

Lancaster West Masterplan Project Board

Minutes and actions of 08 July 2021



LANCASTER WEST FUTURE NEIGHBOURHOOD VISION PROJECT BOARD

11 August 2021

1400 - 1500

via Microsoft Teams

Minutes and Actions

Attendees

Chair: James Caspell	Neighbourhood Director (LWNT)
Chrissy Galerakis	Programme Delivery Lead (LWNT)
David O'Connell	LWRA Vice-Chair
Adrian Lee	OPE Programme Manager
Kate Brady	NHS/CCG Estates
Donna Tilley	London Fire Brigade
Graham Hart	RBKC Head of Economic Development
Abigail Raymond	One Public Estate
Shaun Haden	Head of Strategic Programmes & Innovation (LWNT)
Andros Loizou	Head of Refurbishment Design and Delivery (LWNT)
Patrick Clark	TFL Engagement Manager
Kate May	Senior Public Health Strategist (Bi-Borough)
Stuart Priestly	Chief Community Safety Officer (RBKC)
Gaynor Driscoll	Head of Public Health (RBKC)
Monica Castelino	Leisure Services Manager (RBKC)
Bob Klaber	Director of Strategy, Research & Innovation (Imperial College London)
Linda Hadri	Head of Programme Management Office (MHCLG)
Anca Giurgiu	Sustainability Programs Manager (RBKC)
Ian Turner	RBKC/WCC/H&F – Tri-borough Head Asset Strategy (Schools & Children)

Guests

Bettisabel Lamelo	Senior Architectural & Urban Designer (ARUP)
-------------------	--

Apologies

Jez Dyer	One Public Estate
Mary Mullix	Director - North Kensington Health Recovery

Lancaster West Masterplan Project Board

Minutes and actions of 08 July 2021

Ullash Karia	RBKC, Head of Leisure
Sarah Mortell	Innovation and Digital Officer (LWNT)
Abbas Dadou	LWRA Chair
Darren Peters	London Fire Brigade
Natasha Bishop	RBKC Head of Early Help and Social Work
Preeti Gulati Tyagi	RBKC, Spatial Planning Policy Team Leader
Aimee Kelleher	Head Teacher, St Francis of Assisi
PC Tiago De Paula	Designing Out Crime Officer
Paul Bird	Continuing Police Improvement
Andrew Hatch	TFL
Iain Killingbeck	TFL
Kerine De-Freitas	RBKC - Property Services
Nordeen Fahmy	Head of Community Development, Engagement and Partnerships (LWNT)
Jeff Laidler	Notting Dale Heat Network Programme Manager
Megan Cheyney	MHCLG Grenfell Site & Programme
Kevin Ramsey	RKBC Grenfell Community Manager

1.0 REVIEW OF ACTIONS

- 1.1 James Caspell took us through the actions from the last three Project Boards and confirmed completion and progress.
- 1.2 James Caspell highlighted the addition of the Lancaster West Future Neighbourhood Vision to the WeareWII app/website <https://www.wearewii.org/en/page/76616>

2.0 YOU SAID, WE DID

- 2.1 James Caspell took the Project Board through the next standing item on the agenda – You Said, We Did – to ensure we remain accountable to what residents tell us with regard to this Future Neighbourhood Vision, and how the programme incorporates that feedback
- 2.2 James Caspell highlighted the new additions to the list came from the Inception Meeting with Arup held 23 July with the Project Board – Steering Group.
 - A need to focus engagement with LWE residents in the first instance
 - Develop a simpler and more digestible explanation of the phases and timeline of this process

3.0 PROGRESS TO DATE

- 3.1 James Caspell took the Project Board through the Progress to Date including:
 - Inception Meeting – held 23 July
 - Launch – 02 August - using social media and newsletter channels
To share details to subscribe to LWE e-newsletters
 - Recruitment of Engagement Assistants – launched 02 August
Recruitment closes 15 August
 - Engagement Strategy in development

Lancaster West Masterplan Project Board

Minutes and actions of 08 July 2021

Meetings with this Project Board will shift to bi-monthly as opposed to monthly to allow for participants to properly engage in the broader Engagement Strategy for the Lancaster West Future Neighbourhood Vision

4.0 ENGAGEMENT APPROACH

4.1 Bettisabel Lamelo (Betti), Project Manager from Arup, took the Project Board through the Engagement Approach for the Lancaster West Future Neighbourhood Vision.

4.2 The Engagement Approach will target three main groups:

- Lancaster West Estate Residents
- Key Stakeholders and Service Providers (statutory and voluntary services)
- Project Board – both Steering Group and Reference Group

4.3 Key principles of the Engagement Approach are:

- Flexibility
- Creativity
- Planning
- Focus

4.4 Betti took the Project Board through the five phases of the project and in particular highlighting key moments for engagement for the key stakeholders and members of the Project Board, namely:

- Interviews with key stakeholders
- Participation in Community Visioning Day (planned for September tbc)
- Participation in Co-Design Workshops for development of Opportunities List
- Participation in Co-Design Workshop for exemplar project (based on theme)

5.0 ANY OTHER BUSINESS

5.1 James Caspell answered questions and took down actions from the chat and members of the Project Board.

6.0 ACTION SUMMARY

ITEM REF	ACTION	OWNER	TARGET DATE
1	Reach out to Ian Turner about mapping process.	Chrissy	August, 2021
2	Share details for Lancaster West E-Newsletter, app and website	Chrissy	August, 2021
3	Schedule in meetings with key stakeholders to begin engagement process for Understand phase	Chrissy/ Betti	August, 2021

Lancaster West Masterplan Project Board
Minutes and actions of 08 July 2021

7.0 NEXT MEETING

14 October, 2021
14:00 – 15:00