

**Asset Management Investment Panel  
Tuesday 18 December 2007  
3.00pm  
9<sup>th</sup> Floor Meeting Room, Barnet House**

**AGENDA**

<b>No</b>	<b>Item</b>	<b>Lead</b>
<b>1</b>	<b>Welcome</b>	<b>CW</b>
<b>2</b>	<b>Introductions and apologies</b>	<b>CW</b>
<b>3</b>	<b>Minutes of the last meeting – 8 November 2007 attached</b>	
<b>4</b>	<b>Adoption of revised AMIP Terms of Reference - attached</b>	<b>CW</b>
<b>5</b>	<b>Training for Residents</b>	<b>PH</b>
<b>6</b>	<b>Regeneration updates - attached</b>	<b>MD /AC</b>
<b>7</b>	<b>Capital Programme</b>	<b>MW</b>
<b>8</b>	<b>Inspection Feedback</b>	<b>CW</b>
<b>9</b>	<b>Stock Condition Database</b>	<b>CW</b>
<b>10</b>	<b>Any Other Business</b>	<b>All</b>
<b>11</b>	<b>Agenda setting and meeting timetable</b>	<b>All</b>
<b>12</b>	<b>Date of the next meeting</b>	<b>All</b>

**Attending:**

Chris Wilkins – Barnet Homes  
Trevor Renouf – Barnet Homes  
Phil Buck – Barnet Homes  
Andrew Campion – Barnet Homes  
Mandy Dunstan – Barnet Homes  
Ramsay Hood – Barnet Homes  
Kevin Turnpenney – Barnet Homes  
Mike Wiffen – Barnet Homes  
Peter Headland – Barnet Homes  
Nicola Bird – LBB Housing (apologies)

Jan Andersson      Tenant Rep  
Mr Finn              Leaseholder  
Mr L Waldren      Tenant Rep



**Barnet Homes  
Asset Management Investment Panel  
Minutes  
8 November 2007**

**Present:** Chris Wilkins – Barnet Homes  
 Phil Buck – Barnet Homes  
 Andrew Campion – Barnet Homes  
 Mandy Dunstan – Barnet Homes  
 Mike Wiffen – Barnet Homes  
 Peter Headland – Barnet Homes  
 Jan Andersson – Tenant representative  
 Nicola Bird – LBB Housing  
 Mark Astbury – Ridge Consultancy

**Minutes:** Denise Ashley – Barnet Homes

Item	Action	Responsibility
1.	<b>Welcome</b>	
1.1	CW welcomed the members of the Panel.	
2.	<b>Introduction and apologies</b>	
2.1	Introductions were made.	
2.2	Ramsay Hood, Kevin Turnpenney & Trevor Renouf (Director)	
3.	<p><b>Context – Asset Management Strategy</b></p> <p>The Asset Management Strategy is now in place. This will be used to drive our investment strategy over the coming years</p> <p>The strategy advocates proper planning. Robust and accurate data kept in a user friendly way.</p> <p><b>Sustainability Model</b> – to look at stock and demand. This Panel need to look into the reasons behind amber / red lights.</p> <p>Key objective is Decent homes. Post 2010 – planning for after this deadline.</p> <p><b>Building cost</b> – making good use of the funding and resources. More planned large programmes, eg. Kitchen and bathrooms, working with partners at a lower cost. Planned and systemic manner. Void works not done in a pepper-pot way.</p>	

