

FUTURE BRIXTON: SOMERLEYTON ROAD PROJECT

Steering Group Minutes of Meeting
09:30am Wednesday, 11 June 2014 Town Hall – Room 101

Attendees

Lambeth Council:

Cllr Jack Hopkins
 Bruce McRobie (partial)
 Dilan Alpasha
 Anna Quigley

Brixton Green:

Stephen Jordan
 Brad Carroll

Oval House:

Deborah Bestwick
 (partial)

Igloo:

Robert Knight
 Peter Connolly
 Kym Shaen Carter

Item	Description	Action
1.	Minutes and Actions: DA has compiled a list of minutes/actions from the past 6 months. To confirm commentary with NV.	DA to develop a rolling actions list of ongoing/"open" actions for Steering Group to review fortnightly.
2.	Record of Steering Group members' Holidays	ALL to send Holidays to DA
3.	Westminster Kingsway Meeting: Jeff from WK away until the 19 June	BC to arrange meeting
4.	Site Visit to Bermondsey	RK to arrange time suitable for Steering Group
5.	HLF (initial meeting with Gillian Goode) – study to understand the heritage deficit – worth pursuing	NV to update Steering Group
6.	Pinsent Masons: <ul style="list-style-type: none"> • Rent payable by new units and relationship with the theatre build • 2.1.7 - Clarify whether Ovalhouse sit on the board - and clarify that BG will only be there for the shadow board - talk about the stages of the shadow board • Capture enthusiasm into the new community trust • Set up costs for trust - BG to submit expression of interest to GLA • Notes on structure from Anthony Collins workshop • Levels of control by the Council • 3.2 will need to be expanded to better understand Council influence - to be covered at the next workshop • Imperative of the Council to manage its risk • 8th July - link into the workshop around SPVs • 5.2 agree nomination rights to affordable units - local lettings policy expanded 	BM to follow up with Anne regarding Pinsent Masons report to circulate to Steering Group prior to the next Stewardship Workshop on 8 July, 2014.
7.	Bid Programme <ul style="list-style-type: none"> • Comfortable with the bid included within the 	AQ to provide a calendar of all Brixton Events

	<p>tender</p> <ul style="list-style-type: none"> • Take grant funding dates - potential to close the gap between stages one and two • Focusing on DMA - once signed team can be formally appointed • Surveys being progressed • Started engagement with LUL and Network Rail • PPA being drafted • The signed off programme becomes the agenda for the community engagement • Procurement strategy - need comms strategy • Need homes workshop once we hear on the grant 	
8.	<p>GLA</p> <ul style="list-style-type: none"> • Need to explain to people that there is a direct link between the coop and the grant i.e. if there is no coop then there will be Right to Buy if we accept the funding • Link between commercial viability and rental income • Intermediate housing list is needed • Investment sub-committee to visit site (Housing Investment Group) • Cllr Hopkins discussion with Cllr Bennett and Andy Radice regarding a concept/model for housing; may or may not be applicable to SR 	<p>BM/NV to meet with Cllr Hopkins and Cllr Bennet to discuss Somerleyton Road model</p>
9.	<p>Business Plan:</p> <ul style="list-style-type: none"> • GLA funding being sought • BC advised that Jess Steel (Locality) is not available to develop brief. 	<p>BC to advise on who can develop the brief.</p>
10.	<p>Non-Resi uses:</p> <p>Briefs for non-resi uses to be finalised by 09 July. Tentative date of 27 June to be given for receipt of briefs.</p> <p>Once non-resi uses are finalised we need to capture/explain the 'story' of how we got from the many ideas from the workshops to the few options we have left</p>	<p>Letters to prospective non-resi owners/occupiers sent</p> <p>NV/BC/AQ/DA/Igloo to discuss once non-resi are finalised</p>
11.	<p>Housing Policy:</p> <p>Meeting between Neil, Dinah, Tom Tyson, Cllr Matthew Bennett to discuss housing policy, housing need, mix, size etc. to prepare housing brief for Igloo by 09 July</p>	<p>Meeting set for 26 June</p> <p>Cllr Hopkins to invite Cllr Nick Raynsford (MP for Greenwich and Woolwich) to meet/advise Steering Group</p>
12.	<p>Highlight Report and Risk Register:</p> <p>Highlight Report and Risk Register to be detailed including actions to mitigate the risks, names, responsibilities, timescales etc.</p>	<p>To be updated by Igloo fortnightly. Igloo to bring to next meeting</p>

