1. EXECUTIVE SUMMARY

1.1 The Localism Act (2011) and Neighbourhood Planning Regulations (2012) enable communities to undertake neighbourhood planning. In particular, this includes the opportunity to establish a neighbourhood forum, and produce a statutory neighbourhood plan and/or a neighbourhood development order.

1.2 To be able to undertake neighbourhood planning, a local community group has to firstly apply for a neighbourhood area to be designated by the local authority; and then secondly apply to be designated as the representative neighbourhood forum in that area (unless there is a parish council in operation).

1.3 The Victoria Neighbourhood Area was designated in September 2013 (see Background Paper to this Report). Due to the predominance of business uses within the area, Victoria was designated as a ‘business area’. Therefore, any Forum that is established in Victoria should fairly represent both those who work or have a business or represent a commercial organisation that operates within
the area with those who live in the area. The nascent ‘Victoria Neighbourhood Forum’ applied for formal neighbourhood forum status in December 2014.

1.4 This report enables a designation decision to be made in relation to the proposed Victoria Neighbourhood Forum. This application was subject to a formal period for representations from 8th January to 20th February 2015. Twenty-three responses were received; of which twenty were largely supportive of the proposed neighbourhood forum (three were neutral comments, no objections were received, although some of the supportive representations did contain reservations) – see paragraph 4.7 and Appendix C.

2. **RECOMMENDATIONS**

2.1 The Cabinet Member is requested to consider the representations received in response to consultation on the proposed Victoria Neighbourhood Forum the subject of this report, as summarised in paragraph 4.7 and Appendix C.

2.2 For the reasons set out in Section 3 (and in more detail in Section 5) of this report it is recommended that the Cabinet Member makes the following decision:

   i. Designate the proposed Victoria Neighbourhood Forum as the neighbourhood forum for the Victoria Neighbourhood Area.

3. **REASONS FOR DECISION**

3.1 The proposed Victoria Neighbourhood Forum is considered to exceed the requirements of the neighbourhood planning legislation. The forum’s written constitution clearly states that it has been established for the express purpose of promoting or improving the social, economic or environmental well-being of Victoria, whilst it also has a membership of more than 21 persons and is actively open to individuals who live or work in the area. Section 5 of this report sets this out in more detail.

3.2 The Victoria Neighbourhood Forum is considered to be representative of the designated Victoria Neighbourhood Area. Membership is drawn from different parts of Victoria and from different sections of the community, including from landowners, small business owners and workers, and residents. It is considered that purpose of the neighbourhood forum reflects the character of the Victoria Neighbourhood Area: the written constitution states that the forum will have the purpose of promoting and improving the social, economic and environmental wellbeing of Victoria, its residents and its businesses; and shall address issues of local concern, including the preservation and improvement of Victoria, and high standards of town planning and architecture.

3.3 The proposed Victoria Neighbourhood Forum received strong support during its respective period for representations. The City Council received a total of twenty-
three responses from across the Victoria area; of which twenty were largely supportive of the forum (no ‘outright’ objections were received).

4. **BACKGROUND**

**Neighbourhood Planning**

4.1 The Localism Act (2011) and Neighbourhood Planning Regulations (2012) enable communities to undertake neighbourhood planning. In particular, this includes the opportunity to develop a statutory neighbourhood plan that will become part of the development planning framework for their area, and also establish ‘permitted development’ rights for certain types of new development (through a ‘neighbourhood development order’). To be able to undertake neighbourhood planning, a local community group has to firstly apply to designate a neighbourhood area; and then secondly apply to be designated as the representative neighbourhood forum.

**Neighbourhood Forums**

4.2 The legislation states that neighbourhood forums should consist of a minimum of 21 individuals who live or work (or are elected members of the local authority) within the area and have ‘open’ membership. The forum should represent the diversity and character of the community, with a wide range of members including residents, businesses, amenity societies, local interest groups, and voluntary sector members. Neighbourhood forum applications should contain a ‘written constitution’ setting out how the neighbourhood forum intends to operate as well as a statement setting out how the forum meets the legislative requirements (minimum of 21 members etc – see paragraph 7.1). Once a neighbourhood forum application has been received, the City Council has to publicise the application for a six week period to enable representations to be made before the neighbourhood forum can be formally designated.

**Neighbourhood Plans**

4.3 Once a neighbourhood forum is in place, it can formally undertake neighbourhood planning, and begin to formally prepare their neighbourhood plan or neighbourhood development order. The neighbourhood development plan is a community-led framework which sets out policies in relation to the development and use of land in the whole or any part of a particular neighbourhood area specified in the plan.

4.4 Whilst it is up to the community (represented by the ‘neighbourhood forum’) to decide upon the content of the neighbourhood plan, there are a number of principles that a neighbourhood plan must adhere to. The neighbourhood plan must:

- be ‘in general conformity’ with the City Council’s strategic planning policies, currently contained in the City Plan: Strategic Policies (adopted 2013) and the London Plan;
- have regard to national planning policies;
- contribute to the achievement of ‘sustainable development’; and
- not breach and should be compatible with EU obligations, Human Rights etc.

Beyond the above principles it is clear that a neighbourhood plan should also address local, neighbourhood issues; and should also be concerned about shaping the development of a local area in a positive manner, rather than be used to prevent development.

4.5 As the neighbourhood plan will be a statutory planning document there are a number of formal stages that have to be completed in its production. The government is clear that it is the neighbourhood forum that produces the neighbourhood plan (not the local planning authority) following community involvement and information gathering. Once the plan has been submitted, it is the local planning authority’s responsibility to undertake a statutory period of formal consultation, and to submit the plan for independent examination. Following successful completion of the examination, the neighbourhood plan is subject to a referendum whereby all those on the electoral register within the neighbourhood area are eligible to vote. Due to the designation of the Victoria Neighbourhood Area as a business area there is an additional referendum for business rate payers within the area. A majority ‘yes’ vote in both referendums will require the City Council to formally ‘make’ the neighbourhood plan.

Victorian Neighbourhood Forum Application

4.6 The Victorian Neighbourhood Forum application was made to the City Council in December 2014. This followed the formal designation of the Victorian Neighbourhood Area in September 2013 (see background paper to this report). The Neighbourhood Forum application was assessed to be ‘valid’. As specified by the Neighbourhood Planning Regulations 2012, the application contained:

- the name of the proposed forum;
- a copy of the written constitution of the proposed neighbourhood forum;
- the name of the neighbourhood area to which the application relates and a map which identifies the area;
- the contact details of at least one member of the proposed neighbourhood forum; and
- a statement which explained how the proposed neighbourhood forum meets the conditions (i.e. minimum of 21 individuals who live or work in the area) contained in section 61F(5) of the Town and Country Planning Act 1990 (as inserted into the Act by the Localism Act 2011, Schedule 9).

