



**Copley Close Hanwell W7
Regeneration Steering Group Meeting**
 Temporary Community Centre, Stafford Court (End of the block)
 Framfield Road, Copley Close W7 1QJ
13 June 2023 - 6pm to 7pm
Minutes

Attendees	
MS	RSG Chair
JW	RSG vice-Chair
NS	RSG Member
AP	RSG Member
ME	Observer
SP	LBE– Copley Regeneration & Development Team
JE	PPCR – Charing meeting
CM	PPCR (minutes)
Apologies	
MB	RSG co-optee
JJ	RSG Member
BS	RSG Member

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	Apologies	
1.1	Apologies as noted above.	
2.0	Declarations of Interest	
2.1	No declarations of interest.	RSG

3.0	Code of Conduct & Terms of Reference	
	<p>Meeting Code of Conduct is in operation.</p> <p>Please note copies of CoC and ToR are available at every meeting. Please ask PPCR if you would like paper or e-mailed copies.</p>	
4.0	Agree Minutes	
4.1	<p>Minutes of the 9 May 2023 are agreed by members</p> <p>RSG minutes will be reviewed and signed off at Zoom meeting with SP & CM on the following Tuesdays a week after the RSG meetings at 3.30pm/4pm. Now that CS (Hub) is back from leave CM to arrange RA minutes review zoom meeting at same date.</p>	
5.0	Minutes and Matters Arising	
5.1	None	
6.0	Regeneration Programme update	Actions
6.1	<p>6.1 - Phase 3</p> <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	<p>6.1.2 Warwick Court</p> <p>Likely to take PC of the site and hand over from Equans late August 2023. The majority of the works is now complete. The landscaping looks especially lovely. SP encourages everyone to have a walk around the site to look at the landscaping.</p> <p>In the process of snagging all the internal units. Equans have finished most of the work on the road way but on inspection SP noticed there are a significant number of corrections that need to be made with the lines markings. They will have to burn them off and do the line markings correctly.</p>	

The only critical path still outstanding at this stage remaining is the delivery of the doors to the communal area and to address the travelling distance issue in the plant/pump room. Still awaiting delivery of the doors on site. Expecting doors to be on site before August.

The witness, testing and commissioning program is ongoing, as is the snagging of the internal residential units. The most significant build work is over now.

As advised in previous meetings, the project team have omitted a small number of works from Equans, for example the decoration of the undercroft car parking area and caretaker area, etc. The Council will be procuring a small contractor to come on board in September to complete these works with hand over likely around end of 2023/beginning of 2024 before being handed back to Ealing for occupation by the residents.

6.2 6. 2 – Phase 5 - D-G blocks

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.**

6.2.1 Currently going through design process. For most part nearly completed the initial design and working our way to a RIBA stage 3 – just finalising and reviewing the design based on data from structural engineers' report.

Turning attention to the build and contract strategy.

Thank you to PPCR for undertaking the housing needs survey - 86% response rate was outstanding. It was vital for the process the Regeneration & Development Team are undertaking. Ongoing series of internal workshops with design and consultant team, started 2 weeks ago and will run through to the end of August.

Planning to engage with residents at end of September/early October to advise residents that they might have to move temporarily for a short period of time. SP is working on the build and decant strategy for that engagement. SP looking to provide overview on the works the Regeneration & Development Team are likely to undertake: likely decant, timelines, property portfolio, and layout the headlines milestones. The milestones at this stage are resident engagement early Autumn, going to tender late winter and going out on site probably spring 2024. SP will be keeping the RSG informed as the Regeneration team is going

<p>6.3</p> <p>6.3.1</p> <p>6.3.2</p>	<p>over the next few months a series of workshops, to get the decant build and the contract strategy planned.</p> <p>Larger resident engagement in the Autumn, tendering in the Winter and start on site hoping for late Spring 2024.</p> <p>6.3 - Phase 6</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <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. </div> <p>The works are almost complete. Residential units have been handed over. The Regeneration & Development Team did a series of sectional completion for those.</p> <p>The works that were outstanding were on the non-residential units, which include a new management Hub, a new retail shop, a new community centre and a new big dropping working space. The build work for those units have now been complete. Waiting on the correct number of keys and fobs to be processed and be given by Hills along with the full review of the paperwork. Hoping to complete by next Monday. Will be taking formally hand-over for practical completion of the commercial units and will be turning the units to the Internal Landlord Services Team, who will do an 8 to 12 weeks review to make sure they are satisfied with the paperwork before they can sanction occupation and use of the spaces.</p> <p>Defects inspection & End of defect liability</p> <p>The Regeneration & Development Team will be going through the end of the defect liability period inspections for the residential units of Phase 6. They did three sectional completions of the residential blocks, the first one was October 2021. For example, if you are living in Loddon Court or Ipswich Court your end of defect will be at the end of October 2023. In 8 to 12 weeks SP team will be reaching out to do their end of the defects liability inspections.</p> <p>SP encourages residents to note down if Central Square residents have any issues with their home, they 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 has passed Hills will not be returning.</p>	
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6.3.3 Parking Zone Consultation for Central Square

Highways concluded their consultation a while ago.

The line markings have been done by Hills. Waiting for Highways to do their final formal inspection and to confirm they have granted the order and they are satisfied that Hills have done everything according to plans they had set in the consultation.

The Order has not yet been granted.

