

Northwards Housing – Procurement and Property Sub-Committee Meeting

Hexagon Tower Board Room

23 July 2008 at 5.00 pm

Chair: Anna Trotman

Present:	Anna Trotman (AT)	Board Member (Chair)
	Michelle Carmichael (MC)	Board Member
	Mark Hackett (MH)	Board Member
	Sue Ratchford (SR)	Board Member
	David Leah (DL)	Co-Optee
	Pat Glazebrook (PG)	Co-Optee
In Attendance:	Larry Patrick (LP)	Director of Property Services
	Greig Lees (GL)	Regeneration Manager
	David Heys (DH)	Head of Home Improvements (Fourways)
	Claire Hopkins (CH)	Head of Programme Planning and Asset Management
	Marc Whalley (MW)	Performance and Improvement Officer (Part)
	Diane Roberts (DR)	Governance Support Officer (Minutes)

ITEM	SUBJECT	ACTION
1	Welcome and Introductions, Confirm Quorum Quorum confirmed	
2	Apologies for Apologies None	
3	Declaration of Interests/Confidential Matters/ Equality & Diversity Matters Arising Item 9a is a confidential item. There were no declarations of interest. Equality and Diversity matters arising will be covered	
4a	Minutes of Previous Meeting – 25 June 2008 Item 2.2 – DL requested that the OJEU notice response is to be minuted. The response was that the Capital Programme contracts are in the name of Manchester City Council and the City Solicitors are aware of the changes made to the scheme and the course of action chosen. The minutes were approved as a correct record subject to the above amendment.	

5a	Matters Arising None	
11	AOB The Chair agreed to bring the following item forward to allow the officer to leave the meeting early.	
	<p>11a Draft Environmental Strategy MW presented the report and asked for the Sub Committee's comments.</p> <p>1. AT – recorded her total commitment the scheme but that it must represent Value for Money. MH indicated that sustainability is not isolated, it should be informed by other policies and processes. DL indicated that any financial commitment must be approved. MW to identify.</p> <p>2. AT queried whether officers are available to implement this strategy. LP reported that if it is linked to wider than Northwards issues; congestion charge, eg. transport from Crumpsall Metro, hospital, Hexagon and Hendham Vale. AT suggested that this should be taken up with GMPTE. MH thought this is a big issue for Northwards to flag to other partners, transport can lead to employment. MH & AT to meet with GMPTE. Agreed providing officer time is available.</p> <p>3. MH stated that management of water is key and has been a big issue for many years. The co-operation of United Utilities is needed. They have improved protocols including drains, flooding etc with United Utilities. Amey service -the fittings are good but connection to electricity is poor by United Utilities.</p> <p>4. Agreed. DL fixed term post review funds brought in and carry out VFM review.</p> <p>5. Agreed – DL concern that officer time is diverted. LP eg. Hexagon Tower management- SOG do not recycle. There are now have 3 MCC departments in the building who could change this.</p> <p>6. AT – “Microregeneration” – small actions by many – supported.</p> <p>AT - page 4. Concerns CO2 slates – trapped in property – need to redefine. MC has now clarified that the slates reduce nitrogen dioxide and nitrogen oxide from the atmosphere (not CO2) by absorbing it and then neutralising it.</p> <p>MW left the meeting.</p>	<p>MH</p> <p>MH & AT</p>

<p>6a. Home Improvements Programme – Monthly Progress Report</p> <p>DH Presented the report.</p> <p>Riverways Project 34082- Progress on completion not as planned. MH asked for clarity about 9.8 average. DH explained this was from prior months. MH concerned that those who are not satisfied do not feedback and so the results can be affected. These are good indicators but need some care.</p> <p>Wilton Project 35163 – Contractors performance was affected due to one operative who has now improved and is being monitored.</p> <p>Fourways Roof problems - the mobile phone company has accepted liability and are awaiting a specialist report. Void flat below -AT suggest ed billing the phone company for lost rent. AT asked for regular updates on this problem.</p> <p>Project 34877 – MH indicated that there have been concerns about which properties are included. It is key that we invest in peoples perceptions. Use the programme as an opportunity to do so.</p> <p>Procurement and Property Sub Committee noted report.</p>		
<p>6b Northwards Housing Capital Programme KPIs</p> <p>CH presented the report.</p> <p>CH indicated that KPI5 (Wates) has a slight dip through 1 scheme which affects performance to a number of figures - but lessons have been learnt.</p> <p>AT queried why the report is quarterly? LP explained that an overview over a longer period of time gives an overall picture. DL stated that annual reports give a truer result than monthly reports.</p> <p>KPI 4 – Lord Group changing company.</p> <p>Wates – particularly KP10 bring down the figures. LP indicated that it is a complicated situation. A number of late items have been added via acceleration for VFM. We have a large package of earlier refusals but they have historically been a good contractor.</p> <p>DL queried our contractor partners and the basis of contracts? LP</p>		

