

Memorandum of Agreement: Berkeley Homes and Woodberry Down Community Organisation

1. Berkeley Homes commit themselves to supporting the delivery of all the community facilities listed in the Woodberry Down Masterplan. These include a new youth centre, a business and training centre, a children's centre, satellite community centres and a community gym. If no other funding can be found, Berkeley's will meet the cost of building these facilities.
2. The review of the Masterplan will be charged with ensuring that these facilities are delivered as a priority in the reworked regeneration scheme.
3. The review will adhere to the eleven principles outlined in the original Masterplan. Other principles may be added with the agreement of all partners in the review
4. The review will also examine the scope for further community facilities. There will be substantive community consultation on this, as a part of the review.
5. The review will be further charged with sign-posting the delivery of an integrated, balanced community, with a proportionate sharing of best views, locations and immediate surroundings between all sections of that community.
6. The review will be overseen by management board in which all partners (Berkeley's, Genesis, Hackney Council and WDCO have equal representation.
7. The review will seek to operate by consensus in the management board when signing off the various stages of the review
8. WDCO will have independent representation in the core consultant team working day-to-day on the review. A significant component of the fee of this consultant will come from the review budget.
9. The review will not delay the delivery of housing, landscaping and community facilities as envisaged in the timescale in the Masterplan, unless there is consensus agreement on this.
10. The review will explore possibilities for funding the running of the community facilities mentioned above, including the use of Section 106 money.
11. Berkeley's and WDCO will enter into full discussions with Genesis and Hackney on a detailed project plan and objectives of the review. Preparation for this will begin prior to the second tower proposal going to the Planning Committee.
12. As the above addresses WDCO concerns on the second tower and related issues, and while WDCO will be free to raise technical queries to the Planning Committee, WDCO will not oppose the second tower proposal.
13. This agreement may be augmented by any Planning Obligation drawn up by the Planning Committee in respect to the second tower application.

15 March 2012

Woodberry Down Estate Partnership Agreement

Between	(1)	WDCO
	(2)	Hackney Council
	(3)	Berkeley Homes
	(4)	Genesis Housing
	(5)	MHDT

1. Introduction

- 1.1 This Partnership Agreement sets out how Partners in Woodberry Down will work together over the next three years. The Partnership Agreement will be reviewed at the end of the three year period.

2. Purpose of the Partnership

- 2.1 The purpose of the Partnership is to:

- Build trust between Partners and facilitate Partners working together in an open and transparent way.
- Ensure clear communication between partners.
- Encourage collaborative working across partner organisations in Woodberry Down.
- Address challenges and/or changes which arise from the regeneration of Woodberry Down.
- Set out the approach we will take to implement the vision

3. Vision, Aims and Objectives of the Partnership

- 3.1 The vision of the Partnership is:

'Woodberry Down shall be an open, welcoming place where people choose to live, feel safe, are in touch with the natural environment, benefit from a range of community facilities and have a strong sense of pride.'

- 3.2 The overall aims and objectives of the Partnership are to:

- Create a sustainable, balanced and well-integrated community.
- Create one community where homes are tenure blind.

- Ensure that the physical masterplan for Woodberry Down is adhered to.
- Create a place that all Parties can be proud of.
- Ensure a viable scheme is delivered.
- Enhance the profile of Woodberry Down and the partners.

4. Principles of the Partnership

4.1 The underlying principles that will sustain the Partnership between the Parties include:

- **Transparency:** The first approach and the working assumption to the regeneration is to share information, difficulties and concerns but also to be transparent on when and why information cannot be shared.
- Recognise constraints for partners, be open about limitations and recognise different priorities and organisational cultures.
- Work towards agreement by consensus, through taking a problem-solving approach.
- Acknowledge that all Partners have a valuable part to play in solving problems and recognise that not all Partners have the same resources and knowledge base. Actively take steps to ensure that everyone has enough support to participate and to make informed decisions.
- Make decisions which have regard to the **vision** for Woodberry Down, built upon a **shared understanding** of the issues.
- Be **honest** and upfront about timelines, resources and the decision-making processes involved. If issues arise or timescales change, inform Partners as soon as possible.
- Think about **all the communities in the neighbourhood** when considering the future of Woodberry Down.
- **Develop mutual confidence and trust** through support and adherence to agreed decisions.
- **Support transparency, openness and integrity** in the way we communicate and work.
- Treat each other with **fairness, respect and dignity**.
- Recognise key **achievements** and **areas where we can grow** both as a Partnership and as individual organisations.
- **Celebrate** achievements.

5. Management of the Partnership

- 5.1 We have put in place a partnership structure that has all the Partners represented and that provides a hierarchy of decision making with the Round Table at the top. We will endeavour to resolve issues and make key decisions at a local level and will escalate to the Round Table if necessary. These decisions will be recorded in the Round Table minutes.

The Partnership will be implemented through a series of projects that will be agreed annually at the away day and overseen by small working groups. Each group will assess the resources needed to complete the work within the agreed timescale including training needs and the number and times of meetings. The approach of the working groups will be to problem-solve through consensus-based decision making.

- Regular Partnership agenda item at the Executive Liaison Meetings where the timeline and projects are reviewed.
- Annual away day for Partners to review how they are working. The review will look at what's been achieved and will assess the impact of the partnership, review information sharing and how to move forward.
- Report back on project plans and timeline at WDCO AGM.
- Discuss Partnership working at the Round Table on a regular basis

6. Partnership Working Protocol

- 6.1 The working protocol of the Partnership sets out that:

- The timetable of masterplan implementation is to be prepared and updated annually. It is to include deadlines and milestones to allow time for separate specialist working groups to be built in e.g. CHP.
- All working groups will have an objective that has been agreed by the partners. This will outline the purpose of the group and the duration. Some working groups will need detailed terms of reference (e.g. design committee), others will need a short outline of their role and function and whether the group makes decisions or refers to a higher body.
- Working Groups are to be organised to encourage active participation of a variety of WDCO Board Members. Measures to be taken include:
 - Documents for meetings to be sent out a week in advance by email and post if required.

- Meetings to be arranged when possible at times which allow working residents to participate, e.g. in the late afternoon or early evening.
- Residents to recognise that officers also work during working hours and to look to ensure that meetings are short and discussions are focused.

7. Press and publicity

7.1 All Partners will look to communicate between themselves, sharing information and also working together through the communications group to ensure that accurate information is provided to the residents of Woodberry Down and the wider world.

8. Confidentiality

8.1 Partners may at times share information that has not yet been made public and/or is confidential. In these circumstances this will be highlighted to the Partners who agree to not disclose this confidential information.

9. Monitoring and Evaluation

9.1 Partners will monitor progress towards delivering the aims and objectives of the Partnership Agreement through the annual review.

10. Disputes Resolution Procedure

10.1 Partners shall use best endeavours to resolve any dispute.

10.2 Where any dispute arises the Partners involved will try to resolve the dispute between each other. If this is not possible, they will refer the dispute in the first instance to the Executive Liaison meeting, to try to resolve the dispute locally, with a recognisable timeframe and process that is agreed on and communicated.

10.3 If a Partner is unable to address a dispute at their level, they will explain to the Partnership:

- What they can do
- When
- The timescale for escalation

10.4 Where agreement cannot be reached the Parties will refer the matter to the Round Table for resolution.

Woodberry Down Estate Partnership Agreement

Date: _____ Signed by: _____

Name (in print): _____

On behalf of: _____

Date: _____ Signed by: _____

Name (in print): _____

On behalf of: _____

Date: _____ Signed by: _____

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