Resident's Meetings Session Guide

November 2021

This document is intented to support the 'Resident's Workbook' produced by students at the University of Sheffield in November 2021. It will give general advice for organising a series of online sessions for the prospective future residents of Morrell House, as well as possible session agendas and explanations of the proposed activities. There is space for notes to be made during or after each session to record key information or takeaways.

Contents

Organising Resident Sessions	2
Session 1 - Introduction	3
Session 2 - Tiny Homes	6
Session 3 - Spatial Planning	8
Session 4 - Self Build	10
Session 5 - Storage	12
Session 6 - Materials	14

A series of Resident's Sessions

Resident's sessions are an important way to allow residents to meet, be involved in the design process and make key decisions on how they will organise as a community. Running a series of regular sessions will allow OpHouse to **discover the needs and desires of the future residents**, as well as provide relevant information across a range of topics. These sessions can also be used to **determine common interests and compatibility** of individual members within the group.

Organising a Resident Session

Meeting Set Up

<u>Meeting objectives</u> - Before each meeting **establish what the objective of the meeting is**. Is the purpose to give the resident's information? Is it to find out the resident's opinions? Cater the session agenda and materials to ensure you meet this objective (e.g. creating a informative presentation, generating questions to ask the resident's opinions, preparing activities).

<u>Online meeting platform</u> - Create a meeting link for the session and email it to residents ahead of time. Make sure you are comfortable using features such as screen share and breakout rooms. If possible set up breakout rooms in advance.

<u>Collaborative note taking</u> - We advise using a website like **Miro or Google Jamboard** to record the conversations from each meeting. A section can be set up for each breakout group for facilitators to write notes, as well as a section to record the group discussion.

Roles

<u>Host / Presentor</u> - The host's role is to manage the meeting, introducing and explaining each section and keeping to time.

<u>Facilitators</u> - A facilitator's role is to keep the conversation on track in the breakout room, make notes and give an overview of the comments made in the group discussion. Ideally you should have **one facilitator for every 3-4 people** in the meeting, to keep breakout groups small enough to hear everyone's voice.

<u>Technical set up</u> - It is advised to make sure that there is someone available in the meeting who understands the online platform used to provide technical support and to set up features like the breakout rooms. Ideally this is someone other than the host, but could be one of the facilitators.

Session 1 - Introduction

The first resident's meeting was hosted online by students from the University of Sheffield on the 27th October 2021.

Session Objectives:

- To introduce the residents to each other
- Understand individual living situations and visions for the future of Morrell House.

Reflection:

Overall, the feedback gathered from the residents were positive, and aligned with comments made by the local community in York Design Week. Key takeaways were that residents want to feel like they are **part of a community**, but retain **a sense of autonomy** over their individual living situations. They would like to see **education**, **co-working and community spaces** for people of all ages.

The residents have a number of skills they can share within the group - covering cooking, gardening, construction, graphic design and technological skills. In the future it could be useful to create **individual profiles** to document who has particular skills.

Some residents were unaware that the session would include interactive elements, and needed time to think about the questions asked before answering. It is hoped that the Resident's Workbook will give residents an opportunity to **prepare their thoughts before meeting**.

The diagram on the next page records the resident's responses to the questions asked in the breakout rooms during the session.







First Resident's Meeting Date: 27/10/2021

Feedback and Comments

To see it become successful and offer a resource for the exiting community.

Aim to live as a community, with a sense of belonging to get to know neightbours and surrounding people.

Education for Social Change Group.

Currently not much in the way of community for people without children, so a place to provide community activites for all ages.

A space to feel 'our own' with a sense of autonomy. To provide co-working spaces

A place for community facilities and parking spaces. Shared spaces and values between residents, as well as affordability.

Casual activites to do with other residents for example yoga and movie nights.

What are your aspirations for what the Morrell House resident community could provide for you?

A place that provides quality education for the community, as well as mental health support. Teaching and using each other's skills, and sharing them with others in the community.

Interest in mindfulness and meditation.

