

Harlesden, 24<sup>th</sup> November 2020

CM (2020)1124 Meeting

Minutes **Harlesden Neighbourhood Forum**

**Minutes of the Meeting**

<b>Date and time of the meeting</b>	Monday 24 <sup>th</sup> November 2020– 6.30-7.30 pm
<b>Location</b>	Online Zoom
<b>Attending</b>	Ilaria Esposito (IE), Paul Anders (PA), Colin George (CG), Madeleine Jennings (MJ), Sandra White (SW) Errol Donald (ED)
<b>Guests</b>	
<b>Apologies</b>	Margaret Cox (MC), Nouh Abukar (NA)
<b>Absent</b>	

<b>Agenda item</b>	<b>Discussion (Key discussion and agreed points)</b>	<b>Actions</b>
1.	<p><b>Welcome / Introduction</b></p> <ul style="list-style-type: none"> <li>• <b>MJ</b> welcomes the Committee. <b>MJ</b> informs the Committee about Nouh Abukar and Margaret Cox apologies for not attending.</li> <li>• Minutes and actions from 10<sup>th</sup> November meeting adopted.</li> </ul>	
2.	<p><b>Conflict of interest Register Approval</b></p> <ul style="list-style-type: none"> <li>• Committee approved updated conflict of interest declaration and register.</li> <li>• <b>PA</b> approved the decision but the reserve to ask committee members to include their employers as well</li> <li>• <b>SW</b> asked to bring the conflict of interest register at every committee meeting.</li> </ul>	<b>IE</b> will send the updated version with the minutes and will bring the conflict of interest register at every meeting to check any potential conflict.
3.	<p><b>Committee members portfolios and work plans Updates</b></p> <p><b>MJ</b> invited the Committee to share their work plans proposals and updates. CHAIR – for the December meeting <b>MJ</b> will bring membership recruitment and governance plan.</p> <p><b>FINANCE</b> – <b>PA</b> had a meeting with <b>IE</b> to prepare the google drive and structure for annual reporting next year, including NatWest accounting system to facilitate the process.</p> <p><b>FUNDING &amp; GRANTS</b> – <b>SW(Vice-Chair) Reported on possible Strategy and ongoing activities.</b></p> <ul style="list-style-type: none"> <li>• VEOLIA Community fund application has been submitted.</li> <li>• Trust for London – current funding needs a revised evaluation plan – some of the activities could not be implemented because of COVID-19, so we need to consider how we will implement them. Outreach and</li> </ul>	<p>Each CM should produce a plan to report on their portfolio for the December meeting.</p> <p><b>SW</b>, <b>IE</b> will finalise evaluation plan for trust 4 London <b>IE</b> to submit Veolia and get a response. <b>SW</b> will catch up with CIL team for Colourful Wayfinding</p>

activities in the community might require volunteers to do so. **PA** advised checking with Atara Fidler if expected outcomes were designed on the work carried together with Crisis.

- **SW** had a meeting with Lisa from Brent (to invite her to the December meeting). There is a fund to support shopkeepers, and she can bring info to the December meeting.
- Colourful wayfinding –the funding agreements has another year of funding. **IE** and **MJ** will look for the contract for that.
- **SW** reported on HAZ meeting and stressed that the bid needs to be seen from cultural but also from the regeneration point of view.

#### PLANNING

**CG** updated on the current work plan

- Continue to monitor planning applications notified by LBB
- Seek to get notifications for permitted development and certificates of lawfulness from LBB
- Circulate draft HNF Planning Protocol
- Review existing HNF and LBB planning policies on various issues (e.g. loft extensions and vehicle crossovers) and publish.
- Seek to get notifications for licensing applications.
- Establish why LBB is failing to publish minutes and decisions of Alcohol and Licensing Committee.
- Monitor breaches of planning consents
- Monitor building works
- Monitor Brent consultations
- Continue to monitor OPDC planning applications and agree to direct notification protocol.

