**Carpenters Destination Steering Meeting**

**Wednesday 18th September 2019**

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| Resident 1 |  | Resident 4 |  |
| Resident 2 |  | Resident 5 |  |
| Resident 3 |  |  |  |
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| Rob Williams (Chair) | Source Partnership | Jane Jolly | Newham Council |
| Nazia Hussain | Source Partnership | Joanna Hansford | Newham Council |
|  |  | Murray Woodburn | Newham Council |

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|  | **Item** | **Action** |
| **1.0** | **Welcome and Introductions** |  |
| **1.1** | Apologies received from XX and XX |  |
| **2.0** | **Notes of the previous meeting and matters arising** |  |
| **2.1**  **2.2**  **2.3**  **2.4** | The notes of the previous meeting were agreed as a true record  JJ has produced a brief for the Independent Advisor as Source Partnership’s contract was an interim appointment, and volunteers were asked to review the document outside of the meeting – JJ to circulate.  **Update on community garden proposal**  JH circulated a report prior to the meeting updating on proposals for the green spaces/gardening meanwhile project:   * Groundwork charity which helps communities to gain skills and confidence to maintain green spaces and offers training and practical support have provided a plan for Carpenters green spaces. * The proposal includes training opportunities, garden clubs and full resident involvement. * The costs quoted were £5,000 initial payment and then a further £19,000 which will include all materials and training   The CDSG welcomed the proposal and felt the overall approach was good, but felt more market testing should be considered. They requested another quotation from a different source just to compare prices.  JH agreed to look into this  The CDSG agreed that something was needed and this should commence as soon as practically possible. They were keen to ensure that any proposal could involve children from the local school.  **Procurement**  It was agreed that the CDSG would benefit from a training session on procurement which would then enable them to volunteer for involvement in future procurements. It was agreed that:   * RW will deliver one to one session if needed * The next CDSG meeting should contain a training session for the CDSG | JJ  JH  RW |

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| **3.0** | **Estate Management Update** |  |
| **3.1**  **3.2**  **3.3** | JJ provided information regarding the various existing CDSGs, forums and routes that will enable residents to raise concerns and issues about the estate and neighbourhood.  Faraz Kayani, Regeneration Estates Manager, was part of the Carpenters core Regen team as a shared resource with other projects and will be based on the estate for two days a week.  Keith Smith, Consultation Manager, will also be working on the estate along with other projects and would be working up community events.  **Issues Log**  JJ explained that an Issues Log for the estate was in place for the Regeneration Team to capture and highlight concerns. This log is currently maintained by her, but Faraz will be taking this on to:   * Record issues relating to the estate as and when residents raise them with members of the Regen Team. * Record residents’ issues raised during meetings, day to day conversations with officers and estate walkabouts.   A resident offered to help JJ maintain the log and prioritise issues. XX asked if their concerns about the outstanding repairs to the Hub building could be noted and passed on to the relevant officers.  The CDSG discussed a paper tabled by RW about their role in monitoring and influencing upkeep of the estate   * The CDSG agreed that members could attend a quarterly walkabout open to all residents so problem areas can be identified and recorded. * Issues needed to be addressed by relevant officers who would be invited to quarterly walkabout/meetings to update on progress | JJ |
| **4.0** | **Definitions for Co-Design and Co–Production** |  |
| **4.1** | JJ had provided an update on the definitions: Consultants have been asked to work with the Carpenters core Regen Team to develop a standard engagement process for the approval of the Mayor as the ‘Newham approach’. It was work in progress and the CDSG were involved in developing a model for Carpenters. |  |
| **5.0** | **Update on Mayors walkabout 9/8/2019 from MW** |  |
| **5.1**  **5.2**  **5.3** | MW attended the meeting and provided a comprehensive update of activity and proposals following the Mayor’s walkabout:   * Junction of Broadway and Great Eastern Road - signs will be going up for cyclist to be aware of pedestrians. TFL will also add a push button for pedestrians on the light for stopping cyclists * Carpenters Road - school children will be making colourful signs for cyclist and motorist to be displayed outside the school. * There will be a zebra crossing on Carpenters Road * Junction of Warton Road, Rick Roberts Road and Stratford High Street - looking at safety issues for pedestrians and cyclists. There needs to be filter on the lights similar to those in Bow when cyclists turn left. TFL need to look at new traffic flows and find solutions to preventing accidents.   The CDSG raised the issue of motorists doing U turns at the top of Carpenters Road near the hotel - MW noted it down and will look into it.  The CDSG thanked MW and noted that the information was very positive. |  |
| **6.0** | **West Ham Football Club update** |  |
| **6.1**  **6.2**  **6.3**  **6.4** | JJ passed to all those present a copy of the report from the walkabout on the 31/08/2019, along with licensing laws set for establishments serving alcohol.  The document outlined the main issues and actions to be taken. The CDSG discussed the proposal to provide urinals on match days and agreed it would be good to pilot this and XX had canvassed some residents on their views on this. The CDSG felt that how the urinals will be maintained and managed without misuse will be answered during a pilot.  The CDSG requested clarification on the CCTV requirements and if the shop can capture images outside on the street. JJ confirmed that from the licencing document, unfortunately, that was not the case beyond the immediate shop entrance.  The CDSG raised the issue of the need for CCTV in and around the tower blocks to help or intervene in situations outside the block e.g. in the car parks. |  |
| **7.0** | **Feedback from workshop 3 and 4** |  |
| **7.1**  **7.2**  **7.3**  **7.4** | Reports covering both workshops were circulated   * There were over 30 people attending these workshops * No one view dominated the 3rd workshop, with mixed comments and opinions * Both workshops presented questions which will need to be addressed by LBN and architects at the final workshop * One of the main questions in all workshops was the viability of proposals * There needs to be clarity on how much work can, and will, be done on leasehold/freehold properties as the issues of the estate looking mismatched was raised * The options regarding retaining all or two of the tower blocks still needed to be addressed   The CDSG discussed maximising attendance at next workshop:   * CDSG members present agreed to encourage neighbours to attend * Source will be door knocking all residents with calling cards for those who are not in. * Newsletter from Source with updates and information on the workshops emphasising its importance * Personal invitation from the Mayor to all residents with summary booklet of the previous workshops * Weekly posters in October   The CDSG thought that a notice board in the square would be a good idea and to have large ‘catchy’ posters displayed around the estate - JJ will look into the noticeboard. It was suggested that a poster should be displayed outside by the school and also inside the school in its notice board for parents  In order to regain the attention of those residents suffering from consultation fatigue there needs to be information provided on actions already taken for example the introduction of the zebra crossing. | **All**  **Source**  **LBN**  **JJ** |
| **8.0** | **Selection of resident Chair** |  |
| **8.1** | RW stressed that it was important that a resident was the chair for CDSG meetings. Members were asked to contact Source if they were interested to discuss any help or support, they might need. | **All** |
| **9.0** | **Any other business** |  |
| **9.1**  **9.2** | **Update on Residents Charter:**  The Residents Charter was last updated in 2012 and assumed a relatively short decant and was light on details on the residents’ rights when they return to the estate and does not address refurbishment. Suggestions from the CDSG have been passed to LBN, but more work still needs to be done when a preferred approach is clear  JJ confirmed that the legal team have been asked to review the current Charter.  Jupp Road Bridge proposal to address rough sleepers needed to be relooked at. |  |
| **10.0** | **Future Dates** |  |
| **10.1** | **Date for next meeting**  **I**t was agreed that the next CDSG meeting will be held on Wednesday 9th October at 6.30pm as a number of members could not make the previously suggested 8th October.  The following meeting will be Wednesday 6th November |  |