

THE LONDON BOROUGH OF CAMDEN

At a meeting of the **HOUSING FIRE AND BUILDING SAFETY PANEL** held on **THURSDAY, 10TH JULY, 2025** at 6.30 pm in Committee Room 1, Town Hall, Judd Street, London WC1H 9JE

MEMBERS OF THE COMMITTEE PRESENT

Jason McIntyre (Co-Chair) in the Chair, Gulbahar Begum (Co-Chair), Councillor Sagal Abdi-Wali and Councillor Anna Burrage, David George, Silvia Kirk (Deputy Co-Chair), Catherine Crawford, Gavin Haynes, Maria Jacobs, Michal Jankowski, David O'Keefe, Ryan Heng and Adrian Young

MEMBERS OF THE COMMITTEE ABSENT

Councillor Pat Callaghan, Councillor Kemi Atolagbe, Councillor Steve Adams, Councillor Lorna Russell, Councillor Tom Simon, Brian Lavey, Thomas Watkins, Francis Dias, Gillian Farrugia, Brian Leavey, Tezar Miah, Simon Murray, and Jo Rose,

The minutes should be read in conjunction with the agenda for the meeting. They are subject to approval and signature at the next meeting of the Housing Fire and Building Safety Panel and any corrections approved at that meeting will be recorded in those minutes.

MINUTES

1. APOLOGIES

Apologies for absence were received from Councillors Steve Adams and Kemi Atolagbe and Thomas Watkins.

2. ANNOUNCEMENTS

Webcasting

The Chair announced that the meeting was being broadcast live to the internet and would be capable of repeated viewing and copies of the recording could be made available to those that requested them. Those participating in the meeting were deemed to be consenting to being filmed.

3. DECLARATIONS OF INTEREST OF ITEMS ON THIS AGENDA

There were none.

4. NOTIFICATION OF ANY ITEMS OF BUSINESS THAT THE CHAIR DECIDES TO TAKE AS URGENT

There were none.

5. MINUTES

Consideration was given to the minutes of the meeting held on 23rd April 2025.

RESOLVED –

THAT the minutes of the meeting held on 23rd April 2025 be approved as a correct record.

6. TERMS OF REFERENCE REVIEW IN RESPONSE TO GRENFELL INQUIRY PHASE 2 RECOMMENDATIONS

Consideration was given to the report of the Director of Property Management

Gavin Haynes, Director of Property Management, took the meeting through the report and advised that it was expected that the proposed terms of reference should be able to cover all the new regulatory requirements that would be coming forward in this area.

RESOLVED -

THAT it be recommended to the Leader of the Council that the Terms of Reference of the Panel be updated as set out in section 2 of the report and in the proposed Terms of reference document set out in the appendix.

ACTION BY: Director of Property Management (MD)

7. RESIDENT AND TENANTS & RESIDENT ASSOCIATION REPRESENTATIVES TRAINING

Consideration was given to the report of the Director of Property Management

Michal Jankowski, Head of Resident & Building Safety, took the meeting through the report and he along with Gavin Haynes, Director of Property Management, Councillor Sagal Abdi-Wali, Cabinet Member for Better Homes, gave the following key responses to questions:

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- Housing District Management Committee (DMCs) Members and Tenants and Resident Association (TRAs) representatives would be encouraged to undertake the training that was being offered by the Council regarding fire safety awareness. Further work could be done as part of the monthly meetings building safety managers had with TRAs, who could highlight the reasons why this was important and to ensure inclusivity within the block and that everyone's voices were heard. Also, consideration would be given regarding whether such training should be mandatory for members of the DMCs and TRAs, especially as they were volunteers. Along with whether it should be mandatory as part of membership.

ACTION BY: Director of Property Management (MD)

- Officers asked for ideas for additional training that could be offered on building safety and how to involve residents more, helping residents understand their responsibilities in keeping buildings safe for everyone, structural safety, along with spotting and managing different types of hazards. The Building Safety Act made it clear that residents also had a role in preventing risks to others in the building.
- The Council ensured that its officers and contractors who undertook fire and building safety work were appropriately qualified to undertake the work. This would include that they were registered with the appropriate specialist associations where necessary.
- The Council was currently undertaking a very detailed stock condition survey regarding TRA Halls. This required that if you were the key holder then they would have some responsibility for making sure exits were not blocked and fire alarms were tested. Officers could think about creating a training package around this.