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	<p><b>The Barnet Standard</b> – The output specification is clearly understood. Make sure it is tied into Barnet Homes assumptions and SOR.</p> <p><b>Re-investment priorities</b> – data where investments is required made by IPV manager.</p>	
4.	<p><b>Purpose of the Asset Management Investment Panel</b></p> <p>The AMIP is set up to consider the technical information and to monitor performance in terms of programme, time costs.</p> <p>The Panel will form a strategic body to look at business cases for each capital programme and make recommendations to Board.</p> <p>The Panel will ensure that business makes sense and act as the first gateway for programme managers. The Panel will manage the expectation of tenants involved.</p>	
5.	<p><b>The re-investment process</b></p> <p>To be explored at future meetings</p>	
6.	<p><b>Sustainability Model</b></p> <p>To be explored at future meetings</p>	
5.	<p><b>Terms of reference</b></p> <p>The terms of reference of the AMIP was discussed by the group. The Panel will consider which programmes would be looked at along with the frequency of meetings.</p> <p>Consideration will have to be given on how this Panel would differ from the Asset Management Sub-Group. It was agreed that the Panel would be run for a couple of sessions and then a decision will be made on this early January 2008.</p> <p>A review of the Board sub group membership is presently being undertaken and then will be linked to the above.</p>	
6.	<p><b>Matters to be considered by the Panel</b></p> <p>It was agreed that once the points in section 5 have been resolved then the terms of reference can be adopted. The</p>	

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	<p>first task to be considered by the group could be the election of the chair.</p> <p>The objectives in the Terms of Reference would have to be considered in light of these points:-</p> <ul style="list-style-type: none"> <li>- The use of less technical information.</li> <li>- Tenants training session could be arranged.</li> <li>- Reduce to key objectives to 4 or 5 overarching points.</li> <li>- Every effort is being made to ensure a smooth transition in the IT Data management systems</li> <li>- There were no fully integrated Asset Management system with Housing Management.</li> </ul>	
<p><b>7.</b></p> <p><b>7.1</b></p>	<p><b>Any other business</b></p> <p>There was none.</p>	
<p><b>8.</b></p> <p><b>8.1</b></p> <p><b>8.2</b></p>	<p><b>Agenda setting and meeting timetable</b></p> <p>Meeting timetable - Panel to see how this fits in with the internal structure as well as with what the Board and the Council requires.</p> <p>It was also agreed the following points could be agreed at the meeting:-</p> <ul style="list-style-type: none"> <li>- Future of External Business</li> <li>- Planning and Managing stock assets</li> <li>- Regeneration – (discussion on the methodology and processes)</li> <li>- Capital programme for 2008/9 budget (this should include feedback from resident forum in regard to investments)</li> <li>- Review of Revenue spend in regard to value for money and what impact Capital spend have had on response repair cash.</li> <li>- Feedback on Inspection</li> <li>- Election of a chair</li> <li>- Residents' involvement in the decision on spend.</li> </ul>	
<p><b>14.</b></p>	<p><b>Date of next meeting</b></p> <p>To be advised.</p>	

# 2008/09 Capital Programme

## Asset Management Investment Panel

18<sup>th</sup> December 2007



# 2008/09 Capital Programme

## Planning the 2008/09 Capital Programme:

- ☰ What is the capital programme?
- ☰ Our current assumptions
- ☰ Paying for capital works
- ☰ Issues we need to think about
- ☰ Areas for debate around capital funding
- ☰ Investment Panel views

# What is the Capital Programme?

- ☐ The Capital Programme funds works which acquire or improve our long term assets (e.g. our properties)
- ☐ Funded from approved borrowing, government or other agency grants, the sale of assets, specific contributions to works (e.g leaseholder contributions)
- ☐ Revenue programmes (e.g maintenance, emergency repairs) funded from income (e.g rents or service charges)

# Current Assumptions 2008/09 (1)

Area	What this means
<b>Decent Homes</b>	Barnet Homes planned Decent Homes/+ works
<b>Sheltered/ Hostels</b>	Works to sheltered stock and hostels programme agreed with the Council
<b>Adaptations</b>	Increased budget for disabled adaptations after consultation with residents
<b>Regeneration</b>	Works to support regeneration estates until scheme completed
<b>Miscellaneous</b>	Contingencies, Repairs programmes such as lifts, voids works, health and safety works etc.