4.7 The City Council undertook the formal period for representations between the 8th January and 20th February 2015. A total of twenty-three representations were received - see Appendix C. Of these, twenty representations of support were received from across the Victoria Neighbourhood Area. Many of these responses highlighted the potential to bring together a wide range of community views (both business and residential). A number of the supporting representations from residents did also highlight some reservations, and in particular the need to give equal weight to both residents and businesses, and to ensure that the views of businesses do not dominate and override the interests of local residents. Some
representations also highlighted local matters, such as the need to minimise the impact of redevelopment on residents, the desire to discourage anti-social behaviour, as well as the need to maintain and enhance the Westminster Cathedral Conservation Area. Many of these local issues are reflected in the initial aspirations of the proposed neighbourhood forum (see Appendix B).

4.8 No objections were received during the period for representations. There were three ‘neutral’ representations from English Heritage, Natural England, and The Royal Parks.
5. ASSESSMENT OF THE VICTORIA NEIGHBOURHOOD FORUM APPLICATION

5.1 The submitted Victoria Neighbourhood Forum application (attached in Appendix B) has been reviewed against both Section 61F (5) and (7) of the Town and Country Planning Act 1990 (as inserted into the Act by the Localism Act 2011, Schedule 9), as set out below:

Assessment against Section 61F (5) (Town and Country Planning Act 1990)

5.2 Section 61F (5) of the legislation sets out the conditions that a neighbourhood forum must meet. In some respects this is a ‘tick box validation exercise’. There is little requirement on the applicants to give more than the basic information. The legislation states that a local planning authority may designate an organisation or body as a neighbourhood forum if the authority is satisfied that the following four conditions have been met:

i) Established for the express purpose of promoting or improving the social, economic or environmental well-being of an area

Response: The submitted written constitution (see Appendix B) specifies that the proposed Victoria Neighbourhood Forum will promote and improve the social, economic and environmental well-being of Victoria.

ii) Membership is open to individuals who live or work in the area? (or are elected members of the City Council)

Response: The submitted written constitution (see Appendix B) clearly states that any individual who lives, works, or is an elected member of Westminster city Council is eligible to join the Victoria Neighbourhood Forum.

iii) Membership includes a minimum of 21 individuals each of whom lives or works (or is an elected member) in the area

Response: At the time of the application, the proposed Victoria Neighbourhood Forum had a total membership of 54 individuals, each of whom lives or works or is a ward councillor within the area.

iv) The neighbourhood forum has a written constitution

Response: The application made to the City Council includes a written constitution and this is attached within Appendix B of this report.

Assessment against Section 61F (7) (Town and Country Planning Act 1990)

5.3 Section 61F (7) of the Act sets out the detailed considerations that a local planning authority must have regard to when determining an application for the designation of a neighbourhood forum. This includes an assessment of the representative nature of the proposed forum and whether its purpose reflects the
character of the area, and is therefore a more thorough assessment of the proposed forum.

i) The desirability of designating an organisation or body which has secured (or taken steps to secure) membership from each of the required categories (i.e. people who live, work or are elected members).

5.3.1 Response: As of December 2014, the proposed Victoria Neighbourhood Forum has a total of 54 members each of whom live and/or work in the area. This included a total of six ward councillors (representing St James's and Vincent Square Wards).

5.3.2 The submitted written constitution sets out how the proposed forum intends to operate and involve its members in its decision making. The neighbourhood forum will hold General Meetings at intervals no less than half yearly. Each business, and residential member, will have one vote at these meetings. Individuals who are not members of the forum are welcome to attend these meetings. Additionally the neighbourhood forum may also establish working ‘sub groups’ to address particular issues.

5.3.3 Like most neighbourhood forums, the written constitution states that the day to day business will be managed by an elected steering group, consisting of twelve forum members. All forum members are entitled to stand for election onto the steering group, subject to ensuring that the steering group is representative of a cross-section of the differing interests within Victoria. It is specified that at any one time, the steering group will consist of at least five business members and five residential members. Membership of the steering group will operate on a rotating basis, with at least two residential and two business members standing down at the Annual General Meeting (they can stand for re-election). The steering group will have a Chair, Vice Chair, Secretary and Treasurer. If the position of chair is held by a business member then it is intended that the vice chair will be a resident member of the forum.

ii) Whether membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in the area.

5.3.4 Response: The written constitution of the proposed Victoria Neighbourhood Forum specifies the aim to maintain a membership representative of the whole community, balanced appropriately between residents and businesses. In particular, it specifies the aspiration to maintain a balance between residents from different locations and types of dwelling. Similarly, the forum will also seek to maintain a balance between the various types and sizes of commercial concerns, as well as a representative of non-commercial concerns, such as community institutions. The applicants have been proactive in seeking a wide range of membership, including the holding of a two widely advertised drop-in sessions, to enable interested individuals to find out more about the neighbourhood forum. It is clear that representation originates from ‘different places’ from throughout the neighbourhood area and is not isolated to a single location. Those involved within
the proposed forum include representatives from the Victoria BID, Land Securities, as well as individual businesses and key residential groups.

5.3.5 Due to the predominance of business uses within the area, the City Council designated the Victoria Neighbourhood Area as a ‘business area’. This will mean that businesses will be able to vote at the referendum stage of neighbourhood plan production (alongside the separate residential vote).

iii) Whether the purpose of the neighbourhood forum reflects (in general terms) the character of the area.

5.3.6 Response: It is considered that purpose of the neighbourhood forum reflects the character of the Victoria Neighbourhood Area – illustrated below. The written constitution states that the forum will address issues of local concern, including the preservation and improvement of Victoria, and high standards of town planning and architecture. Emerging priorities for the Forum are diverse, and include but are not limited to, the location, form and scale of new buildings, the retail mix, the night time economy and licensing issues, parking and traffic, anti-social behaviour, air quality and pollution, construction related issues, further enhancements of existing conservation areas, and basement conversions.

5.3.7 The above purpose and priorities is considered to generally reflect an area of Westminster that is largely characterised by new large scale development, its transport interchange, its commercial frontages, as well as quieter adjoining residential streets.
6. **FINANCIAL IMPLICATIONS**

6.1 The high level of interest in neighbourhood planning in Westminster, coupled with the statutory obligation to support neighbourhood planning clearly has financial implications for the City Council. The Government have developed a financial assistance package to enable and incentivise local planning authorities to provide support for neighbourhood planning. In relation to the designation of a neighbourhood forum, the City Council can claim £5,000 for each neighbourhood forum designated, up to a maximum of five neighbourhood forums within a financial year.

6.2 The Government’s ‘Locality network’ and their ‘Supporting Communities in Neighbourhood Planning’ initiative offers support to neighbourhood forums in the form of either grant payments (up to £8,000 to contribute to costs incurred) or through direct professional advice and support, tailored to individual needs. A new support package has been announced by the Government for 2015-18 which also includes an additional £6,000 grant funding for neighbourhood planning groups facing more complex issues (i.e. within a business area).

