

The Southwick Estate – Resident Working Group

ACTIONS FROM THE MEETING

Subject: Resident Working Group, Meeting 1

Venue: MS Teams

Date: 8th September 2021

Present:

Jake Lock (JL) – Adur Council, Meeting Chair
Katy Bennett (KB) – Southwick Estate Resident
Liaison Team
Robert White (RW) – Quod
Cllr Carol O’Neale (CO)
Cllr Jim Funnell (JF)

Leanne Crump (LC) – Tenant
Emma Colfer (EC) – Leaseholder
Dave Donaldson (DD) – Leaseholder

Apologies:

Emma Hancox (EH) – Resident

Item	Comments	Action Assigned To
1	WELCOME	
1.1	JL welcomed the group.	
2	INTRODUCTIONS	
2.1	JL conducted introductions.	
2	PURPOSE OF GROUP AND DISCUSSION OF TERMS OF REFERENCE	
2.1	Purpose of group	
2.1.2	KB explained the purpose of the group as the ‘engine room’ of the consultation, reviewing documents and advising on objectives, scoring, design and next steps for the Southwick Estate on behalf of their community.	
2.2	Terms of Reference	
2.2.1	KB discussed the draft Terms of Reference with the group, and asked if the Terms seemed acceptable.	
2.2.2	All agreed the Terms seemed acceptable; JL suggested that the group consider before the next meeting and amend/agree as a group at the start of meeting two.	
2.2.3	CO asked about the balance between leaseholders and tenants across the estate – JL said it is 70/30 split of residents to leaseholders.	
3	UPDATE FROM PROJECT TEAM ON EVENT 1	
3.1	Update	
3.1.1	KB talked through a presentation outlining the first consultation events at the end of July, and discussed how the team felt there was a good level of engagement. KB also highlighted the key issues and themes which came up through resident feedback.	

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3.1.2	EC said she found the events useful and was glad to be listened to. JL said the feedback from events will be communicated to all residents and that there would be a report summarising all of the feedback received available online shortly.	
4	DISCUSSION OF COUNCIL COMMITMENTS	
4.1	Draft Commitments	
4.1.1	JL discussed the draft Council Commitments to residents, and explained how they are designed to provide security and comfort to residents for a range of available scenarios.	
4.2	Discussion	
4.2.2	<p>CO asked how new homes on the estate could be delivered when there are no spare temporary homes across the Estate or in Adur District.</p> <p>JL said if an option which required residents to move into temporary housing while work took place (known as decanting) was chosen, it could be implemented in phases. In addition, Adur Homes is building its own housing stock, e.g. the development at Albion Street will have 49 homes, and a further three sites have been named.</p> <p>CO said she was not sure if they would be available.</p> <p>JL said if an option requiring decanting was progressing through the consultation, this detail would be worked through and discussed with residents as part of the process.</p>	
4.2.3	<p>DD asked what the time limit was for the process and for any works to take place.</p> <p>JL said there was no current time limit, but the options review process would go into next year.</p>	
4.2.4	<p>EC asked whether leaseholders would be asked what they wanted to do – e.g. whether they want to sell up, which could in turn give more homes for tenants.</p> <p>JL said yes, all of the options would be discussed with leaseholders – and for temporary housing, there may also be the option of private rentals to be made available by the council and local housing association partners.</p>	
4.2.5	KB to share Council Commitments with group for review between meetings so members can provide feedback.	KB
5	INDEPENDENT RESIDENT ADVISOR UPDATE AND DISCUSSION	
5.1	Independent Resident Advisor update	
5.1.1	JL explained the role of the proposed independent resident advisor – namely that they would be there as an advocate for the residents and act as a sounding board and guide throughout the consultation process. JL explained that that they would like the input of residents in choosing the advisor.	
5.2	Discussion	
5.2.2	<p>DD said he would like to see a list of candidates and CVs.</p> <p>RW to provide an information pack on the available companies ahead of the next meeting.</p>	RW

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5.2.3	CO said it is an excellent idea but that it should be resident-led and not involve politicians in the decision-making process.	
6	INTRODUCTION TO OBJECTIVES AND SCORING	
6.1	Objectives	
6.1.1	JL said a set of objectives need to be agreed including items such as viability and sustainability, and asked the group what the best method would be for agreeing these. The possibility of a group workshop was discussed.	
6.1.2	JF mentioned the Shoreham Harbour project hosted workshops, with different tables of residents and stakeholders. JL to discuss Shoreham Harbour objectives session with the council's Planning officers.	JL
7	ANY OTHER BUSINESS AND FUTURE TOPICS	
7.1	Any other business	
7.1.1	EC asked if maintenance bills would go up with the refurbishment option, and whether leaseholders and tenants would have the same levels of refurbishment. JL said any internal changes to tenant properties e.g. new bathrooms, would not be paid for by leaseholders.	
7.1.2	EC asked if there would be a ceiling cost for external maintenance works and associated charges. JL said it would be worked out as part of the process – JL was unsure if there was a current cap and will speak to the leaseholder team.	JL
7.1.3	DD asked for contact details for everyone to be shared, if the group is agreed, to make sure members can liaise between meetings if they wish.	ALL
7.2	Future topics	
7.1	JL wanted to get the group's views on the boards for the next consultation and proposed that the next meeting focuses on this with boards issued in advance. KB to issue boards to the group prior to the next meeting	KB
8	DATE OF NEXT MEETING	
8.1	JL said the next possible meeting date is 22 nd September (2 weeks' time). Meeting place TBC. KB said that Wednesdays at 6pm will be the ongoing meeting slot, if everyone is agreed.	