

Steering Group Meeting

Date: Thursday 6th December 2018
 Time: 6:30pm – 8pm
 Venue: Countryside unit, Morlowe Road

| Attendee | Initials | Designation |
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| Meera Kumar | MK | Chair, Programme Manager, LBWF |
| Jacqueline Franklin | JF | Senior Regeneration Officer, LBWF |
| Ross Jenyon | RJ | Senior Construction Manager |
| Robert Watson | RW | Resident |
| Paul Branney | PB | Met Police (Chingford Police Station) |
| Christine Adams | CA | Resident |
| Lesley Pearce | LP | Resident |
| Michelle Edwards | ME | Resident |
| Nathaniel Artken | NA | Resident |
| Nicole Sterling | NS | Business Support, LBWF |

| Apologies | Initials | Designation |
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| Diane Obichere | DO | Regeneration Officer, LBWF |
| Dale Walker | DW | Head of Housing, Development & Regeneration, LBWF |

| Minutes | Lead |
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| <p>Introductions</p> <p>The chair welcomed everyone to the meeting and asked for introductions to be made. Following introductions apologies were noted.</p> | MK |
| <p>Northwood Tower Security</p> <p>MK explained that she is aware of all the concerns raised with the gates being removed at Northwood Tower and how this may impact safety. She explained that this week she met with RJ in order to discuss proposals. MK presented hard copies to all at the meeting of the draft sketches for possible alternatives to the current gates and explained how each would work.</p> | |

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| <p>RJ explained that there is a railing along one side of the tower which should deter those who do not live within the flats away from the building and give an element of safety. RJ explained that although CA is not happy about this it is due to the planning permission obtained and that it is not possible to keep the current gates. He explained that we should focus on how best to move forward.</p> <p>MK suggested that the residents meet with the architects in order for the drafts to be looked at and a joint decision to be made. MK acknowledged that the residents have been through a lot and that this affects the decisions they agree to however she is trying her best to work with all stakeholders.</p> <p>JF stated that this will not be the only exit from the estate it will be the exit towards Wood Street.</p> <p>LP questioned why she does not have a high fence as do the other buildings around the estate. RJ confirmed that there is no particular reason for this. MK questioned whether there is a record of all the issues that have happened amongst Northwood Tower. PB confirmed that there are regular known drug users and rough sleepers within the building. He stated that when the council put the gate in place it was a good deterrent of these problems. He raised the concern of a covered walkway and the possible issues this may bring for the residents and policing staff.</p> <p>The residents present agreed with his comments and were distressed with the idea of the same issues reoccurring following the removal of the gates. MK reminded all that a meeting will be held with all Northwood Tower residents and the architects in order to resolve this issue.</p> <p>RW highlighted that he had an ongoing battle with rough sleepers for 5 years and the gates that were put in place removed this issue as well as cutting the crime rate by 80%. I am concerned for my family and the noise that it will present should others be able to freely pass where they please. MK suggested that the Crime Prevention Officer is contacted in order to be a part of the resolution to this issue.</p> <p>JF reassured all present that she is aware and understanding of their concerns and reminded all that the draft sketches are just suggestions and not a final decision. She went on to explain that the final decision will have a great deal of input from the residents following the meeting being set up with the architect.</p> | <p>ALL</p> |
| <p>Issues</p> <p>MK invited all in the room to share any issues they are currently facing and suggestions of improvement for the presented issues.</p> <p>LP began by explaining that a new sign is needed along the walkway in order for members of the public to be able to identify Northwood Tower as this proves an issue with deliveries and correct signage should be standard practice. MK agreed with this statement and said that this will be looked into by Countryside.</p> <p>It was questioned why work is currently being conducted on Wood Street and RJ confirmed that in fact being carried out by Thames water.</p> <p>RW stated he would like for Mo, the current caretaker within his block to be identified as an exceptional member of staff. RW emphasised on this statement as he described the daily duties he has to endure outside of his job description without complaining.</p> | |

LP stated that a rear canopy needs to be fixed around the side of the block as this is a hazard for anyone standing in this position with the possibility of anything falling out of a window. MK confirmed that a canopy was not originally in the planning permission but this can be part of the discussions around Northwood security gate meeting.

