

# Kew Riverside General Meeting

28<sup>th</sup> May 2025

# Agenda



## **1) Introductions; apologies for absence; confirmation of proxy votes held to be notified in writing by 17:00 21<sup>st</sup> May 2025: (Board)**

- a. Thank you to Directors who have resigned during the period
- b. Welcome to new Director(s)
- c. General update

## **2) Update on Handover items: (Board)**

- a. St James Water ingress repair works in underground car parks
- b. Novation of agreement between Kennet and M&S for the footpath access to the Retail Park
- c. Financial contribution from St James

## **3) Transition to POD and year one progress highlights: (POD & Board)**

- a. Review of handover from FirstPort
- b. Works undertaken
  - i. Blocks
  - ii. Landscape gardens
  - iii. Apex and wider estate
- c. Future projects under consideration/being scoped
- d. Elysian

## **4) Finance Update: (POD)**

- a. 2024 Accounts closing position including capex
- b. Service Charges for 2025/26

## **5) AOB**

# Introductions



**Chris Pass – Associate Director**

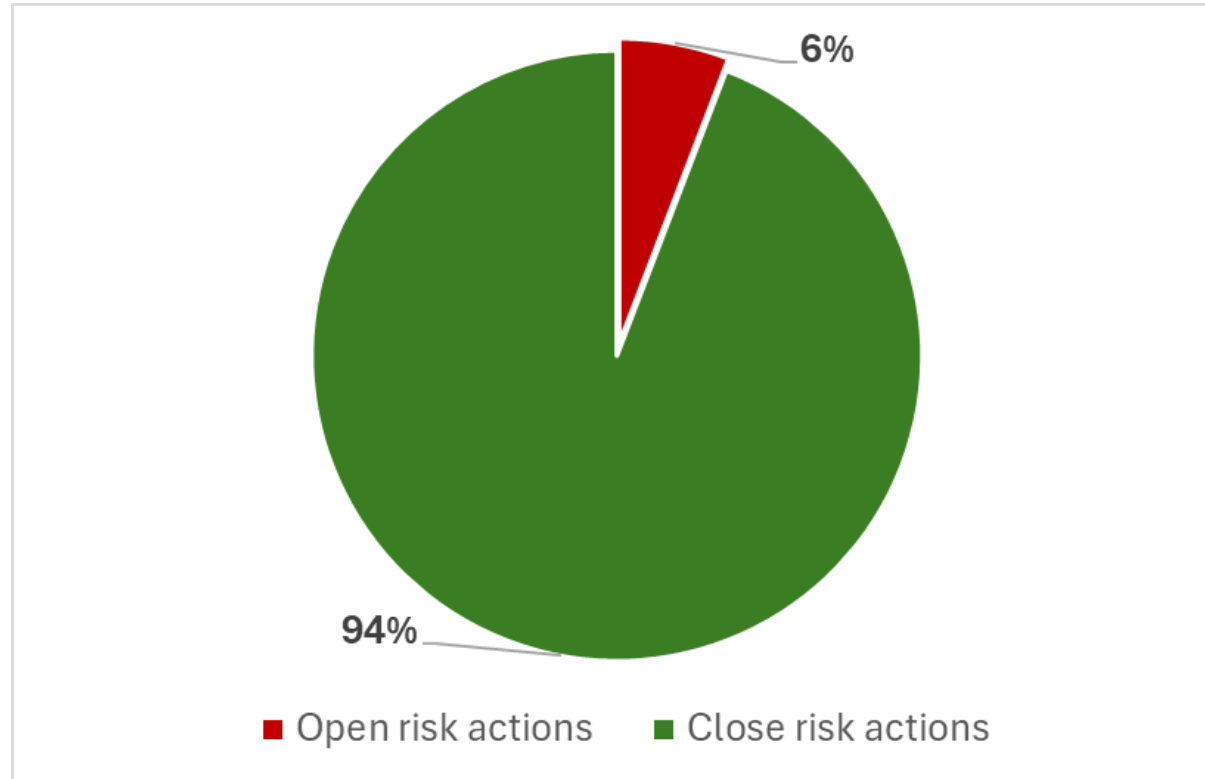


**Bruno Da Costa – Development Manager**

# Review of handover

- Back log of compliance, impacted by regulatory changes
- Back log of Planned Maintenance Tasks
- Back log of Reactive Maintenance Tasks
- Back log of Major Works and Projects
- Inappropriate site team structure

