contracts Manager	United Living (UL)
Romeo Kengne (RK)	Senior Site Manager	United Living (UL)
Darron Mayne (DM)	Resident Liaison Officer (RLO)	United Living (UL)
Judith Harwood (JH)	Working Group	WRA
Nicola Bailey (NB)	Working Group	WRA
Patricia Becker (PB)	Working Group	WRA

Apologies

Eddie Lee (EL)	Working Group	WRA
James Portsmouth	Leasehold Operation Manager	WCC
Colin Burton	Quality Manager	WCC

1.1	KC opened meeting Introductions	Action
1.2	<p><u>Programme</u></p> <p>PM provided an update on the works to Elmton, Helsby and Hucknall Court and confirmed that work to erect the scaffold at Birch Vale Court are underway.</p> <p>The communal Electrical works are currently running behind programme but is not expected to impact the overall programme.</p> <p>RK confirmed the Scaffold at Elmton Court is provisionally booked to be removed at the end of August.</p>	PM/RK
1.3	<p><u>Window Finishes</u></p> <p>Following on from the WG site visit to inspect the window finishes KC explained the secret seal (this is a beading quadrant along the edge of each window adjacent to brickwork) and it was agreed by a majority vote that UL would add an additional clear mastic line to the edges of the beading quadrant to finish the windows once all brick work repairs were completed.</p> <p>WG raised concerns about any gaps in the mastic around the window would lead to infestation of insects, the additional seal will prevent this.</p>	KC/PM/RK

	<p>WG raised concerns about the width of internal trim being used to cover the internal damage of the window ledges. The trim is approx 4 millimetres thick and not wide enough to cover right to the edge of the internal window ledge giving a slightly raised overlaid surface that could make it awkward to display plants/decorative items. KC explained that this is an industry standard finish and there would be cost implications to replace internal window ledges or if a wider plastic finish to cover the window ledges was used and WC will provide further information.</p> <p>WG mentioned that after a resident raised concerns about some uneven surface finishes to an installed UPVC window frame, the window fitters returned to blade the affected areas of the frame. This remedial action left unsightly dents in the frame. KC will look into this matter and report back to the resident and WG.</p> <p>UL have drafted a window installation process chart to explain the snagging process. A copy will be included with the minutes as well as posted on the WCC website.</p>	<p>KC/PM/RK</p>
<p>1.4</p>	<p><u>Colour Ballots</u></p> <p>The colour ballots have been collated and the results are below.</p> <p>Helsby: Option 3 Rothley: Option 1 Winchelsea: Option 3</p> <p>Pennyford: Options 1 Hucknall: Option 4 Elmton: Option 2</p> <p>Cheadle: Option 1 Brackley: Option 1 Castleford: Option 2</p> <p>Birch Vale: Option 1 Ashby: Option 1</p> <p>Posters will be placed in the notice boards to let residents know which option has been chosen for their block.</p>	<p>DM/DB</p>
<p>1.6</p>	<p><u>Questions from the working group</u></p> <p>Q: How much does it cost to run the temporary LED lights under Hucknall Court? A: KC will confirm details of this, RK has agreed that the LEDs will be manually switched off during the day and manually turned on at the end of the working day to minimise costs.</p> <p>Q: How are costs apportioned across the estate or only allocated to each block that has the LEDs? A: Costs are apportioned to each block</p> <p>Q: Would it be possible to install timer switches for LEDs? A: It would cost more to fit a timer than it would cost to run the LEDs for the duration of works.</p>	<p>PM/MB</p> <p>KC/MB</p> <p>KC/RK</p>

	<p>Q: Can you confirm the Lifespan of the new windows and what guarantees are there?</p> <p>A: Subject to fair wear and tear the PVC Profiles should easily have a life expectancy of 25 years. The Astraseal guarantees are 10 years for PVCu Profiles including the outside beading quadrant along the edges of each window, the glass units are guaranteed against failure of the perimeter seals for 5 years and 2 years for the window furniture and gearing</p> <p>Q: For how long will replacement parts be available and from which company?</p> <p>A: Components are generally available for the life span of the profile. If components are changed, they will usually still fit current or obsolete systems. Astraseal also increase stock levels of parts that are to be discontinued to ensure that there are sufficient materials available to honour remaining warranty periods.</p> <p>Q:Flow Drains did work/review on the estate, what issues were found, and have they been resolved?</p> <p>A: These works were done by the area repairs team we have requested the reports and will feedback to the WG.</p> <p>Q:Has asbestos been found during the Works and any issues addressed?</p> <p>A: Asbestos has been identified in the roof tiles, movement joints and in the encasement of the communal lighting, UL will encapsulate the asbestos within the communal electrical casement and will not disturb the asbestos in the roof tiles or movement joints unless essential works are required in which case a licensed contractor will be engaged.</p>	<p>PM/RK</p> <p>PM/RK</p> <p>MB</p> <p>KC/RK</p>
<p>1.8</p>	<p><u>A.O.B</u></p> <p>WG raised the following questions on behalf of residents</p> <p>Q: When will works to the community hall be completed?</p> <p>A: MB has discussed with the Minor Works Team and has been advised that the work at the hall should be completed by the end of August.</p> <p>Q: How many scaffolders do you have onsite today?</p> <p>A: We have five scaffolders onsite today.</p> <p>Q: Do you keep records of how many operatives are onsite each day?</p> <p>A: Yes, the site manager records how many operatives are onsite daily. This information is provided to WCC monthly or upon request.</p> <p>Q: Are the drainage works complete as there is a strong smell and leakage from one at Hucknall Court.</p> <p>A: We have completed all drainage surveys and any works required.</p>	<p>MB</p> <p>RK</p> <p>RK</p>

	<p>Q:Why are Scaffolders still playing music? A: This is not acceptable, and UL will address immediately. Any further incidents and the operative will be removed from site.</p> <p>MB will contact Leasehold Operations to request an explanation as to why they are unable to attend the WG meeting.</p> <p>Q: WG produced colour photos of the reddish mortar and new bricks used for the exterior repairs which stand out against the existing bricks/mortar and asked for a closer colour match for all such repairs also for the filler and finish for the expansion gap above each flat front door. A: The photos shown do not meet the agreed benchmark for the pointing colour (see attached photo). UL/WCC are yet to be offered these repairs for final inspection but where the benchmark has not been matched any repairs will need to be raked out and repointed. We will review the colour match for the expansion joint and come back to the WG on this.</p>	MB
1.9	<p><u>Date of Next meeting</u></p> <p>Wednesday 17 August 2022 at 11am</p>	