



GORSE RIDE PROJECT
RESIDENTS STEERING GROUP

TERMS OF REFERENCE DOCUMENT – October 2017	
Meeting Title:	Gorse Ride Project - Residents Steering Group
Organising Manager:	Zareena Ahmed-Shere – Senior Specialist (Estate Regeneration)
Sponsor:	Graham Ebers - Director of Corporate Services
Executive Member:	Councillor Julian McGhee-Sumner, Executive Member for Adults' Services, Health, Wellbeing
Ward Councillors for Finchampstead South	Councillor Ian Pittock Councillor Simon Weeks
Finchampstead Parish Council representatives	Councillor Roland Cundy Councillor Steve Bowers Councillor Richard Rampton

Authority and Background:

On 30th March 2017, Wokingham Borough Council's (WBC) Executive Committee agreed the long-term intent to progress the regeneration of the Gorse Ride Project and gave the go ahead to Phase 1. Wokingham Housing Limited (WHL), the Council's wholly owned development company was selected as WBC's development partner for the first phase of the project.

WBC sees resident involvement as key to delivering successful regeneration of the Gorse Ride Estate. Therefore it is proposed that the Gorse Ride Project Steering Group is re-established to enable full and open consultation with residents / community groups throughout the project's lifetime.

If agreed, the regeneration of the Gorse Ride estate will provide high quality new mixed tenure homes that will bring environmental, social and economic benefits to the area. The aspiration is for the regenerated estate to relate well to the surrounding area.

The regeneration of Gorse Ride would most likely take place on a phased basis.

Phase 1:

Phase 1 covers properties at Cockayne Court, Arnett Avenue (97-107 odd numbers), and 154 Barkham Ride.



WBC's Executive has agreed the details of this phase (including funding) which involves re-housing WBC tenants and demolition and clearance to make way for approximately 40 new high quality homes.

WBC Officers are working with residents living within the Phase 1 to find suitable alternative accommodation elsewhere in the Borough.

The land forming phase 1 will be transferred to WHL once planning permission is secured. The development costs for Phase 1 are estimated to be approximately £6m and will be funded from s106 affordable housing receipts.

The draft proposals for Phase 1 will be presented for public consultation and the feedback received will be used to finalise the proposals and inform the final planning application. The planning application is likely to be submitted in Spring 2018.

Main Estate

The later phases will cover the area roughly bounded by Billing Avenue, Gorse Ride South, Whittle Close and Firs Close. See Plan.

Following a tender process, an architect was appointed in September 2017. They will shortly begin a feasibility assessment of the site and will work with residents and the local community to bring forward design options and an illustrative masterplan. The preferred option will be presented to the Council's Executive Committee by March 2018 to agree the way forward for the estate.

Purpose

Gorse Ride Project Residents Steering Group is being formed in order to enable residents and local community groups to work with WBC and its partners to bring about positive change, raise and address any issues and concerns regarding the decant / rehousing strategy and emerging development proposals.

The focus of this Group will be to keep residents fully informed and involved on the project and to enable the Council's project team to engage with this Group as the project progresses from inception to construction and post occupation phases. Through this forum residents will be able to understand and examine development proposals at earliest opportunity (prior to formal Council decisions being made), comment upon, challenge, influence, raise concerns, shape proposals and help identify solutions that will enhance the scheme and bring value to the local area.

This Group will be made up of local residents (which include Council tenants, private leaseholders / owner-occupiers) within the Gorse Ride Project boundary



and also those in the surrounding area immediately outside the project boundary. The Group will have representatives from wider stakeholders, including St Mary's and St John's Parish Centre, FBC Centre, Gorse Ride Schools, elected WBC Ward Members, Finchampstead Parish Councillors, relevant WBC Lead Members and the Council. The professional project team that will include the appointed architects and their subcontractors will be invited to meetings as required at appropriate times so that they may present and receive feedback on draft proposals.

Aim

To ensure a meaningful and inclusive resident engagement in the forthcoming potential regeneration of the Gorse Ride Estate

Objectives:

To:

- To represent interests of residents and wider community affected by the development proposals.
- To work with WBC to influence the overall regeneration vision for Gorse Ride.
- To review and provide feedback on high level design options put forward by architects in order to shape and influence the final design, layout, external appearance, access arrangements and boundary treatments of development proposals, including phasing of development and decant / re-housing strategy.
- To monitor the impact of the development on the community and to continue to review and raise residents issues and concerns as they arise as the scheme progresses.
- To identify potential risks and issues that could impact the project as they emerge.
- Assist in minimising disturbance to the existing resident and local community groups during the development / implementation of the proposals.
- To raise awareness and promote open and positive communication between all parties with an interest in this project and better understanding and appreciation of the project's objectives. This will include providing information and updates to affected residents.
- Review proposed communications and meeting arrangements
- Assess the benefits of the project post implementation



Membership / Start Date / Likely Timescale:

The first meeting will take place on Tuesday 31st October 2017 at 11am. The Group will meet initially on a monthly basis, however the frequency of future meetings may be revised at a later date according to the speed of project progress.

