

**Minutes of the FCHS Board Meeting
held at 6pm on Tuesday 8th June 2021
via Zoom Conference**

Attendees	Role
Kenneth Higgins (KH)	Vice Chair
Kathy Atkins (KA)	Board Member
Oteng Asabre (OA)	Board Member
Angela Simpson (AS)	Board Member
Patricia Strobino (PS)	Chair
Abiola Olatunji (AO)	Interim Estate Manager
Alex Heslop (AH)	TMI Team Southwark Council
Teddy Amoyaw (TA)	Treasurer
Vanessa Shone (VS)	Secretary

Apologies	Role
Sara Brown	Board Member

Item	Agenda Item	Action
1	Welcome and introductions	
2	Apologies and Attendance Monitor	
3	Declarations of interest Major works are currently taking place across the whole estate. Southwark Council is responsible for all of these works.	
4	Minutes of previous meeting held on the 11th May 2021 The minutes were agreed as a true record.	
5	<p>Item 5 - New telephone system and local network We are still waiting to hear what the council is doing and a meeting is scheduled for tomorrow. <u>Action point: AO to provide feedback</u></p> <p>Item 6 - Housing Service - Rent shortfall AH confirmed that the council's void loss for 2020/21 was 1.79%.</p> <p>Item 8a - Governance - MMA - agree next steps</p>	AO

The MMA working group met on Wednesday 2nd June 2021 at 6pm. They will meet again to finalise a list of queries prior to having a Zoom meeting with Richard Amoah at 6pm on the 21st June 2021.

Item 8c Governance - Training

KH has now received replies from all except one board member and has put all of the Board and staff's training requirements onto one main document.

PS/KH intend to draft a log of essential and desirable training for Board and staff once we have a clear understanding of accessible training resources (Southwark & NFTMO). A report on training will need to be included at the AGM.

Item 6 – Housing Service – Rent Arrears

Rent arrears for 2021 were -£95,869. FCHS will be more rigorous in sending handbacks to the council where tenants are not engaging with staff.

7 Environmental

QHIP – Residents Participation Team (RPT)

VS attended the meeting on behalf of FCHS. [REDACTED] was not in attendance at the meeting and future meetings would not be held monthly but as and when there is an actual reason to meet. VS raised the issue of the Newsletters not being at all informative. It was discussed and agreed that future Newsletters would provide useful information for each block of any upcoming works. KA said that she received a letter saying that no new front entrance doors would be installed at Fair Street Flats. AO had heard similar from residents on St Olave's Estate.

Drainage issues were not mentioned at the meeting. Renewal of front entrance doors was not mentioned at the meeting. Councillors were in attendance and minutes were taken.

Item 8 - Community Engagement - Newsletter preparation

KA, KH and AS met with [REDACTED] of Oceanedge and [REDACTED] was in attendance to provide support. This was the first planning meeting of the Working Group to develop the next Newsletter. Oceanedge is a provider with specialist skills in delivering high end newsletters. The board mandated that AO go back to [REDACTED] to explore how the figures could be refined further for affordability with feedback to the Working Group.

Action point: AO to provide an update after liaising with [REDACTED] of Oceanedge

Item 8 - Community Engagement - Website comprehensive review

PS advised that [REDACTED] of Oceanedge mentioned that she does work with websites so we can ask her for a quote.

Action Point: AO to provide quotes from 3 separate companies at the August meeting

9. Governance

a. HR Subcommittee - Extension to partnership working - FCHS/GGTMO

On 2 June 2021, PS sent the draft extension of the SLA (as approved by the Board) to the Chair of GGTMO. GGTMO considered the proposal. Today, the Chair notified PS that the GGTMO Board approved the SLA extension without amendment.

Redactions policy –

The Board resolve to set out a procedure for the Board to consider and agree redactions of Board minutes during its Board meeting. A clear procedure will ensure membership understand how we balance the competing need of transparency and other duties.

