



**Copley Close Hanwell W7
Regeneration Steering Group Meeting
10 May 2022 - 6pm to 7pm
Minutes**

Attendees	
MS	RSG Chair - Chairing meeting
AP	RSG member
JD	RSG Member
JS	RSG Member
JJ	RSG Member
Sarah Philpott (SP)	LBE – Copley Development Team
Janet Edwards (JE)	PPCR
Catherine Michelet (CM)	PPCR (minutes)
Apologies	
JW	RSG Vice-Chair
AV	RA Member

NO.	AGENDA ITEM	ACTION
1.0	Apologies	
1.1	Judy Ward and Alejandra Vazquez	
2.0	Declarations of Interest	
2.1	No declarations of interest.	RSG
3.0	Agree Minutes	
3.1	Minutes of the 12 April 2022 agreed	

4.0	Minutes and Matters Arising	
4.1	None	
5.0	Regeneration Programme update	Actions
5.1	<p>5.1 - Phase 3</p> <div data-bbox="231 577 1249 831" style="border: 1px solid black; padding: 10px;"> <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> <p>Warwick Court</p> <p>Phase 3 remains on track for practical completion in September 2022. Works are mainly focused around the brick work and beginning to seal-up the walls. Engie are working on new gas, water and electric connection.</p>	
5.2	<p>5.2 – Phase 5 - D-G blocks</p> <div data-bbox="231 1167 1249 1556" style="border: 1px solid black; padding: 10px;"> <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: no internal work will be carried out to. • Social tenants: internal works will be included within the refurb. </div> <p>We are at the beginning stages of finalising a proposed works package. Potter Raper have completed the building condition surveys, laser scanings and the modelling have been completed. Planners are on site to get an idea of what applications they would require. Once the initial design process has been completed and a work package formalised, consultation will begin with the relevant parties and the Council will go through the Section 20 process.</p> <p>At the moment, the Council are at the initial design stages, and hope to be in a position to go out to tender towards the end of this year and work will begin towards the end next year.</p>	

5.3	<p>Question from a resident whether electrics would be part of the work package. SP raised the matter with Asset Management to confirm if lateral works have been done or if they are required. This is what we'll find out once we go through the work package process.</p> <p>It is worth noting that the work that will be done to the leaseholder' units and the social units will be different. No internal works will be carried out to the leasehold units except where there might be a requirement for connecting everybody up to the district heating system.</p>	
	<p>5.3 - 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. 	
5.3.1	<p>Phase 6 has gone well - hand over of the remaining residential social units has been completed. That final hand-over process is on-going. In practice the Council will be looking to formalise a partial possession date – around 2 May 2022. The reason for partial possession is that all residential units which have been handed-over and are now ready to begin the process of occupation. There is works outstanding to the highways, landscaping and the fit-out of the commercial units. The Council will be achieving a partial possession of Phase 6 with a deed of variation for those works outstanding.</p> <p>Hill will retain a skeleton presence on site for the outstanding work. It is a good news story that they have achieved programme and handed-over all residential units in the timeframe they have given and they were working throughout the pandemic.</p>	
5.3.2	<p>5.3.2 Sales Update</p> <p>Good news story with the Phase 6 sales - all the apartments that were open to market sales (available with Help to Buy) have now all been sold. A few remain to be exchanged and completed. Of the 33 shared ownership units, (as of last week) 15 of these units have been reserved. We only have 18/19 units remaining of the shared ownership. Given that we were selling during the pandemic it is good news story for our selling agent JLL. If residents are interested in purchasing a shared ownership unit, you need to act quite quickly by making an appointment with the JLL who are based at the marketing suite at Alton Court or going on the website, or emailing JLL.</p>	

Question from JE – Has any Copley residents have purchased any of the properties. SP hasn't compiled this type of information.

5.3.3 5.3.3 Shop Update

Hill are doing the fit-out of the shop at the moment. The instruction has gone out a few weeks ago. As of last week, we still had 8 weeks remaining in the programme. That is because we had a small issue with the AC condenser in the basement and that has now been resolved.

End of fit-out by Hill, circa beginning/end of July. Then Ravi would be able to take occupation, stock and launch and opening of the shop

5.3.4 5.3.4 Temporary community centre

The temporary community centre remains in situ. The temporary community centre has agreed for the RA to hold their monthly meeting and for PPCR to hold their monthly drop-ins, and for the RSG meetings to resume face-to-face in July.

The temporary community centre is on hire until 31 August 2022. SP asked PG to extend the hire until the end of November 2022. That will be when the occupation of the permanent community centre will be possible.

5.3.5 5.3.5 Wi-Fi dongle

The project Team agreed to purchase the dongle for temporary community centre (Huawei 4G Plus MiFi). The dongle can be used by the residents to get WiFi connection. The RA are waiting for a cupboard in which to store it – at the moment the dongle is taken away after each meeting. Once secure storage has been found, the dongle will be left on site so it can be used by anyone who uses the community centre to get WiFi.

SP has raised the PO with the revised cost, £220 excluding VAT for 12-month contract with Three.