This Group will meet for an initial period leading up to the Executive decision in March 2018. If the regeneration is then agreed, the Steering Group will continue until the project has been implemented and all regeneration outputs / benefits have been delivered.

The Group will appoint a Chair and a Vice Chair at the first meeting.

The meeting quorum will be 5 numbers of the Group, which will include a minimum of 1 WBC Officer, 1 Councillor, 3 Resident Members.

Meeting agendas and notes will be provided by the Organising Manager.

The Group will aim to have a minimum of 3 and a maximum of 15 Resident Members. It is intended that at least 2 Resident Members will be Council tenants and 1 Resident Member will be a private leaseholder / owner-occupier. Where more than 15 residents wish to join the Group the Chair, will be put in place a process to select representatives. This could be through an election, application process or other method to ensure that the membership is truly representative.

The Group will be attended by a least one Officer of WBC who will co-ordinate the scheme and provide specialist advice and information on physical progress of the project. Development partners and their contractors once appointed, will be invited to meetings at the appropriate stages in the development programme to enable meaningful engagement. If they are unable to attend the Organising Manager will ensure that updates on progress are provided and agreed actions are followed through.

WBC councillors representing Finchampstead South Ward and up to 3 Finchampstead Parish Councillors will be invited to all meetings of the Group, along with the Executive Member for Adults' Services, Health, Wellbeing and Housing and Business or his Deputy.

Meetings papers (agenda and previous meeting notes) will be circulated to Group Members at least two working days in advance.

The Chair (or in his or her absence, the Vice Chair) shall preside over every meeting of this Group. If neither the Chair nor Vice Chair is present for the meeting



**GORSE RIDE PROJECT
RESIDENTS STEERING GROUP**

then the Group members shall appoint one of the members of the Group present to act as Chair to conduct the business of that meeting in an orderly manner.

All members of the Group will have equal voting rights. Votes will be taken on contentious issues or where consensus is not achieved. Where there are equal votes the Chair of the meeting will have a second or casting vote.

Members will be able to resign by giving one month’s notice in writing.

Roles and Responsibilities of Group Members / Stakeholders:

Functional Area	Name	Role Within the Group
WBC Project Manager for Gorse Ride South	Zareena Ahmed-Shere	Project Co-ordinator / Organising Manager Organise meetings / topics for agenda Property and Regeneration Issues Liaison with the WHL and any other appointed Development Partner and their subcontractors . Liaison with internal WBC officers
WBC Category Manager – Economic Prosperity and Place	Louise Strongitharm	WBC Senior Manager for Project
WBC Category Manager – Housing Operations	Simon Price	Housing stock / tenants
WBC – Community Development Worker	Jennie Grieve	Community House – resident liaison
WBC – Housing Officer	Matthew Viccars	Estate management / tenant liaison
Residents	TBC	Community representation
St Mary’s and St John’s Parish Centre	TBC	Local stakeholder
FBC Centre	TBC	Local stakeholder
Gorse Ride Infant and Junior School	TBC	Local stakeholder



**GORSE RIDE PROJECT
RESIDENTS STEERING GROUP**

Ward Councillors	Cllr Ian Pittock Cllr Simon Weeks	Resident Liaison / community representation
Parish Councillors	Cllr Roland Cundy Cllr Steve Bowers Cllr Richard Rampton	Resident Liaison / community representation
Executive Member (or Deputy)	Cllr Julian McGhee-Sumner Cllr Richard Dolinski	Executive Member for Adults' Services, Health, Wellbeing and Housing Deputy Executive Member for Adults' Services, Health, Wellbeing and Housing

Decision making

This is a Steering Group and has been established to advise and oversee the implementation of the agreed objectives for the site. The Group will meet to discuss issues, express views and make recommendations. However the Group has no executive decision making powers on behalf of the Council. Decisions shall be made in accordance with the mechanisms in the Council's Constitution.

Indicative Timetable

As the Project is still at an early stage, the detailed project plan is being worked up. However, some indicative high level milestones are included below:

Phase 1

- Pre-application advice and community consultation – late 2017/early 2018
- Planning application submission – Spring 2018
- Start-on-site – Late Summer / Autumn 2018

Main Estate

- Masterplanning and Feasibility, including community involvement – late 2017/early 2018
- Executive Decision – Spring 2018

No deletion, addition, or variation of these Terms of Reference shall be made unless discussed and agreed by the Group Members at meetings and agreed in writing by the following authorised Group Members or their proxy.