## Current Assumptions 2008/09 (2)

Area	2008/09 Budget (£'000)
Decent Homes	£20,467
Sheltered/ Hostels	£2,300
Adaptations	£1,395
Regeneration	£576
Miscellaneous	£1,836
<b>Total</b>	<b>£26,574</b>

## Paying for Capital Works 2008/09

Area	What is this?	2008/09 (£'000)
<b>Supported Borrowing</b>	This is the amount that the Government allows BH to borrow	£1,000
<b>ALMO Borrowing</b>	Access to funding because we have surpassed the required performance levels for an ALMO.	£15,198
<b>Capital Receipts</b>	Funding from the sale of assets	£0
<b>Major Repairs Allowance</b>	The amount the Government gives BH for major works (based on stock levels and condition)	£6,736
<b>Leaseholder Contributions</b>	The amount leaseholders pay as a contribution to works carried out on their stock	£3,640
<b>Total Funding</b>		<b>£26,574</b>

# Issues we need to think about

- ☰ Results of Government spending reviews
- ☰ Leasehold works planning assumptions
- ☰ Funding works on regeneration estates
- ☰ End of sheltered/ start of works on hostels
- ☰ Other planning assumptions e.g level of capital support for repairs and maintenance

# Areas for debate

- ☰ Decent Homes is a committed programme
- ☰ Adaptations – increased funding but there is demand and residents wants this
- ☰ We should finish sheltered programme but we will be continuing the hostels programme
- ☰ Levels of need on our Regeneration estates
- ☰ Will we need to continue the levels of capital support for repairs and maintenance
- ☰ **Note of caution:** risk that resource levels may reduce next year

# Investment Panel Views



**Barnet Homes  
Asset Management Investment Panel  
Terms of Reference - Revised**

**Mission Statement**

“To facilitate and oversee effective asset management by planning logical re-investment programmes of work to meet the requirements of the stock and to deliver best value”

**Objectives of the Asset Management Investment Panel**

The core objectives of the Asset Management Group (AMG) are:

- To provide a forum where key stakeholders can meet, discuss and formulate re-investment strategies and consider the impact of re-investment decisions across BH.
- To regularly re-evaluate the Barnet Standards and agree proposed re-investment programmes.
- To set the parameters for and to assess the outputs of the Sustainability Model and undertake options appraisals in respect of red and amber category stock as well as make recommendations to the Board.
- To consider holistic requirements of housing in the reinvestment decision making process and explore wider action initiatives and their associated funding options.
- To regularly review and monitor the budget and actual expenditure incurred in undertaking programmes of work and provide reports to the Board and other stakeholders on the most effective and best value strategies and the progress of current programmes.
- To regularly review and monitor the delivery of programmes of work and measure these against agreed planned milestones in conjunction with the Board.
- To facilitate wider resident consultation and to ensure effective and timely communication with these clients as well as considering their aspirations and how the planned programmes of work can meet these.
- To communicate proposals, strategies and policies to all stakeholders.

**18 December 2007**

Planned Works Resulting From Surveys										
West Hendon Estate										
Property Name	Type of Works	Description of Works	Survey Comments	Barnet Homes Comments	D/H standard reached. Y, N or N/A	Resident Focus Group Comments	Priority of Works/Risk	Year Works Required	Approx cost of Works	Year of Demolition
<b>Block 1-192 &amp; 193-232 Marsh Drive</b>										
	<b>Windows</b>	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to rear elevation of blocks	Single glazed aluminium windows are in poor condition and replacement is required	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement of windows at rear elevation.	N	<b>Unable to consult in timescale provided.</b>		Year 1	£1,300,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen requires replacement in 2-5 years	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£540,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen requires replacement in 2-5 years	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 5-10	£194,470	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom requires replacement in 2-5 years	All bathrooms are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£475,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Electrical Installations - Flats Internal</b>	Upgrade to D/H standard	Fuse box or MCB requires replacement within 2-5 years	Failing electrical circuits nearing end of useful life expectancy	N			Year 2-5	£406,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Electrical Installations - Flats Internal</b>	Upgrade to D/H standard	Fuse box or MCB requires replacement within 2-5 years	Failing electrical circuits nearing end of useful life expectancy	N			Year 5-10	£36,178	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>

