



ASSETS, DEVELOPMENT AND INVESTMENT COMMITTEE

20 June 2013

PRESENT:

Directors

Paul Foy (Chair)
Joanne Carr
Pauline Dillon
Peter Mole
Gordon Spring

Advisers

Neil Bouch	Director of Customers and Communities
Kevin Johnson	Head of Customer Services
Phil Gallagher	Head of Investment and Development
Simon Chrisp	Asset Manager
Alan Sandey	Customer Asset & Procurement Officer
Phil Hogg	Repairs Service Manager
Stuart Gibson	Governance and Risk Officer

Apologies

Eileen Gill

1 MEMBERSHIP

The appointment of Eileen Gill onto the committee was noted.

2 ASSET MANAGEMENT STRATEGY

The committee received a presentation from Simon Chrisp, Asset Manager on the Asset Management Strategy.

In particular, an executive summary, strategic housing objectives, the local context, stock age profile, types and construction, non-traditional stock, funding, the asset cycle, additional priorities and challenges, learning and involvement and delivering the plan were highlighted.

RESOLVED – That the presentation be noted and the committee receive a draft Strategy at its next meeting in October 2013.

3 MINUTES

The minutes of the last meeting of the committee held on 5 March 2013 were approved as a correct record.

4 MATTERS ARISING

(a) Site Visit

The site visit to key aspects of the housing stock in Gateshead, including McErlane Square will be fixed for a half day during the weeks commencing 1 and 8 July 2013.

(b) Energy Performance Heating Scheme and Improvements to Multi-Storey Blocks

Tenders are being invited on 3 July 2013.

5 LIFT REFURBISHMENT PROGRAMME 2013-14

On 7 February 2012, Gateshead Council's Cabinet approved a five year Housing Capital Investment Programme for the financial years 2012/13 to 2016/17. One of the headline scheme budgets was an annual lift replacement and/or refurbishment programme with a budget provision of £250,000 in year 1 increasing to £500,000 for the four years thereafter.

The programme is focused on those lifts that had been identified as in greatest need of replacement or refurbishment through inspection reports and repair data. Lift replacements at Adelaide, Brisbane and Melbourne Court were planned to span 2012/13 and 2013/14 programmes. In addition a lift replacement scheme is on site at Pleasant Place. Work at these schemes is expected to be complete by the end of July 2013.

The current contract for lift maintenance is with Stannah Lift Services Limited. Through the agreement with Stannah, all lifts receive a cyclical service as well as a periodic inspection, by the insurers (Zurich), to ensure correct operation and to identify any areas of concern.

The Company with the assistance of Stannah are reviewing lift stock condition information in order to ensure that the indicative budgets over the next four years within the investment programme are accurate and that the capital budget remains targeted at lifts in greatest need, in order that a planned approach to refurbishment or replacement is taken.

Whilst this work continues, the Company are keen to ensure that the works identified as a priority following previous inspections are carried out during the remainder of 2013/14 and by exception, the continued employment of Stannah Lift Services Limited to deliver the remaining 2013/14 investment programme is proposed.

A copy of the work currently being delivered and the works proposed for 2013/14 was submitted.

The information and recommendations that the Company currently receives following maintenance inspection reports advise of remedial action but do not provide full condition information or highlight where future investment works may arise. In order to ensure that the Company provides an effective and proactive lift maintenance and improvement programme, it is proposed that a

procurement exercise to appoint a lift consultant to provide full condition surveys on all lifts commences.

- RESOLVED –
- (i) That by exception, Stannah Lift Services Limited deliver the planned 2013/14 lift investment programme.
 - (ii) That the commencement of a procurement exercise to engage a lift specialist consultant to assist with full condition surveys to inform the remainder of the 2012/13 – 2017/18 capital funding cycle be approved.
 - (iii) That an update on lift improvement works for 2014/15 through to 2016/17 in advance of the procurement of a contractor be received.

6 FIRE SAFETY IMPROVEMENTS TO SHELTERED SCHEME

The fire safety improvement works investment programme commenced with multi storey properties in 2011. Following this scheme fire safety improvement work to the Sheltered Scheme properties has commenced in order to address the areas identified through the annual risk assessments conducted by the Company and Tyne & Wear Fire and Rescue Service (TWFRS).

