

## Roman Road Bow Neighbourhood Forum Steering Group meeting minutes

Date	7.30pm, 19 <sup>th</sup> July 2017
Venue	13 Selwyn Road

### Attendees :

Name	Position	Name	Position
	Chair	Torange Khonsari (TK)	
	Secretary	Ananda Pellerin (AP)	
Tabitha Stapely (TS)		Lucy Sadler (LSAD)	
Mike Mitchell (MM)			

### Minutes :

Item	Issue	Action
1.0	Apologies/ New attendees / introductions	
	<p>LS/SA/AH cannot make it.</p> <p>Ananda (AP) shared that she had moved back to Bow a couple of years ago. Her experience of dealing with housing issues with Tower Hamlets Homes had led her to have a wider concern for the area.</p> <p>Lucy (LSAD) had lived in Bow for most of her adult life and had a particular interest in the Roman Road high street and market.</p> <p>Torange (TK) explained her role as an architect with 'Public Works'. She had developed the inter-act hub on the edge of the market car park, and was currently seeking to engage several local hard to reach groups in the neighbourhood planning process.</p> <p>Tabitha (TS) had initiated and was the driving force behind the Roman Road Trust and its involvement with the neighbourhood plan process. She continues to have a key coordinating and overseeing role.</p> <p>Mike (MM) had got involved after attending a public meeting in February 2016, following his retirement at the end of 2015. He had helped to date</p>	

	with the area, forum and grant applications.	
2.0	<p>Minutes of last meeting</p> <p>Minutes of 21<sup>st</sup> June had been circulated on Slack prior to the meeting. No amendments were made to these.</p>	
3.0	<p>Finances</p> <p>Mike said that two small government grants had been spent to date on getting the area and forum designated:</p> <p>2015/16 - £3,730</p> <p>2016/17 - £1,673</p> <p>-----</p> <p>£5,403</p> <p>A total of £9,000 was available for the period 2015-18, leaving £3,597 which can be applied for through 'My Community'. A further £6,000 for technical support is available up to 2020. A maximum of 4 applications can be submitted, which means we can make a further 2.</p>	
4.0	<p>Engagement Strategy</p> <p>TK and SA had worked together to develop the current strategy, and Sarah had written this up and shared it on the Google drive. It states: 'Over the next eight months, (July - February 2017), the Neighbourhood Forum Committee will work with the local community to shaping the content of the Neighbourhood Plan. This means engaging people in different ways to discuss and develop the objectives set out in the Constitution that will underpin the policies and projects forming the Plan.'</p> <p>A different approach from the event-based one is proposed going forward: 'As we move forward to the more complex aspects of the neighbourhood plan preparation, the risk of continuing this approach is saturation and consultation fatigue, and engagement of only a fraction of the demographic in the area. We will use the themes set out in the Constitution to help build consistency across our engagement and Ambassadors to reach closer into sub-neighbourhoods.</p> <p><u>Ambassadors</u></p> <p>Individuals living in sub-areas of the neighbourhood plan boundary, who can recruit the support of their neighbours and provide a finer grain engagement, identifying more localised issues and opportunities. The ambassadors will be a conduit between the Forum Committee and the wider community. TK will continue to work with communities that are harder to engage, including local Bengali and Somali women's groups, and other means, such as walks and questionnaires, will also be used. Eight areas within the plan boundary have been defined, and to date the ambassadors for these are:</p> <ol style="list-style-type: none"> <li>1. MEOTRA (Mile End Old Town Residents Association): John White</li> <li>2. Malmesbury</li> <li>3. Fairfield: Andy Spracklen</li> </ol>	

	<p>4. Tredegar Road</p> <p>5. Anthill and Medway: Tony Hart</p> <p>6. Chisenhale: Cesare</p> <p>7. Ranwell: Paul Pearce</p> <p>8. Old Ford</p> <p>Lucy Sadler and Christy Troy. Which areas?</p>	
5.0	<p>5. LBTH Local Infrastructure Fund (LIF) Consultation</p> <p>The Council had recently held a series of consultation events concerning LIF, which represents 25% of the Community Interest Levy (CIL) which property developers pay to the Council towards local infrastructure improvements. Our neighbourhood area is in area 2 of 4 areas that cover the whole borough. Area 2 includes Bow East and West wards, together with an area south of Mile End - Mile End, Bromley North and South wards.</p> <p>The forecast amounts for LIF in area 2 is: 2016-17 £111,886; 2017-18 £0; 2018-19 £20,000. A summary of the Council's infrastructure priorities identified in the borough Local Plan is contained in an Area Profile on the Council's website, and include improvements to green spaces and public realm and reducing the severance caused by major roads.</p> <p>It was agreed that steering group members would complete the short Council survey (link is on committee channel of Slack) and consider at next meeting what further joint response we wish to make. LBTH will be making decisions about what general areas to allocate the remaining 75% of CIL to at the end of 2017.</p>	
6.0	<p>5. Commonplace and Placecheck</p> <p>The licence for Commonplace expires at the end of July. NW now has admin rights to enable her to export data, but needs to know what the format requirements are of Placecheck to ensure compatibility between the two applications.</p> <p>It was agreed that MM would email Rob Cowan the next day at Urban Design Skills, asking for their help in transferring data to Placecheck and liaise with NW over this.</p>	NW/MM to liaise
7.0	<p>Next Steps in the process</p> <p>It was agreed to do the following before the next meeting:</p> <ul style="list-style-type: none"> <li>• TS to write brief role description for the media officer position; Ananda and Lucy to consider how to share the tasks in this and do some initial thinking about what to include in a 'media plan'.</li> <li>• Recruit local ambassadors so there are 2 for each of the 8 areas.</li> <li>• All steering group members complete the LBTH online LIF survey and the questionnaire that Sarah and TK have devised (in Google docs.)</li> </ul>	<p>TS to write job description media officer.</p> <p>All members complete LIF survey</p>

8.0	AOB None	
9.0	Next meeting date Wed16/08 then 20/09, 18/10, 15/11, 20/12	