



Serpentine Court Steering Group

Tuesday 12th July 2022 at Spotlight

Minutes

Residents: Danielle Slaymaker (Chair), Mercy Zvenyika (Deputy Chair), Cassy Elliott (Deputy Chair), Robyn Goodwin, Joan Forsyth, Sebastian Power, Stacey Coleburt, Pauline Wright, John Pearce (observer), Steve Hallett (observer - Chair, Lakes Estate Regeneration Forum), Sue Evans (observer)

Staff/Councillors: Rahul Mundry (MKC), Kevin Farrell (Tpas), Samantha Goodwin (Tpas/MKC), Zulf Awan (MKC)

Apologies: Shannon McCaul (Deputy Chair), Jean Wallace, Clive Wallace, Cllr Emily Darlington, Zulf Awan (MKC), Cllr Ed Hume, Ronke Oludapo, Mariee Wymer (observer – Locals of the Lakes Residents Association)

1. **Welcome and introductions**

Danielle opened the meeting and welcomed everyone. She noted that the regeneration project was reaching another important milestone as Will Rysdale (Head of Housing Delivery MKC) had recommended a building contractor to build out Phase A. Will's report was due to go to Delegated Decisions Committee on Tuesday 19th July, 2022. Danielle also thanked the SCSG members who had taken part in the recent Resident Charter workshop.

2. **Minutes of 14th June 2022**

Agreed as a true record.

Matters Arising – Samantha had met with Kevin Farrell (Tpas) to begin work on reviewing the Frequently Asked Questions webpage. She will put together a long list of questions and organise a workshop with SCSG members to decide which questions to publish. Carried forward. **Action: SG**

Matters Arising – Samantha had been able to obtain answers to all the outstanding questions in the Information and Policy Tracker and had shared them with SCSG members. Completed.

Matters Arising – Kevin was to remove the standing item on the Memorandum of Understanding from the agenda. Completed.

Matters Arising – Rahul had checked whether projected rent levels for the new homes in Phase A could be shared with SCSG. He was told that the rents would not be known until approximately 3 months before the homes are let. See item 5.

Matters Arising – Samantha to check on progress with the fire door installation and update SCSG members. Completed.



3. **Community Engagement Manager & Officer Report**

Samantha introduced reported on the Information & Policy tracker actions. She had been able to obtain answers to several outstanding questions raised by SCSG. Samantha took the meeting through the tracker. Kevin noted that full answers to some questions e.g. Question 1 were still outstanding and need to be kept under monthly review. Samantha has shared the Like-for-Like offer information with Cherie Lee-Hemley (Housing Allocations Manager, MKC). The next Housing Needs Assessment (HNA) will be completed after the preferred building contractor is appointed (subject to approval by the Council) in early 2023. The new HNA questionnaire will take precedent over the answers provided by tenants in the last one. The questions about the evidence required for Aids & Adaptations and care provision had also been answered.

The new Allocations Policy is due to go to Cabinet in July 2022, but the schedule for publishing it has not been agreed.

It was pointed out that SCSG had raised a question about the possible introduction of a Local Lettings Policy at the beginning of April 2022, but there had been no reply. Samantha had sent an email to Cherie and was awaiting a response. **Action: SG**

Zulf reported that Cherie Lee-Hemley had been invited to this meeting, but, due to unforeseen circumstances, she could not attend in person. Cherie had offered to join by Teams, but the necessary arrangements couldn't be put in place in time. Danielle proposed a separate online workshop with Cherie and Zulf agreed to make the arrangements. **Action: ZA**

Samantha reported the shared equity offer for resident leaseholders had been delayed pending the scoring and moderation of the building contractor's bids. It was her understanding that the offers would be going out in the next few weeks.

