



**Copley Close Hanwell W7
Regeneration Steering Group Meeting
on ZOOM**

<https://us02web.zoom.us/j/6750372171>

**10 October 2023 - 6pm to 7pm
Minutes**

Attendees	
MS	RSG Chair
SW	RSG Member
BS	RSG Member
AP	RSG Member
NS	RSG Member
AV	RA Member
JS	RSG Member
JT	RSG Member
JJ	RSG Member
ME	Observer
MT	LBE– Copley Regeneration Project Manager
RK	LBE– Copley Regeneration Project Coordinator
JE	PPCR – Chaired meeting
CM	PPCR (minutes)
Apologies	
JW	RSG member vice-chair

ALL COPLEY MEETING NOTES ARE POSTED ON THE PPCR COPLEY BLOG – SEE LINK BELOW:

<https://ppcrassociates.wordpress.com/category/london-borough-of-ealing/copley-hanwell-w7/minutes-of-meetings/>

NO.	AGENDA ITEM	ACTION
1.0	Introductions & Apologies	
1.1	Maxine Smith (RA Chair) asked Janet Edwards PPCR to chair the meeting on her behalf.	
1.2	Apologies as noted above.	

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	Project update notes from Mark Tregunno RSG planned 12 September 2023 meeting- cancelled due to internet issue. RSG minutes will be reviewed and signed off at Zoom meeting with MT/RK & CM on the following Tuesday a week after the RSG meetings at 3.30pm/4pm.	
5.0	Minutes and Matters Arising	
5.1	None	
6.0	Regeneration Programme update	Actions
6.1	6.1 - Phase 3	
	<div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Overview</p> <p>Phase 3 involves the regeneration of the Warwick Court block</p> <ul style="list-style-type: none"> • 18 existing units to be refurbished • 3 new builds </div>	
6.1.2	6.1.2 Warwick Court	
	Final stage of work: final tasks to carry out plantroom, metal work and fascia. PC date is still planned for second week in November. Equans work to be signed off by Building Control.	

<p>6.2</p>	<p>Post contract work – decorative finishes, tarmacking of car park, line markings and parking bays line markings.</p> <p>Project Team will invite leaseholders to carry out work to their electrical system within their properties and any other work they require ahead of moving back home.</p> <p>6. 2 – Phase 5 - D-G blocks</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Overview</p> <p>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.</p> <ul style="list-style-type: none"> • Leasehold properties: minimal internal work will be carried out to. • Social tenants: internal works will be included within the refurb. </div> <p>6.2.1 First residents’ engagement and presentation was 14th September. Due to technical issues with the Zoom meeting residents could not participate. PPCR will be hosting the presentation with audio commentary on PPCR website and blog, the video should allow those who missed the presentation an opportunity to see it ahead of the next meeting so that they can choose to attend. Action: CM to circulate to everyone.</p> <p>6.2.2 Next residents meeting is Tuesday 24 October at 6pm at the community centre. It will be a repeat presentation for those who could not attend the last session. The presentation will be followed by a Q&A session.</p> <p>6.2.3 Decanting process: Housing team is matching available void properties with residents in two blocks Denbigh Court and Devon Court. Residents living in these two blocks will be the first ones to be decanted. The next two blocks will be Dorset Court and Glamorgan Court. The last block to be decanted will be Gloucester Court circa 2025. Residents will be decanted for approximately 12 months.</p> <p>The Housing Team is looking for suitable properties. Residents will be viewing the property and location. A surveyor will be present at the visit with the resident to look at the property and discuss re-decoration and any internal work the resident might need to suit their circumstances.</p> <p>The Council will make them up to two offers of a ‘reasonable and suitable’ home. Void properties are few and if a resident refuses the first offer, there might delays in finding another suitable property for the household. Residents will be encouraged to take the second offer. If residents don’t accept the second offer they cannot go back to the first property as that property will have been offered to another resident.</p> <p>A resident suggested that residents should have the opportunity to look at both properties at the same time to assess which property is best for them. <u>Post-meeting note</u>: This is not possible due to a shortage of void properties.</p>	<p>CM</p>
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6.3	<p>Currently there are 3 properties for 2 families, the housing team is waiting for properties to become available.</p> <p>6.2.4 Indicative Timeline: Denbigh Court and Devon Court, work will start Summer 2024, it will take about 12 months to complete the work, once the work is done residents will move back to their primary home. Dorset Court and Glamorgan Court, work will start Summer 2025, same process as Denbigh and Devon. Gloucester Court, work will start Sumer 2024, same process as Denbigh and Devon.</p> <p>6.2.5 A resident had planned to change her furniture, she remarked that now she will have to wait 3 years to be able to that.</p> <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 Commercial units have been handed back to Ealing, waiting for the go-ahead for occupation.</p> <p>6.3.2 Management Hub - No opening date yet.</p> <p>6.3.3 Community Centre (Honiton Court) will be available for users to hold birthday parties, for the RA & RSG meetings and for EASE to hold the Youth Group (11-19 years old) and the Stay & Play sessions for the under 5 years old and the MIND sessions. The community Centre has been checked for acoustics. It has a suspended ceiling to make sure that noise doesn't travel upwards.</p> <p>6.3.4 Temporary community centre - The unit was rented, the portacabin has been dismantled. The container was due to be removed today. A civils team will restore the area to its original state by the end of next week.</p> <p>6.3.5 Local Shop – Due to some legality issues, LBE issuing shop owner with temporary licence. Shop might be open in the next 2 weeks offering basic goods to start with. It is estimated that it will take the owner 3 days to stock the shop. Later, once the remaining issues are resolved, the owner will get the full licence to enable him to sell alcohol.</p> <p>6.3.6 Reporting defects before end of defect liability MT hold weekly meeting with Hills</p>	

