



Copley Close Hanwell W7 Regeneration Steering Group Meeting

Community Centre, 39 Honiton Court, W7 1DT

**14 May 2024 – 6pm to 7pm
Minutes**

Attendees	
MS	RSG Chair - Chaired meeting
JS	RSG Member
JM	RSG Member – Zoom
JW	RSG Member
ME	RSG Member
NS	RSG Member
BS	RSG Member
SW	RSG Member
SK	3rd time attendee - Zoom
MT	LBE– Copley Regeneration Project Manager Ph3 & Ph5 - Zoom
RK	LBE– Copley Regeneration Project Coordinator – Zoom
AD	LBE– Copley Regeneration Project Officer – Zoom
JE	PPCR
CM	PPCR (minutes)
Apologies	
AP	RSG Member
JW	RSG Member
BS	RSG Member

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NO.	AGENDA ITEM	ACTION
1.0	Introductions & 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	
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	Minutes were agreed. 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	<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> <p>6.1.2 Warwick Court</p> <p>Warwick Court is nearing completion. Completed investigation works Equans are providing solutions on how to resolve the drainage issues. Post-contract work to undertake works within the undercroft, tarmacking creating parking bay lines, to convert part of the former staircase and turn it into a caretaker welfare facility and storage. These works will progress without having any impact on the residents returning home. Project Team finalising what is required, hoping to tender</p>	

for the works as quickly as possible to ensure to complete work asap to get residents to move back to their homes.

There were no resident questions.

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.**

Concluding the final part of the design work. The RIBA stage 4 development plan is due to be completed the first week of June. A new member of the Project Team came on board, Craig Stewart (CS), Lead Project Manager joined the team. Concluding the stage 4 design work, reviewing the work with CS to take the scheme forward. The work will be tendered to a small pool of main contractors hopefully this current year.

JS would like to look at the reviewed designs and ask for CS to introduce himself to the Ph5 and RA committee members.

Not expecting for the design to change significantly however if there are any changes the Project Team will consult with the residents. The best way forward is to have an evening meeting at the Community Centre and ask CS to do a presentation. There might be minor adjustments and necessary tweaks.

JS remarked that it has been a while since the last consultation meeting with the residents at the Community Centre.

MT to review the previous presentation, add the changes/tweaks (if any) to remind residents of the refurbishment plans for the 5 blocks as it has been about 5 months since the last consultation meeting. MT agreed with JS it is a good idea.

There were no resident questions

<p>6.3</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 and Local Shop No opening date yet. As soon as there are any news Project Team will inform residents.</p> <p>JS asked if the Internet issue has been resolved. RK has no feedback re BT line/internet for the commercial unit. RK confirmed this is an issue for the central team, RK to email them to get feedback.</p> <p>6.3.4 End of defect Completed all of the inspections to all of the properties on Ph6. Some residents will have had their works completed and closed out. Others will still be waiting for their work including all the residents at Honiton Court and Bordars Road houses.</p> <p>Hill have started to book appointments with each of the residents for in-flats work. Hill have been requested to give timelines for the communal works to advise residents when to expect Hill on site and to inform them which type of work they will be carrying out. The Project Team will be letter-dropping residents advising that Hill will be carrying out soft landscaping works etc. An authorised contractor will be replacing the dead trees as part of the defects.</p> <p>All silver birch trees will be replaced with younger and slightly smaller silver birch trees to take roots within the coming months.</p> <p>Loddon Court ground floor lobby area – Making good to the wall by the door closer: Hill to resolve</p> <p>Loddon Court automatic door – still looking into the issue: don't know who is responsible for having moved the door entry equipment/door closure from the door to the wall. Who repositioned the door entry's equipment? If it is Hill, it will be up to them to carry out any repairs if it is still failing. Hill confirmed they will reinforce the wall, as noted above.</p> <p>NS confirmed that the mechanism has been removed and there is quite a lot of damage where the door is attached, can see the holes in the plaster boards. MT</p>	<p>RK</p> <p>Hill</p> <p>contractor</p> <p>Hill</p> <p>Hill</p>

