

Date: 9am, 21st January 2009

	Item	Action
1	<u>Previous Meeting Minutes (3rd December 2008)</u>	
2	Shop Trader Waste Enforcement <ul style="list-style-type: none"> a. CCh briefed group on Shop Trader Waste Enforcement policy and the measures that LBTH are taking to tackle shop trader waste. Bins are only placed on the highway where they are unlikely to create an obstruction. Most businesses have established satisfactory bin or sack collection arrangements but there are issues around the sheer quantity of waste and this has provided management challenges. b. Aside from shop trader waste, there is also a particular issue relating to the storage of domestic waste in blocks of flats. The council is currently seeking to address this by providing additional storage facilities. c. Commercial waste collections have been outsourced and are managed by Veolia Environmental Services. They provide refuse collections to shops and other commercial premises in competition premises with other private waste collectors. d. CCh stated that street litter control notices are only used as a last resort e. MF notified CCh of the build up of dumped rubbish bags outside the shops at the corner of Libra Rd and Roman Road. CCh to action. f. CCh to return to the group to report back on progress. 	CCh CCh
3	Christmas Programme Feedback <ul style="list-style-type: none"> a. LH informed attendees that the Christmas programme had been well received by residents and traders. JP agreed that feedback had been positive and noted that footfall had appeared significantly higher than usual. b. LH stated that the total cost of the Christmas programme had been approx £23,000. It had required considerable resources and planning. Funding had been sourced from existing CLC budgets and Extended Schools. c. JP stated that it would be useful to identify what the allocated budget needs to be in advance for 2009. LH agreed that identifying a budget in advance would be useful to the process. LH to action. 	LH
5	<u>Section 106 PID</u> <ul style="list-style-type: none"> a. CH informed attendees that the Projection Initiation Document for the Shop Local Campaign and for the Shop Traders Skills, Training and Support Programme had been drafted. The PID accounts for £150,000 of Section 106 funding aimed at incentivising enterprise and economic development within the town centre. The PID was due to be presented at 	

	<p>PCOP on 22nd January. CH to action and report back to the group.</p> <p>b. CC to draft a brief for the consultants to deliver the Shop Local Campaign. Consultants are sought to ensure that expert services are provided that will enhance the overall image of Roman Road Town Centre.</p> <p>c. LH has initiated consultant presentation and selection process. LH to report back to Roman Road Implementation Group at the next meeting.</p> <p>d. CH informed attendees that he is preparing the relevant documents and planning for the Shop Traders Training, Advice and Support Programme and that he hoped that, subject to the necessary clearances, a consultant could be appointed in March. CH to action.</p>	<p>CH</p> <p>CC</p> <p>LH</p> <p>CH</p>
7	<p>Shop front Projections Licensing</p> <p>a. DS confirmed that the new cost for a shop front projection licence was £64 and an additional £1 per square metre. The cost was previously set at £24 for a license eight years ago</p> <p>b. MF informed DS that there were some concerns about the increase from local shop keepers and that he had been informed that the actual cost on a yearly basis was higher than this.</p> <p>c. MF asked DS to provide all costings relating to shop front projections per year over comparative years.</p> <p>d. MF informed DS that there was a particular issue relating to the blocking off of the area close to the entrance of Nationwide and asked whether this could be treated as a priority to avoid it creating a problem for wheelchair users. DS to action.</p>	<p>DS</p> <p>DS</p>
8	<p><u>The Farmers Market</u></p> <p>a. Susan Lewis has been appointed as the new market supervisor</p> <p>b. The organisers of the Farmers Market are interested in the opportunity to continue trading at Roman Road Town Centre and the possibility of trading more than once a month. DS informed group that he would request that Gavin Dooley to produce a form of binding agreement between the Council and Essex Farmer's Market.</p> <p>c. DS informed group that his team were intending to relocate the Farmers Market from its current location to Ewart Place and Gladstone Place in early March. This would ensure greater footfall and interactivity with the main market. DS to action.</p> <p>d. CH stated that it was important to link in his work with that being carried out by the GIS team which looked at identifying the offer of existing stalls and possible scenarios for reorganising market layout.</p> <p>e. LH stated that it was important that this relocation did not impact unduly on access to the entrance to the Idea Store and that further consideration needed to be given to the impact this would have on the café on the corner of Gladstone Place.</p> <p>f. CH expressed concern about the health of the arts market and enquired as to whether it might be better to integrate it into the main market. DS stated that this would follow on from the relocation of the Farmers market.</p> <p>g. MF asked DS whether more stalls could be assured for the farmers market and whether there could be more comprehensive promotion of its offer. CC and DS to look at opportunities for developing website and further promotional work on this.</p>	<p>DS/GD</p> <p>DS</p> <p>DS</p> <p>DS/CC</p>
9	<p>AOB</p> <p>a. CH briefed attendees that Iceland intends to occupy former Woolworths site by June/July. GD has been in contact with Iceland representatives and Sue Hinds to ensure that Skills Match link into recruitment and training process to assist Tower Hamlets residents seeking employment</p> <p>b. JP asked that MH attend next meeting to update on TCSS. Consideration to be given to Roman Road Implementation Group response to draft Strategy.</p>	
10	Next Meeting: 9am, 18th February 2009	