Finished the first wave of defects. Visited 53 properties out of 65, which is a good representation. Next wave of defects inspection is Matlock Court and the houses.

Central Square residents with any issues with their home, need to ensure it is reported as per the guidelines stipulated in their Home User Guide to *make sure the issues are addressed by Hills before the end of the defect liability period*. Once the defect liability end Hills will not be returning to fix the issues.

6.4

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.

6.4.1 Network rail's tunnel assessment survey

WSP's surveyed inside the tunnel and tunnel's roof. It went well. The outcome of the survey results will help determine phase 7 outcome - refurbishment or rebuild.

6.4.2 Working with PG for package of work to include pipework network, replacement of original kitchen and bathroom while waiting for regen decision on Ph7. There is a problem with leaking pipes, some causing flooding. PG scheme will be to pro-actively address pipe work etc in order to prevent leaks and burst along phase 7.

6.5

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.

6.5.1 Procurement contract going forward: LBE required further information and will review documents then will go to tender. New floor/ tarmac, removing garages. CCTV, new lighting to encourage safety.

7.0	RSG Action Plan	Actions
7.1	<p>The Action Plan is setting the RSG objectives for the next 12 months.</p> <p>The Action Plan is updated monthly in blue and emailed to all members prior to the meeting.</p> <p>Updated items</p> <p>Point 3, page 2 – Youth Engagement - February 2024</p> <ul style="list-style-type: none"> • 16 young people interested in establishing Copley Youth RA (16 to 20s). Meeting to be arranged in new Community Centre with the young people to discuss establishing the group. EASE need to be involved • Set-up music sessions <p>To restart – Autumn 2023</p> <ul style="list-style-type: none"> • EASE activities – monthly Youth Club & monthly Stay & Play session to be delivered in new community centre. <p>Point 5, page 3 – RA Events & LB Ealing</p> <ul style="list-style-type: none"> • Fun Day, Saturday 16 September 2023, very successful day, well attended • New Community Launch, Saturday 30 September 2023, 3 residents made speeches, MS as the RA & RSG Chair, NS as a new Copley Close’s resident moving to one of the new blocks on Ph6 and a resident who took part in the Community Portrait project at the unveiling of the resident’s portraits taken by Ming, award winning photographer. <p>Point 4, page 3 – RA & RSG Away Day- Saturday 2 March 2024 (new date) The Away Day event date has been postponed to March 2024 as we would like to invite all the new members and officers following the AGM which has been postponed too.</p> <p>Away Day Event taking place at the Holidays Inn, London West, 4 Portal Way, Gypsy Corner, W3 6RT- Event, 9:30am to 12:45, followed by a hot lunch. Ends at 1:30pm.</p> <p>The aim of the day is to get together, to acknowledge and celebrate the RA & RSG 2022-24 achievements and to set objectives for the year ahead. The Action Plans monitor progress against the RA & RSG objectives.</p> <p>Sarah and Ritika will be attending the Away Day.</p> <ul style="list-style-type: none"> ➤ Residents need to CONFIRM their attendance <u>by the 13 February 2024</u>. Residents need to advice of their food requirements in advance. Please call or email Catherine 0800 317 066 or info@ppcr.org.uk • Taxis will be organized to take residents to the venue and back to Copley Close. 	<p>JE</p> <p>RA/Ease</p>

