

FUTURE BRIXTON: SOMERLEYTON ROAD PROJECT

Steering Group Minutes of Meeting

10:30am; Wednesday, 15 April 2015 - 5th Floor Board Room – Hambrook House

Attendees

Lambeth Council:

Cllr Jack Hopkins

Mike Pocock

Neil Vokes

Bruce McRobie

Dilan Alpasha

Brixton Green:

Stephen Jordan

Brad Carroll

Dinah Roake

Oval House:

Deborah Bestwick

Annika Brown

Igloo:

John Long

Kym Shaen-Carter

Item	Description	Action
1.	<u>Risk Register:</u>	<ul style="list-style-type: none"> - Igloo to highlight key risks - Important to specify the owner of each risk, mitigations and timescales for these mitigations - Risk Register to be a standing item on the Ops Group and Design Team meeting agendas and to reviewed regularly - Igloo/DBK to link the risk register to the optimised programme
2.	<u>Lease agreements:</u>	<ul style="list-style-type: none"> - NV/BMcR to confirm dates of when Pinsents will complete drafting lease agreements. - Best way to obtain external input on lease agreements and other legal issues is to organise a workshop with policy officers and other relevant experts rather than have a public/open workshop - Bruce to ask Pinsents for a note to steering group on progress of their work including a timetable for setting up legal structure/bodies - Workshop to be arranged with Pinsents and Key-Decision makers to go over legal structure - Legal Structure to be agreed at next Steering Group
3.	<u>Programme:</u>	<ul style="list-style-type: none"> - Short-term, focused programme on the pathway to Cabinet (based on NV's paper). - Programme needs to more clarity on non-construction related activities. Igloo to align the non-construction and construction programme and risks.
4.	<u>Design update</u> Stage C underway Architects engaging with end users	<ul style="list-style-type: none"> - Meeting to be held with Howarth Tompkins, BC, NV, Igloo on Plot E Ground floor uses. Looking at efficiencies between uses/spaces while avoiding dependencies if uses change. - Guidelines for Architects to include <ul style="list-style-type: none"> • Ensuring fittings and fixtures are not bespoke to avoid difficult/costly maintenance • Design of residential units to have some level of adaptability e.g. to allow switching from private to affordable - The above to be covered in Housing Subgroup - Cllr Hopkins and JL to attend next Housing Subgroup to discuss practical design issues and principles to guide design - Igloo to advise Steering Group on formalising the process of design-related decisions making. Audit trail needed.
5.	<u>Community Engagement</u>	<ul style="list-style-type: none"> - Comms and Engagement group to advise if and how specific community groups should be engaged for some of the non-resi spaces (e.g. kids, mothers, elderly ppl).
6.	<u>Planning/PPA</u> PPA meeting held on Thursday 16 th April	<ul style="list-style-type: none"> - Car parking still an issue. BWB doing detailed surveys. - Ovalhouse need sufficient disable /blue badge parking - Igloo to speak to Ross Whear about taking scheme to Strategic Panel - Scheme going through a CABE review workshop 28th April

7.	<u>Legal Structure</u>	<ul style="list-style-type: none"> - Some difference of opinion remains particularly with regard to space above OH and Children's Centre - Paper with input from all parties to be discussed at next workshop with Pinsents
8.	<u>Financial Model</u> Meetings being held with Igloo, GT, finance	<ul style="list-style-type: none"> - Model will be reviewed with Finance on 28th April. Model needs to be ready by 28th April to ensure "project works" and all parties are happy with assumptions
9.	<u>Procurement</u> Igloo issued detailed procurement strategy	<ul style="list-style-type: none"> - July Cabinet report needs high-level recommendation of procurement route. - Client feedback/requirements have already been provided - Cllr Hopkins to provide feedback - Igloo to circulate a covering note with recommendations - Note to be sent to other Cllrs (e.g. Cllr McGlone) to obtain their feedback on issues such as social value etc.
10.	<u>Chef's School</u>	<ul style="list-style-type: none"> - Meeting to be held with WKC, Met Works and Brad
11.	<u>Convenience Store</u>	<ul style="list-style-type: none"> - Suggestion to have a coffee grinding training/café space - Most agree that it is useful to have a neighbourhood store - Brad to circulate high-level principles for non-resi spaces - DTZ to issue paper by 28th April on Market research
12.	<u>OCB business plan</u>	<ul style="list-style-type: none"> - Dinah to provide note on business plan for Steering Group
13.	<u>Housing Co-op</u>	<ul style="list-style-type: none"> - Brixton Green to provide draft brief on housing co-op
14.	<u>Comms and Engagement</u>	<ul style="list-style-type: none"> - NV/SD to agree marketing budget - Igloo to circulate Social Life's paper - Footprint workshop to be held on 29th April