

**CB1 Stakeholder Group  
Steering Group  
Tuesday 16<sup>th</sup> October 2018  
Brookgate**

**ATTENDEES**

<b>NAME</b>	<b>ORGANISATION</b>
Luke Ford	Encore
Sherai	Huxley House
Jules Lock	Host
Kelly Sibley	Host
John Bryce	Railyard
Maureen Tsentides	Cambridge City Council
Lee McGregor	Bidwells
Kathryn Beck	BPHA
Lee De Wit	Great Northern Road Resident
Helen Christy	St Pauls
Sam Kenward	Community Engagement & Projects Coordinator
Paul Bragman	Independent Facilitator

**Apologies**

Dan Fordham	Bidwells
Mary Akinhanmi	Aldwyck
Simon Wallis	Brookgate
Ian Sandison	BID

**1. Introductions**

**2. Matters Arising**

- Insurance for the community room
  - Insurance now in place
  - Now sorting finer details
  - **Action - timeline for SLA to be confirmed with Paul (Dan/bpha)**
- Encore sharing CCTV footage – Encore still to look at how this can be shared with GDPR – Luke to liaise with Directors and confirm
- The Council has an Information Sharing Agreement that they use with other partners around the Crime and Disorder Act – could be looked at for CB1
- **Action – Mo to work on it with Luke and Lee – and feedback on progress by next meeting**
- Partners to liaise internally to get strategic support for this Agreement
- Student Inductions
  - Sam went along - one student has come forward as interested in getting involved and another wants contact details
  - Sam informed the students at the induction session that they are joining the community
  - Want to get students and residents together – speaking at induction when they have just arrived is a good start

- **Action - Sam to draft an outline of what he does and how students can get involved for student bodies to share**
- Newsletter late to go in welcome pack for students but they gave out at check in and have left in reception and on noticeboard
- Parking Bays
  - Gravel car parking going at Brookgate
  - Bidwells going through leases to see if there are spaces for a couple of parking bays along Mill Park for 30 minute parking bay – will try and feedback by Residents meet on 6<sup>th</sup> November

### 3. Updates since last meeting

#### a) ASB

- Met 28<sup>th</sup> September
- Agreed definition of ASB
- Need to better understand the reports coming in from the community
- Drafted a template form and reporting ASB form to see if that can be incorporated into the website and referred to the relevant partner
- Feeds into data sharing agreement – needs to cover website info as well, data, images etc
- Partners sharing what is received
- **Action - Mo will be going back to noise team to see what is being reported from CB1**
- Agreed to meet quarterly – meet again after January – Mo & Luke leading in coordinating the actions
- Opportunity to work with resident reps in attending the meetings – will need a Terms of Reference, agreements to discuss issues, residents/students to be able to attend from January 2019 (the next meeting)
- Hyline Sep report – 34 ASB incidents – a lot of rough sleepers, 22 in Aug from 32 in July
- Great Northern Rd – issues – been a couple of mugging issues, car thefts, drug dealing
- Police committed to have a PCSO presence
- PCSO drop in community room – Police up for it – need them to go ahead and do it
- Partners need to be aware of channels of reporting
- Rough Sleepers – need to be referred on to Streetlife for assessment & support
- Mo is link to Citywide ASB agenda
- **Action - Paul & Sam to look at a noise audit – noise monitoring to objectively monitor**

#### b) Student Mangers

- Railyard – students settled in, few ASB, quite a quiet intake, no external reports from residents – had a report of a glass bottle being thrown out of the window. Couple of times had to come to the site in the middle of the night
- Host – got through freshers – students settled in – classes started 3 weeks ago – had a couple of reports – discrepancy between patrols and residents' reports. Asked not to be in the lowered grass area after 6pm and in the Park after 9pm – not had many complaints.

- c) BID (sent prior to the meeting and summarised at the meeting)
- Close to agreeing Christmas tree in the Station area with power coming from the Clock lamppost - this will be installed during early November and be switched on either on Nov 18th when the whole city switches on or may have a separate small event near the station the week after
  - Close to agreeing Xmas lights on the main lampposts on Hills Rd and Station Rd and these will be installed and switched on same time as tree lights
  - Not all columns will have a light because the Fitzwilliam Museum have banners on some this year, this will not happen next year when all will have lights
  - Launched the Cambridge BID gift card, redeemable in over 170 BID businesses, it is being bought by a range of visitors
  - Close to agreeing the install of a Footfall counter on the back on One The Sq facing the Tamburlaine to count footfall away from and towards the city on station road and into and out of the square where they showed Wimbledon last year
  - Simon has joined the BID board
- d) Great Northern Rd (update from Lee combined with the agenda item on GNR)
- Hill has replied after 50 residents signed a letter
  - Hill applying for amendments
  - Hill are now engaging
  - Lorries deliveries – feeling not much has been done – want to request out of hours deliveries stop by December – after 8pm and before 8am – would like a concrete response as it is also in the Planning Conditions
  - **Action – Simon working on this**
  - Have evidence of lorries turning up
  - **Action - need to look at planning consent**
  - **Action – Mo to look at if a Planning Enforcement issue**
  - **Action - Dan & Lee to chase Lease agreement & Covenant – between Sainsburys & Aviva – building managed by JLL – JLL are looking at it**
  - Lee (Bidwells) - JLL have control over deliveries – covenant between
  - Traffic on Great Northern Road – don't know about the planning application that is being put in – want to be involved in the planning application
  - **Action - Brookgate to respond to how residents can be involved in the development of the plans – and understand the process of the plan submission**
  - Children's play space – reported that there is need for it as there are a number of families with young children in the area
  - **Action – Sam to work with GNR Residents Association to scope the need for this and look into feasibility/examples from other areas**
- e) Bidwells
- No issues generally
  - Park – a grub that is attracting birds – why parts are barriered off

f) Community engagement role

- Keeping in touch with different partners
- Meeting residents – few meets and attended Great Northern Rd and Huxley House Resident Association meetings
- Contacted Student Union ARU – to see if can get involved as they are good at engaging with students – no response as yet – **Sam to follow up**
- Door knocking planned in Gilbert House this Thursday with residents
- Enthusiasm from some students to get involved
- Mill Park event – in the community room, quite well attended - people from different blocks attended – want to have more of a community spirit
- Post it exercise on views of the community in CB1
- Looking at ways to simplify the website and improve access and features
- Social media – few enquiries and critical tweets – been responding

4. Coms & Tweeting

- Lot of enquiries that need partners to respond
- Agreed that Sam to respond and hook the partner in once it is agreed to share their email address
- **Action - Sam to draft a procedure for comments and agreement (within next two weeks)**

5. Next Residents Meet

- Decided at last meet to prioritise getting to know each other in the community and driving community spirit through interactions with each other
- Issues that arose included traffic and reaching out to residents who have not yet engaged (door knocking exercise is part of this)
- Next meet to be held on 6<sup>th</sup> November

6. Next Steps

7. **The next meeting will take place on Tuesday 8<sup>th</sup> January between 10.30am-12 noon at Brookgate Offices**