	<b>Lighting within block</b>	Replace existing lighting to provide adequate security lighting in communal areas to reduce ASB	Cleaning/Replace overhead lights to ramps required	Adequate safety lighting reduces crime and anti-social behaviour and has onsaving costs of caretaking services and related housing social issues	N/A			Year 2-5	£150,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Corridor Tiles</b>	Replace flooring	Possible asbestos content, repairs required.	Existing can be maintained until this becomes an uneconomical repair	N/A			Year 2-5	£50,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>External Decorations</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Re-decs required to facia's, cladding, doors and windows	Communal areas constantly affected by constant graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 2-5	£150,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
	<b>Digital Aerial</b>	Digital service to all properties	N/A	Statutory digital upgrade by 2012	N/A			By Year 2012	£70,000	Block 97-144 - <b>2011</b> Block 1-72 - <b>2012</b> Block 73-96 & 145-232 - <b>2014</b>
<b>Total</b>									<b>#####</b>	
<b>Block 11-98 Marriots Close</b>										
	<b>Windows to properties</b>	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to rear elevation of blocks	Single glazed aluminium windows are in poor condition and replacement is required	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement of windows at rear elevation.	N	<b>Unable to consult in timescale provided</b>		Year 1	£550,000	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Windows common areas</b>	Remove and replace existing single glazed windows in block	Alum/timber vertical windows to mid landings. Timber frames in poor condition	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement	N/A			Year 1	£150,000	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen requires replacement in 2-5 years	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£350,000	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen requires replacement in 5 - 10 years	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 5-10	£22,288	Block 51-98 - 2010 Block 1-50 - 2011

	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom requires replacement in 2-5 years	All bathrooms are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£171,325	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom requires replacement in 5-10 years	All bathrooms are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 5-10	£11,730	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Electrical Installations - Flats Internal</b>	Upgrade to D/H standard	Fuse box or MCB requires replacement within 2-5 years	Failing electrical circuits nearing end of useful life expectancy	N			Year 2-5	£187,000	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Common parts electric</b>		Fuse holders to main board. Lighting dials, intercom and Tv cables evident		N/A			Year 2-5	£150,000	Block 51-98 - 2010 Block 1-50 - 2011
	<b>Lighting within block</b>	Replace existing lighting to provide adequate security lighting in communal areas to reduce ASB	Repairs to covers and tubes required	Adequate safety lighting reduces crime and anti-social behaviour and has onsaving costs of caretaking services and related housing social issues	N/A			Year 2-5	£80,000	Block 51-98 - 2010 Block 1-50 - 2011
	<b>External Decorations</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Re-decs required to facias, doors, cladding and handrails.	Communal areas constantly affected by constant graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 2-5	£80,000	Block 51-98 - 2010 Block 1-50 - 2011
<b>Total</b>									<b>#####</b>	
<b>Block 11-72 Warner Close</b>										
	<b>Windows to properties</b>	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to block.	Single glazed timber windows, require upgrade to double glazed	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement of windows at rear elevation.	N	<b>Unable to consult in timescale provided</b>		Year 1	112,000	2015
	<b>Windows Common Areas</b>	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to block.	Single glazed timber framed windows to landings. Dirty georgian glass and frames	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement	N			Year 1	£9,800	2015
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen in poor state and in need of renewal	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 1	£38,125	2015
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen about 25 yrs old and in need of renewal.	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£152,500	2015