Cooking and gardening skills for allotments. Would be nice to grow veg together.

Technology information and teaching as well as programming. Growing different plants together, and learning and sharing knowledge. Multiple plants can support each other.

Graphic Design Experience can be shared and learnt amongst each other.

Construction industry skills that can be used when self-building.

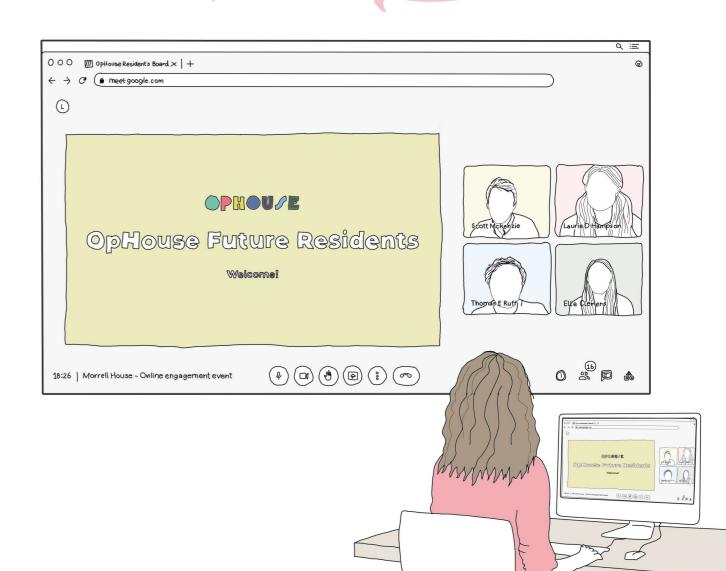
Experience of self-build within the group can be utilized and taught, with some residents keen to self-build and learn.

Small business, website design and start up experience.

What can you share or offer to the resident community?

Cooking for others and first aid.

Experience dealing with the council and facilitating the purchase of the land.



Session 2 - Tiny Homes

Session Objectives

- To give a clearer understanding of what OpHouse means by tiny homes
- Explore what tiny home living might look like at Morrell House
- To reassure residents that they will have enough space!

Possible Agenda

- 05 Welcome + icebreaker
- 10 Tiny Homes presentation
- 20 Tiny Homes Activity and discussion
- 30 Split into breakout rooms to discuss prompts from the booklet
- Come together to discuss prompts. Use a Miro board to collate everyone's thoughts.
- 50 Questions / Arrange time for next meeting
- 60 End

Proposed Activity - Tiny Homes Plans

Objective: Allow residents to start to think about how much and what types of spaces they need.

Explanation: There are a number of different size options for tiny homes in Morrell House. Think about how many people will be living in your home and how much space you might need. Decide which size you might need, and draw/write which space you would use for a bedroom / living room / study room / kitchen based on your needs.

Equipment required: Resident's Workbook, Pen

Session Notes	

Session 3 - Spatial Planning

Session objectives

- More in depth consideration of what spaces the residents need.

Possible Agenda

- 05 Welcome + icebreaker
- 15 Explain activity
- 20 Split into breakout rooms to complete activity in smaller groups

While in breakout rooms, facilitators can guide the conversation to discuss the prompts from the workbook

- Come together to discuss prompts and layouts. Use a Miro board to collate everyone's thoughts.
- 50 Questions / Arrange time for next meeting
- 60 End

Proposed Activity - Cut and Stick

<u>Objective:</u> Allow residents to consider the layout of their internal rooms, and understand how much space they will have to live.

<u>Explanation</u>: Cut out the furniture templates on page 13 and use them to arrange the internal spaces in different homes on pages 16 and 17. A basic array of furniture items have been provided, but residents can draw their own furniture in the boxes provided to include in their homes. To draw the furniture at the right scale, measure the dimensions of the furniture in cm. Divide the measurement by 150 to give the length of the measurement to draw.

E.g. A table measuring 140cm x 80cm would be drawn as 0.9cm x 0.6cm

 $(140 \text{cm} \div 150 = 0.9 \text{cm})$ 80cm $\div 150 = 0.6 \text{cm})$

Take a picture at the end of the activity to share with the group.