6.3 The 2013 amendments to the Community Infrastructure Levy Regulations (2010 and as amended) put into legislation a duty to pass a proportion of receipts arising from developments within a local parish council’s area onto the relevant parish council (there is only one local parish council in Westminster; the Queen’s Park Community Council). Whilst there is no regulatory requirement to pass on a proportion of CIL funding to areas outside of a parish council, the regulations state that:

\[\text{The charging authority may use the CIL… to support the development of the relevant area by funding –}\
\[\hspace{1em} \text{(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or}\]
\[\hspace{1em} \text{(b) anything else that is concerned with addressing the demands that development places on an area”}\]

6.4 Government guidance advises that in areas outside a local parish council, the charging authority will retain the Levy receipts but should engage with the communities where development has taken place and agree with them how best to spend the neighbourhood funding.

6.5 The proportion of CIL receipts that should be ring fenced for the areas within which they were derived is therefore dependent upon (i) whether the area has a Parish Council and (ii) whether there is a neighbourhood plan in place. The figure below summarises how the regulations should work in practice:
### Neighbourhood Plan?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parish Council?</td>
<td>Yes</td>
<td>25% of CIL receipts uncapped, paid to Parish</td>
</tr>
<tr>
<td></td>
<td>No</td>
<td>25% of CIL receipts uncapped, local authority consults with community</td>
</tr>
</tbody>
</table>

### 7. LEGAL IMPLICATIONS

7.1 Section 61F (5) of the Town and Country Planning Act 1990 (as amended by the Localism Act 2011) states that a local planning authority may designate an organisation or body as a neighbourhood forum if satisfied that it meets the following conditions:

i) It is established for the express purpose of promoting or improving the social, economic or environmental well-being of an area;

ii) Its membership is open to individuals who live or work in the area (or are elected members of the City Council);

iii) Its membership includes a minimum of 21 individuals each of whom lives or works in the neighbourhood area concerned;

iv) It has a written constitution; and

v) Such other conditions as may be prescribed.

7.2 Section 61F (7) of the 1990 Act also states that in determining whether to designate a neighbourhood forum, the local planning authority must have regard to the desirability of designating an organisation or body which has:

- secured (or taken steps to secure) membership from each of the required categories (i.e. people who live, work or are elected members);
- membership that is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area; and
- a purpose that reflects (in general terms) the character of the area.

7.3 Regulation 10 of the Neighbourhood Planning (General) Regulations states that as soon as possible after designating a neighbourhood forum, the City Council must publish the following on our website (and in such other manner considered likely to bring it to the attention of those who live, or work in the neighbourhood area):

- the name of the neighbourhood forum;
- a copy of the written constitution of the neighbourhood forum;
- the name of the neighbourhood area to which the designation relates; and
- contact details for at least one member of the neighbourhood forum.

7.4 If deciding to ‘refuse’ to designate a neighbourhood forum then the City Council has to publish a statement setting out the decision and the reasons for making that decision, as well as details of where and when the refusal statement may be inspected.
7.5 It is intended that a formal designation notice will be published under the delegated authority of the Director of Policy, Performance and Communications following the Cabinet Member decision in relation to the Victoria Neighbourhood Forum.

7.6 Section 61F (8) of the 1990 Act states that a neighbourhood forum designation ceases to have effect five years after the date that the designation was made. At this point an organisation or body would be able to reapply for neighbourhood forum status.

7.7 A designated neighbourhood forum can also give notice to the City Council that it no longer wishes to be designated as the neighbourhood forum for a neighbourhood area. In this instance the City Council would have to withdraw the formal designation of the neighbourhood forum and must publish a statement setting out the details of the withdrawal (and details of where this statement can be inspected).

7.8 In addition, Section 61F (9) of the 1990 Act states that a local planning authority can also withdraw a neighbourhood forum designation if it is considered that the body is no longer meeting the conditions on which it was designated or any other criteria that the City Council had regard to in making the designation.

8. **STAFFING IMPLICATIONS**

8.1 There are implications on staff resources in respect of carrying out the City Council's duty to support neighbourhood planning, in terms of managing the neighbourhood area and forum application process, but also in terms of providing support to the prospective neighbourhood forums. In addition the City Council will be obliged to carry out the legal compliance assessment of any neighbourhood plans produced, support the examination (by independent examiner), and undertake the referendum. The City Council’s obligation to support will be intensified by the comparatively large number of neighbourhood areas and forums within Westminster.

9. **RESOURCES IMPLICATIONS**

9.1 The designation of additional neighbourhood forums will have resource implications for the City Council in terms of the ‘duty to support’, including the completion of the statutory stages of neighbourhood plan production.

10. **BUSINESS PLAN IMPLICATIONS**

10.1 The ability to enable and empower communities to take responsibility for themselves and their neighbourhoods is one of the key tenets of the City Council’s ‘City for All’ three-year plan. In particular, it meets the City Council’s
vision for ‘A City of Choice’ through creating opportunities for residents, businesses and visitors to make responsible choices for their neighbourhood; and ‘A City of Heritage’ which aims to ensure that each neighbourhood is a great place to live, work and visit.

11. CONSULTATION

11.1 As required by the legislation, the Victoria neighbourhood forum application was formally published on the City Council’s website for a six week period between 8th January and 20th February 2015. In addition, approximately 200 letters were sent to residents’ groups, societies, community groups, businesses, landowners within and adjacent to the Victoria Neighbourhood Area to inform stakeholders of the Neighbourhood Forum application and how to respond if they had any comments. The City Council’s ‘Planning Consultation Database’ was used to identify many of these consultees.

11.2 Ward Councillors within the Victoria Ward were also notified of the neighbourhood forum application.

12. COMMUNICATIONS IMPLICATIONS

12.1 There is a need to ensure that the any designation decisions are clearly communicated to those who live and work within the respective neighbourhood areas – in line with the City Council’s legal obligations set out in Section 7 of this report.

If you have any queries about this Report or wish to inspect any of the Background Papers please contact:

Tom Kimber
City Planning Delivery Unit
tkimber@westminster.gov.uk
Telephone 020 7641 3478

BACKGROUND PAPERS

- Localism Act 2011
- Neighbourhood Planning Regulations 2012
For completion by the Cabinet Member for Built Environment

Declaration of Interest
I have <no interest to declare / to declare an interest> in respect of this report

Signed: .......................................................... Date: ..........................................................

NAME: Councillor Robert Davis DL

State nature of interest if any ………………………………………………………………………

……………………………………………………………………………………………………

(N.B: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter)

For the reasons set out above, I agree the recommendation(s) in the report entitled

‘Victoria Neighbourhood Forum Designation’ and reject any alternative options which are referred to but not recommended.

Signed ……………………………………………………………………..

Cabinet Member for Built Environment

Date ………………………………………………..