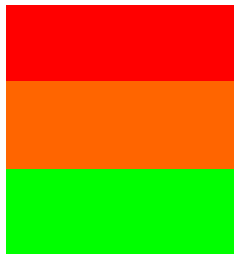
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen in fair condition	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	Y			Year 5-10	£38,125	2015
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom in need of renewal	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	N			Year 2-5	£114,375	2015
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom in fair condition will require renewal in 5-10	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	Y			Year 5-10	£19,062	2015
	<b>Electrical Systems</b>	Upgrade to D/H standard	Old MCB needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	N			Year 1	£20,213	2015
	<b>Electrical Systems</b>	Upgrade to D/H standard	Old MCB needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	N			Year 2-5	£58,534	2015
	<b>Electrical Systems</b>	Upgrade to D/H standard	Old MCB needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	Y			Year 5-10	£77,805	2015
	<b>Boilers</b>	Boiler replacement required	Coming to end of life and will need replacement	Boiler replacements should be supplemented with full c/h system to ensure warranty and levels of efficiency.	N			Year 2-5	£25,162	2015
	<b>Central Heating Systems</b>	Heating systems will require replacement.	Rads in fair state, will need renewal 5-10	Boiler replacements should be supplemented with full c/h system to ensure warranty and levels of efficiency.	Y			Year 5-10	£67,100	2015
	<b>Internal Common Parts Re-decs</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Upgrades required to all doors. Repairs evident to walls, more required	Communal areas constantly affected by constant graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 1	£38,400	2015
	<b>Internal Common Parts Re-decs</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Upgrades required to all doors. Repairs evident to walls, more required	Communal areas constantly affected by graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 2-5	£7,000	2015
	<b>Internal Common Parts Re-decs</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Upgrades required to all doors. Repairs evident to walls, more required	Communal areas constantly affected by graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 5-10	£10,000	2015
	<b>Digital Aerial</b>	Digital service to all properties	N/A	Statutory digital upgrade by 2012	N/A			Year 2-5	£18,300	2015
	<b>Flooring to Landings</b>	Replace vinyl tiles in corridor areas as recommended in stock condition surveys	Vinyl tiles to corridors require replacement	Corridor flooring makes significant impact on estate perception and resident satisfaction.	N/A			Year 2-5	£12,000	2015
<b>Total</b>									<b>£818,501</b>	

<b>Block 1-76 Franklin House</b>										
	<b>Internal Lighting</b>	Replace existing inadequate communal lighting with wall mounted bulkhead lights to landings as recommended.	Wall mounted Bulkhead lights to landings (5 per landing). Covers discoloured and tubes not live in some cases. w/mounted bulkhead lights to top and mid way stair landings.	Inadequate communal lighting at present which is a health and safety risk and impacts on resident satisfaction.	N/A	<b>Unable to consult in timescale provided</b>		Year 1	£2,500	2010
	<b>Kitchens</b>	Upgrade to D/H standard	Old fashioned kitchen in need of replacement	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 1	£121,600	2010
	<b>Kitchens</b>	Upgrade to D/H standard	Old fashioned kitchen in need of replacement	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£182,400	2010
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom old and in need of renewal	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	N			Year 1	£38,000	2010
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathroom old and in need of renewal	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	N			Year 2-5	£114,000	2010
	<b>Electrical Systems - Individual</b>	Upgrade to D/H standard	Old MCB in need of replacement and system will fail in 2-5.	Failing electrical circuits nearing end of useful life expectancy	N			Year 2-5	£116,325	2010
	<b>Heating Distribution</b>	Upgrade to D/H standard	Only form of heating is old storage heater in lounge	Heating systems not meeting D/H standards and upgrades will be required.	N			Year 2-5	£124,640	2010
<b>Total</b>									<b>£699,465</b>	
<b>Block 1-125 Tyrrel Way</b>										
	<b>Main Entrance Doors</b>	Install main entrance doors with controlled access	Main entrances to block have no doors fitted. Frames are in place but no door. Doors with controlled access need to be fitted	Lack of doors causes potential health and safety risks and potentially encourages ASB and vagrancy.	N/A	<b>Unable to consult in timescale provided</b>		Year 2-5	£7,000	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Internal Parts Re-decs</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Ceiling, Window frames common areas, Common Doors and Balustrades	Communal areas constantly affected by constant graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 2-5	£10,000	Block 1-32 - 2010 Block 33-125 - 2015

