



Waterlow Park Trust

Advisory Group meeting 10/12/2019

Present: Ben Cook (BC) (LUX), Ian Henghes (IH) (Highgate Neighbourhood Forum), Gabi Howard (GH) (Camden LA), Katherine Ives (KI) (Lauderdale House), Fiona Murphy (FM) FOWP, Sue Tatum (ST) (Chair), Eileen Willmott (EW) (Dartmouth Park Conservation Area Committee), Catharine Wells (CW) (Dartmouth Park Neighbourhood Forum),

Apologies: Pippa Rothenberg (PR) (Highgate Society),

Issue	Action
Chair welcomed Nicky Ezer (Camden Events Team) and thanked Ben for hosting at LUX.	
2.C Wells agreed to take minutes.	
3. Approval of Previous Minutes & Actions on matters arising. Ian noted that these minutes were not currently available on shared Google Drive and chair will resend to TAG members. K Ives said date for next Breakfast meeting is 14/01/20 and she will advise Chair of the subsequent date	Chair to circulate previous minutes via email. KI will provide Chair with next Breakfast Meeting date
4 TAG AGM: Chair asked for offers of a late January date, a venue & group to lead on AGM planning. One priority will be to clarify TAG's role to the wider community. K Ives offered LH as a venue on 27/01 or 30/01; Pippa has previously agreed to help; C Wells will do publicity; K Ives logistics; Ian a PowerPoint. Gabi noted she was unavailable on 27/01; one officer from Camden is expected to be present.	Chair to contact P R ASAP re her availability on 30/01/20 C W to liaise with K I re publicity Once date confirmed as 27 or 30/01, GH to liaise with trustee about who from Camden will attend.

<p>5 Dates for TAG meetings in 2020: Chair asked for coordinator and Ian volunteered.</p>	<p>I H will do a Doodle poll with dates provided by Chair</p>
<p>6 Reports: Parks for Health: National Trust Project: Chair and Eileen W recently showed the NT team round the park and its facilities. (report on google drive) Gabi noted that Camden & Islington were the only successful London Council bidders of a country-wide 2 year project to encourage inactive people into parks. The visit was just one part of a research heavy study to improve the way key partners in health work more closely together to improve health outcomes for those in need via a range of social prescribing. There is currently no funding for new park infrastructure. The Survey of Camden Parks has been completed. 5 experts from NT are involved including: HR, developing facilities, volunteers, business modelling, H&S. Final decisions will be agreed by senior officials from Camden & Islington. C Wells asked that the benchmarking criteria for this survey be made available to TAG. Chair noted importance of liaison with each local park about what would work for residents around their specific area as not all parks are the same. Chair emphasized value of being informed from the outset about this and other projects. GH said chairs of Friends Groups were told. KI noted value of the Community Breakfast Meetings for informing & involving community groups in this project Any CIL linked to this project will be allocated via Neighbourhood Forums & Camden Councillors</p>	<p>KI and GH will liaise over this initiative where it relates to LH GH to provide TAG with the criteria used for the Healthy Parks Survey & data analysis once available</p>

7 Re-establishment of BBQ Working Group:

Ian explained the brief to review the 2019 season/ zoning & report back to TAG. (Background info and Power Point on google drive). A date for WG meeting will be set shortly to consider all issues, FOWP report & Camden report. WG has initiated requests for feedback on several local platforms and websites. Any recommendations or suggestions arising from the WG discussions will be provided ahead of next TAG meeting.

Gabi confirmed Camden's feedback can be subsumed into the WG and that data relates to info only provided by Park Staff when present.

C Wells asked about cars accessing the park (5 instances noted by staff in BBQ report) Nicky E noted that all those with permitted access to WP had the means to open and lock the barriers so a date should be agreed in January for both barriers (near park centre and cemetery) to remain locked at all times.

Re BOX replacement: K Ives asked for works near LH.

GH will talk to Daryl and will liaise with Nicky, Veolia & Idverde to fix a date to enforce this.

GH to ask Jevaughn to contact KI re BOX replacement.

8 Report on Progress of the 'Tracker':

Ian presented a detailed PowerPoint update, having consulted with Gabi and TAG & FOWP chairs. (see Google Drive)

Back in June 2019, the Trustee confirmed TAG's role with regards to overall strategy, development of policies & procedures, communication, and oversight of operational & significant changes in WP.

The diagram has now been changed to reflect FOWP's key role in public engagement.

There are many Working Groups represented on google drive, some FOWP & some TAG. Headings of WG become live when needed including membership, remit and reporting.

Ian emphasised the need to broaden membership to people outside TAG & FOWP with specialist knowledge and the importance of maintaining a balance between knowing what is happening without slowing things down.

He will provide a WP user guide and tracking guide.

Gabi noted the importance of all concerned fully supporting this initiative.

K Ives asked to what extent Camden officers will use and if so which departments? Gabi said that once up and running she will spread the word.

Nicky E suggested using colour shading to help identify alerts (red) new (green) etc

IH to produce a Working Group guide and a Tracker Guide

9. Nicky Ezer: briefing on Camden Events Team & Operations:

Nicky explained how the team manage events, income and impact on the community with particular reference to WP.

5 years ago, a cabinet decision led to the Events Team managing all open spaces and streets in Camden to increase use and income.

As a trading service, all management costs are covered within this service including facilitating community, public, private arts, sports and all other events (including elections) in 70 Open Spaces and 10 Indoor Venues.

All applicants can visit: events@camden.gov.uk and complete a form. Some are rejected; once the team and internal consultation (may include ward councillors) agree, then a big event might have an 8-month lead in while a smaller event (£500-£800) 3-to 4 weeks.

Funds given to a space, group, street etc will not always reflect exact income. There are often donations to Friends groups to help community initiatives.

WP Trust as a charity is different and there is currently an even balance between events and income.

Nicky flagged a pot of money available for community festival funding which is worth applying for to get approx. £300 plus waiver of fees and charges with a 29 Feb closing date. Otherwise a token amount £100-£450 will cover all closures & cost etc.

All events require checks, application forms, management no matter what the scale, insurance, risk assessment and a deposit bond.

For all events within the "Private Lawns": paid for security for monitoring is required.

Chair noted that all 3 areas have been used this season for parties- several possibly unauthorised-

Nicky confirmed that any event for over 20 inc BBQs needs permission. She advised placing clear signage in the Orchard banning all events.

WP 2020 season, will include the St Martins School of Art displays; the Events Team will handle all aspects plus promotion

There might be a ticketed open air seasonal "Pop Up" Families Picnic Film Nights with everyone wearing headphones. TBC

Other possibilities: commercial Food Festivals with some money going to the Trust. Nicky noted that the

NI offering Chair access to events list

Film Fixer to inform TAG FOWP of events

NI will update and send out guidelines for festivals and events

NI GH to discuss specific events signage

Signage saying No events in Orchard.

AOB Re CIL: K Ives reported that requests for items & projects need to be submitted to HNF for Haringey and Ward Councillors for Camden. She will submit a request for a few hundred to part cover internal signage in WP. **ACTION** CW to provide some background.

Fiona for FOWP noted they were planning to get a quote from cemetery stonemason for repairing a damaged stone eagle on the steps which FOWP would hope to fund.

Gabi asked for feedback and information for the forthcoming WP Trust report required for submission to the Charities Commission. As this request had not been received by members, she will resend.

Ian offered to set up a new shared email system as the current system is no longer available and asked that all accept a request from ZOHO when received.

Meeting closed. At 4.10 pm