

X103 Working Group (Marylebone Refurbishment Project)

Thursday 14 March 2023 6:30pm -7:30pm @ Greenside Community Centre & via MS Teams

WCC Staff attendance:

Gaurav Nayyar (GN) – Project Surveyor

Shah Alam (SA) – Resident Advocate

Resident Attendance:

Prathapan (Prath), Magdalena, Ghazala, Damon, Frances and Annie (on behalf of Enrico)

No. of residents attended: 6 (including 3 via MS Teams)

Item	Subject	Comment	Action & Lead
1	Terms of Reference & Consent to Share	Residents are hereby informed that by joining the working group, they implicitly consent to sharing their contact details and to the recording of meetings (unless a member objects). This information was communicated to the group, and no objections were raised. Additionally, residents have been notified that their email address will be shared with all members for communication purposes, and no objections were raised among the members.	SA will send a group email where email addresses will be visible to all recipients.
2	Working Group Chair	Prath has stepped forward to serve as Chair of the working group. If anyone else is interested in volunteering, please reach out to Shah or email your fellow group members to discuss further amongst yourselves.	The group will determine who the chairperson will be and then notify SA accordingly.
3	Window Report	Members have expressed that not all properties will require window replacement. A request has been made for WCC to survey all properties, as the sample of 10% from each block was deemed insufficient.	GN to issue a final window survey report, which will confirm the final decision made.
4	Roof Maintenance Report	Members have requested to review the report.	GN to issue the report.
5	Survey Report / Intrusive Report	Members are eager to understand the rationale behind the inclusion of the work elements outlined in the scope of works.	GN to issue the report.