

**CB1 Stakeholder Group
Steering Group
Tuesday 4th September 2018
Brookgate**

ATTENDEES

NAME	ORGANISATION
Mary Akinhanmi	Aldwyck
Lizzy	Huxley House
Jules Lock	Host
Kelly Sibley	Host
John Bryce	Railyard
Dan Fordham	Bidwells
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

Maureen Tsentides	Cambridge City Council
Luke Ford	Encore
Simon Wallis	Brookgate
Ian Sandison	BID

1. Introductions

2. Matters Arising

- Insurance for the community room
 - CB1 have an overriding responsibility
 - BPHA manage the room
 - BPHA – will incorporate in their insurance from April
 - Bidwells – also looking at bridging this until April
 - Bidwells – keyholding and opening up – CB1 office
 - Dan – to chase insurance this week
- Encore sharing CCTV footage – Encore still to look at how this can be shared
- ASB-
 - What happens when ASB reports and made on the website
 - How are organisations sharing the reporting on ASB – ASB forum
- There is a need to confirm the date of the next ASB Focus Group and let people know –
- **Action Mo to confirm the date of next meeting, ensure Kathryn from BPHA is invited and include the residents who attended the CB1 Steering Group.**

- As part of the discussions;
 - Establish an overview from all partners of the level of ASB reporting over a given time period so the group can establish an overview of ASB for the whole of CB1. This could be achieved by asking each partner (City Council, Hyline, Host, Railyard, Aldwych, BPHA) to update on their stats on ASB.
 - Re look at the ASB page of the website - residents are feeding back that while this is a great start in providing information its still not clear where and how to report ASB issues.
 - Explore if it's possible to have one reporting form that residents could fill in and on the basis of their ASB issue the form would be then automatically be forwarded to the relevant partner to address - need to check if this is possible technically and also practical
 - South Area Committee Meeting – 10th September
 - PCSO drop in community room – Police up for it – need them to go ahead and do it – **Action Kathryn to follow up and feedback to the group.**

3. Updates since last meeting

a) Bidwell

- Mill Park virtually completed
 - Well received – residents seem pleased
 - No difference with ASB – maybe due to opening at tail end of the summer
 - Police presence on site over initial opening period
- Lighting Bollards
 - In place and all working
- Planning going forward for Devonshire Place
 - Proposal to have traffic in Great Northern Road and out onto Station Road.
 - On planning portal – should get feedback in 6 weeks

b) Summer schools

- Last students left 2 weeks ago
- Railyard – aware of 3 ASB issues from security company – was low level noise issues – students congregating in groups
- Host – last students left last week – few issues – days received complaints from 5 residents just before the residents meeting in late July – was also our busiest week – 85-90% occupancy for the full summer.
- Important for residents to report issues if there are any – the more precise the information the more that can be done with it – information that is required:
 - Date
 - Time (as specific as possible)
 - Location
 - Description (what is the issue – noise? How many people? For how long?)
- Residents of Huxley & Gilbert House – loud music going on for a few weeks
- Aldwyck – been quiet over the last 4-6 weeks

c) ASB

- 32% of our interactions by Hyline on the common areas in July were to do with ASB – CB1 Estate – slightly higher than other months – of that 32%, 16% was students

- August – 22% ASB – 13% was student related
- Freshers – new students arriving over the next couple of weeks/online inductions/more geared to ASB – information about the Park – students encouraged not to use the Park after 9pm – security around
- Host – in communication with Hyline and them with us now in place – extra security for the first month 10th Sep-28th Sep – to instil the rules of the area and the building – classes start 24th Sep

d) Community engagement role

- Met with most of the partners to understand what they do
- Residents – met residents at the residents meet, met residents at Huxley House with Helen, met some businesses – organised a meeting with student bodies and residents – to reflect on summer and plan this term
- Plan to go into student accommodation to meet with students themselves – aim to get students and residents together to meet each other
 - **Action – Sam to do this as part of their induction**
- Mill Park – running social media – lots of enthusiasm for the park – 21st Sep event on the Park 5-8pm food and low key family games
- Information stalls – what happens when I report
- Newsletter – drafted –
 - **Action - Kelly & John to put newsletter in welcome pack for students**
- Website – FAQs, Mill Park updates – started interview series
- Have lots of new viewers on the website but not a lot of returners
- Increased likes on Facebook and followers on twitter
- Residents meet – followed up on action points from July

4. Mill Park

- Plan to get the information out about the event and work with residents to plan and put it on

5. Next Residents Meet

- Last resident meeting
 - Bidwells – highlighting issues around deliveries with the landowner – JLL and across CB1
 - Temporary Parking – 12 bays – could look at improving layout to have a 30 minute drop off – needs to be strict and enforcing – 4 bays – **Action - Dan to have a conversation with Luke at Encore and feedback to Paul & Luke by 13th Sep Residents meeting.**
 - Engagement of Hill – noise – Dan to speak to Brookgate about – Residents to speak to John Hopkins

6. Next Steps

7. The next meeting will take place on Tuesday 16th October between 10.30am-12 noon at Brookgate Offices