	<p>saw photos of how they were trying to fix it to the wall and could see how the damage was done. Hill confirmed they will make good the wall and strengthening it up. Whoever took the door closure off will be the responsible party- Hill or the repair contractors, either way they will need to come back and refit it and servicing the door correctly.</p> <p>Loddon Court accessible entry and exit keys. MT to speak to Daljit Gill (DG), Ealing Electrical manager, in charge of door entry equipment. DG has access to the database and can review all the fob programming, to review how the fob have been set-up. The flats that have been assigned to able-bodied residents would touch-in at the main entry panel and those that are wheel-chair designated flats would touch-in via the podium fob reader which is wheel-chair distant from the main door. NS is satisfied that her key works both when she touches both main entry panel and podium fob reader. NS raised the issue last month on behalf of one of her neighbours, his fob doesn't work when he touch-in via the podium fob reader. DG to look at the system whilst the resident touch-in via the podium fob reader to identify why the key is not working as it should.</p> <p>NS proposed to contact all non-able-bodied Loddon Court residents to check if their keys work as they should and report to MT.</p> <p>Loddon Court Testing Fire Safety Equipment - requested at RSG meeting 12/03/24. NS reported that all equipment responded as they should. Because of the test the lift stopped working. The Fire Brigade could not reset the lift and an engineer had to come to reset it. The fire brigade gave the all clear but could not reset the lift and disabled residents were not able to return to their homes for a couple of hours. The fire brigade could not find the information relevant on how to re-set the lift. This information/documentation should have been in the fire box (red box) information box next to the entrance. NS informed CS at the Hub on the 1st May and did not get any feedback.</p> <p>Although the Project Team erected the Red Box; MT confirmed that this issue should be addressed by the Building Safety Team. They should populate the box with all the information required by the Fire Brigade. MT is not sure why the Fire panel went off, whether it was a smoke detector that went off or a break glass unit that was pushed, each of those would have a different re-setting function. MT will contact the Building Safety Team and feedback at next meeting to make sure the missing information is populated in the red box. It is a Housing Management issue (Hub), they are managing the building and should be aware of the issue.</p> <p>MT remarked it is a good idea to review what information is contained within the Red Box (emergency box) to make sure the information is current and accurate to check the type of information the Fire Brigade is presented with.</p> <p>NS also confirmed that the Fire Brigade could not make the fire lift work. MT took note.</p> <p>NS commented that someone had spray painted one of the CCTV camera. NS raised the incident with CS at the Hub. MT confirmed it is an issue for Claire Sherwin (CS) and Glenn Franks (GF).</p>	<p>MT/DG</p> <p>NS/MT</p> <p>Hub</p> <p>MT/ Building Safety Team</p> <p>CS/FG</p>
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6.4	<p>Matlock Houses issue update It is a guttering issue. Hills resolved the issue on one of the Bordars Road's property. MT flagged out that it also affected other houses. Hill will attend to every house to carry out the same remedial work to make sure that there is no further gutter leak going down in front of the building to avoid any subsequent damage occurring. Hill to book contractor to carry out work.</p> <p>JS asked what happened to the internal walls. MT confirmed that at the moment it is not going inside the building it is just dripping off the gutter down the front of the brick work catching the problem early enough to make sure it doesn't cause any internal damage. Need to carry out the work to prevent any further damage if it is left any longer it could affect the internal of the property. Hill is to carry out the guttering work asap as part of their defect work.</p> <p>Leaky section of living room wall reported by BS at RSG March meeting MT confirmed it is a separate issue. Hill need to attend high level front and back. There is also the low-level roof it is not the same problem as the gutter. This need to be investigated at the same time to determine what the problem is in this section.</p> <p>NS reported that a resident reported a leakage issue at 4 Loddon Court. MT remarked that if the house got a problem, it is between 2 houses and it is likely of a similar cause. MT confirmed that the guttering contractor will be going around to all these blocks to make sure that they resolve these items.</p> <p>Hills have a list of defects that affect either in-flats across Ph6 or external or communal issues. They are responsible for closing them out. That has been the case for Sections 1 and 2 since January 2024 for Honiton Court and Bordars Road which ended on 30 April. Hill are working through their list of jobs that they need to complete. Any issue that is arising and is new will not be the responsibility of Hill, the responsibility has transferred across to Ealing and would be the responsibility of the Housing Team with the surveyor assistant to resolve all repair issues that come up. If it is something that has been reported during the defect period it will be on a shared spreadsheet that the Project Team is closing out with Hill; if it has transpired after the defect period ended then it will be something to address with CS & GF. For clarity purposes, that maybe why MT is not aware of repairs needed.</p> <p>There were no further resident questions.</p> <p>6.4 - Phase 7</p>	<p>Hill</p> <p>Guttering contractor</p> <p>CS/GF</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>No further update since update given 12/03.</p>	