	<b>Internal Parts Re-decs</b>	Carryout decs as necessary to maintain stock using anti-graffiti paint systems	Ceiling, Window frames common areas, Common Doors and Balustrades	Communal areas constantly affected by constant graffiti which provide poor image of estate and reduced tenant satisfaction	N/A			Year 5-10	£20,000	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Internal Lighting</b>	Existing lights at end of their life and will require renewed with wall mounted bulkhead lights	Light fittings need to be renewed as they are old. There are lights in front of the flats and in the common areas.	Inadequate communal lighting at present which is a health and safety risk and impacts on resident satisfaction.	N/A			Year 2-5	£25,000	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen old and in need of replacement	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 2-5	£329,861	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Kitchens</b>	Upgrade to D/H standard	Kitchen old and in need of replacement	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	Y			Year 5-10	£131,944	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathrooms in bad to fair condition and require renewal in time period.	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	N			Year 2-5	£190,972	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Bathrooms</b>	Upgrade to D/H standard	Bathrooms in bad to fair condition and require renewal in time period.	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	Y			Year 5-10	£69,444	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Boiler</b>	Boiler replacement required	Boiler about 8 years old	Boiler replacements should supplemented with full c/h system to ensure warranty and levels of efficiency.	Y			Year 5-10	£45,833	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Digital Aerial</b>	Digital service to all properties	N/A	Statutory digital upgrade by 2012	N/A			Year 2-5	£27,600	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Electrical Systems - Individual</b>	Upgrade to D/H standard	Old MCB needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	N			Year 2-5	£239,362	Block 1-32 - 2010 Block 33-125 - 2015
	<b>Electrical Systems - Individual</b>	Upgrade to D/H standard	Old MCB needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	Y			Year 5-10	£36,819	Block 1-32 - 2010 Block 33-125 - 2015
<b>Total</b>									<b>#####</b>	

<b>Parade Terrace 5&amp;5A</b>										
	<b>Kitchen</b>	Upgrade to D/H standard	Renewal required	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N	<b>Unable to consult in timescale provided</b>		Year 2-5	£5,000	2015
	<b>Kitchen</b>	Upgrade to D/H standard	Renewal required	All kitchens are becoming an uneconomical repair, and continual holding repairs will adversely impact tenant satisfaction	N			Year 5-10	£5,000	2015
	<b>Bathroom</b>	Upgrade to D/H standard	Renewal required	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	N			Year2-5	£2,500	2015
	<b>Bathroom</b>	Upgrade to D/H standard	Renewal required	Bathrooms are towards end of useful life and holding repair costs are increasing in line with this. Resident expectation also will require some works.	N			Year 5-10	£2,500	2015
	<b>Elec System</b>	Upgrade to D/H standard	Old fuse box needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	N			Year 2-5	£2,750	2015
<b>Total</b>									<b>£17,750</b>	

Priority of Works/Risk



High - within year 1

Medium - within 2 - 5 Years

Low - within 5 - 10 Years

NB - Survey information has not been received for 189a West Hendon Broadway, 1-34 Ramsey Close or 1-12 Rosemead

Total Estate Costs #####



## **Asset Management Investment Panel**

### **Regeneration Estates Update For information**

#### **Background**

As part of the management agreement drafted before the ALMO ambitious and holistic solutions were sought for several 'regeneration' estates. The four main estates are:

- West Hendon
- Dollis Valley
- Stonegrove and Spur Road
- Graham Park (with the exception of 208 properties which will not be demolished).

Further to this we are examining proposals for Granville Road.

The regeneration proposals for these estates will deliver improved homes and a better quality of life for the residents. However, it also represents a challenge for Barnet Homes in delivering appropriate repairs and maintenance services until the demolition and new build takes place.

#### **How we intend to deliver services on regeneration estates.**

We have been working with our residents through the Regeneration Panels to develop management and maintenance standards so that service levels are maintained during the planning and implementation of regeneration works. We have been aiming to strike a balance between resident expectations and what can reasonably be delivered given the limited life of the existing buildings.

We are currently examining our stock condition information to develop programmes which deliver safety and security works and technical and building element failures. For those elements identified as needing the most urgent attention and are most likely to fail before demolition we will establish an appropriate standard which will be determined by the immediacy of the problem and the length of time the component will be expected to last before demolition.

We are also continuing to provide:

- Cyclical programmes of statutory and other safety works such as gas maintenance, fire safety installation checks, lift maintenance and building water systems maintenance.
- Internal decorations and improvements for the elderly and disabled.
- Support to vulnerable residents such as initiatives to reduce fuel poverty.