If you have any additional comment which you would want actioned in connection with your decision you should discuss this with the report author and then set out your comment below before the report and this pro-forma is returned to the Secretariat for processing.

Additional comment:

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

If you do not wish to approve the recommendations, or wish to make an alternative decision, it is important that you consult the report author, the Head of Legal and Democratic Services, Chief Operating Officer and, if there are resources implications, the Director of Human Resources (or their representatives) so that (1) you can be made aware of any further relevant considerations that you should take into account before making the decision and (2) your reasons for the decision can be properly identified and recorded, as required by law.
Note to Cabinet Member: Your decision will now be published and copied to the Members of the relevant Policy & Scrutiny Committee. If the decision falls within the criteria for call-in, it will not be implemented until five working days have elapsed from publication to allow the Policy and Scrutiny Committee to decide whether it wishes to call the matter in.
Appendix A

Other Implications

1. **Risk Management Implications**
   1.1 The recommendations in this report do not have any significant Risk Management Implications

2. **Health and Wellbeing Impact Assessment including Health and Safety Implications**
   2.1 The recommendations in this report do not have a significant impact on health and well-being.

3. **Crime and Disorder Implications**
   3.1 The recommendations in this report do not have any significant crime and disorder implications.

4. **Impact on the Environment**
   4.1 The recommendations in this report do not have any significant impact on the environment.

5. **Equalities Implications**
   5.1 The recommendations in this report do not have any significant equalities implications.

6. **Staffing Implications**
   6.1 Key staffing implications are set out in the main body of the report.

7. **Human Rights Implications**
   7.1 The recommendations in this report do not have any significant human rights implications.

8. **Energy Measure Implications**
   8.1 The recommendations in this report do not have any significant energy measure implications.
APPLICATION TO DESIGNATE THE PROPOSED
‘VICTORIA NEIGHBOURHOOD FORUM’
AS THE NEIGHBOURHOOD FORUM FOR VICTORIA

Application from: Victoria Neighbourhood Forum

Contact details: Forum Interim Secretariat, Chris Tsikolis (Victoria BID): info@yourvictoria.co.uk

Area: Victoria (area as designated by Westminster City Council)
STATEMENT OF PURPOSE

1. This application comes from a broad range of individuals, groups, businesses, organisations, interest groups, and elected members from across Victoria.

2. We remain fully open and want to actively encourage all those eligible to join the Forum to do so as soon as possible.

3. Those eligible are individuals who live and/or work in Victoria or who are elected Council Members of the three wards representing Victoria (St. James's Ward, Vincent Square Ward, Warwick Ward).

4. We are fully committed to the highest levels of transparency where no one voice dominates and all who have a desire to participate in the creation of a Neighbourhood Plan are free and able to do so.

5. Victoria lies within the City of Westminster and is not governed by a parish council.

6. At the time of submission, the proposed Victoria Neighbourhood Forum has 54 members (members’ list attached) and we are actively seeking more by encouraging existing members to use their networks and databases, driving potential members to our website: www.yourvictoria.co.uk (pursuant to the Localism Act 2011 Schedule 9, 61F (5)).

7. The website and the associated email address are the primary means of communication for the Forum. The website hosts Forum meeting agendas and minutes, our Constitution, and details on how to join the Forum as well as details of our next scheduled meetings. As we start to draft our Neighbourhood Plan, it will also include information about the particular topics under discussion.

8. Victoria Neighbourhood Forum has been established for the express purpose of promoting or improving the social, economic and environmental well-being of Victoria. The Forum is fully committed to producing a neighbourhood plan.

9. As a diverse group of individuals, with various interests in the neighbourhood, we do not expect this process to always be smooth. Victoria benefits from a long history of association with many residential and business groups across the area, sometimes with conflicting views both between and within groups.

10. As members of the Forum, we are committed to listening and learning from each other. We accept that each of our own views is not more important than anyone else’s and that no one voice should be allowed to drown out other voices.
11. The Forum is not intended to subvert or undermine existing groups or associations and their activity. The Forum will work in partnership with existing organisations, respecting differences where they occur.

12. The Forum is designed to act as an umbrella group enabling all eligible individuals and businesses to contribute towards neighbourhood planning in Victoria.

13. We have significant expertise, knowledge and enthusiasm about our community and this is why we want to produce a neighbourhood plan that the whole community, in all its diversity, can be proud of.

14. Alongside producing a neighbourhood plan, we will work across our networks to strengthen community and improve Victoria. The Forum will also seek, where appropriate, to influence the planning and development within Victoria in line with the needs of local people and local businesses.

15. The Forum strives to be strongly connected to the local community; of it and accountable to it.

16. The Forum will work with Westminster City Council to analyse robust information about the nature of our broad community and its particular needs.

17. The neighbourhood plan we will produce will address issues of importance to all our members from across Victoria.

18. The Forum seeks to foster constructive approaches, not to stifle and prevent appropriate development. We are seeking to be plan-makers.

19. The neighbourhood plan will be in general conformity with strategic planning policy as contained in the National Planning Policy Framework, The London Plan and Westminster City Council’s Core Strategy.

20. We have developed a written Constitution (attached) which has been agreed by our members and every member of the Forum has signed a membership form.

21. Emerging priorities for the Forum are diverse and reflect the concerns of our membership. They include but are not limited to: the night-time economy and licensing issues, parking and traffic, anti-social behaviour, air quality and pollution, construction-related issues, further enhancements of existing Conservation Areas, basement conversions, broadband speed, the location, form and scale of new buildings and, finally, retail and the retail mix.

22. We have developed a growing database of contacts and we interact via a dedicated email address and through the website and public meetings. The Constitution allows for the creation of a Steering Group and, if designated, we will move to hold elections swiftly so work can begin.
23. The Forum is already relying on support (pro-bono and otherwise) from individuals and groups within Victoria. However, we will now seek to explore funding opportunities so the work of the Forum can be carried out and shared to expedite the production of a neighbourhood plan.

24. We all associate strongly with being part of the fabric of Victoria. This is the bond which joins us together. The Forum gives us a formal place for our discussions and a collective voice in plan making.

25. We invite Westminster City Council to swiftly designate our proposed Forum, as outlined herein, the representative forum for Victoria

*Victoria Neighbourhood Forum Constitution is attached to this application.*
Victoria Neighbourhood Forum

Constitution
Interpretation

In this Constitution the following words and phrases shall have the following meanings:


Business  Entity or concern carrying on within Victoria some business, trade, profession, religious observance or community service, whether for profit or not, and whether incorporated or not.

Business Member  An individual who works within Victoria for a Business and who is included on the List of Members.

WCC  Westminster City Council, being the London Borough and local planning authority for Victoria Neighbourhood Area.

Forum  The Neighbourhood Forum established pursuant to this Constitution and named by Article 1 above.

