

Notes of the meeting of the Lancaster West Estate Management Board held on Thursday 13 April 2010 at 5.30pm

Present: Arvinda Gohil – Chair
Geraldine Lord
Judith Blakeman – Councillor
Teresa Miles – Secretary
Dougal Steward - Vice Chair
Christine Richer
Roslyn Sylvester – Treasurer

In attendance: Adelola Dairo - Senior Estates Officer
Tony O'Hara - Area Manager LWEMB
Laura Johnson – Chief Housing Officer RBKC
Alasdair Manson – Assistant Director of Neighbourhood

Apologies: Keith Miles
Tim Fairhurst
Bekie Mpofu

Absent: Cllr Hanham
Cllr Palmer

Pre-commencement of meeting DS requested that AG leave the meeting as she was not wanted and had clearly lost the mandate of support from the Board and the Residents of Lancaster West. This was repeated on at least three occasions and DS further stated that AG was useless and should leave immediately.

CR stated that AG had done nothing for the EMB.

AG informed the meeting that it was her intention to advise the Board of the current state of play before moving on from the Chair.

JB stated that the hostility towards AG was unnecessary and AG had fulfilled her role as Chair very well and had done what was needed as per her brief. AG stated that she was Chair and would continue to Chair the meeting until item 11 on the Agenda.

AG stated that the meeting was not quorate and what follows is a note of the recommended decisions for the Board to agree and endorse.

TM stated that she would be unable to take minutes as the Secretary as it was impossible to take notes and be involved in the meeting at the same time. AG pointed out that TO'H had always taken minutes and at the same time contributed to the meetings and would do so again.

Welcome and apologies.

As above.

- 2.0 Declarations of interest.
- 2.1 None noted.

- 3.0 Minutes of Board meeting held on 09 February 2010.
- 3.1 Accepted and to be signed by New Chair when meeting quorate.
- 4.0 Matters Arising:
- 4.1 TM stated that she still did not know what had occurred at the Strategy Away Day for the Board and further stated that in previous years copies Minutes of Board meetings were retained in RA filing system for easy access by Board Members.
AG requested that TO'H supply copies of said documents to TM.
- 5.0 Minutes of SGM held on 13 April 2010.
- 5.1 Accepted however GL wanted it stated that some people abstained from voting due to a lack of information and being unable to hear over the general noise of the public meeting.
- 5.2 DS stated that the minutes were not complete as there was no information relating to the attendees. AD informed DS that due to the numbers attending the meeting it was impossible to capture all the names and addresses. GL/JB stated that people were in attendance who were not members of the EMB – DS stated that this was not the case. DS requested that AD leave the meeting and collect the list of names from the Estate Office. AD did this and presented copies of the names to the Board and DS said this was the wrong list as he had asked for the membership list of the EMB. AG informed the Board that once a quorate number had been achieved it was best practice to start the meeting regardless of whether or not all names were captured at the time.
- 6.0 KPI information as of 31 March 2010.
- 6.1 TO'H presented graphs relating to Rent Arrears, Voids and Repairs.
During the presentation of Rent Arrears performance CR interrupted TO'H asking "What is it exactly you do on the estate Mr O'Hara?"
- During the presentation of Repairs performance when TO'H was pointing out the quite dramatic improvement in performance since January/February which could be correlated to the new Morrisons Contract and the transfer of two administration staff to the Call Centre he was interrupted by DS and informed he was a liar and had input whatever information he wanted to to make things appear better than they were. TO'H denied this but DS refused to accept TO'H's explanation.
- 6.2 TO'H finally presented performance information relating to OCS on the Estate and all deep cleans were on target.
- CR wanted to know why the walkway at Hurstway Walk isn't cleaned on a Saturday. GL stated that it was but CR insisted it wasn't. TO'H explained that OCS do not have to man specific numbers within the contract as long as each task is completed however TO'H would look into the matter and feedback to the Board.
- 7.0 LWEMB Accounts