# Compliance - Risk actions



**233 risks    13 remain open**

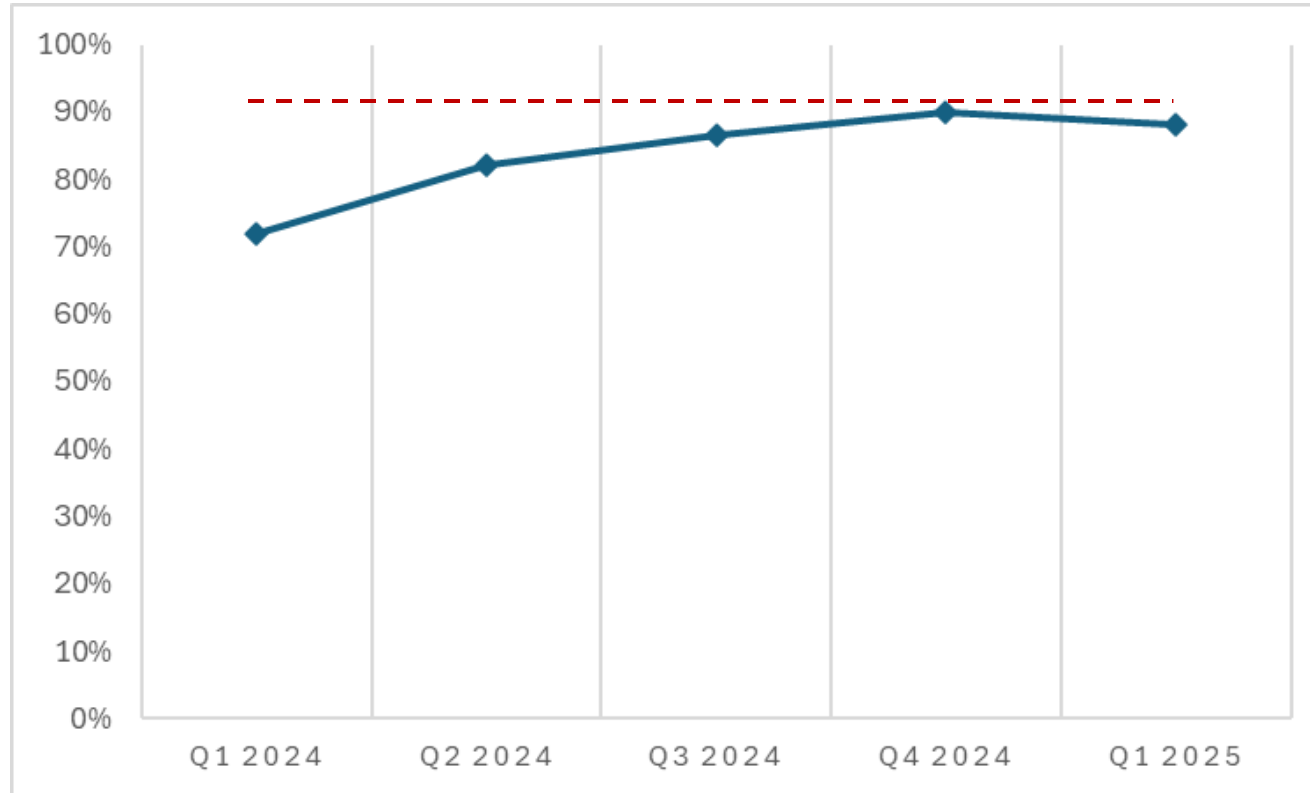
## Risk assessments:

