

Actions from Central Area Panel meeting 16th September 2025

Outstanding actions carried forward

REF + date first raised	Action History and last Update	Who	Response including what is completed & outstanding	Is action Completed/ Outstanding	Date action completed or planned?
OCA1	<p>Geof Gage to follow up with Eileen Steward to arrange a residents meeting on Feb/March C.2.2 windows.</p> <p>Previous response June 2025: We will be arranging resident meetings for the roof works shortly and will discuss this at the same time, we are also preparing an FAQ for the future works in 2026, this is not ready as yet and will not be until we have a draft specification, I am happy to talk to this at the AP meeting if required, there is unfortunately no interim works we can do ahead of the full project and any repairs issues will need to be reported to repairs in usual manner.</p>		Marcus Richardson (Quality Assurance Manager) will contact Eileen to understand what the issue was regarding and if need be arrange a visit to look at any issues with her.	Outstanding	Nov 2025
OCA2	<p>Regarding use of residents' car parks by builders: Geof Gage to speak to One Parking Solutions and Benjamin about the abuse of visitors passes, half an hour free parking sessions and setting up a meeting with the residents to discuss parking issues.</p> <p>Previous response September 2025 Geof will follow this action up with residents. In regards to the abuse of visitors passes residents can report this directly to Housing Customer Service team housing.customerservices@brighton-hove.gov.uk 01273 293030 and the team will take action under the visitor permit abuse process.</p>		The car parks and garages manager has arranged to meet with Essex Place Residents Association members to discuss the issues that have been raised on 31 October 2025.	Completed 28/10/25	Meeting arranged for 31 October 2025

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REF	Action	Who	Response including what is completed & outstanding	Is Action Completed / Outstanding	Date action completed or planned?
CA1	Sam Nolan to meet Emma Salcombe to discuss terms of reference for resident elections.		Verbal update will be given.	Completed 22.10.25	
CA2	Martin Reid to arrange meeting of Emma Salcombe, Chris Vine, and Highways team to discuss parking issues on Highways land.	Benjam in Tedder	Highways have been contacted and a verbal update will be provided.	In progress 28.10.25	
CA3	Emma Gilbert to provide additional documentation/literature on Universal Credit migration.	Emma Gilbert	Emma Gilbert sent Universal Credit information leaflets to the Community Engagement team to circulate to all TRAs/WhatsApp's groups on 12.9.25. We will also bring documentation to Area Panels	Completed 12.9.25	
CA4	Martin Reid to investigate repeated malfunction of communal automatic doors at Ardingly Court and seek to find a permanent solution to the issue.		There are four blocks at Ardingly Court with automatic doors. 13-18, 19-24, 25-30 & 31-36. No reports of faults through our Housing Repairs & Maintenance service to 13-18 or 31-36 have been received this year. 19-24 was attended on 10 th June. A fault was identified with no power to the intercom. This was passed on to our contractor Knightguard. Our contractor attended on 11 th Oct to address a lack of power to the system under job number 1179968/1. They reset the system and left it in working order. 25-30 was attended 15 th September and tested but no fault found, this could be intermittent. The suggestion from our contractor is to replace the push pad to test this. This order has now been raised.	Completed 4.11.25	
CA5	Martin Reid to investigate painted pipes at Somerset Point that have led to		Our Fire Safey Lead has reviewed this situation and advises that we would benefit from more information as the painted pipework should not	Completed 4.11.25	

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	plumbers not being able to carry out repairs work.		hinder repairs work. We propose to follow up direct with the tenant.		
CA6	Justine Harris to provide information to Julia Whitfield regarding over 50's lets.	Emma Gilbert	<p>The action was: Ardingly Court reps requested a break down by tenure of properties in the block; definitions of mob ratings, breakdown of number of mob rated properties in the block. The information was sent to CET on 18.9.25 to pass onto the Ardingly reps- Paul and Julia</p> <ul style="list-style-type: none"> • 48 properties in total. 41 Council; 2 Seaside; 5 LH • Mob rated properties – 4x Mob 2's; 3x Mob 3's. • Mob rating definitions: • Mob 1 • Mobility Group 1 – Typically suitable for a person who uses a wheelchair full time, ie indoors and outdoors. The property will provide full wheelchair access throughout. • • Mobility Group 2 – Typically suitable for a person with restricted walking ability and for those that may need to use a wheelchair some of the time. The property will have internal and external level or ramped access, but some parts of the property may not be fully wheelchair accessible. • • Mobility Group 3 – Typically suitable for a person able to manage two or three steps, may use wheelchair but not full time, or may be unable to manage steep gradients. The property • may have adaptations to assist people with limited mobility 	Completed 18.9.25	

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CA7	Emma Gilbert / Justine Harris to investigate ASB incident at Hampshire Court and liaise with Emma Salcombe.	Emma Gilbert/ Justine Harris	We are carrying out an investigation in the period leading up to the incident. This will be concluded by Area Panel. John Evans the Central Area Housing Manager is happy to meet with residents if there are any ongoing concerns.	Ongoing	