Zulf reported the latest draft of the Secure Tenants section of the Resident Chart has been circulated to MKC colleagues for comments. Zulf will provide an update at the next SCSG meeting. **Action: ZA**

Zulf to contact Will Rysdale and request a meeting with Danielle and Mercy on Wednesday 20th July for an update on the procurement process. **Action: ZA**

4. **Lakes Estate Renewal Forum**

Steve reported on the plans for the church fete on Saturday 16th July.

LERF will be participating in the Health & Wellbeing event, which is due to run from 25th - 29th July.

LERF has made its first application for funding to the On Your Bike programme, and it has opened its own bank account.

The next LERF meeting is on 21st July.

5. **Project update – Rahul Munday, Development Manager, MKC**

Project timeline: good progress continues to be made against the timeline. The report on the preferred bidder has been submitted to the Delegated Decisions Committee with a request to draw



down £1.5m to fund the first stage of the 2-stage procurement: The name of the chosen bidder remains confidential at this time.

- Report recommending the preferred bidder submitted to Delegated Decisions Committee by Will Rysdale: 8th July
- Delegated Decisions Committee to consider Will's report: 19th July
- MKC approvals, following evaluation 27th July 22
- Preferred contractor appointed for PCSA (Pre-Contract Services Agreement): 27th July 22
- Second stage 'Lump Sum' submitted: 30th December 22
- MKC approvals: early 2023
- Contract award and start on site: asap – to be confirmed

Detailed Drawings Tracker: There were no updates this month.

Procurement: See above and item 6, below.

Risk Register: There were no updates to the risk register since the last report.

Rent setting: Rahul had shared the Government's rent setting document before the meeting and explained that MKC is expected to follow the formulas. He has been advised that due to several variable factors in the formula, MKC will not be able to announce the rents until about 3 months before the new homes are let. Rahul had contacted a consultant who has worked is on a new version of MKC's rent-setting policy to see if he would be willing to run a workshop for SCSG. After re-reading the Government document, SCSG members accepted that MKC is bound by the rules and saw little point in holding a workshop, having already received training from Tpas.

Rahul had been advised that MKC Social Rents were typically 40-50% less than the average rent for a similar property on the private market.

6. Questions

Q. Why is the Council paying the winning bidder to work on the second stage of the procurement?

A: The winner bidder will be paid for the work needed to complete and optimise the design and prepare the final Lump Sum submission. The £1.5m also includes the cost of MKC's consultants' fees, as well as planning and building control fees etc.

Q: Could the designs for Phase A go back to Planning?

A: SCSG received monthly updates from HTA on non-material changes and I also report to you at your monthly meetings. The designs would only have to be re-submitted to Planning if there were major changes to such things as number and the location of homes. There are no plans to change material items like these.

Q: Will the winning bidder be allowed to consult with SCSG, other tenants and residents during the second stage?

A: All the bidders had to set out their plans for resident consultation in their bids and they were evaluated. RM will check the details and report to the next meeting. Action: RM

Q: Will there be a role for SCSG in monitoring the preferred bidder's performance and actions?



A: Yes, definitely. There will be an interface between the bidder and SCSG. The bidder is likely to want to make a presentation to SCSG. RM will provide more details at the next meeting. (Danielle and Mercy agreed to raise this point at the next Project Board meeting. **(Action: DS & MZ)**)

Q: Looking ahead to the early part of 2023, has MKC looked at the Cabinet meeting schedule and decided when the meeting to decide on the approval or rejection of the Lump Sum will be held?

A: No. There is nothing to report at this stage.

Q: Will the new flats be energy efficient?

A: Yes, and the costs of communal lighting will be reduced by being connected to solar panels on the roofs.

7. **Any other business**

Samantha gave an update on the play area improvements.

Date of next meeting: Tuesday 13th September 6.30pm – 7.30pm at Spotlight.

***Please note future meetings will be held one week later than the original schedule.
See over/.**

New meeting schedule:

(No meeting in August)

Tuesday 13th September

Tuesday 11th October

Tuesday 8th November

Tuesday 13th December