	<p>RA AGM is planned for November 2023 – <i>date hasn't been confirmed yet</i> - at the Honiton Court Community Centre. Every resident is invited. Residents will be informed by letter or leaflets hand-delivered to their letterbox.</p> <p>Copley RA Newsletter Copley The Whistle next issue is due out November 2023. Jackie will be editing and putting together the newsletter. Please write about:</p> <ul style="list-style-type: none"> • about your life on Copley in your own Block • new RA and/or RSG members to write a paragraph to introduce themselves and what they would like to achieve for their community. • Article about litter, rubbish/refuse collection, recycling • Articles, photos, stories, news that would interest Copley resident ➤ Please email Jackie S. as soon as possible ➤ Deadline for submission Saturday 4th November. Thank you for your cooperation 	
8.0	ANY OTHER BUSINESS (AOB)	
	<p>Residents reported issues</p> <p>8.1 Loddon Court Power Door New issue: Visitors buzzing through, door doesn't open automatically, visitor need to push the power door to get in. The door entry/fob key/power door might need reprogramming. The system was only tested to using fob key. Action: MT to contact Compliance Team</p> <p>8.2 Littering issue Issue next to bus stop and train station Lots of people hanging around waiting for bus/train, throwing cigarette butts and general litter. This morning bags of rubbish were thrown away next to the train station. Action: MT to scope for street bins with special bin for cigarette butts.</p> <p>8.3 Bins in Central Square Hill is replacing faulty bins: dangerous catch inside the bin.</p> <p>8.4 Food recycling issue Food recycling bins for the blocks are not emptied often enough especially during summer/warmer months. It attracts flies and it is very smelly. Food recycling bins need to be washed too. Action: MT to contact Greener Ealing and Estate Services. AV asked for contact email to report issues directly.</p> <p>8.5 Links for refuse collections Report a missed refuse collection https://www.ealing.gov.uk/info/201167/</p> <p>The collection link is not currently working for Phase 6. Action: RK to investigate</p>	ALL

8.6 Matlock Court houses recycling issue

Resident with lots of recycling have nowhere to put the recycling as the bins get full quickly. Residents have to put recycling on the footpath. This discussion highlighted that waste & recycling collection frequency seem to be different depending where residents live on the estate. Cheyne Path resident report that latest collection was missed, waste containers are overflowing. **Action: MT** to contact ERS team who deal with communal lighting.

8.7 Paddington Court: neighbour pipe burst

A resident reported her neighbour pipe(s) burst, upstairs flat. **Action: MT** to investigate

8.8 Paddington Court: light next to lift

MS reported this issue: communal lights on all the floors are flashing, keep coming on and off. **Action: MT** to contact Greener Ealing and Estate Services.

8.9 Cornwall Court’s gate to Darlington Court

At the last meeting, SW reported that the Cornwall Court’s gate which opens into Darlington Court hasn’t been working for sometimes, giving rise to ASB issues, people come in to drink. **Action: MT** visit site on Thursday with surveyor

8.10 Worcester Court

JJ reported security issue with Worcester Court’s door entry gate by waste area. It usually need a fob to get in but it is faulty and now anyone could use push it hard to open it. Gate at the other end doesn’t slam shut. **Action: MT** to report to PG and Compliance Team

9.0 DATE OF THE NEXT MEETING (ALL)

- 9.1 Next meetings:**
RSG Meeting - Tuesday 14 November 2023 at 6pm, at the new Community Centre, 39 Honiton Court, Copley Close W7 1DT. *Please note venue might change- we will let you know in advance*
AGM meeting (tbc) - 28 November 2023 at 6pm, at the new Community Centre, 39 Honiton Court, Copley Close W7 1DT. *Please note venue might change - we will let you know in advance*
- 9.2**

ALL TO NOTE

2023 dates – For your diary

2nd Tuesday of the month	3rd Tuesday of the month	Last Tuesday of the month
RSG	PPCR Drop-in	RA
	17 October 2023	31 October 2023
14 November 2023	21 November 2023	28 November 2023
12 December 2023	19 December 2023	

