

Tustin Estate Project Group Meeting

Thursday 8 October 2019 at the Tustin TRA Room, Grasmere Point

MINUTES

Present	Initials	Present	Initials
Andy Chaggar	AC	David Hills (Common Ground)	DH
Amelia Leeson	AL	Deborah Storm (Common Ground)	DS
Emma Taylor	ET	Tom Woods (Common Ground)	TW
Francis Phillip	FP	Neil Kirby (LBS)	NK
Lee Walkley	LW	Mike Tyrell (LBS)	MT
Maria Palumbo	MP	Sophie Hall-Thompson (LBS)	SH
Paulette Kelly	PK	Neal Purvis (ITLA, Chair)	NP
		Ian Simpson (ITLA, minutes)	IS

Apologies were received from Andrew Eke.

1. Introductions

1.1. NP took the Chair and welcomed everyone to the meeting.

2. Minutes of the meeting of 12 September

2.1. The Minutes were agreed as an accurate record.

3. Update on Housing Needs Survey

3.1. MT provided a summary of the survey work to date and invited questions.

3.2. To date 40% of tenants have been visited, and another 20% have appointments arranged.

3.3. Issues raised by tenants include size and layout of possible new homes. **ACTION:** *provide single sheet summary of positive & negative comments for each block at next meeting (MT).*

3.4. **ACTION:** *send copy of questionnaire to Common Ground so they can see topics (MT).*

4. Resident Engagement Plan

4.1. MT summarised planned engagement for the rest of 2019. He hopes to provide dates up to four months in advance. **ACTION:** *send NP a PDF version of Plan for future meetings (MT).*

- 4.2. He had met Common Ground earlier in the day to discuss dates with the architects, which will include individual drop-ins as well as more formal events. DH stressed the importance of sharing residents' views from events as quickly as possible.

5. Draft Newsletter

- 5.1. MT asked for comments on the draft newsletter.
- 5.2. Residents pointed out that newsletter articles need to stress the impact on the estate environment as well as individual homes. This will help ensure people living in the high rise understand the options affect them as well. For example the newsletter could refer to the options appraisal "for the low rise homes and the spaces around the estate".
- 5.3. Most discussion focused on dates. The initial "meet the architects" meeting will be on Thursday 24 October (4.00 – 7.00 pm). DH noted that residents will need sufficient notice, and the Group felt that in the circumstances a meeting in half-term would be acceptable.
- 5.4. The first public meeting with the architects will be on Tuesday 26 November.
- 5.5. The first architects' drop-in session will be Thursday 28 November, with weekly drop-ins on following Thursdays. The proposed venue is one of the shop units below Bowness House.
- 5.6. The Group felt a regular pattern of meetings will help residents remember the timetable:
 - 5.6.1. Coffee Mornings will be held third Monday of the month (10 am – 12 noon).
 - 5.6.2. The date of the first Tea & Coffee Morning will be confirmed.

6. Draft Offer Document

- 6.1. MT tabled an initial outline draft, stressing it is a live document that will be updated as the options appraisal progresses. He will bring an updated version at every meeting
- 6.2. **ACTION:** *circulate offer documents from other schemes as examples (MT).*
- 6.3. Homeowners asked questions about page 9 of the draft. If any homes have to be bought, how will valuers take account of any uplift due to developments like the Bakerloo line? How will gardens be valued? NP said this will be examined in the next homeowners training session, which will look at the valuation process. NP to organise session with Marcus Mayne from LBS Regeneration.
- 6.4. Details of service charge implications for residents will be included as the options appraisal and any design work progress.
- 6.5. The meeting agreed that the Offer document should be written in clear, unambiguous language so that everyone understands the implications of the final proposal. The Offer Document to make clear that housing need is not the criteria for offers to leaseholders and freeholders. **AC to suggest an alternative wording.**

7. Architects and Next Steps

- 7.1. DH, DS and TW from Common Ground introduced themselves and their work
- 7.2. They will set up a project email address so that residents can contact them.
- 7.3. The Group discussed whether Common Ground should put out separate communications, or share them with LBS.
- 7.4. SH noted the Council needs to ensure consistency in both language and approach throughout the appraisal. NK agreed it is important to reassure residents that the appraisal is a council-led process. However he recognised other organisations will often have a good understanding of community communications, e.g. the use of social media.
- 7.5. NP noted the ITLA often provides independent information on similar appraisals. This would be part of Open Communities role when the appraisal information is published..
- 7.6. The next steps are:
 - 7.6.1. Setting up a Hub on the estate for drop-ins etc.
 - 7.6.2. Make contact with local groups and stakeholders as quickly as possible.
 - 7.6.3. Attending future Project Group meetings.
 - 7.6.4. Field trips to completed developments – potentially in January, as tangible ideas and options should begin emerging during the appraisal in the New Year.
 - 7.6.5. **ACTION:** *circulate programme of events when agreed (DH, DS & TW).*
- 7.7. In terms of the time scale for the appraisal process, the Group noted that:
 - 7.7.1. It will be best to avoid the resident ballot clashing with the London Mayoral election in May 2020.
 - 7.7.2. While the Council recognises the uncertainty created by an options appraisal, it feels it is more important that all residents have enough time to make an informed choice.

8. Consultants

- 8.1. Stock Condition Survey: the surveyor has been appointed subject to contract. Their work will include an estate walkaround with residents (and perhaps Cllr Williams), ideally before the next Project Group meeting. **ACTION:** *invite surveyor to next meeting (SHT / NP).*
- 8.2. Equality Impact Assessment: a consultant has also been appointed for this work, which will run alongside the architects' work and the wider options appraisal (e.g. barriers to inclusion. **ACTION:** *invite consultant to the December meeting (SHT / NP).*
- 8.3. Socio-Economic Baseline Study: the Council will co-ordinate this work, which will provide a snapshot of the current levels and patterns of employment, training,

health, economic security etc for the estate. This will be used to identify improvements over time, especially those related to any estate improvements. Residents could be trained as researchers on this work. **ACTION:** *include an item to update in the December meeting (SHT / NP).*

8.4. Cost Benefit and Viability Studies: the Council will tender for this work soon. Questions from the Group included:

8.4.1. How will benefits be defined and measured? Ans: the recommendations in the Treasury's *Green Book* will be used in this work.

8.4.2. TEPG members asked how viability will assessments will inform the appraisal at all stages? This will be examined by TEPG when options are developed.

8.4.3. Will the Council share any assumptions on new homes for sale? This was agreed; it will be a key element in the viability study into the options.

9. Hidden Homes and TRA Hall

9.1. Services to the Hidden Homes flats will need to be re-routed and the utility companies will not do this until the scaffolding around the blocks has been dismantled. This means the flats will not be available to let until August 2020.

9.2. The TRA Hall should be ready for use by the end of November 2019, provided all the necessary clearances for public use have been received. Access will not be affected by any work on the high rise blocks.

10. Matters arising from minutes of meeting 12 September

10.1. Uploading of documents to the website is now up-to-date.

10.2. **Action:** *re-arrange the homeowners' meeting (which was on the 24 October) because of a clash of dates (NP).*

11. Any other business

11.1. Search engines are not showing the website at the very top of searches. Instead, it typically appears low down the initial page of links. Can the pages on Regeneration, Consultation and New Homes can be boosted to appear at the top of relevant searches? **MT** *to refer this to LBS Comms.*

11.2. Can a page on the ballot procedure be added to the webpage? **MT** *to produce.*

12. Dates of future meetings

12.1. Future meetings will be held on 14 November, 12 December.

Ian Simpson 16.10.19.