LP highlighted that the parking bay along Valentin Road does not have individual segregations for each vehicle and instead is one long bay in which people do not park properly along and therefore reduce the amount of space. She questioned whether individual bays can be marked out. MK confirmed that this is something that would need to be looked into by contacting Highways she agreed to do this and provide an update at the next meeting.

CA commented that the parking is currently very difficult and she does not appreciate those who park across the pavement restricting the room to manoeuvre. ME agreed with this and stated that residents should not have to walk out into the road with the possibility of danger due to careless parking.

ME stated that systematically the anti-social behaviour and drug use has increased in the area since the temporary residents have moved into properties on the estate. She further stated that when temporary tenants are given a property they create mess and discard the value of the area. She explained that she has repeatedly asked that Mo receives help to clean the outside of these properties but it is not being provided. RW supports what ME states and further the point by informing all that recently new tenants have also threatened to seriously harm his wife.

ALL

LP shared her view that residents should receive some form of compensation for the issues that the regeneration has caused them all. MK explained that she herself does not have the power to make that decision but advised LP to draft a letter to be sent to Waltham Forest Council for consideration.

ME raised the issue of not receiving minutes in a timely fashion and she herself had to make contact in order to receive the minutes in which were hand delivered this Monday. She further explained that this does not give her enough time to read through the minutes and prepare appropriately. MK agreed that this is in fact not acceptable. She reassured ME that a minute taker has now been assigned to this meeting on a regular basis which will ensure efficiency.

LP stated that the meetings should not be moved around or moved to a later date as there are important matters which need to be discussed. MK agreed with this and explained that staff must always meet the business needs in which can occasionally cause meetings to be moved however this meeting will be treated as a priority and not moved unless it is absolutely necessary.

NA questioned what parking will be available on the estate following the completion of the regeneration. RJ explained that there will not be parking for all and that a parking space will be allocated to those who are wheel chair users and those who occupy 3 bed accommodations. He explained that this will be an issue for him and MK stated that she will ask Nabeel (Housing Officer) to look into this as this falls within his remit.

NA questioned how he can bid for a new property whilst the regeneration is taking place and MK advised him to send an enquiry to the housing allocations email address.

LP questioned whether we will get visitor permits and it was confirmed that these will be available.

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| <p>It was questioned whether a Fire brigade check has been completed and MK confirmed that she will make contact with the Fire brigade team to assess the block and an evacuation plan.</p> <p>ME stated that she recently raised concerns around the new build properties and questioned whether she can pay for her own front door with a letter box as she believes that the current mail system is a security breach. She reports that what cannot fit within her mailbox is left on the floor. LP also agreed that the boxes are not secure as she has seen them being broken into before.</p> <p>ME stated that she has made amendments to the last set of minutes that were produced and wants them to be looked into and confirmed. MK stated that she can email her all corrections in order for them to be looked into.</p> | |
| <p>Updates</p> <p>RJ informed all that block A1 of the plans will be deemed completed this coming Monday and tenants will be moving in from Tuesday onwards.</p> <p>Phase 1B will begin with a concrete frame. Vacant possession for phase 2A will begin in mid-January. Meter removals will take place as well as demolition taking place in April 2019. Following the said demolition, construction will then begin in September 2019.</p> | RJ |
| <p>AOB</p> <p>None</p> | |

| Action | Responsible |
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| <p>A meeting is to take place on the 17th of January at 6:30pm in which the architect, design out crime officer and residents will be present in order to discuss and draft further ideas of the Northwood Tower front structure. Following residents input a vote is to take place to decide the final design.</p> | RJ/MK |
| <p>All signage around Northwood Tower is to be corrected/ created in order to be easily identified.</p> | RJ |
| <p>A possible canopy being attached to the rear of LP's block of flats is to be looked into.</p> | RJ |
| <p>MK is to email Highways ascertain whether the parking bay along Valentine Road can be individually marked out to ensure maximum facilitation.</p> | MK |
| <p>ME is to email MK with all the addresses that she has witnessed temporary residents ruining the building.</p> | ME |
| <p>LP is to draft a letter to be sent to Waltham Forest Council in relation to residents receiving compensation for the issues the regeneration is caused/causing.</p> | LP |
| <p>ME will send all amendments she has made on the last set of minutes to MK to review them</p> | ME |
| <p>MK confirmed that she will make contact with the Fire brigade team about whether an assessment has been done for Northwood Tower.</p> | MK |



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