**GORSE RIDE PROJECT
RESIDENTS STEERING GROUP**

Signature:		(Organising Manager)		(Date)
-------------------	--	---------------------------------	--	---------------

Signature:		(Group Chair)		(Date)
-------------------	--	----------------------	--	---------------

Signature:		(Project Sponsor)		(Date)
-------------------	--	------------------------------	--	---------------

Signature:		(Resident)		(Date)
-------------------	--	-------------------	--	---------------

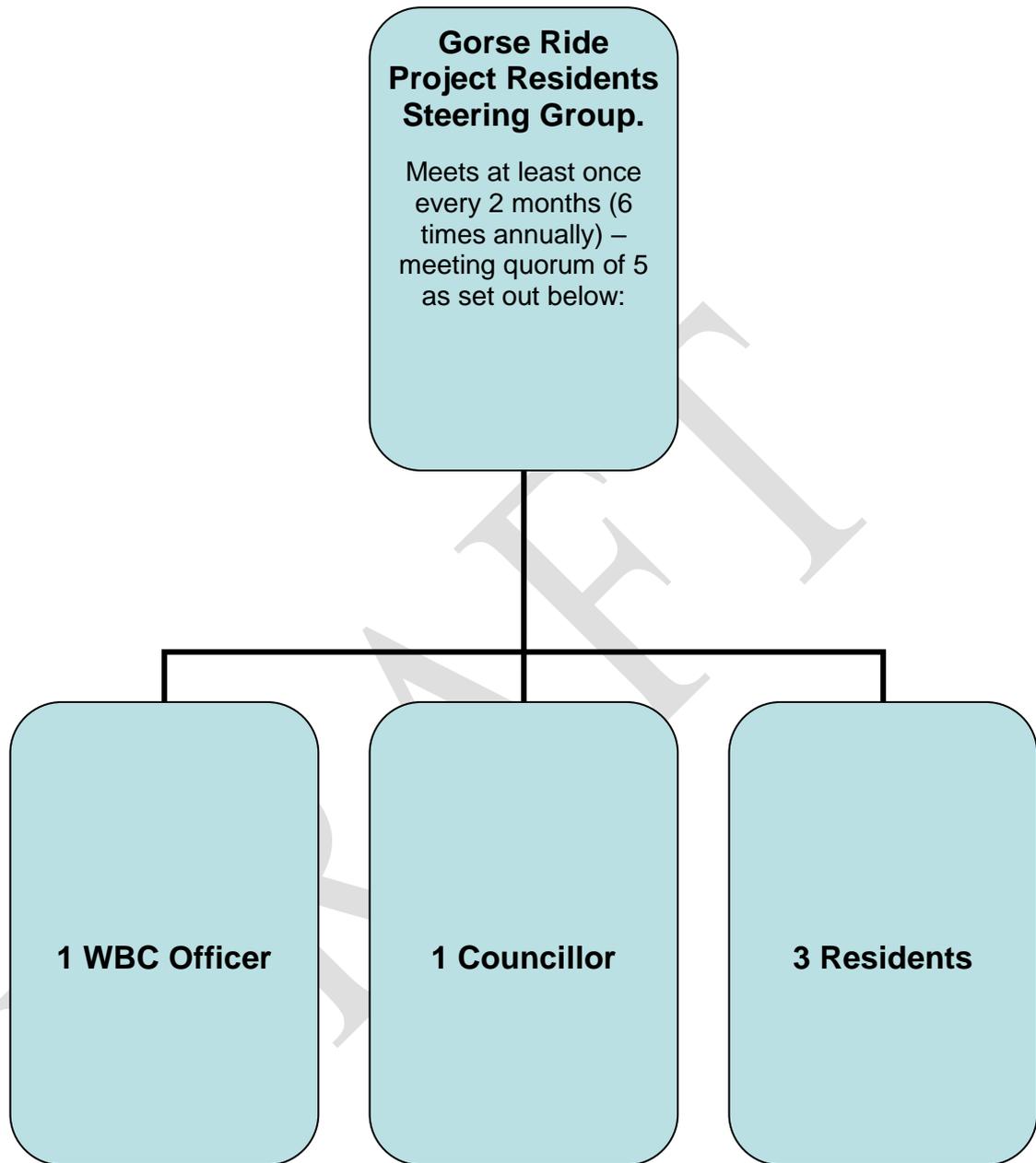
Signature:		(Resident)		(Date)
-------------------	--	-------------------	--	---------------

Signature:		(Resident)		(Date)
-------------------	--	-------------------	--	---------------

Signature:		(Councillor)		(Date)
-------------------	--	---------------------	--	---------------



**GORSE RIDE PROJECT
RESIDENTS STEERING GROUP**



Steering / Group Structure / Governance