

**Minutes of a meeting of the Kingsbridge Resident Steering  
Group held on 10<sup>th</sup> April 2019  
at the Dockland Sailing Centre at 7pm**

**Residents Present:**

|                 |                  |
|-----------------|------------------|
| Deidre Benjamin | Colin Hammond    |
| Pam Cole        | Eliza Janiec     |
| Shantha Gowda   | David Leadbetter |
| Natalie Jajek   | Sima Rahman      |

**Others Present:**

Leigh Pattison – One Housing  
Onome Ogholo – One Housing  
Mike Tyrrell – Resident Advocate

**1 Welcome & Opening the meeting**

1.1 MT introduced himself and all those present introduced themselves.

1.2 It was agreed that the agenda pack will be circulate by email as well as hand delivered for each meeting. This will be done by OH and MT working together for now, as this will be the role if the Independent Resident Adviser once they are appointed. All present agreed to group email being acceptable for this.

**OH**

**2 Apologies**

2.1 Apologies were received from:

- Cherie Antoinne
- Danny Waites

**3 Minutes of the Kingsbridge Estate TRA Meeting held on 5<sup>th</sup> March 2019**

3.1 As these minutes were the minutes of a meeting of the Kingsbridge TRA, the content of the minutes were noted.

**4 Attendance Log**

4.1 MT explained that the attendance log would be considered at every meeting to check on non attendees so that their membership can be reviewed.

**5 Terms of Reference**

5.1 MT had circulated the draft terms of reference in advance of the meeting. These may be reviewed by the Independent Residents Advisor when they are appointed. The RSG agreed the terms of reference with the following amendments:

- 5.1.1 To amend point 20 that the meeting will be chaired by a resident, with a resident vice chair and a further vice chair would be the Residents Advocate.
- 5.1.2 To amend point 29 so that the newsletter will be produced at least quarterly.
- 5.2 MT agreed to circulate the revised Terms of Reference to the RSG and that a copy will go on the 4EF website. **MT**
- 5.3 To address the concerns over the relationship between the RSG and OH in any concerns it was agreed to request that the Independent Residents Adviser consider this as part of their review of the Terms of Reference. **MT**
- 6 Code of Conduct**
- 6.1 All those present signed the Code of Conduct.
- 6.2 OH to send a copy of the Code of Conduct to those RSG Members not present and ask them to be returned before the next meeting. **OH**
- 7 Election of Chair**
- 7.1 Danny Waites was nominated to be Chair of the Group. No other nominations were made. The meeting unanimously elected DW as Chair.
- 7.2 David Leadbetter was nominated to be Vice Chair of the Group. No other nominations were made. The meeting unanimously elected DL as Vice Chair.
- 7.3 It was agreed to ask that the Independent Residents Adviser arrange for training for RSG Members to be trained in Chairing meetings so that the Chairing could be alternated quarterly. **MT**
- 8 Membership of the Resident Steering Group**
- 8.1 MT advised that at the meeting to elect the Membership of the RSG it was agreed to only nominate those that were present and that the others who had expressed an interest were to be considered when they are present.
- 8.2 As EJ was now present and had provided the biography details required it was agreed that she should be added to the membership.
- 8.3 It was further agreed that OH should write to the remaining interested parties to ask whether they were still interested and if **OH**

they were they should attend the next meeting for consideration as Members.

## **9 Independent Tenant & Residents Advisor Brief**

9.1 LP introduced the brief that was circulated. After some discussion the brief was amended so that the timings were more realistic and then it was then agreed for it to be circulated to:

- Communities First
- PPCR Associates
- TPAS
- Open Communities
- Newmill

9.2 If residents wanted any other companies added to the list to receive tenders they should advise either LP, OO or MT of the names by Wednesday 18<sup>th</sup> April 2019.

9.3 The brief will be sent out on Thursday 18<sup>th</sup> April 2019 and the return date will be Thursday 9<sup>th</sup> May 2019.

9.4 There was a discussion on what would happen if the Independent Residents Advisers were not performing. MT advised that there was a 6 month review date. Some felt this was too long. LP advised that if there was an issue the Independent Resident Advisers would not want their reputation tarnished and that any concerns will be raised with them and if they were not performing after an initial review it would not be much off 6 months before making a decision not to extend the contract. LP advised that if something major went wrong then of course the issue would be tackled swiftly.

9.5 It was agreed to circulate the draft questions asked so far by other neighbouring RSGs for consideration at the next meeting.

**MT**

## **10 Update on the “Starting the Conversation” Questionnaire**

10.1 This was postponed to the next meeting

## **11 Any Other Business with One Housing Group Present**

11.1 Concern was raised about the effect on the process should the TRA fold, as the meeting last week was poorly attended and with the AGM coming up there was a danger that without further volunteers the TRA would not be able to continue to exist.

11.2 MT advised that the RSG was separate to the TRA and it should have no effect on the RSG. Ideally like when the RSG was being set up the TRA meetings could be a useful vehicle for public meetings to update all residents and to elect the RSG biennially.

Without a TRA then the Independent Resident Adviser could organise such meetings.

- 12.1 LP advised that OHG cannot force residents to have a TRA but do encourage estates to set up TRAs as they act as good focus point for dealing with resident concerns as well as organising community events to bring residents together.

## **12 Any Other Business without One Housing Group Present**

- 12.1 None

## **13 Date of the Next Meeting**

- 13.1 The date of next meeting of the Resident Steering Group was changed and it will now be held in the small meeting room at the Docklands Sailing Centre at 7pm on Tuesday 14th May 2019.

- 13.2 At the next meeting the agenda will include:
- Starting the Conversation Questionnaire
  - Residents Charter Questions
  - Questions for the Independent Residents Adviser Interviews
  - Agree the 3 Panel Members for the Appointment of the Independent Resident Adviser

- 13.3 It was requested that LP arrange for an explanation of the outcome of the Stock Condition Survey for each of the blocks for one of the upcoming meetings. LP explained that this has already been requested by one of the other RSGs and that she would arrange similar.

**OH**

## **14 Meeting Close**

- 14.1 There was no further business and the meeting closed at 9.10pm.