Please note that Copley Regeneration & Development Team don't assess the need for parking permit / control that is done by Highways under their specific statutory powers. Highways remit is to care about the safe management of traffic. It is for them to determine if they are satisfied, in line with their consultation and grant us the order. SP hopes that Hills have done all the snags in relation to the road surface, lines marking, etc

Hoping in the next 2 to 3 weeks to hear that Highways have accepted by the time of the next RSG meeting.

6.3.4 Question raised by Phase 6 resident at May meeting: How many parking permits is the council planning to issue?

SP reply: There are no residential parking permit for Central Square on Phase 6. There are a small number of parking bays for specific uses, to serve vehicle electrical charging points, Blue Badge bays, loading bays for the shop, and some staff permits for those working at the drop-in centre. We did provide circa 27 parking bays on Central Square to all social rent tenants who occupy one of the houses. About 50% of the parking bays were privately allocated, they were allocated separately, they are not covered by the PPZ, they are covered by the tenancy, anyone who occupies the houses except for those who are in Bordars Road.

If there were residential parking bays it is worth noticing that new residents moving to Central Square would not be applicable for them only existing residents would be.

Question: The sign says, "Parking Permit"

Answer: Those would be allocated to staff who work in sensitive service areas and have responsive roles - who will be taking offices in the new council drop-in centre. For example, SP, the Housing Management Team, anyone who works at the Hub or works daily on Copley Close are NOT allowed parking permits or to park on the spaces marked "Permitted". The 24 hours service, a highly sensitive service, who will be moving to Block B and occupying the drop-in working space, will have parking permits as they are a responsive service and/or they have council service vehicles.

6.4	<p>6.4 Shop Opening SP will be handing over next Monday. Shop opening will depend how long Ravi takes to stock and staff. It will probably take around 8 weeks. Ravi will have to demonstrate he's got his licence and insurance. It is hoped that the shop will be fully operational at the time of the Community Centre Launch. Hoping to do a promotional piece with Ravi, the local shop owner on Copley Close.</p>	
6.5	<p>6.5 - Phase 7</p> <p>337 units in total -</p> <ul style="list-style-type: none"> • 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. 	
6.5.1	<p>There is no significant update. Meeting with Principle project manager first week of August. Hoping to get an update September/October.</p> <p>Successfully commissioned WSP. WSP are undertaking a structural assessment and full condition survey of the box tunnel. Currently liaising with Highways and Network Rail to get the necessary line blockings. Will be completing this piece of work over the next 4 to 6 months. The data will be critical for any build work recommendations regarding Phase 7.</p>	
6.5.2	<p>6.5.2 – Undercroft work update</p> <p>140 parking spaces in total -</p> <ul style="list-style-type: none"> • 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 undercroft is completed to LB Ealing housing management team and landlord services will administrate the undercroft parking. <p>Tendering for the work on the undercroft late Summer with the aim of starting the work in late Autumn 2023. 9 to 12 months programme to start on the undercroft parking that were identified as best value for money.</p>	
6.6	<p>There were no further questions from residents.</p>	

7.0	RSG Action Plan	Actions
7.1	<p>RSG Action Plan – June update</p> <p>Colour coded – blue is an update and red is completed</p> <p>No real update on the Action Plan apart from page 3.</p> <p>Point 5. New Community Centre launch & Annual Fun Day – page 3 Date has changed from Saturday 9 September to Saturday 16 September. Contacted all the activities and booked their services. They are all able to come to Copley Close on 16 September.</p> <p>Launch of the new Community Centre will be a corporate event. The Launch will start the day and the residents’ Fun Day will follow in the afternoon from 1pm. The launch is for Ealing council to celebrate the success of Phase 6/Central Square. It is a formal launch of the Community Centre in place of the Council’s topping out ceremony. Because of the pandemic the council did not have a topping out ceremony.</p> <p>The morning will be a more corporate event, with a small group of residents potentially those who took part in the community portrait project. Whilst the afternoon will grow into an organic resident Fun Day. This is what we are working on and planning for the community.</p> <p>The Community Centre will remain open in the afternoon and will be a natural mingle point for people who want to see the new facilities and services the Council created.</p> <p>Reminder AGM meeting is on the 26 September 2023. The AGM will be promoted at the Fun Day. The AGM is an open meeting and all Copley Close residents will be invited. It is at this meeting that elections for the Resident Association officers and signing off the amended RA constitution takes place.</p> <p>Reminder the RA & RSG Away Day is on 14th October. It is important that members are attending the event.</p> <p>There were no questions from residents.</p>	JE
8.0	ANY OTHER BUSINESS (AOB)	
	None.	
9.0	DATE OF THE NEXT MEETING (ALL)	

9.1 Next meetings:

RSG Meeting - Tuesday 11 July 2023 at 6pm, at the **temporary Community Centre**, Stafford Court (End of the block) Framfield Road, Copley Close W7 1QJ.

RA Meeting 2023 – 27 June 2023 at 6pm at the **temporary Community Centre**, Stafford Court (End of the block) Framfield Road, Copley Close W7 1QJ.

ALL TO NOTE

8.2

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
	20 June 2023	27 June 2023
11 July 2023	18 July 2023	25 July 2023
8 August 2023	15 August 2023	29 August 2023
12 September 2023	19 September 2023	26 September 2023
10 October 2023	17 October 2023	31 October 2023
14 November 2023	21 November 2023	28 November 2023
12 December 2023	19 December 2023	