

## Emanuel House Major Works Meeting and questions from the meeting

**22<sup>nd</sup> February 2024**

**18:00 – 19:30**

**City Hall, Victoria Street**

Webpage: [Emanuel House Proposed Major Works \(cwg13297\) | Westminster City Council](#)

### Attendees

- Chris Barnard (Atkins Realise) Georgia Yates (Atkins Realise); Phil Owen via TEAMS (Westminster City Council); Councillor David Boothryod; Kevin Dey (Westminster City Council) - Chair of the meeting; Malcolm McMichael (Project Manager), Holly Igglesden (Westminster City Council); Jennie Roos (FirstPort), Tiffeny Alexander via TEAMS (Westminster City Council)
- 15 in person
- 3 on TEAMS

## Questions

**1. Can an Emanuel House leaseholder or resident take minutes of the meeting to be agreed and circulated?**

Yes.

**2. Can the agenda be agreed beforehand with leaseholders and separate meetings be agreed for each project i.e. fire, RAAC and major works.**

The meetings can be separated into the separate projects and will be discussed with the residents association. The draft agenda will be shared with and agreed with the residents association before the meetings.

**3. Who pays for the new Fire Safety doors?**

Fire doors are a service charge recoverable item.

**4. Why were the fire doors not changed back in 2021/2022 when the new regulations came in as this would have allowed for consultation.**

From July 2023 when the new FirstPort property manager took over, quotes started to be gained and action progressed. We do not have any records to explain anything before or prior to the change in legislation in June 2022.

**5. Why did the AOV take so long to get fixed from the 1<sup>st</sup> July 2023**

Previously Blenheims had reassured WCC that the AOV was working. When the new FirstPort property manager took over it was identified from Fire Alarm service reports in July 2023 that there was an issue with the AOV. We did not actually know the AOV was not working because there was a power supply problem at the time. This had to be rectified first. It took us quite a while to trace the power supply. We then had to order parts, cables etc. We then got power back to the AOV and it was apparent it was not working. We then had FirstPorts fire alarm company look at it, but they were unable to remedy the problem. We then brought in the company who had installed the system. It was a time-consuming fault-finding task to replace a part and see if this worked, and then go through the motion again. The age of the system meant we had to order some parts from abroad etc. When the system was then up and running some of the doors would not engage and we had to have these serviced, which eventually resulted in them removing and rebuilding 5-6 doors, as replacement doors were not available.

**6. How often will the fire doors be inspected?**

The fire doors will be inspected every quarter

**7. On the Red care system, the 3 contact phone numbers are the caretaker, Jennie and Kevin...can this be changed to be the caretaker and 3 residents?**

Yes, this can be changed. Emanuel House residents will nominate who the additional 3 numbers will be. This means that if the red care system is activated the caretaker will be called first, if he doesn't answer then in order the other 3 contacts will be called.

**8. How does the red care system work?**

The red care system is a monitoring system, in the first instance. They contact the first contact, Billy, to make sure it is not a false alarm, if they cannot get hold of him, they work down the line to No 2 and No 3. If it is identified as a false alarm, no further action is taken. If it is identified as a fire, they will call the LFB, if they do not get hold of anyone on the list, they will also call the LFB. This is why it is imperative to have 3 contactable people on site.

**9. How long will RAAC testing take and when will the report be back and the ceiling be fixed?**

The next stage of the RAAC testing is a further visual inspection of above the flats to the 6<sup>th</sup> floor and to the underside of the 6<sup>th</sup> floor balconies.

At the time of this note AtkinsRealis have completed asbestos surveys of all required areas except 2nr flats on the 6<sup>th</sup> floor. FirstPort are in the process of trying to obtain a suitable date from the remaining residents for an inspection to be carried out.

In the meantime, we are waiting for the asbestos reports of the flats that have already been surveyed. Once we have these (expected to be this week ending 24 March 2024) we can arrange opening works to the ceiling for the initial RAAC inspection. All ceilings will be made good after the inspection by the structural engineer.

We intend to progress with the opening up works to the flats that have already been surveyed, rather than wait until all flats are complete.

Once we have the asbestos reports back, we can advise on timescales for the opening up works'.

We expect that the opening up and visual inspection will take place over the course of April / May. This visual inspection will help determine both the extent of RAAC and the next level of investigation that will be required to define the scope of remedial works. Until we have done this visual inspection, we cannot confirm the timescales for the next stage of investigations.

Firstport are obtaining a quote for the ceilings in the corridors to be temporarily replaced. We are waiting for comment from the engineer on whether this is recommended / when the ceilings will need to be removed again to inform investigations.

**10. How much has been spent so far that will be recoverable from lease holders?**

Services for professional fees related to façade investigations, design and project management and underfloor heating investigations: £62,319.50  
Services related to RAAC investigations: £6,652,00

**11. Can the Council commit to new systems and processes, so all information is held on one system which has all historic information and better record keeping.**

Yes, the council is working on this for the long term but there is no timescale set at the moment.