Fire Risk Assessment  
Legionella Risk Assessment  
Leisure Risk assessment  
ROSPA

## Examples for actions:

Emergency Lighting  
Fire Safety Signage  
Fire stopping  
Car Park White lining & speed bumps

# Preventative Planned Maintenance

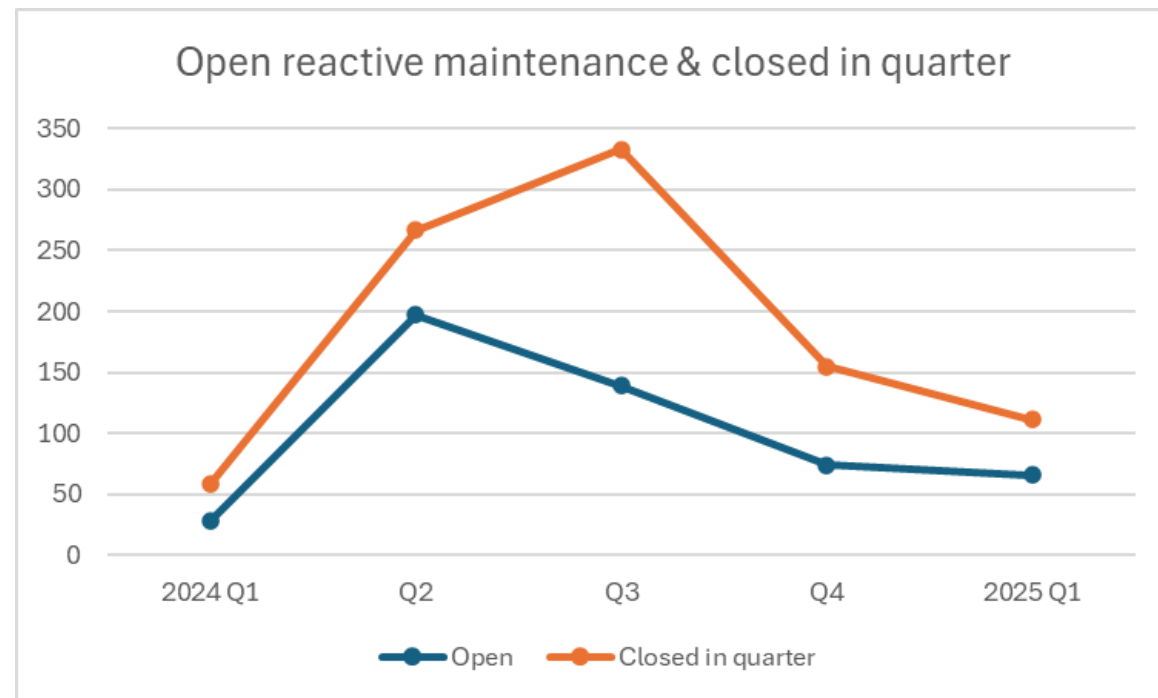
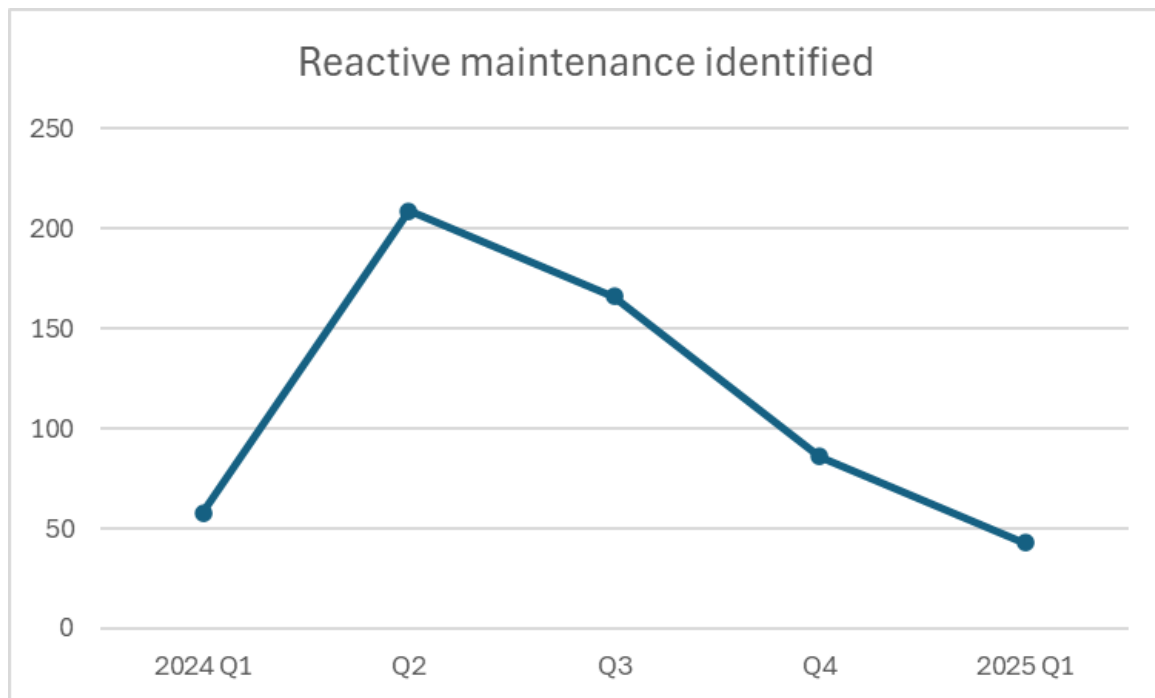