Using the TWFRS risk assessments the Company and its principal contractor Local Environmental Services (LES) have conducted bespoke surveys of the sheltered schemes where deficiencies have been identified. The survey results have been collated and used to form the basis for the scope of works (SOW) for delivery by LES.

As McErlane Square was part of a separate programme to carry out rewiring and communal door upgrades, the fire safety works to this scheme has been brought forward to minimise the disruption for residents.

The next scheme to receive works will be Harrison Court. Specifications and pilot installs of measures have been completed and the programme of work commenced on 10 June 2013.

The Company is currently finalising a contract programme from LES for the remaining schemes. The work will be programmed to be completed by the end of March 2014. Details of the sheltered schemes that will receive works were submitted.

The budget for these works is £500,000 and is part of the Housing Capital Investment Programme for 2013/14.

RESOLVED – That the information be noted.

7 CAPITAL UPDATE

The committee received an update on the delivery of the capital programme for 2012/13 and 2013/14.

The concealed flue appliance works were delivered through the delivery partner LES.

The Equality Act works to communal lounges and multi-storey flats required original designs to be re-visited and this work was carried out by Design and Enterprise at Gateshead Council with estimates produced by LES. The first scheme at McErlane Square commenced in May 2013. A full programme of works has been established to ensure completion in 2013/14.

Replacement of the communal electrics at Melbourne and Brisbane Courts commenced in March 2013.

The first two tranches of 2012/13 maintaining decency work are scheduled for completion in July 2013.

The window replacement programme was successfully delivered. Resources also allowed for the inclusion of a reserve scheme which resulted in window replacement work at an additional 37 homes.

Insulation works to 104 "Wimpey No-fine" properties at High Fell A are complete with the exception of some minor snagging. A similar scheme to the 74 Dorran type non traditional properties in High Fell B (Blackhill Crescent) is also nearing completion.

Warden Call upgrades delivered by Tunstall are currently on-going at a number of sheltered schemes.

Refurbishments to various acquired properties have been progressing since the end of last year. At Stoneygate work to convert a former community building to two semi detached properties is complete.

An additional 324 homes have benefited from new A rated boilers via the 'one-off heating replacement' budget. These works were identified and carried out through the gas servicing contract with Mears.

In respect of the 2013/14 Capital Programme, the Company has worked closely with the partners on the 2013/14 programme to ensure the programme was mobilised early, avoiding the risk of slippage.

Details of other schemes in progress were also reported.

RESOLVED – That the information be noted.

8 REPAIRS AND MAINTENANCE CONTRACT – REVIEW OF FIRST YEAR

The committee received a review of the first year of operation of the repair and maintenance contract with Mears.

Given the condensed mobilisation period for this contract and the unforeseen service issues caused by the severe floods of June, August and September 2012, the first year of operation can be viewed very positively. There was no gap in service as Mears took over from the previous contractor and although there were teething problems with some systems (such as a new appointment booking system) solutions were sought and implemented during the year.

Levels of satisfaction were maintained at a high level and although there are naturally a number of complaints about a repair service, there has also been much positive feedback from customers and from Ward Councillors.

Performance targets were not achieved across the full year, but there were significant improvements during the year with much better performance in the final quarter. This gives some confidence that performance will continue to improve in the second year of the contract. Although achieving two-hour appointment slots is much more difficult than achieving am or pm slots, performance targets were kept at much the same levels as for the final year of the previous contract.

A contract review document for the year which was jointly produced by service managers from Mears and the Company was submitted.

Further updates on repairs and maintenance performance will be brought to this committee during the year.

- RESOLVED – (i) That the committee is satisfied with progress on the management of the repair and maintenance contract with Mears in its first year.
- (ii) That the committee receives a quarterly update on repairs and repairs performance.

9 DATE AND TIME OF NEXT MEETING

The next meeting of the committee will be held on Thursday 17 October 2013 at 2pm in Board Room 1 at Keelman House, Fifth Avenue Business Park, Team Valley, Gateshead.