

LERF MINUTES 04/03/2024

Attendees: Mariee Wymer (Acting Chair), Jan Power (Committee Member), Stacey Coleburt (Committee Member), Sue Evans (Committee Member), Liz Jenkins (Committee Member), Paul Puri, A Haloako, Zulf Awan (Community Engagement Manager, MKCC), Rahul Mundray (Development Manager, MKCC) Samantha Carney (Resident Liaison Officer, GRAHAM), Kevin Farrell (Tpas)

Apologies: Jessie Gillsenan, Jeanette Ollard, Margaret Prescott, Keith McCahon (GRAHAM Construction), Robyn Goodwin

1. Welcome & introductions	Action
Mariee welcomed Kevin from Tpas to the meeting and explained that he will be advising her for the next few months as LERF begins to monitor GRAHAM Construction's work.	
2. Minutes	
Agreed as a true record.	
3. Construction Progress Update – Rahul Mundray (MKCC)	
Key Achievements:	
 Start on site – achieved 15th January. 	
 Site establishment, tree/shrub clearance, sites fenced – 22nd January. 	
 Site strip commenced – 29th January. 	
 Graham's RLO, Samantha Carney, appointed. 	
 Sod Cutting ceremony was held 27th February. 	
Upcoming activities:	
 First Homes England funding draw-down in progress – others to follow. 	
 Continue site strip, with further testing for contamination, in conjunction with stripping works. 	
 Clerk of Works evaluation completed - appointment in progress. 	
 S278 Highways agreement being finalised. 	
 Party wall agreements in progress. 	
 Stakeholder Engagement Strategy being progressed. 	
 Piling due to start at Melfort Drive w/c 4th March. 	
 Excavations for foundations in Melfort Drive, Burnmoor Close and 	
Windermere Drive, are also planned to commence during March.	



	Action
The question was asked about a solution for the dropped kerbs that have been blocked by the HERAS fencing. Residents who used wheelchairs and mobility scooters are unable to move freely through the area. Rahul agreed to investigate the matter with GRAHAM.	RM
The question was asked about temporary car parking on Drayton Road, as there are not enough spaces now that works have begun. Rahul explained that there was a temporary parking plan for the different stages of the project and MKCC has carried out a door-knocking exercise to speak with residents about parking. However, it will not be possible to provide all the car parking needed on Drayton Road.	
4. Resident Liaison Officer Report – Samantha Carney (GRAHAM Constuction)	
Samantha introduced herself and explained her role. It was her fourth week in post, and she has been employed to act as the link between GRAHAM and residents and businesses. Samantha is based in the site office at Windermere Drive and residents are welcome to come to the see her there if they need any assistance.	
GRAHAM is ready to publish a Residents Handbook (subject to sign-off by MKCC) which includes the email address – <u>buildingsouthcustomerrelations@graham.co.uk</u> for any residents queries (which means issues can easily be picked up if Sam is out of the office). There is also a 24/7 phone line that residents can call if they wish to report issues – 0121 362 4715. GRAHAM endeavour to make it as easy as possible for residents to make enquiries and complaints.	
Samantha asked the meeting what standing information should she supply at future meetings. It was agreed that she would present data on the queries and complaints that had been raised in the previous month and an update on any issues that had arisen regarding management of the sites. Plus, updates on communications.	SC
A point was made about operatives starting work at 7.20am. Samantha confirmed that operatives have been told not to start work before 8.00am.	
The question was asked about weekend working. Samantha confirmed that GRAHAM are permitted to work on Saturdays between 8.00am and 1.00pm. Rahul commented that MKCC was not expecting GRAHAM to work every Saturday for the duration of the contract.	
The question was asked about who is monitoring GRAHAM to ensure they follow the rules. Rahul confirmed that a Clerk of Works is about to be appointed by MKCC, and it will be the Clerk's role to check GRAHAM.	



	Action
The question was asked, are there penalties if GRAHAM does not deliver the project on time. Rahul confirmed that there are penalties in the contract.	
The question was asked about a hole that had been dug in Warren Park which had an asbestos contamination sign erected. Samantha explained that during soil contamination testing, GRAHAM had found a pipe which was coated in asbestos. The correct Health & Safety procedures were being followed to deal with the asbestos.	
LERF is interested to learn more about GRAHAM's Social Value programme for the Lakes Estate, and Samantha was asked to invite her colleague Ibbie to the April LERF meeting.	SC
5. Community Engagement Manager Update – Zulf Awan (MKCC)	
Zulf circulated the GRAHAM newsletter and the high-level Community Engagement Plan for information.	
Mariee requested that Samantha also report against the timeline of activities set out in the Plan.	SC
Samantha reported that GRAHAM is about to deliver the first newsletter and Resident Handbook and she was waiting to speak to her manager about delivery arrangements. She would be liaising with Jan Power over the delivery.	
6. Any other business	
A questioned was asked about whether Serpentine Court tenants could transfer now and be paid compensation. Kevin explained that MKCC was now accepting transfer requests from tenants who do not wish to be housed in the new homes. However, if the tenants choose to accept a transfer they will not be entitled at this stage. He added that the Serpentine Court Steering Group is pushing MKCC hard to inform tenants about how the allocations plan work and when they will be entitled to claim the compensation they are entitled to.	
The meeting thanked Jan Power for designing the LERF logo.	



	Action
The question was asked as to why the HERAS fencing was marking out certain areas when no works were taking place. Rahul explained that all sites are live and MKCC has given GRAHAM responsibility for them. It would be up GRAHAM to move the fencing if they are not working on an area. Samantha agreed to raise this point with Keith McMahon of GRAHAM and report to LERF.	SC
7. Date of next meeting	
Monday 15 th April, 6.30pm at Spotlight	

Post-meeting feedback from Samantha Carney:

- Start times I have re-iterated to contractors not to start their engines/start work before 8am as we are signed up to the Considerate Constructors Scheme which limits working hours to 8am-6pm. I have emailed complainant directly with a response.
- Weekend working See Will'S comments below (also emailed complainant directly with a response).
- Fenced areas Again see Will's comments below (again emailed complainant directly with a response).
- On-going complaints/enquiries/compliments list A high level summary will be provided of all items logged on CRIS (Customer Relations Information System) at each meeting.
- Asbestos pipe in A1 Windermere This is an existing waste pipe that will be removed by a Certified Asbestos Contractor. I have emailed complainant directly with a response.
- Community Engagement Plan I will ensure I have updates for every meeting on behalf of Ibbie and from myself when necessary.
- Social Impact Ibbie will come to the next meeting on 15th April at 18:30.
- Delivery of Newsletters/Handbook Chris Donnelly is on holiday today I will speak with him when he's back about how we use Baz to deliver.

Post-meeting feedback from Will Rysdale, Head of Delivery, MKCC

The sites that GRAHAMs have are rightly fenced off and secured. I know this maybe frustrating to some, but all are live sites and following the land transfer GRAHAMs now have responsibility for these sites, so it is in theirs and everyone else's interest that they are kept safe and secure, and I support them in this. As part of the programme all 5 sites will be operating at once and work formally commenced on all 5 on January 29th as planned and as has been communicated. Also, in regard to the weekend working GRAHAMs are signed up to the Considerate Contractors scheme and this restricts the hours of works to:

Construction work should be restricted to the following hours: Monday to Friday 8am – 6pm. Saturdays 8am – 1pm. Avoid noisy work on Sundays and Bank Holidays.



I understand that they want to prioritise work to Monday – Friday, but currently they will have to undertake some on a Saturday. As you will all know we are working to an agreed timescale, and it is in everyone's interest to complete these new homes on time as planned.