General Meeting  A meeting of Members in accordance with Articles 25 to 35.

Member  A Business Member or a Residential Member or Elected member of WCC.

Neighbouring Forum  A Neighbourhood Forum designated by WCC pursuant to section 61F (5) of the 1990 Act which neighbours (whether or not it is contiguous to) Victoria.

Resident  An individual who lives all (or part) of the time at a dwelling in Victoria.

Residential Member  A Resident over the age of 18, who is included on the List of Members.

Elected Member  An Elected Member of the Westminster City Council.

Steering Meeting  A meeting of the Steering Group in accordance with Articles 47 and 50.

Victoria  The Neighbourhood Area (that area not being governed by a Parish Council) designated (pursuant to section 61G (1) of the 1990 Act) in and depicted on the map within the Neighbourhood Area Designation Notice, a copy of which is attached hereto.

1. By this Constitution there shall be established an unincorporated association to be known as ‘Victoria Neighbourhood Forum’.

Purpose of the Forum

2. The Forum shall have the purposes of promoting and improving the social, economic and environmental wellbeing of Victoria, its Residents and its Businesses and shall address itself to issues of local concern, including (but not limited to) the preservation and
improvement of Victoria (including its environment, appearance, safety, security and amenities) and high standards of town planning and architecture.

3. The Forum shall seek to obtain and maintain designation by Westminster City Council (WCC), pursuant to section 61F (5) of the 1990 Act, as the Neighbourhood Forum for Victoria.

4. Following upon such designation, the Forum may undertake any activity permitted of a designated Neighbourhood Forum under the Acts and, specifically, shall consider (and from time to time further consider) whether to initiate any process for the making or amendment of a Neighbourhood Development Plan.

5. In any event, the Forum may at any time do any lawful thing in pursuit of the purposes set out at Article 2 above, including (but not limited to):
   a. making representations as to any planning or licensing issue, whether or not consultation of the Forum is required pursuant to any statutory scheme;
   b. consulting with WCC (by WCC’s Elected Members and/or Officers), other governmental, policing or public bodies and other stakeholders interested in, affecting or affected by any actual, likely or proposed state of affairs within Victoria;
   c. seeking such changes to WCC or other governmental or public body policies or practices as may be appropriate;
   d. promoting such changes to primary or secondary legislation as may be appropriate; and
   e. holding open discussions with other groups and bodies relevant to Victoria on issues of concern to or impact upon Victoria.

6. The Forum shall be at all times a non-political organisation which shall act so far as practicable to benefit of both Residents and Businesses.

**Conduct of the Forum**

7. Where any issue arises within Victoria which has the potential to impact upon some location outside Victoria, the Forum (i) shall consult with each Neighbouring Forum for that location, if there is one or more, and (ii) may consult with any residents’ group, business group or other group speaking for the interests of some or all of those who live and/or work in and around the location in question.

8. If the Forum acts without first consulting as required by Article 7(i), the Forum shall so inform each Neighbouring Forum in question and shall, in any communication on the issue to any third party, make plain that the stance taken by the Forum is taken in the absence of such consultation by reason of the urgency.
9. Where any issue arises outside Victoria which has the potential to impact upon some location within Victoria, the Forum (i) if consulted by a Neighbouring Forum for that location, shall co-operate in giving full and prompt feedback to that Neighbouring Forum, and (ii) if otherwise consulted, may give such feedback as the Forum considers fit.

10. The Forum may establish such funding arrangements from both public and private sectors to enable the Forum to deliver its purpose with regard to neighbourhood planning and otherwise.

11. Cheques and other financial transactions of the Forum shall require two signatories.

12. All correspondence within the Forum shall be primarily by email to info@yourvictoria.co.uk

Membership of the Forum

13. Any Resident may become a Residential Member upon completion of an Application Form:
   a. stating the Resident’s name;
   b. identifying the dwelling which qualifies that individual as a Resident;
   c. specifying an email address for contact.

14. Any individual who works within Victoria may become a Business Member upon completion of an Application Form:
   a. stating the individual’s name;
   b. identifying the name of the Business for which the individual works and identifying the Business’ place of business within Victoria where the individual works (or else explaining in what other way the Business operates within and the individual works within Victoria);
   c. specifying an email address for contact.

15. Any individual who is an elected member of the Westminster City Council may become an Elected Member on completion of an application form.

16. Any individual who both lives and works in Victoria must choose to be either a Residential Member or a Business Member when completing their Application Form.

17. Members shall keep the Secretary informed of any changes to any details supplied pursuant to Articles 13a to 16 above.
18. A Member may resign at any time by written notice to the Secretary and shall resign if unable to continue to support the purposes of the Forum set out at Article 2 above or no longer eligible to be a Residential Member or a Business Member.

19. A List of Members shall be maintained to include the details supplied in Application Forms pursuant to Articles 13 and 17 above and the date upon which the Application Form was received.

20. Any Member who resigns or dies shall be removed from the List of Members.

21. The Secretary may from time to time require all Members, some sector of Members or some particular Member to confirm and/or prove the information required at Articles 13a to c or 14a to c above.

22. The Secretary may remove any Member whose email address supplied pursuant to Article 13c or 14c is not functioning, but, if contacted by the former Member, shall restore that individual to the List of Members (with effect from the original date of joining) upon receipt of a further Application Form containing updated details, including a functioning email address.

23. Without prejudice to the entitlement of all who qualify to become Members, the Forum (both the Steering Group and Members generally) shall encourage individuals eligible to become Members to join so as:
   a. at all times to have at least 21 Members;
   b. to seek to maintain a membership representative of the whole community, balanced appropriately between Residents and Businesses;
   c. within the Residential Members, to seek to maintain a balance between Residents of different locations of dwelling and types of dwelling and including at all times at least one elected member of WCC if anyone is willing to be a Member;
   d. within the Business Members, to seek to maintain a balance between the various types and sizes of commercial concerns;
   e. to also include a representative sample of such non-commercial concerns, in particular community institutions, as have workers/members willing to be Members; and
   f. thereby, to provide good community intelligence to inform the pursuit of its purposes and justify the pursuit of its purpose under Articles 2 to 6 above.

24. In the event that (i) the Forum is duly designated in accordance with Article 3 above and (ii) the number of Members shall at any time fall below 21, the Forum shall suspend its activity pursuant to Article 4 above unless and until the number of Members again rises to or above 21.
25. Members may not do any public act on behalf of the Forum or make any public representation in the name of the Forum save to the extent which may be permitted by the Steering Group or endorsed by a General Meeting.

Neighbourhood Forum General Meetings

26. The Forum shall hold General Meetings at intervals no less than half yearly, in each case in a location within Victoria. The actual timing of the General Meetings will be the responsibility of the Steering Group.

