

Community Board Meeting
17 June 7–9 pm, Google Meet

<p>Attendance:</p> <ul style="list-style-type: none"> 3 resident/community groups reps 3 Norbiton Ward Councillors 2 Joint Venture partnership reps (JV rep) 	
1.	<p>Housekeeping: Chair asked members to mute to assist with the virtual meeting and raise hand when they want to contribute</p>
2.	<p>Minutes and Actions</p> <ul style="list-style-type: none"> a. Minutes: Agreed to a minor change to point 2G in the minutes. Members clarified that papers are sent 5 calendar days at present, but it will be 5 working days when meeting schedule resumes to bi-monthly b. Actions: updates provided to members and recorded on the minutes for the meeting c. Matters arising: CREst have Gift Aid and informed the board that this was a simple process. DBS clarification can only be sought once the CB (role and purpose) has been finalised and agreed
3.	<p>Membership, recruitment and selection process: slides were provided to guide the discussion for the board members</p> <ul style="list-style-type: none"> a. Discussion on the number of resident members for the board took place and it was proposed to have 6 places for resident members as two more than the minimum of four would allow the board to have places for two young people. Vote: unanimous b. Discussion on eligibility took place, which included the importance that the recruitment process is open and the selection process is fair. Board agreed that the diversity of CRE across tenure, age, ethnicity should be reflected in the board. It was agreed that the criteria for membership should be reviewed at each phase of regeneration. It was agreed that there should be a minimum of 1 secure tenant, 1 homeowner, and possibly 1 temporary accommodation resident - depending on further discussion. c. Discussion on the merits of RBK and Countryside being a member of the board and the level of seniority were discussed. There were mixed views among the board. It was generally felt that the board would benefit from participation from RBK and Countryside at director level in order to answer questions but that they would be advisory non-voting members. RBK officers offered to leave the meeting to allow the board to discuss this privately but this was not required. It was noted that the turnover of staff had not been helpful. JV rep stated that the team were very dedicated to the programme and are here to support the board and the

	<p>residents to make the regeneration programme the best it can be for residents. The CB is a fresh start and the board will be supported. The board agreed to think about the role of RBK and Countryside and what would work well for the board (Action CB)</p> <p>d. A discussion about recruitment of resident members took place and the board agreed that the recruitment advert needed to include that the application was open to all residents, the time commitment needed, what the board is, what the role of resident member would include (especially an interest in the whole estate), the skills that are desired, the support provided to members to enable them to participate (e.g. accessibility), and an offer to call to enquire about what support or any questions someone might have. It was also noted that the leaflet should be more formal and detail who the current CB members are</p> <p>e. It was agreed that these comments would be drafted into a leaflet by RBK and shared electronically with the board for agreement. (Action RBK)</p> <p>f. In discussion about the selection process for other members, it was agreed that there should be a small panel of 3 people who will review applications and, if required, also hold a friendly discussion with applicants discussing the role and the applicants interest in the post. Any unsuccessful applicants will be notified by the board and suggest that they could join sub committee/s</p>
4.	<p>Role of the Clerk</p> <p>a. It was confirmed that there was a budget for the clerk and that the details of this would be sought by RBK (Action). There was a discussion about possible recruitment options but there was no agreement across the board and it was decided that this item would be revisited by the board again.</p> <p>b. The Board were asked to review the role profile presented and the board agreed that this reflected the required role for the clerk</p>
5.	<p>CB Constitution:</p> <p>a. An outline of the draft constitution was shared with the board in advance and has been provided to allow the board to have time to consider the constitution and be involved in its formation. The current draft has headings, some sub headings/areas for inclusion.</p> <p>b. The board agreed that this would need a full discussion as a main agenda item.</p> <p>c. Board is not statutory but was proposed during procurement and approved by RSG and Housing Committee</p>
5.	<p>Forward Plan:</p> <p>a. The members were given some time to review the slide noted as 'draft and confidential'. This outlined the proposed schedule of projects ahead and with which the board will be involved.</p> <p>b. Constitution needs to go on the agenda for the next meeting or soon after</p>

	<ul style="list-style-type: none"> c. It was agreed that the board's forward plan would be a combination of the regeneration programme and topics for discussion. The agenda will be discussed with the board and the Chair would work with RBK on finalising the agenda. d. It was confirmed that the detailed layout and use of the community centre is not required for the planning permission and is scheduled for engagement later in the year e. The LLP Board will be set up in August/September and it is expected that soon after that there will be an initial meeting with the Community Board and then arranged quarterly thereafter
6.	<p>AOB:</p> <ul style="list-style-type: none"> a. It was confirmed that the advert for the community board membership will be distributed alongside a letter to all residents from the regeneration team providing an update b. Location of the regeneration team: It was confirmed that it is not yet clear but that there will be an ongoing presence of the regeneration team if residents and other groups need to reach them
7.	<p>Next Meeting: Wednesday 1 July @ 7pm</p>