## Examples are:

- Life safety system testing
- Lift maintenance
- Pool water testing
- Pool plant maintenance

**425 assets      501 PPM tasks**

# Reactive Maintenance



## Examples:

### Estate

- Apex water heater
- Estate gully clearance
- Decking at the rear of the Apex
- Painting & decorating of the Apex
- Apex lighting

### Blocks

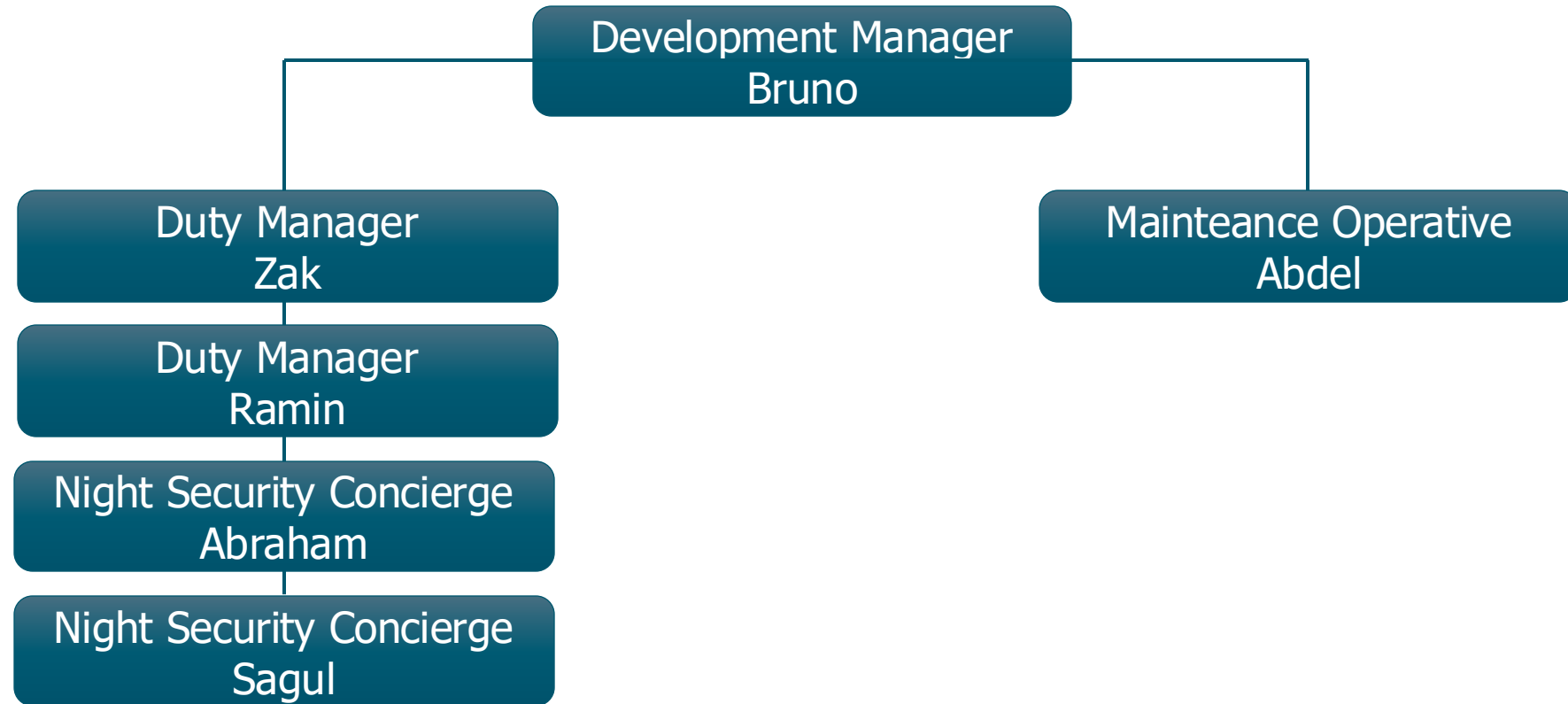
- Access control
- Automatic door repairs
- Leaks
- Pumps
- Lifts
- Render