27. At least 21 days’ email notification must be given to Members of the agenda with the date and time of the holding of a General Meeting. While the envisaged location of the General Meeting should be notified also when first notifying the time and date, that location may be confirmed or changed by email not less than two weekdays in advance of the General Meeting to accommodate any unavailability, unsuitability or other difficulty with the original envisaged location.

28. At least fifteen members must be present at the start of the General Meeting for it to be declared quorate.

29. All Members shall be entitled to attend General Meetings, to stand for the Steering Committee and to propose and vote for motions.

30. Individuals who are not Members, unless excluded for good reason by whoever is chairing the meeting, shall be welcome to attend General Meetings of the Forum, in a personal and/or representative capacity, but Individuals who are not Members (i) shall not vote on any issue and (ii) shall not be permitted to address that General Meeting unless specifically authorised by whoever is chairing it.

31. Upon any vote each Business registered in the Area shall have one vote, regardless of the number of Business Members who work for that Business. If the Business Members working for that Business present at the General Meeting are not able between themselves to determine which individual amongst them should wield that vote for the Business, the Secretary shall take the vote from one whose name was earliest to be inscribed on the List of Members (and, if more than one was inscribed at once at the earliest date, from the one of them earliest in alphabetical order of family name).

32. Upon any vote, each Residential Member shall have one vote. A Residential Member who is also a Business Member shall have one vote but, if it is cast as a Residential Member, any other individual present as a Business Member for the same Business may also cast a vote as a Business Member for that Business.

33. Members must register and declare any conflict of interest (affecting the Member, the Member’s family and/or the Business for which the Member works to a marked degree beyond that which is natural and inevitable in persons sufficiently interested in Victoria to be eligible to become Members) before contributing, including voting, on any issue.
34. All votes shall count equally in a single ballot. Abstentions shall not count as a ‘no’ vote but shall be ignored for the purposes of the vote and determining a majority of those who voted, although the presence of abstainers at the meeting does count towards making up a quorum. Postal votes do not count. Telephone votes do not count. Proxies cannot be given and members must be present in person.

35. The Forum and the Steering Group may establish working ‘sub-groups’ to address a particular issue in accordance with such detailed personnel (who may be, but need not be, Members) and remit as is considered appropriate.

36. The Forum Members may:

   a. receive and comment on the report from the Steering Group;
   b. discuss and debate any issue to which the purposes of the Forum at Articles 2 to 6 above relate;
   c. approve the annual report and accounts, where relevant;
   d. adopt constitutional amendments in accordance with Article 54.

Composition of the Steering Group

37. The Forum shall have a Steering Group which shall manage the Forum.

38. The Steering Group shall be comprised of 12 Members all of whom shall volunteer themselves for election.

39. At any one time the Steering Group shall include at least five Residential Members and at least five Business Members.

40. At the first General Meeting a completely fresh Steering Group shall be elected (which may but need not comprise some or all of those Members previous acting as the Steering Group). Thereafter, on a rotating basis, at least two Residential Members and two Business Members must stand down on the anniversary of the first General Meeting, and then they may offer themselves for re-election.

41. All Members shall be entitled to stand when elections are held to the Steering Group provided that they could be elected without contravention of Article 39 above. Voting shall take place only if a quorum is present and shall be by a show of hands in the first instance. When electing Members to the Steering Group, Members shall bear in mind that the Steering Group must be representative of a cross-section of the differing interests within Victoria. The individual(s) receiving the highest proportion of votes shall be elected to the vacancy (vacancies) on the Steering Group, provided that the individual in question, after taking into account those already on the Steering Group and any more successful candidate(s) remains eligible to serve on the Steering Group in accordance with the requirements of Article 39.
42. The Steering Group shall select its own officers, including a Chair, Vice Chair, Treasurer and Secretary to serve terms of up to two years (save that in the case of officers selected prior to the first General Meeting, they shall serve until the end of that General Meeting whereupon, if elected to the Steering Group, they shall be eligible for selection for up to a further two years’ service).

43. If the position of Chair is held by a Residential Member, the position of Vice Chair must be held by a Business Member. Likewise, if the position of Chair is held by a Business Member, the position of Vice Chair must be held by a Residential Member.

44. After the first General Meeting, the Chair upon completing the term to be served (or resigning as Chair) shall step down from the Steering Group, but that individual may be re-elected to the Steering Group at any election held at the second (or subsequent) General Meeting following the stepping down. Upon the Chair stepping down, the Steering Group shall select a new Chair (who may be someone still serving a term as an officer) and may select new officers for any other vacant office or for any office vacated in consequences of such selections.

Steering Meetings and Steering Group Operation

45. The Steering Group shall hold Steering Meetings as often as is necessary to pursue the purposes of the Forum as set out at Articles 2 to 6 above, but not less than quarterly.

46. If any vacancy occurs, the Steering Group may co-opt a Member(s) into its number (subject to the requirement of Article 39) who may stand for election at the next General Meeting.

47. The Steering Group may delegate responsibilities on specific matters to such persons as it considers appropriate, including administrative support from a third party.

48. All Steering Group decisions must be agreed on a simple majority by a quorum of no fewer than three Business Members and three Residential Members from the Steering Group present in person, or in communication via conference facility (telephone, internet or otherwise). The votes within the Steering Group shall be taken within a single ballot regardless of whether the voter is a Residential Member or a Business Member.

49. The Chair of the Steering Group shall:

   a. Chair General Meetings and call and chair Steering Meetings.

   b. Have a casting vote in the event of a tie in any vote at any General Meeting or Steering Meeting.

   c. Act on behalf of the Forum and represent it externally.
d. Interpret this Constitution; interpretation shall only be overturned by six or more of the rest of the Steering Group Members in which case the disagreement shall be referred to the General Meeting.

e. Act as joint signatory on the Forum’s bank account alongside the Treasurer.

50. The Vice Chair shall:

a. Chair General Meetings and call and chair Steering Meetings if the Chair is absent.

b. Have a casting vote in the event of a tie in any vote at any General Meeting or Steering Meeting if the Chair is absent.

c. Act alongside the Chair on behalf of the Forum and represent it externally when the Chair is unavailable.

d. Assume the Chair’s responsibilities if the Chair resigns until such time as a new Chair can be appointed.

e. Assist the Chair with interpreting the Constitution.

f. Take minutes at a General Meeting or a Steering Group meeting if the Secretary is absent.

g. Act as joint signatory on the Forum’s bank account alongside the Treasurer.

51. The Secretary shall:

a. Organise, take and circulate minutes of General Meetings; organise (upon and subject to the Chair or Vice Chair’s call), take and circulate minutes of Steering Group meetings;

b. Maintain and make available for inspection by Members a copy of this Constitution updated to incorporate such amendments as may be duly made to it;

c. Ensure the Forum website is maintained and updated regularly to contain all key documents including the minutes of all Steering Group and General meetings;

d. Maintain and make available for inspection by Members an up to date List of Members, recording the details required of Members pursuant to Articles 13 and 21 above and noting the date upon which their Application Form was received (or is deemed received pursuant to Article 22 above);

e. Chair General Meetings and Steering Meetings if the Chair and Vice Chair are absent (in which eventuality the taking of minutes may be delegated by the Secretary to Treasurer and, if the Treasurer is absent, to another Member);
f. Have a casting vote in the event of a tie in any vote at any General Meeting or Steering Meeting if the Chair and Vice Chair are absent;

g. Act as joint signatory on the Forum’s bank account alongside the Treasurer.