Equipment required: Resident's Workbook, Scissors, Pen, Glue, Ruler/Tape measure, Camera

Session notes

Session 4 - Self Build

Session objectives

- Reassure residents that self build does not have to be daunting or complex.
- Understand the ability levels of residents and who would want to participate in construction.

Possible Agenda

- 05 Welcome + icebreaker
- 15 Presentation on self build
 - Highlight that residents can contribute as much or as little as they are able, and show that there are options to be involved in self build for people of any abilty.
- 25 Split into breakout rooms to discuss prompts, and how much each individual is willing to be involved in the self build process.
- 35 Group discussion
- 45 Explain activity
 - Residents can complete the activity in their own time.
- 50 Questions / Arrange time for next meeting
- 60 End

Proposed Activity - Self Build Chair

<u>Objective:</u> To give resident's confidence that self build does not need to be complex. Resident's have to option to build their own chair using wood, or a scale model using recycled cardboard.

<u>Explanation:</u> Using the table on page 21, cut pieces of either wood or cardboard to the right size. Assemble the pieces as shown on pages 20 and 21, fixing with either screws or glue.

To build a 1:50 scale model, divide the measurements on page 21 by 50.

<u>Equipment required:</u> To build with wood: Resident's Workbook, Wood (suggested is Pine), Saw, 30 screws. To build with cardboard: Resident's Workbook, Old cereal box (or other recycled cardboard), Scissors, Glue

Session notes

Session 5 - Storage

Session objectives

- Understand the amount of storage each resident will likely need
- Allow residents to explore custom options for storage solutions

Possible Agenda

- 05 Welcome + icebreaker
- 15 Presentation about storage solutions.

Reminder of tiny homes principles.

- 20 Explain activity
- 25 Split into breakout rooms to complete activity in smaller groups

While in breakout rooms, facilitators can guide the conversation to discuss the prompts from the workbook

- Come together to discuss prompts and activity layouts. Use a Miro board to collate everyone's thoughts.
- 50 Questions / Arrange time for next meeting
- 60 End

Proposed Activity - Design your own storage

<u>Objective:</u> To help resident's start to think about smart storage options to make the most of their space.

Explanation: Measure the height and width of a wall to plan storage for. You could suggest that residents use the plans on page 16 and 17 to measure a wall from Morrell House. Draw the wall on the grid provided on page 27. Use the 500mm guide lines or divide the measurement by 25 to work out the lengths to draw. If resident's can't or would prefer not to measure their wall they can just use the space provided. Cut out the furniture on page 25 and arrange on the grid on page 27. Ask residents to think about what things they will need to store in different locations, and encourage them to draw their own storage solutions. Take a picture at the end of the activity to share with the group.

Equipment required: Resident's Workbook, Scissors, Glue, Tape measure, Camera

Session notes

Session 6 - Materials

Session objectives

- Give residents an understanding about different options for interior design and material options.
- Find out what materials resident's would like in their homes.

Possible Agenda

- 05 Welcome + icebreaker
- 15 Presentation on materials and interior design
- 25 Explain activity
- 30 Split into breakout rooms to complete activity in smaller groups
 - While in breakout rooms, facilitators can guide the conversation to discuss the prompts from the workbook
- 40 Come together to discuss prompts and activity layouts. Use a Miro board to collate everyone's thoughts.
- 50 Questions / Arrange time for next meeting
- 60 Enc

Proposed Activity - Materials and Interior Design

<u>Objective:</u> To help resident's start to think about interior design and the materials they choose for their homes.

<u>Explanation</u>: Use the prompts on page 30 to draw/colour some interior spaces, as well as to design a custom front door. Use the materials on page 31 for inspiration.

Resident's could be asked to complete the activity on page 31 before the session, using magazines, newspapers or the internet to find images of materials they like.

Equipment required: Resident's Workbook, Coloured pens or pencils, Glue

Session notes	
	,