<p>6.5</p>	<p>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.</p> <p>6.5 – Undercroft work update</p> <div style="border: 1px solid black; padding: 5px;"> <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 undercrofts are completed, LB Ealing housing management team and landlord services will administrate the undercroft parking contract. </div> <p>Contract board meeting tomorrow to discuss proposals for the undercroft. Looking at possible interim measures that may assist as a temporary solution whilst Highways are carrying out their line marking.</p> <p>Can’t guarantee that Project Team will be able to provide any additional parking whilst Highways do their work. Highways to mark yellow lines the entire length of the boxed tunnel structure and where it seats below the highway. Pushing as quickly as possible to get the undercroft parking scheme under way to make sure the parking spaces will be available as quickly as possible. There might be a significant delay between Highways completing the lines marking and the undercroft parking opening. MT to provide update at the next RSG meeting once contract board meeting took place.</p> <p>The undercroft parking hasn’t gone to tender yet. Will provide update at the next meeting once contract board meeting has gone ahead. A quantity surveyor practice carried out a market analysis to cost the scheme. The board will discuss proposals tomorrow including costing and will be able to confirm budget. Once budget is confirmed will be able to go out to tender based on these findings. MT to provide update at next RSG.</p> <p>NS commented that residents are frustrated with being told that the undercroft project is going to tender for sometimes. MS explained that the delays are caused by the council bringing in a new team and services back in-house.</p> <p>Residents ask for clarification – how many undercroft parking spaces will be available in total? Approximately 120 spaces not including Monmouth and Oxford. It is intended to bring back 10 spaces into use at Monmouth undercroft which were closed off because of ASB, which will bring a total to 39 spaces, so a grand total of 179. 140 new spaces between the 4 blocks plus 39 provided for Oxford and Monmouth.</p>	<p>MT</p> <p>MT</p>
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	<p>MS asked if the Council will put a roof on the pathway over the undercroft to stop young people to jump off to get into the car park below. This is the ASB reason the council closed the undercroft and the residents lost 10 spaces. The planners wouldn't allow it, council cannot erect any kind of fencing on top of the tunnel wall and can't construct any kind of roof over the top of these parking spaces; council is limited to apply 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.</p> <p>Update given 12/03. <i>Monmouth Court's undercroft parking to SPS (the councils' parking provider) to manage and rent the undercroft parking spaces. The only parking spaces currently are at the Monmouth Court undercroft parking. Due to an issue with the gate, renting is on hold until the gate is fixed. LBE's building safety team are currently working on this issue and once the repair is completed, the Hub intend to sign the agreement with SPS. SPS will then advertise how they will be renting the spaces to the residents. Action: LBE's building safety team to procure new gate lock</i></p> <p>Electric Charging Points Number and location of electric points available to residents: 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 Podpoint 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>	<p>Hub issue</p> <p>SP</p>
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 – Annual Fun Day, Saturday 7 September Event planning meetings to be held in conjunction with RA & Regen officers.</p> <ul style="list-style-type: none"> ➤ Looking for volunteers to help planning the Event. Please call/email CM • Working Party 1st meeting Monday 20 May • Funding contribution to be sought. Chair to approach Regen Team <p>Point 4 – Training RA & RSG committee members training session:</p>	<p>JE</p> <p>ALL</p>

		11 June 2024	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			