

**STEERING GROUP**

**Thursday 10 October 2013**

**6:30pm – 8:00pm**

**Coin Street neighbourhood centre, Stamford Street, SE1**

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**Present:** Ted Inman (Chair for meeting)

Chris Bagot	Steve Taylor	Helen Santer
Elly Rich	Mike Tuppen	Alistair Bigos
Teresa Collins	Phoebe Greenwood	Mike McCart
Maxine Room	Juliet Heap	Ken Hamilton
Jenny Stiles	Hasham Soliman	CLlr David Noakes

**In attendance:**

Sophy Grimshaw	John Langley	Jenny O'Neill
Iain Tuckett	Giles Goddard	Ian Main
Joe O'Meara	Ben Stephenson	Tony Burton
John Tolson	Barbara Grehs	Kate Johnson

**Apologies:**

CLlr Peter Truesdale	Deborah Nagan	Michael Johnson
David Clarkson	Sue Pitman-Dalton	Mark Riches
John Rushton		

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**-MINUTES-**

**1. Welcome and introductions**

The meeting agreed that Ted Inman could Chair the meeting to the point where a Chair was appointed.

It was agreed that **Item 7 Proposed expansion of steering group** should be taken prior to the election of officers.

Iain Tuckett said that the organisation would have more influence if the steering group was expanded to include more people. Chris Bagot suggested that the incremental increase in membership suggested by Ted should be considered. The problem with doubling membership would mean that some membership categories would be left under represented, unbalancing the steering group. The potential size of the group caused some concern.

Ian Main reminded the group that it retains the power to co-opt in addition to a slight increase and that an intermediate increase may be a preferable step at this early stage.

Helen Santer reminded the group that the constitution seeks a minimum attendance from steering group members so a large increase would mean significant attendance at every meeting.

Jenny Stiles made the formal proposal to adopt the following increase in steering group membership:

Membership category	Number of representatives on the steering group	
	Now	Proposed
People who live in the area	Up to 4	Up to 6
People who work in the area	Up to 3	Up to 4
Representatives of TRAs or housing coops	Up to 4	Up to 5
Representatives of large businesses (over 250 employees)	Up to 3	Up to 4
Representatives of small businesses (under 250 employees)	Up to 3	Up to 4
Reps of large public sector organisations or charities	Up to 3	Up to 4
Reps of small public sector organisations or charities	Up to 3	Up to 4

The motion was carried 11 to 2, to recommend that these changes should be implemented by amending the constitution at a Special General Meeting. It was agreed that those with the next highest number of votes in each membership category would fill the places.

It was also agreed that non-members of the steering group could attend steering group meetings as observers.

## 2. Election of officers

Ted reiterated the apology of Mark Riches (small business category) who was unable to attend the meeting due to a funeral, but who had offered to stand as chair.

As no others had put themselves forward and in the light of the agreement to increase numbers on the Steering Group, Jenny Stiles suggested that the offer be accepted on a provisional or interim basis until at least after any broadening of the steering group membership be agreed by the wider South Bank and Waterloo Neighbours at the Special General Meeting. Ted Inman undertook to consult Mark as to whether he would act as Chair on this basis and it was agreed to appoint him as Interim Chair if he agreed.

**Action TI to approach Mark Riches**

### 3. Introduction to next stages: Tony Burton, Locality

Tony explained that his time had been granted as part of a support package for the development of SoWNeighbours' plan. He gave a presentation on the process of neighbourhood planning.

Helen Santer asked what level of buy-in could be expected at referendum stage. Tony responded that 35% turnout had been the highest to date, though levels tended to exceed local elections. Helen also asked how the plan influenced how Community Infrastructure Levy (CIL) was spent. Tony said that since neighbourhood forum areas were not parished areas, forums could only influence rather than directly control spend. It had been made simpler in the legislation for Forums to become parishes. The level of influence neighbourhood forums could exert on the CIL defrayal process was unclear. He also said that the plan should focus on the policies, with CIL a mechanism for delivering these policies, rather than being driven by what might be achieved with CIL.

Chris Bagot asked how often the plan was refreshed. Tony explained that the plan was a static document with an intended life of 5 years – any changes or refreshes would require a new consultation and referendum process. This was a key reason to ensure that the plan was right first time.

Tony referred the group to a number of useful online resources including the Neighbourhood Planning Group on LinkedIn and:

<http://locality.org.uk/resources/neighbourhood-planning-roadmap-guide/>  
<http://mycommunityrights.org.uk/neighbourhood-planning/>  
<https://www.gov.uk/government/policies/giving-communities-more-power-in-planning-local-development/supporting-pages/neighbourhood-planning>

### 4. Statutory consultation – strategy and process

Ted reminded the group that the applications to Lambeth and Southwark to have the Forum and area designated had been submitted on 30 April, and that the statutory consultation on the applications would run from 17 October to 28 November.

It was clear that a misconception had developed whereby a cross borough neighbourhood plan would 'allocate' CIL generated in one borough to the other. The group was keen to ensure that the accuracy of this was challenged during the consultation. Juliet Heap emphasised the need to work with the Bankside Neighbourhood Forum to develop local policy on Blackfriars Road despite the Blackfriars SPD developed by Southwark.

It was agreed that a Memorandum of Understanding should be developed and signed with the Bankside group once the boundary had been agreed. BS would send a message to the Bankside Neighbourhood Forum's Chair to make him aware of the wish to collaborate.

**Action: BS to send collaboration message to Bankside**

A number of members reiterated their affront that the BNF had applied for designation of their area without consultation. It was important not to run a negative campaign, though acceptable to make reference to the rationale for changing the boundary to Blackfriars Road. If Southwark do not agree to the boundary revision

It was agreed that a sub group should be arranged to manage the campaign. Alistair Bigos volunteered to be a part of this.

**Action: BS to set up campaign sub group**

## **5. Plan themes**

Ted took the meeting through some suggested themes for the Plan, stressing that these had been compiled from previous reports and meetings to aid discussion.

It was agreed the matter of themes should be put to the wider group at a full meeting. It was noted that as the policies in the plan need to conform to existing strategic policy, a briefing for SoW Neighbours should be written to outline such policies. Tony said that the Local Authorities should provide a briefing about their strategic policies – Kate Johnson confirmed that Southwark were in the process of preparing one – and the SoW Neighbours administration would contact the GLA with regard to the London Plan. Every policy in the National Planning Policy Framework could be considered strategic.

Ultimately it is the task of the independent examiner to determine whether the plan is in conformity.

## **6. Communications**

Ben Stephenson outlined the work of the communications group, including the new identity and the website.

It was agreed that due to the existence of the South Bank Forum it would be desirable to drop the word Forum from the South Bank & Waterloo Neighbourhood Forum, and it was agreed to adopt South Bank & Waterloo Neighbours instead.

It was agreed that an exhaustive list of community groups begun by Jenny Styles should be circulated and added to as a list of consultees – and to whom information could be cascaded. WaCoCo and WOSP should be added.

**Action: BS to circulate**

## **7. Proposed expansion of steering group**

Taken earlier in the meeting

## **8. Any other business**

There was none.