

**Grange Farm Steering Group (SG) Committee**

 **Neighbourhood Agreement and Elections**

 **One Enterprise Ltd (Independent Tenant Advisor) 19.00 Wednesday 17th August 2016**

**Present**: Ken Woods (Chair), Bill Beardon, Rekha Mehta, Varsha Patel, Shaz Mohammed, Shamim Manji, Sharon Reid, Daud Amin, Amita Jagi-Kempster and Kandiah Thayaparan.

Zainab Malik and Raj Kumar (One Enterprise Ltd) & Paul Mullins, Christine Scott and Beljit Dhaliwal (Council)

**Apologies**: Rupen Gantra, Aaron Burton, V. Ranjan Narayanasamy, Dorothy Powell, Fiona Allen, Hanife Dragusha, Alia Noormohamad, Paddy Lyne and Joanne Greenwood

**Declarations**: No new declarations.

1. **Notes of the previous** meeting held on 10th August 2016 were agreed.

2. **Matters arising** - The young caretaker employed at GF was an apprentice and has now gone onto university. 3. **Steering Group Election Process and Recruitment** - Christine Scott handed out timetable and summary of the procedure for electing SG members, which is also spelled out in the Charter. - The SG cannot have more than 18 members. Also every year, one third of the SG must stand down and their places will be up for election. Within 3 years, all members must have stood down at least once. However, those members standing down can stand for re-election straight away. - It is highly unlikely for a current active member of the SG to not be re-elected. - Christine suggested that members are randomly picked to stand for election or else self nominate. - Secure tenants, resident leaseholders, and Genesis tenants (soon to become Harrow Council tenants) are all eligible to vote, including “decants” who moved away temporarily as part of the regeneration programme. Temporary accommodation residents are not eligible to vote. - If a SG member moves away from the estate permanently, they are automatically required to stand for election regardless of when last elected. - Votes will be counted by the Resident Involvement team and will be witnessed by One Enterprise Ltd as well as HFTRA. Thereafter, the SG will elect the 3 posts of chair, vice chair and secretary at the AGM planned for October. - Ken suggested the SG hold a separate meeting to discuss and determine which members are no longer active members and agree which members need to stand down. - Christine will prepare a letter to go out to all eligible residents requesting nominations, which will also request a few notes on why they wish to stand. Nominations to be returned by 7th September.

4. **Draft Neighbourhood Agreement (NA)** - It was confirmed the catchment for the NA will the physical boundary of the GF estate. - Beljit was keen to hear the SG’s expectations of service standards for the for 7 priority areas (ASB, Rubbish/Refuse/Bin Areas, Community & Social Engagement, Employment, Parking issues, Grounds Maintenance and Communal Cleaning). However, it was difficult for SG to give a definitive answer without knowing the existing standards. - It was confirmed the NA will cover all tenures and include the Genesis residents. - It was agreed that the NA would require the involvement of partner agencies. For example the Police, Environment Health, the Church group [the latter owns the community centre and Beljit will speak to them about the broken fence that requires replacing] and other council departments beyond the Housing team. - Beljit will circulate the existing service standards and response time already in place, so that the SG can discuss realistic alternative service standards. Raj also agreed to circulate some service standards from other social landlords.- Ken suggested the NA also includes a clear list of the key contacts for each service area with the respective contact details.- Christine to circulate details of the “housing portal” web link: www.harrow.gov.uk/housing- Some other suggestions for inclusion in the NA: a) Three “engagement activities” per annum to bring the whole community together; b) Introduce a “signing in and date” rota sheet in each blockfor Communal Cleaning and Grounds Maintenance;c) Set specific targets for getting residents into employment, training or education, including for young people; d) Maximising the use of the Community Centre for the benefit of local residents, which would include holding regular Housing Surgeries. [Ken reported the recent notice for the Surgery stated “Repairs, Rehousing and Rent & Arrears” could not be discussed. This was likely to discourage attendance]. e) Encouraging well-being and healthy living activities.

5. **Dates of Meetings** - Wednesday 14th September 19.00 Confidence Building - Wednesday 21st September 19.00 Selection Criteria Developer and ESCO/ CHP - Wednesday 28th September 19.00 Small Recruitment Panel - Wednesday 5th October 19.00 Planning for Elections - Wednesday 19th October 19.00 Neighbourhood Agreement update - November Dates to be agreed for Developer or ESCO Interviews - Wednesday 7th December 19.00 End of Year Meeting - Wednesday 11th January 19.00 Funders / Sponsors Evening

6. **Any Other Business** - Elizabeth Moody(Housing Officer) should be joined at the **Housing Surgeries** by a member of the regeneration team to answer questions about rehousing options.-The SG continues to be concerned about the **quality of the homes** residents are being decanted into and the **delays in making Disturbance Payments**. Kandiah has been experiencing such issues for at least 3 months, Bill for much longer and other SG members had also reported such matters in the past. - The SG offered a **special thanks to Paul** who is leaving the council for all his hard work in progressing the regeneration proposals and wished him the best in all his new endeavours. Paul was asked to keep in touch and share his “Operation Raleigh” stories and photos on the GF website to motivate and inspire young people in Harrow.