52. The Treasurer shall:

a. Be responsible for maintaining the accounts of the Forum.

b. Be responsible for presenting an annual budget for the following year to the Forum.

c. Submit a summary of the accounts at every Steering Meeting unless the Steering Meeting resolves not to require it of him on that occasion.

d. Take minutes at a General Meeting or Steering Meeting if the Secretary is acting as chair (and has asked the Treasurer to take minutes) or is absent;

e. Chair General Meetings and Steering Meetings if the Chair, Vice Chair and Secretary are absent (in which eventuality the taking of minutes may be delegated by the Treasurer to another Member);

f. Have a casting vote in the event of a tie in any vote at any General Meeting or Steering Meeting if the Chair, Vice Chair and Secretary are absent;

g. Act as a joint signatory on the Forum’s bank account alongside the Chair, Vice Chair or Secretary.

Constitutional Amendment

53. No constitutional amendments shall take effect unless and until the decision of a simple majority at a Steering Meeting is ratified by a two thirds majority at a General Meeting preceding which not less than 21 days’ email notice of the proposed amendment has been given to Members. Articles 2, 6 to 9, 39, 48 and 57 shall not be amended unless there is unanimity amongst those voting and, in the case of articles 7 to 9, full and proper prior consultation with each Neighbouring Forum which may be affected by any change.
Dissolution

54. In the event of the dissolution of the Forum, any net assets/monies shall go to local community based organisations, as agreed by the majority of the Forum.

55. In construing this constitution the principles of interpretation set out in the Interpretation Act 1978 shall be applied as if this constitution were legislation to which that Act applied.

56. References to legislation in this constitution shall be construed to refer and include such amended, augmented or replacement legislation as in future takes the place of the legislation here cited.
<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Support/Objection</th>
<th>Brief summary of Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Victoria Neighbourhood Forum</strong></td>
<td></td>
<td></td>
<td>The area covered by the proposed Neighbourhood Forum includes areas of highly designated townscape, with approximately 28 list entries for Grade I and II* listed buildings/structures, 68 list entries for Grade II listed buildings, 11 conservation areas (in full or in part) and part of the Ebury Village Archaeological Priority Area. The LVMF viewing corridor for the view from King Henry's Mound to St Paul's Cathedral also crosses part of the neighbourhood forum. While the area covered by the proposed Neighbourhood Forum contains an exceptional number of heritage assets, the forum itself does not raise issues for English Heritage. We do not therefore wish to comment in detail at this stage. English Heritage is keen to encourage the opportunity to review the local evidence base and promote policies for the positive management of heritage assets as part of the Neighbourhood Planning Process. In developing a robust evidence base, upon which to develop policies which sustain and enhance the positive elements of local character, and their settings, we would encourage the Neighbourhood Forum to identify those areas of which require updating or further analysis.</td>
</tr>
<tr>
<td>1  English Heritage</td>
<td>19/01/15</td>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>2  Natural England</td>
<td>19/01/15</td>
<td>Comments</td>
<td>Natural England need to be consulted on Neighbourhood Plans or Development Orders, where proposals are likely to affect a Site of Special Scientific Interest or 20 hectares or more of Best and Most Versatile agricultural land. We must also be consulted on Strategic Environmental Assessments, Habitats Regulations Assessment screening and Environmental Impact Assessments, where these are required</td>
</tr>
</tbody>
</table>
| 3  The Royal Parks        | 22/01/15| Comments          | Royal Parks ask that the City Council take the following factors in to account when determining the applications:  
  - none of the members of the proposed neighbourhood forum live or work in TRP land as included in the relevant application;  
  - it is inappropriate for any TRP land to be subject to the proposals of a single neighbourhood forum. Any proposals should take into account |
<table>
<thead>
<tr>
<th></th>
<th>Support Company/Individual</th>
<th>Date</th>
<th>Support Type</th>
<th>Support Statement</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Victoria BID</td>
<td>16/02/15</td>
<td>Support</td>
<td>The argument for the Victoria Neighbourhood Forum is strong. Victoria has, and is, facing remarkable development growth and change for residents, businesses and visitors. The area is at the heart of Westminster with a character and provision that is contiguous and differing significantly form bordering areas in its residential, commercial and leisure mix. The proposed Neighbourhood Forum will reflect these local community needs and concerns. It will engage local people, businesses and groups to create a balanced and vibrant neighbourhood for everyone.</td>
</tr>
<tr>
<td>5</td>
<td>Individual</td>
<td>16/02/15</td>
<td>Support</td>
<td>I believe that the Area can flourish through a Neighbourhood Forum. This is something that I believe in wholeheartedly, and as such feel that all businesses etc. based in Victoria would definitely benefit from being brought together with other groups, associations and traders into one collaborative Forum that would benefit the area in the long term. I think this would bring all positives, and no negatives, to the Victoria Area.</td>
</tr>
<tr>
<td>6</td>
<td>Redwood Consulting</td>
<td>17/02/15</td>
<td>Support</td>
<td>It is clearly a representative forum of businesses and residents in the area.</td>
</tr>
<tr>
<td>7</td>
<td>Individual</td>
<td>17/02/15</td>
<td>Support</td>
<td>I think it is a very good idea. This area of Westminster around Victoria needs a much better sense of cohesion and identity. It has been too long neglected - overlooked in favour of Belgravia and the Birdcage area. It is increasingly important as a residential area and as such three are now pressing issues such as traffic, pollution and the street scape which need to addressed urgently. The forum should help with this.</td>
</tr>
<tr>
<td>8</td>
<td>Resident Ashley Gardens</td>
<td>17/02/15</td>
<td>Support, but with reservations</td>
<td>Potentially a useful development, but danger is that the business community, with paid staff who’s job is to be consistently involved in issues of concern to it, will dominate and could override the interests of local residents. Who may not be able to devote the same time or resources.</td>
</tr>
<tr>
<td>9</td>
<td>Resident Buckingham Gate</td>
<td>17/02/15</td>
<td>Support</td>
<td>It is a very good idea and one that will give living in the neighbourhood a real positive system of organised arbitration and peace of mind.</td>
</tr>
<tr>
<td>10</td>
<td>Resident Buckingham Gate</td>
<td>17/02/15</td>
<td>Support</td>
<td>A neighbourhood forum is needed for the area as the Victoria transformation develops. Business and residents need a voice to enable the development of the area to develop in a way that is best for all.</td>
</tr>
</tbody>
</table>
|   | Resident | 18/02/15 | Support | My principal concerns that I think that the Forum should address are to •maintain and enhance the quality of the Westminster Cathedral Conservation Area •minimise the impact on residents of the very large scale of current and prospective redevelopment and mitigate the consequences of the construction work involved •ensure that the size, timing and routing of commercial vehicles respects residential areas •seek to discourage anti-social behaviour •improve the quality of the public realm through well planned and maintained lighting, drainage, tree planting and other ‘greening’ etc.

