

**Harlesden Neighbourhood Forum  
Committee Meeting 15<sup>th</sup> May 2017 FINAL MINUTES**

<b>Date and time of meeting:</b>	Monday 15 <sup>th</sup> May 2017, 6.30 – 8.00pm
<b>Location:</b>	Crisis , Ajax House, 16a St Thomas’s Road, Harlesden
<b>Attending:</b>	Leao Neto (LN), Paul Anders (PA), Atara Fridler (AF), Nick Jones (NJ), Ricky Gardner (RG), Susan Grace (SG), Megan Lewis (ML)
<b>Apologies:</b>	

**Meeting notes**

<b>Agenda item</b>	<b>Discussion (Key discussion points and agreed points)</b>	<b>Actions</b>	<b>Status</b>
1.	<p><b>Welcome / Introduction</b></p> <ul style="list-style-type: none"> <li>• LN (Previous Chair) welcomed all, and gave a summary of the Committee Code of Conduct, reminding everyone Constitution has been circulated by Email.</li> <li>• Explained a meeting chair would be assigned and Committee roles assigned later on</li> <li>• Committee voted for Leao would chair the meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Committee to familiarise themselves with constitution if not already</li> </ul>	
2.	<p><b>Looking back and forward</b></p> <ul style="list-style-type: none"> <li>• Committee discussed round the table their brief thoughts about successes and opportunities for the Forum               <ul style="list-style-type: none"> <li>○ AF: NP document now in consultation after 2 years and lots of community research. Looking forward to seeing it go from paper to something tangible – could Forum go down route of community development trust?</li> <li>○ NJ: A good network of people who can influence decision makers has been developed. Looking to leverage that and think beyond the neighbourhood planning remit, also improving communication and marketing.</li> <li>○ PA: Membership becoming more representative of Harlesden. Looking forward to pursuing Community led housing, relationship with OPDC and establishing Forum as a legal entity.</li> <li>○ LN: Forum has recognition and is striving towards its aims, esp. in engagement. Looking forward Forum could become a campaigning group for Harlesden, with a strategy to ‘turn it around’.</li> <li>○ RG: Opportunity to focus on Harlesden’s economy – with the effects of OPDC and LDA developments and crime. Bringing aspiration to Harlesden (Lack is reflected in the state of the High Road and lack of night time economy.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Committee to return to some of these subjects during scheduled Away day</li> </ul>	

	<ul style="list-style-type: none"> <li>○ SG: Opportunity to be more representative and involve the population better, particularly by including Young People. Opportunity to work together as a power, not to duplicate.</li> <li>○ CG: Opportunity to engage new people moving in. New residents and businesses are not currently doing enough – Harlesden facing a dichotomy. Option to look at the meeting format as may not be accessible.</li> <li>○ ML: Encouraged to see the work done to compile the Plan thus far. Opportunities in Community Development / engaging locals in development issues, and how the Forum work could bridge the two.</li> </ul>		
3.	<p><b>Consultation update + Engagement</b></p> <ul style="list-style-type: none"> <li>● ML summarised the pre-submission consultation activity to-date: <ul style="list-style-type: none"> <li>○ Face-to-Face inc. street stall, community &amp; heritage asset meetings, some business engagement, Newman school presentation</li> <li>○ Comms: Online inc. Forum &amp; Stakeholder Email, Social Media campaigns, Posters on community noticeboards, surveys, plan and flyers at Hub, Display at Crisis</li> </ul> </li> <li>● ML summarised upcoming activity <ul style="list-style-type: none"> <li>○ Face-to-Face: One or two more schools presentations (Convent Year 12s confirmed, awaiting Capital City response), Stall at Greener Harlesden Sat 20<sup>th</sup>, and clock tower corner Thursday 25<sup>th</sup> May (including Community Researchers). More ethnic outreach to be done and local conversations to be recorded.</li> <li>○ Comms: Two final emails, further social media promotion</li> </ul> </li> <li>● ML suggested feeding back consultation response and suggested Plan updates to be subject of next Forum General Meeting</li> <li>● ML mentioned GUA Local Plan upcoming meetings <ul style="list-style-type: none"> <li>○ AF suggests going to the GUA events with a clear agenda – possibility to consult Ken on this</li> <li>○ CG: Suggests exploring if nearby development as part of OPDC can generate CIL for Harlesden. Notes the effect of Old Oak development on Harlesden’s infrastructure, services, air quality etc. Councillor Butt should be involved in insuring Brent gets the Housing allocation it needs</li> <li>○ LN: agreed clarification needed on how the CIL of OPDC is shared with Brent and Harlesden</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Committee to advise Megan of availability to help at 20<sup>th</sup> and 25<sup>th</sup> event</li> <li>● Committee to promote consultation by sharing social media posts and encouraging completion of paper surveys</li> <li>● Committee to record conversations about plan (as counts as engagement) by Emailing Megan</li> <li>● Megan to circulate dates of GUA’s (non-statutory*) Local Plan consultations</li> <li>● Atara to liaise with Ken and Sumathi about a Forum response to OPDC LP and OONF</li> <li>● Megan to liaise with Ken about OONF queries and committee to set up meeting with OONF if there is time. If not, then to develop a written response</li> <li>● Megan to develop agenda for next Forum meeting</li> <li>● Committee to clarify HNF’s message/ agenda prior to attending GUA’s 24<sup>th</sup> June event</li> </ul>	