Action: PS to draft redactions policy

6	<p>Housing Service</p> <p>a) Highlight Report/Risk Register - there are zero items on the Risk Register as everything has now been dealt with.</p> <p>b) Performance monitoring Report – April 2021/22</p> <p>Estate Inspections - AO would like a scrutiny group to look at how these are going. PS would like to know what is done within our contract so she knows whether or not to raise issues with contractors during the inspections.</p> <p><u>Action Point: AO to request a service level agreement showing what the council's cleaners are supposed to be doing within their contract with FCHS</u></p> <p>c) Minutes - PS will redact the May 2021 minutes. AO asked that PS send the final version of the documents to everyone and comments are then to be submitted within 48 hours.</p>	

d) Repairs Target - AH said the Repairs target is 90% and not the higher target that we've set at 95%. AO said that we should aim for 95%.

7 Environmental
a. Major works update

AO said there are additional works at St John's Estate where rooms need to be vented. Engie are around 26% completed with their works and are substantially behind schedule. They will be applying for an extension of time but they also want to quantify the additional works that are in the pipeline before applying but the works will go beyond the timeline originally provided.

[REDACTED]

[REDACTED] We can ask about spend at the next meeting and whether they're still on budget or overspent. AH suggested inviting [REDACTED] to our next board meeting as we need to know things before our residents know them.

Action Point: AO to invite [REDACTED] to our next board meeting on the 6th July 2021 at 6pm

b. Cyclical communal decoration

- [REDACTED]

- [REDACTED] This is best done by Finance and Procurement Sub-Group.

- [REDACTED]

- [REDACTED]

[Redacted]

PS asked the board to vote on whether Eva's decision was acceptable.

Unacceptable response - unanimous

It must now go to the Finance and Procurement Sub-Committee

Overall strategy going forward – Decision reqd.

AO said that we need to look at our strategy around delivering cyclical decs. How soon are we able to put this right? The more meetings that AO attends, the less likely it seems that we can deliver our cyclical decs soon. It is a year behind what we estimated as we don't yet know the extent of the additional works that the council will be doing. After QHIP have finished, SGN will be renewing gas pipes across the estate. Both sets of works need to be completed before we can carry out cyclical decs.

Recommendation:

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Extend invitation to Calfordseaden? We will invite them to attend the 6th July 2021 meeting.

10	<p>Report back from Council and other meeting</p> <ul style="list-style-type: none"> • Southwark Tenant Management Organisation Committee - the next meeting will take place on the 23rd June 2021 at 5.30pm • North West Area Housing Forum - roof top dwellings are going ahead where new properties are being built on top of existing properties. Residents and councillors are unhappy about it. These new Housing Forums aren't really working and there may be another format. • Potters' Fields Park Management Trust - KA is receiving updates about Potters Fields Park. Police were back again on Saturday when it got very noisy. Barriers have gone up around the grassy areas so access points are now very restricted. • Safer Neighbourhood Team meeting - KH said that now that the Covid restrictions have lifted, Police can't use this to enforce moving people on. However, once the Football Village commences between 11th June and 11th July 2021 people will not be able to get inside the park so easily. Potters Fields Park is now a known gathering spot and once the tournament finishes the young people on bicycles and from Kent will return. There have been some serious incidents in the park and More London in recent weeks and 40 police turning up some weekends. 	
11	<p>Any Other Business</p> <ol style="list-style-type: none"> 1. AS raised the issue of residents complaining to the TMO instead of to Engie which takes up officer time. PS asked that we publicise this in the Newsletter and maybe have a quiz with prizes. KA asked for a signed letter that she can take to the Beer Mile businesses asking for donations of prizes. 2. PS raised an issue for any member asked to sign cheques. PS and VS noted a cheque was passed to signatories without an original invoice attached (although a third-party invoice had been attached). Going forwards, before a member is asked to sign a cheque in these circumstances a copy of the original invoice <u>and</u> the third party invoice must be attached. 	

There being no further business, the meeting closed at 8.27pm

Date of next meeting: Tuesday 6 July 2021 at 6pm

Agreed as an accurate of the meeting:

Chair