

## NOTES OF CANNING TOWN RESIDENTS' STEERING GROUP MEETING

Thursday, 15 October 2020 @ 6pm via Zoom

### Present:

#### Steering Group members:

Ilona B (IB)  
Sade R (SR)  
Helen A (HA)  
Sheila S (SA)  
Farhat F (FJ)  
Martin J (MJ)  
Phil W (PW)  
Boglarka F (BF)  
Judith J

#### LBN:

Maeve Dowling (MD) Senior Regeneration Manager  
Algina Kamara (AK) Engagement Manager  
Faraz Kayani (FK) Estate Management Lead  
Yemi Adigun (YA) Resident Involvement Manager  
Jan Rowley (JR) Landlord Offer and Ballot Strategy Lead  
Ayo Amereya (AA) Project Officer

#### Apologies for absence:

Santokh Kaulder (SK)

### NewmanFrancis:

Howard Mendick (HM) - Chair  
Owen Martin (OM) - Notes

Agenda Number	Agenda Items	Item Lead	Notes	Actions
1.	Welcome and introductions	AB	HM welcomed everyone to the Steering Group meeting and brief introductions were made.	
3.	Purpose of Steering Group:	AK	AK provided the Canning Town Residents' Steering Group (CTRSG) with an overview of the Terms of Reference and Code of Conduct documents which details the overall purpose of the Steering Group.	

	a) Terms of Reference b) Code of Conduct		<p>The Terms of Reference details further details regarding the following topics:</p> <ul style="list-style-type: none"> <li>- Purpose of the CTRSG</li> <li>- Membership</li> <li>- Meeting Arrangements</li> <li>- Discussion</li> <li>- Reporting</li> <li>- Sub-Groups</li> <li>- Reward and Recognition</li> <li>- Review</li> </ul> <p>The Code of Conduct provides a list of responsibilities the CTRSG members must commit to.</p>	
4.	Roles and Responsibilities: a) Resident Co-Chair b) Resident Co-Vice Chair	AK	<p>AK shared descriptions of the roles and responsibilities for the CTRSG and asked the group if any members are interested in becoming the Resident Co-Chair or Resident Co-Vice Chair. If residents are interested, contact NewmanFrancis.</p> <p>Example of the responsibilities of the Co-Chair and Co-Vice Chair would be attending pre-meetings with NewmanFrancis to discuss the agenda for the upcoming CTRSG meetings. Training will be provided to those who are interested.</p>	Training to be delivered by NewmanFrancis.
5.	Panels: a) Editorial b) Procurement	AA/M D/AK	<p>a) Editorial Panel</p> <p>AK explained the Council are looking for interested residents of the Canning Town area for the Editorial panel. AK expressed that work will be done to produce a Canning Town Regeneration Magazine, which will be fun and full of local resident's content. The panel will have a view of the submitted content</p>	Members interested in joining the panel can let us know by contacting AK or SK.

			<p>and provide feedback to ensure the topics are interesting and represents the local community's views.</p> <p>b) Procurement Panel</p> <p>AA thanked members who have expressed interest in joining the purposed panels and it was noted there is still time for reps to express their interest by getting in contact with AK or SK.</p> <p>AA outlined the procurement process that will soon be underway:</p> <ul style="list-style-type: none"> <li>- NewmanFrancis to provide training for reps (One 1-hour session)</li> <li>- Council and Panel to write a brief together, writing the specific needs required for the role</li> <li>- Council will then carry out internal processes to receive tenders</li> <li>- Panel to be invited to evaluate the tenders and to hold interviews with the Council</li> <li>- Decision will then be made by reps and Council</li> </ul>	
6.	<p>Consent forms</p> <p>a) Email confirmation</p> <p>b) Signed copy</p>	AK	<p>AK presented a consent form for Newham Council to use images and film footage of individual for informational and/or publicity purposes.</p>	Members to send written confirmation giving consent
7.	Update from NewmanFrancis	HM	<p>HM provided the group with an update from NewmanFrancis (NF), stating socially distanced door knocking exercise will be underway where staff will be carrying out a short introductory survey over the next few months.</p> <p>In addition, HM noted that NF will be producing a newsletter to be delivered to residents in November.</p> <p>Procurement and Resident Regeneration Journey training is being planned and dates will be circulated with CTRSG member when agreed.</p>	
	Next Steps	MD	<p>MD explained to the group that the Council is working to develop a number of strategies which includes variability and development finance to ensure everyone is aligned to be able to move onto the next stage.</p>	

			<p>MD also explained that once the design team has been procured work will start to accelerate. To procure the design team, the Council will have to go to Cabinet for a total agreement. CTRSG members and Council staff will then develop a brief and procure the team.</p> <p>MD encouraged the group to be in contact with FK to discuss any issues in the neighbourhood.</p>	
10.	Any Other Business	All	<p>Questions were asked in regard to school funding within the Canning Town catchment area. MD is looking into this and will be able to provide an answer in a future meeting.</p> <p>MD gave a brief description of the Landlord Offer detailing that people in the Canning Town area has the right to vote on the regeneration. There are two parts to the Landlord Offer, the design element which will be co-designed with residents and the housing offer, which the Council will develop.</p> <p>It was agreed by the group to invite Jan Rowley to a future meeting to allow CTRSG members to ask more questions regarding the Landlord Offer.</p> <p>CTRSG members asked if members of CHSG would be able to attend the next meeting to share their experience of the regeneration process they have been through so far.</p>	MD will revisit this topic in a future meeting.
11.	Date of next meeting	All	<b>Thursday 19 November 2020, starting at 6pm over Zoom</b>	