## Item 6

- An efficient and effective responsive repairs service to deliver emergency works.
- Piloting other projects to reduce the effects of vandalism.
- We are carrying out regular estate inspections with our contractors and resident housing officers to identify and plan necessary estate works.

### **Next steps**

1. We will conclude our analysis of the detailed stock condition data by the end of December.
2. From this we will develop a costed prioritised programme of works based on the principles identified above and available resources.
3. Begin consultation with major stakeholders including the residents, leaseholders and Barnet Council.
4. Begin the works programme.

At Appendix A we have provided a snapshot of the works that will be required on the West Hendon Estate. Here the analysis of the stock condition information is highlighting that the windows on some of these blocks will need to be replaced on health and safety grounds.

**Author: Andrew Campion**  
**Investment, Planning and Value Manager**  
**Date: 18 December 2007**

## West Hendon Estate

### Planned Programme Health and Safety Priorities Year 1

Property Name	Type of Works	Description of Works	Survey Comments	Barnet Homes Comments	D/H standard reached. Y, N or N/A	Resident Focus Group Comments	Priority of Works/Risk	Approx cost of Works	Year of Demolition
<b>Block 1-192 &amp; 193-232 Marsh Drive</b>									
	Windows	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to rear elevation of blocks	Single glazed aluminium windows are in poor condition and replacement is required	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement of windows at rear elevation.	N	Unable to consult in timescale provided.	H&S	£1,300,000	Block 97-144 - 2011 Block 1-72 - 2012 Block 73-96 & 145-232 - 2014
<b>Block 11-98 Marriots Close</b>									
	Windows to properties	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to rear elevation of blocks	Single glazed aluminium windows are in poor condition and replacement is required	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement of windows at rear elevation.	N		H&S	£550,000	Block 51-98 - 2010 Block 1-50 - 2011
	Windows common areas	Remove and replace existing single glazed windows in block	Alum/timber vertical windows to mid landings. Timber frames in poor condition	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement	N/A		H&S	£150,000	Block 51-98 - 2010 Block 1-50 - 2011
<b>Block 11-72 Warner Close</b>									
	Windows to properties	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to block.	Single glazed timber windows, require upgrade to double glazed	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement of windows at rear elevation.	N		H&S	112,000	2015
	Windows Common Areas	Remove and replace existing single glazed wooden framed casements/ frames and defective plastic cladding to block.	Single glazed timber framed windows to landings. Dirty georgian glass and frames	Windows in very poor condition and pose significant health and safety risk. Recommend immediate replacement	N		H&S	£9,800	2015
	Electrical Systems	Upgrade to D/H standard	Old MCB needs to be replaced	Failing electrical circuits nearing end of useful life expectancy	N		H&S	£20,213	2015

Block 1-76 Franklin House										
			Wall mounted Bulkhead lights to landings (5 per landing). Covers discoloured and tubes not live in some cases.	Inadequate communal lighting at present which is a health and safety risk and impacts on resident satisfaction.	N/A					
	<b>Internal Lighting</b>	Replace existing inadequate communal lighting with wall mounted bulkhead lights to landings as recommended.	w/mounted bulkhead lights to top and mid way stair landings.				<b>H&amp;S</b>	£2,500	2010	
							<b>Total</b>	<b>£2,144,513</b>		

**Barnet Homes**  
**Asset Management Investment Panel**  
**Minutes**  
**18 December 2007**

**Present:** Chris Wilkins – Barnet Homes  
Trevor Renouf – Director  
Andrew Campion – Barnet Homes  
Mandy Dunstan – Barnet Homes  
Mike Wiffen – Barnet Homes  
Peter Headland – Barnet Homes  
Kevin Finn – Leaseholder  
Sameea Malik – Tenant Rep  
Luther Waldron – Tenant Rep  
Ramsey Hood – Barnet Homes

