



EDDINGTON
RESIDENTS
ASSOCIATION



Eddington Residents' Association and Portal meeting
Minutes of the meeting held on Tuesday 14 December 2021 at 4.30pm
Virtual meeting held via MS Teams

Those present

Eddington Residents' Association (ERA)

Pieter Desnerck, Chair (key worker housing now private resident)

Portal / University of Cambridge

David Attridge, Operations Manager at Eddington, University Estates Division

Pauline Haggar, Health and Safety Coordinator, University Estates Division

George Martin, Facilities Manager at Eddington, University Estates Division

Irene Wong, Operations and CS Assistant, University Estates Division

1. APOLOGIES & INTRODUCTIONS

The Chair welcomed the group. Introductions were made.

Apologies was received from Margreet Vogelzang.

2. APPROVAL OF MINUTES

Minutes from the previous meeting were agreed and are on the ERA website.

3. ACTIONS FROM PREVIOUS MEETING

Meeting for ESC customers: DA stated that Estates Service Charge is under review and time is needed to investigate each item. It will need to take into consideration relevant legislation and views of other stakeholders. Review of the ESC is expected to be completed in March 2022. PD agreed that time is needed and appreciated the progress.

Incident page and information: PD noted the incident page received was quite simplistic. GM explained that the purpose was to get the overall information first then fill in the details. A simple form means it is more likely to be reported as the form is less intimidating although follow up actions are more likely to be required. PD noted that a paragraph was drafted to accompany the incident page on the website. **[Action: PD to send the paragraph that goes into the FAQ to PH and GM]**

Responsibilities Map: PD apologized for sending the responsibilities map late. This was because Hill did not send it until 10 Dec. The podium map showed only the 3 buildings (Oak, Beech, Ash) and Hill claimed that everything not in green is responsibility of Portal. GM sought to meet with Hill FM before or after Christmas to discuss the podium map to make sure there is not any gaps.



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Signposting and newsletter: PD thanked BW for including the ERA link to the Portal website and the announcements of events on the newsletter.

Composting bins: Given the City Council has temporarily suspended green bin collection, this item of discussion will be revisited once collection service is restored. GM added that there are also issues with cleaning the composting bins which was raised by other residents. He needed to talk to Hill about the legal responsibilities of the bins on Milne Ave and surrounding area, which would take time to deliver. **[Action: Portal will identify space to wash the bins on regular basis.]**

KWH Forum: PD appreciated the delivery of the meeting. The ERA considered it to be successful and useful to allow residents to raise concerns. Senior members of the Estate Division Team listened to the concerns and issues residents faced and provided a summary after the meeting. It gives people the impression that those issues are taken seriously and actions will be followed up. Residents generally welcomed regular forum setting, twice a year. PD noted the forum focused on KWH, the point of view from private residents is also worth reviewing.

4. REPORT OF ACTIVITIES

ERA:

- Open Door: 20-25 residents attended for an informal chat at Dutch. ERA provided first round of drinks and people chatted.
- Film club: This is the last event of the year, screening "The Grinch" on 18 Dec. Hoping to attract families, expect 25-30 people.
- Next year, Open Door will be organized as a monthly event. Given the current COVID restrictions and guidelines, it is likely to be hosted in the foyer at the SFC which is more spacious.
- Film Club will discuss dates with SFC.
- Restarting Board Games club. However due to the nature of the games, people are sitting close to each other, the plan might need to be postponed.

Portal:

- FM contract review: Portal had session with Arcadis. Information will be used not only for contract review but reviewing Eddington as a whole. PD agreed it was useful, in reviewing public space, moving in documentation, process of raising issues, process of raising complaints etc.
- Parking review commissioned, which will be conducted by a third party. There are many aspects under review, including: signage, accessibility and parking fines. It is best to do it thoroughly and time is needed for proper assessment. Initial feedback expected in March 2022.



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- Taxi charging point installation to finish in January 2022.
- Repairing defects, such as patching a sinking tarmac at the bus stop, relaying red tarmac on cycle paths, mainly on Turing Way, will take place in January 2022. These may lead to road closure.

Health & Safety:

- PH submitted paperwork about the nursery incident.
- PH confirmed gritting protocol is in place.

5. MATTERS ARISING

Eddington Heating Strategy: DA stated that the business case to change the boilers to air source heat pumps is under review. Portal are examining multiple options, relevant mature technologies will be considered. It is expected that by late spring to early summer we should have more direction. PD agrees that time is needed to assess options rather than jumping to one conclusion and investment. Residents can be assured that the team is looking at options and moving forward toward zero carbon emission.

Site meeting / attendance at Board meeting: PD confirmed that 3 members are in private housing, he is trying to convince other members who are in KWH to attend the site visit for a more balanced view and representation.

6. AOB

None.

7. NEXT MEETING

Next meeting on 8 March 2022; 4.30pm-5.30pm.