| 12 | Resident | 18/02/15 | Support | 1. I would like the VNF to give equal weight to the needs concerns of both residents and businesses. 2. In particular I would like to it to commit to maintain and enhance the quality of the Westminster Cathedral Conservation Area; b. optimise the impact on residents of the very large scale of current and prospective redevelopment and mitigate the consequences of the construction work involved; c. mitigate the disruptions due to Victoria Station and associated transport services, particularly through the current and future upgrades; d. ensure that the size, timing and routing of commercial vehicles respects residential areas; e. seek to discourage anti-social behaviour f. improve the quality of the public realm through well planned and maintained lighting, drainage, tree planting and other ‘greening’ etc. and implementation of the Piazza Plan for which there is funding.

| 13 | Land Securities | 18/02/15 | Support | As a major land owner and developer in Victoria Land Securities has always been a great supporter of the Victoria Bid. The Neighbourhood Forum sits well with a lot of our local community initiatives, working with schools in the area, creating exciting public realm and green space for residents and encouraging new businesses to the area, bringing life to Victoria. Land Securities as a business is committed to supporting this initiative.

| 14 | Resident | 18/02/15 | Support but with reservation | The boundary proposed for the Victoria Neighbourhood Forum constitutes a very diverse area bisected by a very active corridor of business premises concentrated the major transport interchange at Victoria Station and the heavily trafficked Victoria Street with its residents living mainly in four Conservation Areas. The potential tensions in this situation have been exacerbated by
the substantial redevelopment which has been under way for many years and will continue for many more.

From time to time WCC has tried to respond to residents’ concerns over the local impacts of developments which are largely driven by demands and objectives which extend far beyond the Victoria neighbourhood. It is hoped that the proposed Forum and the Neighbourhood Plan which it could prepare would provide a framework for more consistently optimising local impacts on residents and, in particular, safeguarding the Conservation Areas.

Do you support this neighbourhood forum application? I support this application provided that the founding membership is sufficiently large and diverse to represent the resident population. The Victoria Interchange Group initially represented some residents’ interests when it sponsored the VNF jointly with Victoria Business Improvement District. Unfortunately VIG has failed to maintain contact with most of its members and it seems to have lost the capacity. Residents in the Westminster Cathedral Conservation Area have managed to establish some contact with the process on an individual basis and through coordination by the Cathedral Area Residents Group (CARG) Fabric.

However, it is unclear how well other resident groups in Victoria have been represented.

<table>
<thead>
<tr>
<th>15</th>
<th>Resident Ashley Gardens</th>
<th>20/02/15</th>
<th>Support but with reservations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>The consultation process for residents lacked resources and energy. Partly for this reason the take-up has been pitifully small which undermines the future authority and legitimacy of the forum. As a resident and representative of one of the largest Residential buildings in the area I feel we have been very poorly served by residential representatives on the working group. We received no contact from VIG (whose remit extends far beyond the proposed boundaries of VNF) whatsoever and they ignore emails. It is essential that other residents groups such as the Cathedral Area Residents Group (Forum and Fabric) and others in the other conservation areas fill this gap and energise residents to take part in the process. But for the process to work it must engage residents (as well as commercial landlords and businesses).</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>16</th>
<th>Resident Ashley Gardens</th>
<th>20/02/15</th>
<th>Support</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>I think it is wonderful that the local community is able to have a potentially meaningful say in our living/lifestyle environment.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>17</th>
<th>Resident Morpeth Mansions</th>
<th>20/02/15</th>
<th>Support</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>This Forum has been urgently required for a long time now as the only effective way to</td>
</tr>
</tbody>
</table>
move forward a very wide range of important community issues. Please let us get on with it asap. Speaking both as an individual head of a long term resident family, and as Chair of Morpeth Mansions (56 large family mansion flats) I strongly support this application and urge WCC to expedite the same.

<table>
<thead>
<tr>
<th></th>
<th>Resident</th>
<th>20/02/15</th>
<th>Support</th>
<th>Should keep neighbourhood character of Cathedral area. Try to minimise disruption caused by TFL works. Try to ‘green’ the area more – i.e. more trees (not cut them down as at top of Carlisle Place!)</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Resident</td>
<td>20/02/15</td>
<td>Yes, but only if the Forum’s remit and decision-making bodies represent the whole community and the resources to directly approach every single resident.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>VNF</td>
<td></td>
<td></td>
<td>VNF - vital that the interests of all the residents of the Cathedral Conservation area are informed and consulted, especially in the light of the dramatic building developments taking place along Victoria Street. The interests of residents who live in the Conservation area 24hrs a day, 365 days a year, must not be subsumed into further mega projects driven by big business with scant historic relationship with the area. Some of the spin-offs include the use by very large lorries to park-up in front of Ashley Court, Morpeth Terrace for example, with their engines running and blocking window views from certain flats and hiding the pretty frontage from the general view form the Piazza. A second example is the improvement in the Cathedral Piazza, paid for it appears by business which has resulted in anti-social behaviour (rough sleeping, urinating and defecating) being displace to neighbouring streets where there is no security or other presence. Furthermore, there is no evidence that an organisation called VIG about which I have only just heard, has in any way tried to consult or engage with any of the residents in the area where I live.</td>
</tr>
<tr>
<td>19</td>
<td>Resident</td>
<td>20/02/15</td>
<td>Support</td>
<td>The Neighbourhood Area is sound and the proposed Constitution is fair and functional</td>
</tr>
<tr>
<td>20</td>
<td>Network Rail</td>
<td>20/02/15</td>
<td>Support</td>
<td>Network Rail are supportive of the proposed designation. As a key stakeholder we would like to be involved in developing the neighbourhood plan going forward.</td>
</tr>
<tr>
<td>21</td>
<td>Resident</td>
<td>20/02/15</td>
<td>Support</td>
<td>Support the statement of purpose and proposed constitution recognizing the aspirations of the forum to provide an arena for all voices to be heard, strengthen the local community and improve Victoria through influencing local planning decisions through a</td>
</tr>
<tr>
<td></td>
<td>Cambridge Associates Victoria Street</td>
<td>19/02/15</td>
<td>Support</td>
<td>As a business based in Victoria I definitely believe that bringing together other similar groups, associations and traders into one collaborative Forum would benefit the area for the long term.</td>
</tr>
</tbody>
</table>