

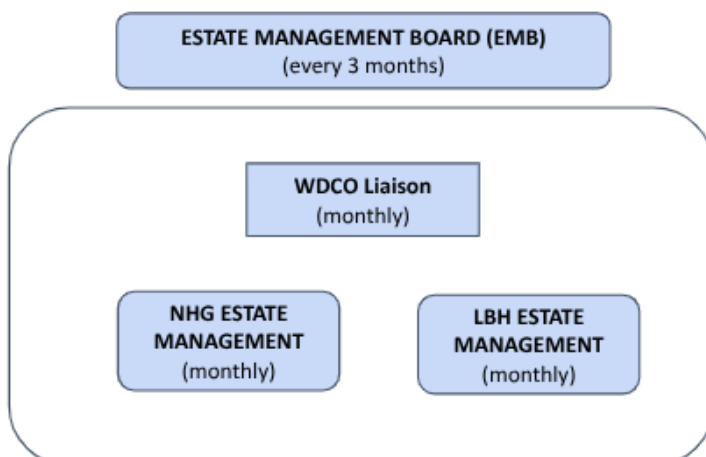
ESTATE MANAGEMENT BOARD - WOODBERRY DOWN TERMS OF REFERENCE

1.0 CONTEXT

- 1.1 The regeneration of the Woodberry Down Estate is a major development within the London Borough of Hackney. It is being undertaken over a considerable number of years. The regeneration has so far created an award winning mixed - tenure development consisting of new affordable and private sale homes, commercial units, community facilities and new open spaces.
- 1.2 As the estate and community grows, and the physical environment and demography of the area changes, there is a need to ensure that the ongoing maintenance and management of the estate is robust and managed well.
- 1.3 Following the January 2025 Away Day, it was acknowledged that as there are three parties involved in the day to day management of the Estate - NHG, LBH and R&R, there is a need for a single cross partner forum to discuss escalated unresolved operational estate management issues in one place.

2.0 OBJECTIVES

- 2.1 Comprising representatives of the key partners responsible for helping to deliver and manage the regeneration of Woodberry Down, the EMB will oversee the creation of the new neighbourhood. This will include the management and maintenance of residential (communal), non-residential and public open spaces.
- 2.2 By helping to facilitate 'joined-up' working between the partners and providing a strategic overview, the EMB's objective is to create an attractive environment and high quality of life for all residents of the area.
- 2.3 The EMB will not deal with day-to-day operational/public realm issues; these will be resolved by the partners working individually or collectively, except where these have been escalated.
- 2.4 The focus of the EMB will be to discuss and resolve escalated issues from the NHG/LBH Estate Management and WDCO Liaison meetings



3.0 MEMBERSHIP

3.1 The EMB will comprise representatives from the following member "organisations":

- Head of Woodberry Down (Chair)
- Woodberry Down Regeneration Team
- Hackney Housing Services
- Hackney Streetscene
- Hackney Leisure, Parks & Green Spaces
- Berkeley Homes
- Rendall & Rittner
- Notting Hill Genesis
- 3x WDCO Resident Representatives - (representing all tenures resident on WD)
- ITLA
- [Commercial Representatives](#) (e.g. BH Commercial Asset Team/WDCO Commercial Representative) *new*

3.2 There will be one place for each of the above, except for the Regeneration Team who will also field someone to present reports and/or take minutes. Each 'organisation' will be able to bring with them one other person to advise or deal with detailed issues. In the case of Resident Representative the second person will be Independent Tenant and Leaseholder Adviser.

4.0 MAIN TASKS

4.1 Oversee the resolution of escalated estate management and maintenance issues which include but not limited to:

- Residential (communal)
- Non-residential
- public open space

4.2 Oversee the implementation of a strategic approach to the management and maintenance of public open space throughout the Woodberry Down neighbourhood including but not limited to:

- Soft and hard landscaping
- Cycle routes, pathways and lighting
- Play areas
- Artificial Football Pitches/MUGAs
- Parking areas
- Highways
- Public Art

4.3 In the context of the phased redevelopment of the neighbourhood, anticipate and plan for the management and maintenance of new residential (communal), non-residential and open spaces, ensuring that appropriate and timely arrangements are put in place.

4.3 Oversee the Strategy for Managing and Maintaining the Public Realm ([Appendix 9a](#)).

- 4.4 Consider opportunities for social or community enterprise in the provision of environmental services.
- 4.5 Oversee the introduction and management of centralised systems for the delivery of heating and hot water (combined heat and power)
- 4.6 Oversee the delivery and management of new community facilities.
- 4.7 Oversee the strategic approach for raising revenue (from ground rents and other sources) to pay for the maintenance of and investment in open spaces.
- 4.8 Promote an integrated approach between property owners/managers to both prevent and deal with anti-social behaviour within the neighbourhood.
- 4.9 Promote ways in which the various 'communities' in the neighbourhood can be brought together to develop neighbourliness and pride in the locality. Where there may be disharmony, institute measures to address this.
- 4.10 Oversee proposals for Public Art within the Public Realm
- 4.11 Oversee temporary access arrangements and use of the Public Realm during the development
- 4.12 Review lessons learnt and ensure they are embedded into future phases

5.0 OPERATIONAL ARRANGEMENTS

- 5.1 The EMB will meet four times a year; additional meetings may be arranged if members consider these necessary.
- 5.2 In January of each year the EMB will elect one of its members to chair meetings for the following 12 months.
- 5.3 The Wood berry Down Regeneration Team will organise distribute agendas and take/circulate minutes.
- 5.4 The Woodberry Down Regeneration will assemble an annual workplan with contributions from partners for the EMB which will identify strategic tasks that need to be undertaken to support this activity. As part of this workplan it will schedule the timing of strategic reports to EMB for the next 12 months. The reports can be proposed and presented by any member.
- 5.5 The EMB will not have its own staff or budget, all activity will be serviced through its members.
- 5.6 When appropriate the EMB will invite other parties to attend SMB meetings to discuss specific issues and initiatives.

5.7 The EMB will operate through good partnership working practices, mutual influence and co-operation, rather than formal control of the activities of any member organisation.

5.9 The EMB will review its working arrangements on a regular basis, about every 12 -18 months.