



Copley Close Hanwell W7 Regeneration Steering Group Meeting

Community Centre, 39 Honiton Court, W7 1DT

**11 June 2024 – 6pm to 7pm
Minutes**

Attendees	
MS	RSG Chair - Chaired meeting
JS	RSG Member
JM	RSG Member – Zoom
ME	RSG Member
NS	RSG Member
BS	RSG Member
SW	RSG Member
MT	LBE– Copley Regeneration Project Manager Ph3 & Ph5 - Zoom
CS	LBE– Copley Regeneration Project Manager Ph3 & Ph5 - Zoom
RK	LBE– Copley Regeneration Project Coordinator – Zoom
AD	LBE– Copley Regeneration Project Officer – Zoom
IL	LBE – Hanwell Neighbourhood Team Leader - Zoom
JE	PPCR
CM	PPCR (minutes)
Apologies	
JW	RSG Member

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NO.	AGENDA ITEM	ACTION
1.0	Introductions & Apologies	
1.1	The meeting welcomed 2 new members: Craig Stewart, new Copley Regeneration Project Manager Ph3 & Ph5. CS will be taking on MT's role. CS will be leading Ph5 project and the new team.	

	<p>Mark Tregunno is leaving the Project Team at the end of July. MT brought PH5 refurbishment successfully up to this stage.</p> <p>Ian Lain, Hanwell Neighbourhood Team Leader. IL is taking on GH's role. He started yesterday in his new role. He has historical knowledge of Copley Close as he worked on Copley Close as a Housing Officer for about 5 years 3 years ago.</p> <p>Apologies as noted above.</p>	
2.0	Declarations of Interest	
2.1	No declarations of interest.	RSG
3.0	Code of Conduct & Terms of Reference	
3.1	Meeting Code of Conduct is in operation.	
3.2	Please note copies of CoC and ToRs are available at every meeting. Please ask PPCR if you would like paper or e-mailed copies.	
4.0	Agree Minutes	
4.1	<p>Minutes were agreed.</p> <p>RSG minutes will be reviewed and signed off at Zoom meeting with MT/CS/ & CM on the following Tuesday a week after the RSG meetings at 3.30pm/4pm.</p>	
5.0	Minutes and Matters Arising	
5.1	None	
6.0	Regeneration Programme update	Actions
6.1	6.1 - Phase 3	

Overview

Phase 3 involves the regeneration of the Warwick Court block

- **18 existing units to be refurbished**
- **3 new builds**

6.1.2 Warwick Court

Warwick Court is nearing completion. Equans agreed to undertake the drainage repairs that are located in the building undercroft bringing Ph3 closer to Practical Completion (PC) stage of the contracted works. Expecting Equans to complete these items by the end of July. Next project team will be mobilising for post-contract work which will be undertaken by other contractors. Council will be writing to residents to update them informing them of the expected decanting process and face-to-face meeting with residents in the Community Centre to reassure residents how the council will be moving them back home.

There were no resident questions.

6.2 – Phase 5 - D-G blocks

6.2

Overview

5 blocks make up Phase 5: Denbigh Court, Devon Court, Dorset Court, Glamorgan Court and Gloucester Court. - 100 units in total - 65 units are tenanted; 35 are leaseholders.

- **Leasehold properties: minimal internal work will be carried out to.**
- **Social tenants: internal works will be included within the refurb.**

The Project Team are expecting the final documents by the end of the week. Some design elements are still to be finalised; however the documents should be ready for tendering. The team will be carrying out an in-house review to ascertain all elements are satisfactory. Evening consultations at the Community Centre will commence again to do an updated presentation although it is unlikely there will be any significant changes from what was presented to the residents before.

JS asked if residents will be involved in the tendering process. MT confirmed that there have been some residents in attendance in the past at contractors' interviews to get resident viewpoints. The process hasn't yet been confirmed. MS was involved in Ph3 to Ph6 contractor's interviews. MS asked MT to invite JS to seat on the contractor interview process. MT agreed to follow the same pattern as before and have two residents on the panel MS & JS.