# Landscape gardening

- Engaged a new contractor with horticultural expertise
- Consolidated ponds, gardening, tree maintenance / survey and water features into one contract
- Developed a 3-year plan – currently one year in
- Working in zones across the estate
- Started the renewals in Kew Meadows and the English garden
- Regular updates on the website

# Site team



# Future projects

## ➤ Lifts –

- Modernisation programme
- Prevent breakdowns & associated cost

## ➤ Roofs (Blocks)

- Overall replacement or localised repairs

## ➤ Paving & roads

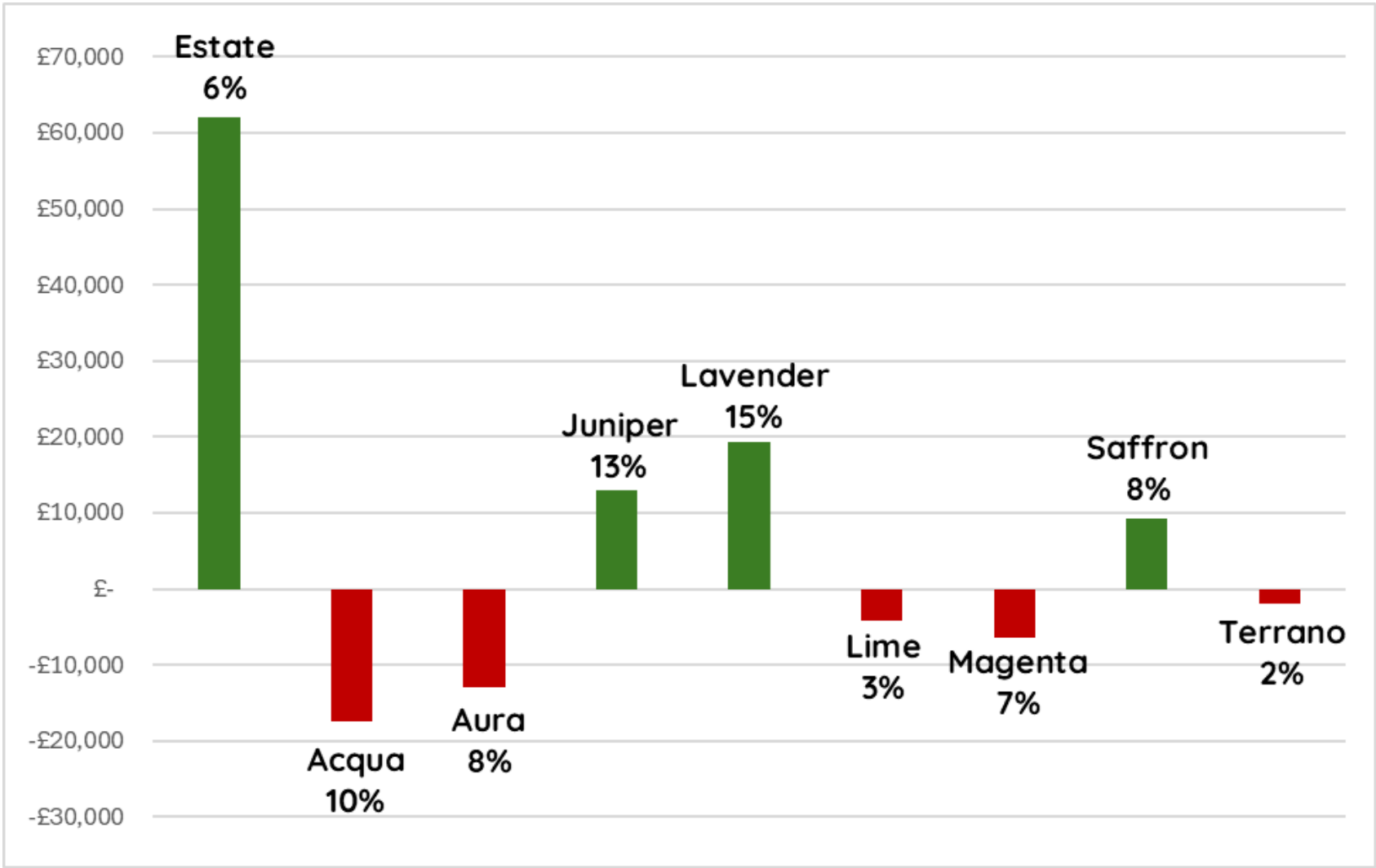
## ➤ Apex

- Picking up on work that's been done previously on refurbishment
- Tender the maintenance contract
- Replace large items of plant – e.g. boilers

- Elysian have bought the land and are currently re-developing the old Biothane Site.
- They have full legal rights to use Melliss Avenue to access their site
- They are Developer and Operator therefore a positive working relationship with them is critical
- POD's remit does not include any management of the Elysian operations

- To date the Directors have secured Elysian's commitment to the following at their cost:
  - trimming back the trees on Melliss
  - providing no parking, unloading, or waiting signs and cones and addition traffic marshal at Juniper bends.
  - securing an UKNP electrical supply wayleave with KRRC Ltd
  - agree undertaking - all damage to roads and pavements (evidenced) will be repaired at their expense.
  - contribution to getting the stormwater pumping station, associated pipework and retention tank back into full working order
  - restrict the crane oversailing parameters
  
- POD to prepare a traffic management plan
  - restricting visitors and contractors parking,
  - restricting delivery parking
  - restricting removal operations

# Finance update – 2024 EOY draft accounts



## Finance update – 2025 Service charge budget

- There was a **0.75%** increase from 2024 to 2025  
*(an overall increase of £16k).*
- In 2024, we conducted a review of cost allocations within the budget in collaboration with the board so that they are accurately distributed. As a result of this review, the 2025 cost allocations have been updated.
- From the 2024 budget, there are now separate schedules for the Estate, individual blocks and freehold houses. This ensures the costs are allocated accurately.

## Finance update – 2026 Service charge budget

- The current forecast for 2026 is that the service charge will increase in line with inflation.
- Reviewing costs and contracts.
- Full preparation will commence in June.



**AOB**