- 7.1 TO'H went on to present the accounts and stated that the accountant required information relating to:

Bank statement 112 (17.02.2009 – 16.03.2009)
Cheque details 100157 – 100188 inclusive and information relating to four deposits.
Invoices showing £300.51 to 31 Dec 2008
Invoices showing £1,216.93 to Dec 2009

TO'H further stated that he was unable to find this information in the Office whereby DS stated "Don't be ridiculous" and TO'H reiterated that none of the information relating to the accounts was where it should be and he was hopeful, despite a number of requests to KM, that they had been moved to the LWRA Office. DS demanded to know why TO'H had mismanaged the information to which TO'H responded that the files had been moved during his five week absence from the Office and he could not realistically know where or who had moved them but he was endeavouring to do so.

CR stated that she had never seen information relating to accounts previously. AG, GL and JB stated that this information had been presented at previous meetings and CR was mistaken.

- 8.0 Draft letter to Mr F O'Connor regarding queries relating to Arvinda Gohil.

- 8.1 AG stated that it was inappropriate of AG or TO'H to respond to this query and it should be responded to by the selection committee or the new Chair when selected. DS wanted to know who had selected AG and who had agreed upon fees to be paid to AG. JB stated that the Board had not had quorate meetings and it was decided to bring in a professional Chair. JB stated that professional means paid. RS and JB checked DS for his continued hostility towards AG.

- 9.0 Annual General Meeting

- 9.1 AG stated that she had assumed that LWEMB financial year runs from April to March in line with RBKC and KCTMO and therefore last years AGM was held in August. It has since come to light that the LWEMB financial year runs from October to September and AGM should be arranged sooner rather than later. The date agreed upon was 29 June 2010 and the Secretary charged with finding a suitable venue.

10.0 Election of new Chair

- 10.1 DS was elected to the Chair on an Interim basis until the next AGM.
Three votes for DS
One against
One abstention - GL/RS requested that they wished it to be recorded that they thought DS election inappropriate.

11.0 AOB

- 1 GL circulated information regarding a meeting held with K Mann of PEP.
- 2 JB queried who had placed Conservative Posters in the Notice Boards. TO'H was investigating and would report back. CR stated she believed that TO'H

had granted permission as she didn't know his politics – TO'H responded stating that he was politically neutral.

- 3 CR queried the status of the fire and the ventilation system within Grenfell Tower. TO'H explained that the system is serviced regularly and a repair had been ordered but the fire occurred before the repair was completed. TO'H informed the Board he had liaised with KCTMO H&S and had been informed that a full inspection had been carried out by Engineers and London Fire Brigade. TO'H was reviewing the re-cycling procedures within the Tower as these bags had been used to cause the fire.
- 4 DS/CR queried reception cover stating that Victoria Marcos was never available and spent all her time upstairs. GL stated this was not the case and every time she called to reception Victoria was present. DS stated this was not the case. TO'H/AD stated that Victoria had been on training for four days but manned reception every time the Office was open. This was again denied by CR and DS.
- 5 CR stated that she had informed TO'H of graffiti in Hurstway Walk and he had ignored her information. TO'H stated that on receipt of information he had passed the matter onto Paul Steadman, Estate Inspector, and charged him with responsibility for ensuring the matter was dealt with. TO'H advised that he would investigate and report back.
- 6 CR queried the usage of the EMB Rooms. TO'H stated that he had authorised the let of room 1 to the insulation company for a rate of £70 per week and room 2 to RGE (Electrical contractor) for a rate of £100 per week to increase LWEMB coffers.
- 7 DS asked why TO'H had suspended the Community Payback Team. TO'H explained that he was waiting upon the meeting to authorise the spend as the previous year's money was financed from the Repairs underspend. The Board decide to fund the Community Payback Team from the rental monies received from the EMB Rooms.

The meeting ended.