There were no other resident questions.

6.3	<p>6.3 - Phase 6</p> <p>Overview</p> <p>Phase 6 – 201 new build units, tenure breakdown as follows-</p> <ul style="list-style-type: none"> • Social London Affordable Rent (LAR) Houses – 26/Apartments - 59 • Shared ownership units for sale - 33 • Intermediate Rent – 35 (BL block) • Private Sale - House – 1/Apartments – 47 • New management hub, community centre, adult fitness trail, playground and local shop are also being delivered as part of the phase 6 works. <p>6.3.1 Local Shop The shop keeper is still negotiating on his lease agreement with his solicitor. Until the lease is finalised, the shop will not open.</p> <p>6.3.2 Management Hub Good news the Management Hub is due to re-locate to their new facilities. The new Hanwell Housing Hub will open within July/August time frame. Still investigating the on-going internet issue at the Community Centre. Internet issue at new Hanwell Housing Hub has been resolved.</p> <p>RK has no feedback re BT line/internet for the community centre. RK to provide feedback via PPCR who will update group before next RSG. MT commented that BT Outreach should have installed Internet concurrently at both venues (Hub and CC) but that did not happen. RK to chase as a matter of urgency.</p> <p>6.3.4 End of defect Inspections have now been completed to the properties. The task is now with Hill to complete the works that has been highlighted to them. The Team’s Clerk of Work Jim Mallon (JM) is on site and will be reviewing the completed works to make sure there are up to standards. A letter has been circulated to advise Ph6 residents that JM will be calling around/door-knocking to see if he can gain access to any properties where residents are at home or working from home to finalised some of the outstanding issues at these properties. Expecting Hill to have completed everything by the end of July.</p> <p>6.3.5 Defect items which were raised at previous meetings - Update Silver birch trees which were agreed for replacement. Waiting on Hill to provide a planting schedule that is agreeable to the project team to authorise the work to go ahead and undertake the soft landscaping. Expecting schedule in the next couple of weeks with a start on site date w/c 24 June.</p> <p>Loddon Court Automatic door closer - Project Team investigation established it was Hill who was responsible for taking it off the door and placing it onto the wall. Hill will carry out the repair.</p>	<p>RK</p> <p>Hill</p> <p>Hill</p> <p>Hill</p>
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	<p>Door entry disabled Fob Reader – Project Team confirmed that not all the disabled unit flats have been granted access as standard - it is identified through the Aids & Adaptation process as to whether disabled residents need access to the disabled fob reader. MT confirmed that the resident referred by NS has been added on to the system and he should find that touching the reader with the fob would allow him access.</p> <p>Fire Safety Equipment/ Red Box (emergency box containing all information required by the Fire Brigade)– Project Team passed on information to the Building Safety Team who are reviewing the information. No update yet. MT to chase</p> <p>Re-setting lift – The information should be contained in the red box. It is being reviewed by the Building Safety Team.</p> <p>Spray painting one of the CCTV camera – Repair order to clean the camera. ASB will go through the Housing Team.</p> <p>Matlock Town Houses issue – update Project Team tasked Hill to write to all the residents to determine from residents' perspective whether they have seen any kind of staining after rain downfalls, whether there is any rain water coming down the brick work on the back or the front of the building.</p> <p>Progressing actively 2 Matlock Court – Issue is affecting the lounge and potentially causing damage on the inside. Resident confirmed that Hill came and have repaired the roof. There are still water marks in the living room. At the back of the house on the brick work there are lots of stains and new stains appearing. MT will report to Hill that residents still got issue at the back of the building at high level.</p> <p>MT advised residents to use a pencil to trace the outline of the stains, If the stain gets bigger that would suggest water getting in and that the problem is not resolved. But if the stain/dampness gets smaller than the pencil line the fault has probably been rectified and it is a process of drying out. Once fully dry Hill can make good the damage.</p> <p>4 Loddon Court had experienced the same issue The defect will be captured within the canvassing of residents, same apply to Honiton Court and Bordars Road.</p> <p>To confirm the inspections have been completed to those properties and Hill are responsible for making good the defect identified.</p> <p>NS asked MT to ask Hill to provide a date when the Loddon Court defects are going to be fixed and made good. MT to provide feedback via PPCR who will update NS.</p> <p>Two bins with cigarette container near E11 bus stop Outdoor litter and cigarette waste bin. Litter bin with integral ash containers to combat general waste as well as cigarette litter all in one space-saving unit Needed at 2 locations:</p> <ol style="list-style-type: none"> 1. next to E11 bus stop on Bordars Road 2. next to E11 bus stop adjacent to Community Centre 	<p>MT</p> <p>Building Safety Team</p> <p>Hub</p> <p>MT/Hill</p> <p>MT/Hill</p> <p>MT/Hill</p>
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6.4

