

Goulden House Co-Operative Ltd



ESTATE MANAGER'S REPORT TO GENERAL MEETING

Annie Gleeson MSc | Manager's Report | 23RD May 2019

Goulden House Co-Operative Ltd – Estate Manager’s Report to General Meeting

Date: 23rd May at 7 pm

Venue: The Community Room

1. Estate update

1.1: Historical Works:

Estate Manager can confirm that over the past 12 weeks, extensive work has been undertaken by the Estate Office to address a large number of historical issues which had remained unactioned on site, with a number of these unresolved issues dating back early to mid-2018.

1.2: Staffing Update:

The Estate Manager can advise that interviews for the Part-Time Caretaker post take place on Tuesday 21st May. Estate Manager can also advise the advertisement is being done via the Sacred Heart RC Newsletter, Sacred Heart Primary School, St. Mary’s Primary and ST. John Bosco Secondary. All candidates are local and are very familiar with the local area. In addition all candidates were invited to site to undertake a walkabout of the development so that they could get a greater understanding of the site and the work involved in the role. If the caretaker role is successfully filled, then an Open Evening will be put in place giving the residents an opportunity to meet the new caretaker.

The same recruitment process is being undertaken to recruit the two permanent cleaners and owners will be provided with progress updates. Estate Office has received numerous calls of interest with regards to both the cleaning and caretaker positions as a result of reading the Sacred Heart RC Newsletter.

1.3: Lift refurbishment works 2020/21:

The lift refurbishment works 2020/21 are still on schedule, Wandsworth Borough Council are in the process of creating a tender package to appoint a lift consultant to manage these works. The nominated consultant will draft a feasibility report, specifications, attend consultation meetings with Wandsworth Council and manage the project overall.

Wandsworth Borough Council have estimated that each lift will be shut down for approximately 12 weeks, once a contractor has been nominated for the works, they will specify a more accurate programme of works that can be provided. Wandsworth Borough Council will also arrange for the pre-contract meeting to be held at the co-op office.

1.4 The replacement of the missing/damaged stair nosing across the site:

The works to replace the missing and damaged stair nosing across the site will commence on Tuesday 28th May and expected to be completed on by Monday 3rd June. The following are a selection of photos where the nosing is either missing or damaged. Provision was placed in the 2019/20 budget for these works to be undertaken and was agreed by the owners at the General Meeting on 21st March 2019.

1.5. Gutter Clearance and Repairs:

Estate Manager can confirm that the provision for the clearance and repairs to the gutters was included in the 2019/20 Budget and approved by the owners at the General Meeting on 21st March 2019. The Estate Office is currently reviewing the commencement date for these works with the contractor and once date is confirmed, both owners and occupiers will be updated via letter.

1.6. Bulk Refuse/Fly Tipping:

Estate Manger can advise that fly tipping has been reduced by over 80% on site and the cost for the removal of bulk waste from site, since the termination of the Bulk Waste Contract and the implementation of the Zero Tolerance Policy equates to £90. The latter is a saving of £1,230 since February of this year.

1.7. Site Survey:

A surveyor attended site on Thursday 18th April 2019 to undertake a Health, Safety and Fire Survey which includes the infrastructure for the lighting. The Estate Office is waiting on the report. Included in this survey will be quotes for the Health & Safety signage on site, lighting infrastructure, fire proofing of the intake cupboards.

1.8. Audit Results:

Goulden House Co-Operative Ltd was audited from 1st April to 5th April. The Estate Office have received the draft findings and will be responding to these findings prior to close of business on Friday 24th May. The finalised report will be issued to the Estate Office on 29th May when a copy of the report will be sent to all owners, a copy shall also be placed on the Goulden House Website.

1.9. Goulden House Year End Financial Audit:

The Year End Financial Audit for Goulden House Co-Operative Ltd is undertaken on Monday 20th May and Tuesday 21st May.

2. Estate Update (cont.):

2.1. Our Space Grant:

Our Space Grant, Estate Office submitted an application for Our Space Grant. The Our Space Award is a grant scheme that aims to help Londoners green their city through active community engagement and participation. It will support Londoners of all ages and backgrounds, communities and schools in improving community open spaces, making them inclusive places for all to enjoy. Unfortunately, we have been advised that we were not successful on this occasion but we could re-apply later in the year as there will be a second round for the Our Space Award, open from around June/ July to September, submission date for applications have yet to be confirmed.

2.2 Grounds Maintenance:

The Estate Office engaged with all owners whose properties come with a private garden and asked that they undertake the appropriate maintenance of their gardens because of overhanging bushes/hedges and the weight of these shrubs and hedges are damaging the existing fencing which is very costly on the site to repair. A large number of owners have carried out the maintenance whilst others are in the process of doing so.

Estate Manager will continue to monitor this until such time that the appropriate maintenance has been undertaken.

2.3. The Scaffold Tower on Block 37 to 42:

There is a scaffold tower in-situ on Block 37 to 42 for a number of months. The Estate Office has written to all owners within the block to ascertain whether anyone of them had it erected on the block; the owners have responded to advise that they did not. Estate Office has engaged with WBC's Works Department to ascertain if they had erected it for works and they advised that they had not. Estate Manager also engaged with a large number of scaffold companies both in and outside of London to ascertain whether it belonged to them, unfortunately, it did not. A contractor will be removing the scaffold from the block this week and it will be stored in Bin Chamber A for 6 weeks when the contractor who took it down will come, removed and take ownership of it.

2.4. The placement of Refuse Bins in the Inner & Outer Greens:

The Estate Office can advise that Bins have been purchased for the Inner Green, Outer Green, Community Garden and Ball Park, there has been a large increase of litter in and around the Inner and Outer Greens and Ball Park. Goulden House have purchased the bins as the site needs to provide bins for the residents in order for them to dispose of their refuse responsibly. The following is the type of bin which has been ordered and as soon as the Estate Office takes delivery, the bins will be placed in their designated areas.



2.5. Motorbikes in the Inner Green:

There are two motorbikes in the Inner Green which should not be there from a Health, Safety and Fire perspective. This was also raised by the Health and Safety Surveyor when he attended site recently to undertake the site survey. The Estate Office have placed a number of notices on these bikes which the owners continue to ignore. The Estate Office is currently reviewing this issue with the Insurers for the site and as soon as we receive their instruction, we will take the appropriate action.