

**Community Board Meeting**  
**29 July 2020, 7–8.30 pm, Google Meet**

	<p><b>Attendance:</b></p> <ul style="list-style-type: none"> <li>3 resident/community groups reps</li> <li>2 Norbiton Ward Councillors</li> <li>3 Joint Venture partnership reps (JV rep)</li> </ul>
1.	Apologies from JV rep and Ward Councillor
2.	<p><b>Minutes and Actions.</b></p> <ul style="list-style-type: none"> <li>a. Amendment to previous minutes: item 2j: it was noted that the Tuesday club had a lot of <i>attendees</i>. Minutes changed.</li> <li>b. Minutes agreed</li> <li>c. Comments on Action 1: Posters to promote the upcoming consultation: it was confirmed that posters will not be displayed as every household is receiving the consultation guide.</li> <li>d. Action 2: Face-to-face engagement — covered under AOB</li> <li>e. Action 3: Comparison in community hall size — there were questions about the comparative size of the new facility, interim plans for current groups when Piper Hall closes, storage in the new facility, and communication with residents about the community centre. It was confirmed that the regen team will work with current hall managers on the current and interim community facilities. Countryside has confirmed that the new community centre is twice the size of the existing facilities, including the floor area provided in Piper Hall/Madingley Hub/Childerley office. The executive board is looking at the community centre offer and stakeholder engagement will take place in the winter including with the community board.</li> <li>f. Action 4: Send CB constitution with changes discussed at meetings — this will be actioned when officer returns from leave [outstanding action]</li> <li>g. Action 5: Community Chest Programme on Forward Plan — it was confirmed that this is on the Forward Plan for the community board and residents will also be involved in developing the social value strategy. A member referenced Section 106 funding availability and whether this can be used for resident benefit e.g. boxing club.</li> </ul>
3.	<p><b>Recruitment Update: Community Board</b></p> <ul style="list-style-type: none"> <li>a. It was confirmed that 3 resident applications for membership of the community board have been received and acknowledged; members were encouraged that 3 residents had applied. A member enquired about the details of these applicants. The board agreed that it was best to wait and that these will be shared with the selection panel when the application period ends. Following this discussion, it was agreed that a reminder text</li> </ul>

	<p>message will be sent to residents and recruitment meetings will take place in September. [Action: RBK]</p> <ul style="list-style-type: none"> <li>b. A member enquired about the recruitment of a clerk for the community board. It was reiterated that the role profile for this role will come back to the board for consideration in the autumn.</li> <li>c. It was also confirmed that once all the appointments have been made the JV and community board will meet and discuss the role of the boards and build collaborative working relationships.</li> </ul>
4.	<p><b>Resident Questions</b></p> <p>It was noted that the list of questions circulated earlier on 29.7.20 includes some items which had already been responded to but It was agreed that a written response to the questions would be provided. [Action RBK]</p>
5.	<p><b>Local Lettings Plan:</b> The community board was sent the confidential EqIA ahead of the meeting for review. A slide presentation was given to the CB by a regen team officer that gave background to the development of the Local Lettings Plan, involvement of the community board, and some details about monitoring the rehousing programme. The presentation was circulated to all community board members after the meeting.</p> <ul style="list-style-type: none"> <li>a. Before the Local Lettings Plan is considered at committee in the autumn (2020) the community board was asked to: <ul style="list-style-type: none"> <li>i. Review the EqIA and advise if anything has been missed, any further actions to take, and how else we can make the service accessible to residents</li> <li>ii. Consider how we best communicate with residents, including providing recommendations to make the forms and templates clear and easy to read for residents</li> <li>iii. Be involved in the appointment of an independent panel member for the appeals process for the decant policies</li> <li>iv. Consider what info should be presented to the community board in the future noting that the executive and community board will be provided quarterly reports and performance analysis.</li> </ul> </li> </ul> <p>Discussion points on EqIA:</p> <ul style="list-style-type: none"> <li>b. A member asked about the involvement of community groups and it was confirmed that the Lettings Plan will reference working with relevant voluntary and community sector organisations to support residents</li> <li>c. A member recommended the easy read and pictorial illustrations produced by AfC in a recent document. It was confirmed that the regen team is in discussions with AfC and the Learning Disability Peer Review Group</li> <li>d. There was a discussion about disabilities and self-reporting. It was confirmed that the regeneration team will work with residents on an individual basis and assess their needs on a case-by-case basis, working with other services as needed</li> </ul>

	<ul style="list-style-type: none"> <li>e. It was noted that moving home is stressful, and exacerbated for some by Covid-19</li> <li>f. The community board was asked if the title 'Local Lettings Policy' is an accessible name given the Policy will describe what happens during the rehousing process. It was suggested by a member that it could be called the 'CRE Rehousing Plan'. It was confirmed that this plan will be produced in a similar style to the Landlord Offer.</li> <li>g. Members were requested to read the EqIA fully if they had not already done so and forward any queries directly to the officer by 11 August 2020 so that the officer can respond to them in readiness for attendance at the next CB meeting on 12 August 2020. [Action: CB members]</li> </ul>
6.	<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>a. The forthcoming pre-planning consultation guide for the CRE was shared on the screen for members showing that it contained specific details on the buildings design and function as well as the community centre and green spaces.</li> <li>b. It was confirmed that it will be sent out to all CRE homes and the wider neighbourhood (within the consultation zone) by the end of next week. The guide will be broadsheet style — A2-size once unfolded. The board were reminded that, usually, a public exhibition would be held but this was not possible with Covid-resitricions in place but that the team would be available for questions and will be contacting some residents directly to offer support (e.g. translation).</li> <li>c. Residents will be able to provide feedback via the hard copy and returning it through the door at 2 Tadlow as well as online, via email and the freephone number. The consultation will close on 3 September.</li> <li>d. It was confirmed that the names (Madingley and Piper) provided in the guide to indicate green spaces were location points only and not new names.</li> <li>e. It was noted that sending the guide in advance would have been helpful. It was confirmed that on this occasion a draft copy was unavailable until just prior to the meeting beginning. In future, the intention is to share documents before the meeting when possible.</li> </ul>
7.	<p><b>Next Meetings:</b> Wednesday 12 August.</p>