The request for the bins has been agreed with Estate Services. General refuse collection/waste have agreed that they would pick-up these bins for no additional costs to residents living on Ph6. Picking up the details on what type of bins they will be and having them installed.

There were no further resident questions.

6.4 - Phase 7

337 units in total -

- **277 social rental units refurbished**
- **3 social rental newbuild units**
- **3 newbuild shared ownership units for sale**
- **54 privately owned existing units – these units will benefit from works to communal areas and some service provision, but internals will not be refurbished.**

6.5

No further update since update given 12/03.
Ealing's Asset Management team are looking to identify any works that will be required to be undertaken to ensure homes in this phase remain safe and habitable whilst awaiting further news on the future of Phase 7 development. There will be some delays whilst the Council determines the future of Phase 7. As a result, the work is expected to be pushed back. The Project Team will work with the Asset & Investment Team to ensure that any works required to maintain Phase 7 are identified in a sustainability report currently being drafted.

6.5 – Undercroft work update

140 parking spaces in total -

- **To re-open safely 50% of the undercroft parking spaces, 140 parking spaces in total which were identified as good value for money.**
- **Parking spaces will be hand-over in sections over a period of 12 months.**
- **Once each of the undercrofts are completed, LB Ealing housing management team and landlord services will administrate the undercroft parking contract.**

Team has reviewed the project including the documentation. Making a few changes nothing however that will change how they will operate. Looking to use a new remote fob system to open and close the vehicle door barriers. System won't use fob readers as they were vandalised or damaged by impacts with vehicles. It will also allow more manoeuvrability of vehicles as they come and go through the entrances. It does allow for the parking management company to enforce the parking restrictions, there will be no tail-gating into those areas. Residents will have had to pay for a parking fob for the parking bay to be able to have access. If for any

reasons payment was to lapse parking management would remove that fob from the system and they would issue a new fob to the next person on the waiting list. Those details are yet to be finalised.

The scheme will be ready to go to tender, just need to await contract board approval from Ealing. Yellow lines will be place along the Highway to prevent vehicles parking on the pavement. There will be no interim parking provided. Project Team will carry out the undercroft once they approval has been provided which will allow the residents to use these areas again.

Question from resident about timescales: How long will be the time gap between the marking of the yellow lines and the opening of the first undercroft parking?

MT explained that the yellow lines are going to be installed by Highways Department not by the Council. The yellow lines will be laid imminently. The consultation is completed and Highways are addressing the matters that have been raised by the public, once that is completed the yellow lines will be laid, maybe this month or July at the latest. The Project Team cannot say when the undercroft will go live until they have approval from contract board. Once the scheme is approved, then it will go to tender, tender analysis and appoint the contractor. The general amount of time will be around 3 months from the notification to get the contractors on site.

Resident wants to know how often the contract board meet.
Contract board is held once a month. MT doesn't know when they will grant approval.

With re to Monmouth Court and the vehicle gate out of action. This action is with Repairs and Maintenance. It all depend how quickly they can get their contractors to site. The Project Team will time their plans with their work to see if they can match it using the new remote-control fobs rather than reinstating a podium column that could get vandalised or damaged again. It is not something that the project team are involved with. Monmouth Court's vehicle gate has been out of control for quite sometimes, the **Project Team** will chase the person that is responsible for the action and report via PPCR who will feedback to the group.