**Minutes:** Denise Ashley – Barnet Homes

<b>Item</b>	<b>Action</b>	<b>Responsibility</b>
<b>1.</b>	<b>Welcome</b>	
1.1	CW welcomed the members of the Panel.	
<b>2.</b>	<b>Introduction and apologies</b>	
2.1	Introductions were made.	
2.2	Apologies - Nicola Bird, Phil Buck, Jan Andersson	
<b>3.</b>	<b>Minutes of the last meeting and matters arising</b>	
3.1	The minutes were agreed.	
3.2	Item 8 – It was agreed Chris Wilkins would cover the role as Chair of the Panel.	<b>CW</b>
<b>4.</b>	<b>Adoption of revised AMIP Terms of Reference</b>	
4.1	The revised objectives of the AMIP was considered and approved by the Panel.	
4.2	Work was still ongoing to produce the Barnet Standard and Sustainability Model and this would be presented at a future meeting.	<b>AC/CW</b>
<b>5.</b>	<b>Training for Residents</b>	
5.1	Peter will continue to work separately with residents to	<b>PH</b>

	assess training needs and skills required.	
<b>5.2</b>	Residents in the Panel would also be involved in :- <ul style="list-style-type: none"> <li>- Inspection Panel Induction that is currently being arranged.</li> <li>- CIH Repairs and Maintenance Conference in April 2008.</li> <li>- Visit to Balfour Beatty.</li> <li>- Visit to Connaught.</li> </ul>	<b>RH MD</b>
<b>6.</b>	<b>Regeneration updates</b>	
<b>6.1</b>	Mandy gave a background on the strategic overview behind the regeneration works. The completed Stock Condition Survey has provided a picture of the works required and the priorities for the work has been agreed. The first phase on the Stonegrove Estate is now happening. Reports would be brought to this Panel on how the work is progressing.	
<b>6.2</b>	It would be useful for the Panel to consider the Deputy CEO's report to Board as it gives a clear vision for the next 2 to 3 years and good overview in regard to regeneration estates. Report to be circulated along with the minutes.	<b>DA</b>
<b>6.3</b>	The evaluation of stock to be completed by end of January. The information would be shared with the Board as well as LBB once the analysis work is completed.	
	<i>LW left the meeting at this point</i>	
<b>7.</b>	<b>Capital Programme</b>	
<b>7.1</b>	Andy provided an introduction into the work involved in capital programming and circulated handouts which explained the process. A discussion arose and the following actions were noted: <ul style="list-style-type: none"> <li>- A plan outlining how the backlog will be dealt with to be brought to the next meeting.</li> <li>- The Budget timetable to be provided at the next meeting for further discussions.</li> <li>- KPI information to be presented at the next meeting.</li> <li>- CW to provide a paper on the spending on the residual amount of capital expenditure for 2008/9, i.e. non Decent Homes works.</li> </ul>	<b>AC  AC  AC  AC/CW</b>

<b>8.</b>	<b>Inspection Feedback</b>	
<b>8.1</b>	The Audit inspection has been completed and an official feedback from the Audit Commission is expected on 17 January.	
<b>8.2</b>	A reminder that the feedback information will be a confidential item.	
<b>9.</b>	<b>Stock Condition Database – Confidential item</b>	
<b>10.</b>	<b>Any other business</b>	
<b>10.1</b>	Embargoed information - Peter to arrange non-disclosure agreements.	<b>PH</b>
<b>11.</b>	<b>Agenda setting and timetable</b>	
<b>11.1</b>	Agreed future agenda items would be :- <ul style="list-style-type: none"> <li>- Update on Regeneration works</li> <li>- Report on Capital Investments (what is available to spend)</li> <li>- KPI (Report on how we spend capital budgets)</li> <li>- Stock Condition update</li> <li>- Inspection update</li> <li>- Repairs and Maintenance priorities (Services charges, management fees)</li> <li>- VfM</li> <li>- Sustainability Model (for later in the financial year)</li> </ul>	
<b>12.</b>	<b>Date of next meeting</b>	
<b>12.1</b>	The next meeting to be held on <b>Wednesday 30 January 2008 at 3pm</b> and scheduled for every two months thereafter.	<b>DA</b>