	<p>indicated that MWL have one contract, Wates, Seddons and Lords have another contract. LP to pick up under item 6d. DL raised his concerns about the contract. MH suggested including more notes to explain the performance. LP – Waste meeting with JVC – MCC set up to discuss recycle centre in Manchester has multiple benefits.</p> <p>Procurement and Property Sub Committee noted report.</p>	
	<p>6c Home Improvements Programme 2008/09 – Potential accelerations from the 2009/11 programme</p> <p>CH presented the report.</p> <p>MC asked for clarification on “Intumescent” this means fire proof.</p> <p>DL queried overprogramming. CH – awaiting final savings before implemented. MH – would there be savings on 2011 outcome? LP depends if investment is made in addition to programme. MH have savings been spent – LP have been doing this to a degree.</p> <p>MH – Walker Road lowest priority. LP clarified not Area Panel criteria. MH understand doors and security schemes – but what criteria is used. LP explained the criteria</p> <p>Procurement and Property Sub Committee agreed to recommend to the Board the projects selected for possible acceleration.</p>	
	<p>6d Delivery of Home Improvements Riverways Area Panel</p> <p>LP presented the report.</p> <p>AT asked if this would work on a contract basis. LP stated that the work will be guaranteed.</p> <p>DL asked how much the contract is worth. Would OJEU apply? CH stated £6m. LP stated that other company’s have done this and because it has already been tendered it is allowable.</p> <p>Procurement and Property Sub Committee noted report.</p>	
	<p>6e Equipment and Adaptations Improvements</p> <p>DH presented the report.</p> <p>LP stated that this is good news. MEAP are happy with VFM.</p> <p>Paul Cassidy, Assistant Director of Housing for Adult Social Services commented they are happy with the partnership work.</p>	

	Procurement and Property Sub Committee noted report.	
	<p>6f Retirement Housing Schemes – Proposed Improvements</p> <p>DH presented the report.</p> <p>PG queried where the funding is coming from for Victoria Square – this year approval.</p> <p>DH asked for clarity of programming. CH part this year, remainder next year. AT aware of issues at HPC+. LP particularly roof works – better to replace for future than repair. MH asked for budget clarity. LP gave explanation. CH report in programme in September to 2011. AT 2.4 DH/CH this is a choice for tenants.</p> <p>Procurement and Property Sub Committee recommended that the report is taken to the Board for approval.</p>	
7	Responsive Maintenance	
	<p>7a KPI Performance Data – Responsive Repairs</p> <p>LP presented the report.</p> <p>Some finance information not yet available. Positive report at or better than target.</p> <p>NHL 081 – LP investigated and was computer error in past with sending out letters. 878 is 20% which is more realistic figure.</p> <p>NHL817 – MH asked what the performance issue is about? LP indicated that it is what last months MWL action plan showed. In future to review.</p> <p>LP not reported on voids – gave a verbal update. MH suggested a celebration for under 100 voids. Number of days – improving.</p> <p>NHL 815, 816, 817 DL stated that we must keep this under review. This is how residents perceive us so it must be good. DL expressed his concerns that MWL are held to account in the same way as other contractors. LP confirmed MWL are treated equally.</p> <p>NHL915 – AT asked for this to be defined. LP indicated that this is contractor only and confirmed that we have the lowest rate of cancellations in the ALMO group.</p> <p>Procurement and Property Sub Committee noted report.</p>	

8	Servicing	
9	Regeneration	
	<p>9a Neighbourhood Sustainability Indicators – Estate Assessment</p> <p>GL presented the report.</p> <p>GL indicative that this is only a partial picture. Further report will be brought in September.</p> <p>MH – Moston Miners Estate & Chain Bar Estate – Moston – Charlestown; AT queried what we are doing with the data. GL indicated that the data is used to analyse those estates which have been identified as at risk, and to track them.</p> <p>The Sub Committee agreed to review the report when more detailed data is available.</p> <p>Procurement and Property Sub Committee noted report.</p>	GL
10	Training	
	None within the committee.	
11	AOB	
	The Sub Committee agreed to cancel the August meeting as it was not thought that the meeting would be quorate.	
12	Date and Time of Next Meeting	
	The next meeting will be held on Wednesday 24 September 2008 at 5.00pm in the Boardroom, Hexagon Tower.	
13	End of Meeting	
	The meeting closed at 7pm.	