Undercroft parking security

No roof as planner wouldn't allow it – security will have to be by other means ie applying anti-climb roller devices within the perimeter of the tunnel wall, hopefully this will prevent people from safely climbing down or jumping over in to the car park.

Hoping to bring back into service some bays within Monmouth Court that are currently out of service.

Electric Charging Points

Awaiting an update from the department. All the electric chargers will be entered into the Pod Point App and residents will be able to use the App to connect their car and pay for the charging facilities and the rate of charging will significantly improve, getting a decent amount of charging rather than to leave it overnight.

Number and location of electric points available to residents:

MT

	<p>There are 9 electric charging points in total available for public use: 6 on Bordars Road, 1 on the main Copley Close Road, 2 within the Mews Road between Ipswich and Honiton.</p> <p>SP to provide update re Ealing resolving issue with Pod Point and how to bill residents via the App. Once the system is in place residents will be able to plug their cars in, pay for the charging via the App and residents will get a faster charge rate from the chargers.</p> <p>There were no further resident questions.</p>	SP
7.0	RSG Action Plan	Actions
7.1	<p>The Action Plan is setting the RSG objectives for the next 12 months. The Action Plan was emailed to all members prior to the meeting. If RSG members have any questions re Action Plan, to email Janet at PPCR JEdwards@ppcr.org.uk</p> <p>JE re-designed the Action Plan to incorporate residents' comments/discussion at the Away Day. <u>Monthly update is in blue.</u></p> <p>Point 3 – Electronic Newsletter JS, editor, to lead on.</p> <p>E-Newsletter – 1st Edition -, 2 pages- JS asked residents for their ideas and suggestions: Copley Estate and wider neighbourhood; borough-wide; Gurnell:</p> <p>Children summer activities, holiday play schemes, free schemes, Estate Fun Day, MS to ask e.g. Jazz festival, Caribbean evening, Irish evening, etc; sheltered scheme activities (SW to liaise with JS)</p> <ul style="list-style-type: none"> All suggestions/ideas email to Jackie <p>First draft by mid-July</p> <p>Point 4 – Training</p> <ul style="list-style-type: none"> RA & RSG committee members Skills Audit DTC July/September 2024 <p>Point 6 – RSG & RA Away day</p> <ul style="list-style-type: none"> Saturday 29 March 2025 9.3am to 1pm Holiday Inn London West, Portal Way, Gypsy Corner, London W3 6RT ➤ CM to book 	<p>JE</p> <p>ALL</p> <p>ALL</p> <p>CM</p>
8.0	ANY OTHER BUSINESS (AOB)	ALL
	Gas Safety Checks – Residents complaint	

JS reported that a resident was send Gas Certificate but the residents did not have the gas checked. Resident called the Hub to enquire. The resident compliant that the person answering the call did not take the matter seriously. JS to gather details and liaise with IL.

JS ask for confirmation that the Gas safety check is for both pipes and cooker/appliances.

IL to feedback

Apologies
RSG meeting 9 July 2024: apologies from JS

IL

9.0 DATE OF THE NEXT MEETING (ALL)

- 9.1 Next meetings:**
- **RSG Meeting – 9 July 2024 at 6pm**, Community Centre, 39 Honiton Court, W7 1DT
 - **RA Meeting – 25 June 2024 at 6pm**, Community Centre, 39 Honiton Court, W7 1DT

ALL TO NOTE

9.2 2024 dates – For your diary

2nd Tuesday of the month	3rd Tuesday of the month	Last Tuesday of the month
RSG	PPCR Drop-in	RA
	18 June 2024	25 June 2024
9 July 2024	16 July 2024	30 July 2024
13 August 2024	20 August 2024	27 August 2024
10 September 2024	17 September 2024	24 September 2024
8 October 2024	15 October 2024	29 October 2024
12 November 2024	19 November 2024	26 November 2024
10 December 2024	17 December 2024	