	<ul style="list-style-type: none"> <li>○ PA: mentions clarifications needed with the OPDC about mention of HNF in the Local Plan, and also the Old Oak Neighbourhood Forum about their boundaries – possibility of setting up a meeting</li> </ul> <p><b>Agreed</b></p> <ul style="list-style-type: none"> <li>● Conversations in Harlesden about the Plan and consultation to be recorded as an engagement activity and Megan subsequently advised.</li> <li>● Need to discuss the Forum’s agenda &amp; response in relation to OPDC and OONF consultations further + contact Ken.</li> </ul> <p>*Update as of 16/05/17: the GUA LP consultations are separate from the OPDC’s formal consultation due later in the year. Suggestion that HNF agenda still clarified prior to attending the GUA events</p>		
4.	<p><b>17/18 timeline and other activity</b></p> <ul style="list-style-type: none"> <li>● Committee discussed proposed meeting dates and confirms Pre-summer dates</li> <li>● PA summarised progress on the Community Housing scheme – Getting ready to submit the offer to Brent <ul style="list-style-type: none"> <li>○ SG mentions making connections: London Citizens already operating a Community Land Trust; Other connections through the school; to link with Robert Johnson and Brent Borough execs meetings.</li> <li>○ SG notes that identifying land is important – i.e. TFL</li> <li>○ PA suggests connecting with OPDC could be an option. Also establishes that the £50k budget will be enough to do basic exploration of options</li> </ul> </li> <li>● AF notes other activity concerning influencing and becoming independent will be subject of upcoming away day and conversations</li> <li>● PA explains NP Grant funding application plan – to apply in two chunks over the year</li> <li>● PA also explains option to undertake a Land Assessment of site allocations or a Health check of draft plan. Explains recommendation towards the Land Assessment and that both cannot be done at the same time.</li> <li>● CG Suggests setting up a meeting with the London &amp; Regional to follow up an offer made to him previously by their CEO to support Harlesden engage with new development. CG suggested that this can be around how plans will connect with Harlesden via Harrow Road – Would recommend getting some visuals drawn up.</li> </ul> <p><b>Agreed</b></p> <ul style="list-style-type: none"> <li>● Committee Awayday Sat 10<sup>th</sup> June, Next committee meeting 6<sup>th</sup> July, possible conference call 13<sup>th</sup> July, next Forum meeting 20<sup>th</sup> July</li> </ul>	<ul style="list-style-type: none"> <li>● SG to link PA up with contacts for Community Housing</li> <li>● CG to arrange meeting with London and Regional about their offer</li> </ul>	

	<ul style="list-style-type: none"> <li>Land Assessment will be undertaken prior to Plan submission</li> </ul>		
5.	<p><b>Committee Awayday content</b></p> <ul style="list-style-type: none"> <li>LN explained awayday will cover visioning and strategy planning for the next year, including influencing, communications and outreach</li> <li>LN suggested homework for prior to the away day – i.e. how to enlarge the campaign <ul style="list-style-type: none"> <li>AF suggests requesting Paul Bragman to draw up agenda and a ‘homework’ which will be circulated to committee members for comments</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Megan to liaise with Paul Bragman on Away day content and homework</li> </ul>	
6.	<p><b>Committee roles</b></p> <ul style="list-style-type: none"> <li>Committee vote results in LN as Chair, AF and RG as co-vice chair, PA as Treasurer and ML as secretary <ul style="list-style-type: none"> <li>PA notes that treasurer and Community Housing roles to become heavy over next few months and sharing may be requires</li> </ul> </li> </ul> <p><b>Agreed</b></p> <ul style="list-style-type: none"> <li>Remaining roles to be determined at the Committee Away day on 10<sup>th</sup> June</li> </ul>		
7.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>Recap of upcoming dates</li> </ul>		