ACTION BY: Director of Property Management (MD)

- Officers would give further consideration as to how they could offer training to young people. This could look at using appropriate social media to promote and allow the sharing of the information

ACTION BY: Director of Property Management (MD)

- Officers agreed to come back to the Panel with information regarding the expected responsibilities for individuals, and the suggested type and level of training required to allow them to fulfill those responsibilities. This would then be considered by the Panel who could then offer its views on the proposals.

ACTION BY: Director of Property Management (MD)

RESOLVED –

THAT the report be noted and that a further report come back to a future meeting regarding the expected responsibilities for individuals and the suggested type and level of training required to allow them to fulfil these responsibilities.

8. PERFORMANCE ON COMPLIANCE Q4 2024/25

Consideration was given to the report of the Director of Property Management

Sinéad Burke, Head of Property Asset Management, took the meeting through the report and she along with Gavin Haynes, Maria Jacobs, Head of Neighbourhoods, and Michal Jankowski gave the following key responses to questions:

- Officers would provide a response to the next meeting of the Panel regarding lifts on the Chalcots Estate. The response would cover; what were the established and suspected causes of lift failures in the Chalcots Estate (temperature dependency, Major Works contractor usage, other); how often was this happening across the estate and in individual blocks; had all the emergency buttons been tested; what were the protocols for response and intervention when the lifts fail (required contractor response times, information provided to residents etc); why had cooling systems not been installed in the engine rooms on the roof as they have been when temperatures have risen in the past; what upgrades, if any, were planned for the Chalcots Estate in the near future; and who bore the cost for repeated breakdowns and how much did it equate to annually.

ACTION BY: Director of Property Management

- Officers identified that the recent heatwaves were having an impact on lift breakdowns and were considering how cooling mechanisms could assist in dealing with this issue. Engineers were also testing the emergency buttons to check on their performance. Also, a lift condition's survey had been commissioned for the Chalcots Estate to see what might need to be undertaken to improve them going forward.
- Officers would look into the issue of the lift performance on Fleetway and Sandsfield blocks on the Birkenhead Street Estate and provide a response.

ACTION BY: Director of Property Management

- Callout fees were charged at a flat rate so it was in the interests of the contractor to ensure that the job was done as part of the initial callout.

- The Council had a protocol in place to visit vulnerable residents that could involve caretakers being on site to assist, opening up a respite area, using adult social care services to help (e.g. shopping), and moving people into temporary accommodation when necessary.
- Officers would provide a response to issues raised regarding the water main bursting on the Mayford Estate (twice), and the stated concern that no one came out to check the water supply in people's properties, along with appropriate health and safety checks, or provided emergency water facilities; the issue of the paving stone works and doors no longer closing; electrical light in the children's playground on the estate being out of action and no action being undertaken even though it had been reported; assessment of the tree and the tree roots that was actually attached to where the burst was; the lifts being out of action on the Amptill Square Estate; and the London Fire Brigade coming out to floods in properties and the statement made that Camden operatives haven't got the right training as plumbers to be able to isolate flats properly. An offer to meet and discuss all the issues raised was also made by officers.

ACTION BY: Director of Property Management (MJ)

- The meeting was advised that wider issues regarding repairs performance were reported to the Housing District Management Committees, along with information being made available on a regular basis in the microsites for each of the respective DMCs that could be viewed on the Council's website.
- Officers would provide information regarding the flick test for communal and emergency lighting, along with the full drain down test for emergency lighting.

ACTION BY: Director of Property Management (SB)

- Officers would ensure that the outcomes from the external validation audits would be reported to a future meeting of the Panel. This information would provide external reassurance that the information being provided by the Council was accurate.

RESOLVED –

THAT the report be noted

9. FORWARD PLAN AND ACTION TRACKER UPDATE

Consideration was given to the report of the Director of Property Management.

The meeting noted that a report on the results of the External Evaluation Audit would be made available to the January meeting of the Panel. Also, further information

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regarding the issues on the Mayford Estate and the issues regarding the lifts on the Chalcots Estate would be included as an appendix to the Compliance report going to the October meeting.

ACTION BY: Director of Property Management

The meeting was advised that in relation to the Chalcots Estate Phase 2 inquiry an update would be provided to Panel Members in the near future.

ACTION BY: Director of Property Management

New items in bold

23rd October 2025

Annual Fire & Building Safety Charter report
Compliance performance report (Standing item)
PEEPs Programme (if new regulations received in time)
Compartmentation work in commercial premises

28th January 2026

External Evaluation Audit

Compliance performance report (Standing item)

Yet to be Programmed

Resident and TRAs Training

RESOLVED –

THAT the report and action tracker updates be noted

10. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT

There were none.

The meeting ended at 7.45 pm.

CHAIR

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MINUTES END