13.	Livity: Introduction Meeting to be held between Livity and Igloo to discuss brief for urban designers	To be held w/c 23 June. DA to confirm date.
14.	Team Structure: Igloo presented a draft of the Team Structure which was discussed amongst the Steering Group. Comments/Feedback provided.	Igloo to incorporate comments/feedback as per discussion and circulate to steering group prior to next meeting.
15.	Finance/VAT: Steering Group and Igloo agreed that a tax specialist would be a preferred option over Grant Thornton to provide tax advice for the project.	NV and BM to meet with Lambeth finance (25 June) and then to advise Steering Group. BM to discuss with Legal
16.	Straw Man/Position Statement/BRIEF: Brief to be updated and circulated by Igloo	DA to circulate latest version of Straw Man to Steering Group. Once non-resi and resi briefs are received, Igloo will update brief by mid-July to start master planning process
17.	Key Decisions: Igloo to prepare and circulate list of key decisions that need to be made including timelines and dependencies	RK advised that this will come out of the programme
18.	Meanwhile Space – Phasing: To maintain continuity of meanwhile space, new site should be developed before knocking down No. 6	RK advised it will form part of the Meanwhile Strategy which will be developed once we have a master plan JH advised that Forward Plan should include Meanwhile Uses including Carlton Mansions
19.	Sustainability: Igloo to arrange meeting for green building/passivhaus specialist Richard Partington to speak to Steering Group Steering Group to discuss what level of sustainability is feasible/desired for this scheme	CB, NV to arrange. (Relevant to Housing meeting and workshops) Igloo to arrange Footprint Workshop to discuss what level of sustainability is required. (Perhaps this could be merged into the design workshops) Could invite Brixton Energy.
20.	Meeting with Cllr Lib Peck: Meet and Greet with Igloo has been set for Thursday, 17 July; 3:30-4:30pm	DA/JH to invite ward cllrs
21.	Local Lettings: NV to discuss with Cllr Matthew Bennett	Cllr Bennett to be invited to Housing meeting w/c 23 June

22.	<p>Custom-Building:</p> <ul style="list-style-type: none"> - RK advised that if residents are renting then custom-building may be challenging, more suitable if residents buy their properties. - Custom build vs Self complete – can be challenging across all tenures - How to communicate the option of custom building while managing expectations. - What about timescales for people on Housing List 	<p>Igloo to add this to list of Key Decisions and provide a deadline by which Steering Group must determine extent of custom build</p>
23.	<p>Comms and Engagement:</p> <p>21 June Community event:</p> <ul style="list-style-type: none"> - Steering Group reviewed BC's draft panel/hand-outs for community event - BC advised that the event will have a video box to capture opinions/stories - BC requested facilitators to help answer questions, describe the project and write up people's opinions - BC requested JH to help with road closure - BC requested access to more funds to improve cash flow for event <p>Discussion on website:</p> <ul style="list-style-type: none"> - AQ advised that there is a shared audience and cross-cutting themes with other Future Brixton projects. Could benefit from a shared site but with Somerleyton Road having a separate landing page - Lambeth to purchase somerleytonroad.org/.com web names. In the short term, use Future Brixton: Somerleyton Road site until new site is developed. - BC advised that Six Brixton site is being developed and will include regular updates of community events and activities and would need less formal regulation/ approvals than the Somerleyton Road site <p>Community Engagement Programme:</p> <ul style="list-style-type: none"> - Once development brief is finalised, community engagement programme must be firmed up. 	<ul style="list-style-type: none"> - BC to update panels with Steering Group comments - BC to reconfirm housing numbers/percentages in housing panel pie chart - Proposals to be communicated as "aspirations, as per community feedback so far" to ensure they are not misinterpreted as final plans - Igloo/Social Life to provide 2 facilitators for the event and someone to write up opinions - JH to invite other ward cllrs to the event - JH to email Roads dept to ask them to expedite approval of road closure and bus diversion for 21 June 12-7pm. - BC to check with Livity if their involvement in SR is public - Igloo to provide/circulate a brief for the community event - Igloo to circulate animated poster of Brixton and prepare other material for the event - Steering Group to determine who will form part of the comms and engagement group and what their brief will be - JH to introduce BC to John Balazs
24.	<p>AOB</p> <ul style="list-style-type: none"> - Steering Group and Project Executive - Country Show - Capturing the story - Social Life - need a briefing session once team is read 	<p>Circulate ToR, membership (NV)</p> <p>Mike Pocock would like to attend future meetings</p>