#### CULTURE & COMMUNITY ENGAGEMENT -

- **ED** reported on different activities, which will need to be put in a plan
- **ED** spoke to Grace Nelson about creative wayfinding. She asked **ED** to sit on an evaluation panel, and a young person was involved as well. **ED** is wondering how we can motivate our audience to get involved
- **PA** linked the conversation with the Colourful Wayfinding project. HNF must implement a second-year delivery and catch up with CIL team
  
- **NA** sent an email informing he is following up with Michael Appouh the young person part of The Agency - a scheme that helps young people set up their social enterprise - currently working on an oral histories project aiming to document and archive the stories and experiences of people from Harlesden in response to proposed regeneration schemes. The interview and filming will happen during 2021.
- **NA** would like to gather a list of people and propose the Committee to take part too

**CG** will send his proposal to involve members in planning applications response.

**ED** to put his ideas into a written plan

**ED** will inform his conversations with stakeholders keeping in mind the Colourful Wayfinding project still has another year of funding.

**IE** will find info on colourful wayfinding

**IE** will send policies that can be put online on the website (put all Committee in cc in the e-mail.

	<p><b>COMMUNICATION –</b>  <b>PA</b> reported his work on the website and blog- It would be good to have a blog entry every month.  <b>PA</b> has claimed LinkedIn.  <b>CG</b> suggests that the Committee exchange ideas for the blog.</p> <p><b>ENVIRONMENT-</b> <b>IE</b> had an exchange with <b>MC</b> in regard to the work plan</p> <p><b>BUSINESS AND REGENERATION</b>  <b>CG</b> reported on a draft plan</p> <ul style="list-style-type: none"> <li>● Establish clearer and closer working relationship with Harlesden Town Centre Manager.</li> <li>● Review regeneration plans for Harlesden that have been recently published and update appraisals published as supporting documentation for Neighbourhood Plan.</li> <li>● Establish a transparent working relationship with Harlesden Business Association.</li> <li>● Establish significant role in festive lights programme 2021</li> <li>● Review and respond to the trial implementation of Healthy Neighbourhoods.</li> <li>● Monitor and comment on the quantity and quality of street lighting</li> <li>● Review street signage for pedestrians</li> <li>● Liaise with OPDC Early Activation project to ensure plans to benefit Harlesden are implemented.</li> <li>● Continue to lobby OPDC/TfL/Metroline for better frontage to the bus garage.</li> <li>● Prepare responses to OPDC consultation on revisions to their Local Plan.</li> <li>● Please continue to work closely with the Old Oak Neighbourhood Forum (OONF) and support their bid for a redefinition of their borders.</li> <li>● Continue to monitor retail health through Market Spark study</li> <li>● Draft quantitative research proposals for town centre usage.</li> <li>● Assess the latest OPDC supporting documentation for new submission of their Local Plan to the inspector.</li> <li>● Monitor results from Brent’s Local Plan Examination in Public for impact on Harlesden.</li> <li>● Review bus stops and digital information available.</li> <li>● Preliminary boundary review.</li> <li>● Review progress towards the goals in the Harlesden Town Team’s Charter.</li> <li>● Continue to monitor LBB’s Inclusive Growth Project</li> </ul>	<p><b>SW</b> will get in touch to send a linked website to campaign about clean air and avoid HGVs coming to the town centre.</p>
4.	<p><b>November Newsletter content</b>  Content of the newsletter approved by the Committee</p>	<p><b>IE</b> to send a newsletter</p>
5.	<p><b>General meeting agenda</b>  the draft agenda approved by the Committee.  December General meeting registration is available at <a href="#">this link</a></p>	<p><b>SW</b> will invite Lisa to register and intervene during the funding spot allocated for reporting.</p>
6.	<p><b>Application for Re-designation as Neighbourhood Forum</b></p> <ul style="list-style-type: none"> <li>● <b>IE</b> explained the status of the application. Peter Farnham has sent updates and included decision about public consultation in the OPDC board meeting.</li> <li>● OPDC and Brent will be launching consultation around 10<sup>th</sup> December until 4<sup>th</sup> February 2021</li> </ul>	<p>Keep in touch with Brent and OPDC on the matter  <b>Committee</b> to ask OPDC only to show geographic distribution of members but not their details according to GDPR</p>

7.	<b>Date and venue of the next committee meeting</b> Proposal - 9 <sup>th</sup> December 2020 6:30 pm	<b>IE</b> will draft an Agenda