5.4 MS thanked SP for offering to source a cabinet to store the dongle and the RA & RSG and PPCR's material.

5.5	<p>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. <p>Phase 7 remains as is. There is a paper going to cabinet later this year. This was confirmed at a meeting last week. The Regen team are finalising the options that they are laying out to cabinet, the councillors and the associated portfolio holders to make a decision. Based on the cabinet decision, their preferred option will determine if we proceed with refurbishing the units or if we look at a ballot and potentially at a new build scheme.</p> <p>5.5 – Dropped Curbs Update</p> <p>Highway have assigned the matter to an officer. SP spoke to the officer about 3 weeks ago, he was planning on making a site visit in the next 2 weeks. Once it is done he will feedback to SP with his recommendation on the type of crossing whether dropped curb or zebra crossing. Once SP signs off the recommendation, it will be up to Highways to do the final design and the installation process. Highways are under resources at the moment. SP is anticipating it will take a while to finalise and they have an engineer assigned to the case.</p>	
6.0	RA & RSG Away Day	Actions
6.1	<p>Postponed to Saturday 30 April 2022</p> <p>Due to Covid, the Away Day was postponed from Saturday 2 April to <u>Saturday 30 April</u>, at the Holiday Inn London-West, 4 Portal Way, London W3 6RT; 9:30am to 12.45, followed by Lunch.</p> <p>MS and JJ gave their feedback on the Away day</p> <p>MS reported that she was in shock when realising how much the RA and RSG have achieved since the last Away Day especially as the last 2 years we were in lockdown. It is time now to invite the Resident Involvement Team to have regular contact with them to found out information regarding workshops and courses to benefit the RA and its members.</p>	

	<p>JJ described the day as an informative and enjoyable event. He was also shocked how much the RA & RSG members have achieved in such short period especially during lockdown. He is looking forward to the next Away Day.</p> <p>CM to circulate hand-out of the achievements of the RA & RSG to realise how much they achieved because it was a lot. It was good to celebrate at the Away Day. It was a shame that some members could not make it. It was bank holidays week-end and the event was postponed from the scheduled date of the 2 April due to sickness.</p> <p>Hopefully the next Away Day more residents would be able to attend.</p> <p>It was a good morning and the group came up with some objectives for 2022/23 which have been compiled in an Action Plan which was circulated prior to the meeting.</p>	CM
7.0	RSG Action Plan	Actions
7.1	<p>RSG Action Plan After the Away Day, Saturday 30 April, JE produced an Action Plan collating the Objectives agreed at the Away Day.</p> <ul style="list-style-type: none"> ❖ Please see RSG Action Plan emailed prior to meeting. <p>The aim of the Away Day was to celebrate the achievements of the RSG & RA and also for the groups to come up with objectives for this year going forwards. The residents have come up with a couple of objectives under each of the overall objectives, these are detailed on the Action Plan.</p> <p>Within the Terms of Reference there are objectives detailed. The Terms of Reference is the document which govern and guide the way in which the RSG is to operate, and within that document there are objectives.</p> <p>JS drafted and produce the Copley Whistle, first edition in February 2020. JS agreed to do it again. MS/JE to have a planning meeting and to support JS. The newsletter was well received. The pandemic came at a time which halted some good initiatives that had started. MS/JE to contact JS in about a month or so time.</p> <p>This list of objectives is not exhaustive. PPCR will update the Action Plan at each meeting. There will be update on what you have done and the progress you've made towards meeting the set objectives. As the group grows and new initiatives come on board, we will add them to the Action Plan.</p> <ul style="list-style-type: none"> ✚ RSG Action Plan will be a standing item on the RSG monthly Agenda. 	JS

	<p>Please have a read of the Action Plan in your own time and if you have any feedback, any queries or if there is anything that you would like to be added in please let us know.</p> <p>If you have any feedback, please email CM.</p> <p>Next month, we will be looking at what we can do to start meeting towards these objectives.</p>						
8.0	ANY OTHER BUSINESS (AOB)						
8.1	<p>RSG and RA meetings – Zoom and face-to-face at community centre</p> <p>RSG meetings - Second Tuesday on the month, 14 June, 6pm, on Zoom. Thereafter RSG meetings will be held at the at the temporary Community Centre.</p> <p>PPCR drop-ins and RA meetings are on site at the temporary community centre</p> <ul style="list-style-type: none"> • PPCR drop-ins - Third Tuesday of the month • RA meetings - Last Tuesday on the month <p>The RA recognised that some members are coming to the meeting at the temporary community centre straight after work, so in addition to the tea and coffees refreshment, JE propose to buy sandwiches.</p> <p>➤ Please contact CM a day before the meetings. to confirm your attendance and to advise the type of sandwich you would like.</p>	<p>JE</p> <p>All/CM</p>					
9.0	DATE OF THE NEXT MEETING (ALL)						
9.1	<p>Next meeting: 14 June 2022 at 6pm (Zoom) -https://us02web.zoom.us/j/6750372171</p> <p>12 July 2022 at 6pm at the temporary Community Centre, Stafford Court (End of the block) Framfield Road, Copley Close W7 1QJ.</p>	ALL TO NOTE					
9.2	<p>RSG 2022 Meetings, 6pm, at the temporary Community Centre</p> <table border="1"> <tr> <td>9 August</td> <td>8 November</td> </tr> <tr> <td>13 September</td> <td>13 December</td> </tr> <tr> <td>11 October</td> <td></td> </tr> </table>		9 August	8 November	13 September	13 December	11 October
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10.	<p>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/</p>						

