

# Cabinet Member Report

<b>Decision Maker:</b>	Cabinet Member for Environment, Sport and Community
<b>Date:</b>	16 March 2018
<b>Classification:</b>	General Release
<b>Title:</b>	Review of Westminster's Amenity Societies
<b>Wards Affected:</b>	All
<b>City for All:</b>	This decision enables progress towards the City for All commitments for Choice and Heritage creating opportunities for residents to make responsible choices for their local area; and being involved in decisions to ensure that Westminster is a great place to live, work and visit.
<b>Key Decision:</b>	No
<b>Financial Summary:</b>	The resourcing of the review has been met from existing budgets.
<b>Report of:</b>	John Walker, Director of Planning

## 1. EXECUTIVE SUMMARY

- 1.1 Westminster's recognised amenity societies make an invaluable contribution to planning across the City, providing comments on several thousand planning applications every year on behalf of local communities. The council has historically conducted a review of amenity societies roughly every 10 years, with the last such review undertaken in 2008.
- 1.2 Over the past year, a review of local amenity societies has been undertaken, to ensure that the existing recognised societies remain active and also to consider if any additional groups should be recognised and if there is potential to widen participation or whether Neighbourhood Forums have superseded amenity societies in certain areas.
- 1.4 Societies were asked to complete and submit a questionnaire. Information submitted has been analysed and informal consultation undertaken with Ward Members. It is recommended two additional societies be recognised (The Belgravia Society and Pimlico FREDAs). Portland Village Association will be semi-recognised. For the Cathedral Area Residents Group and Mayfair Residents Group, they will be made

consultees on applications but not recognised at this time and a further review undertaken in 18 months. Findings are set out in this report and the summary of responses attached at **Appendix 4** and the recommendations reflect the informal input that has been conveyed by Ward Councillors.

## **2. RECOMMENDATIONS**

- 2.1 That the Cabinet Member for Environment, Sport and Community resolves to agree that:
1. All the currently recognised amenity societies listed in the table at paragraph 4.10 of this report continue to be recognised for formal consultation purposes on planning in their respective areas.
  2. Within the area of the Belgravia Residents Association (BRA), that both the Belgravia Residents Association and the Belgravia Society are formally recognised for consultation purposes in respect of planning applications.
  3. That within the area of the Residents Association of Mayfair and St James (RAMSJ),
    - i. the RAMSJ remain the sole recognised society for the area and
    - ii. Mayfair Residents Group is not formally recognised at this time but is consulted on planning applications within their area (the Mayfair area only) and is asked to submit further information (as set out in paragraph 4.18 of this report) within 18 months of the date of this decision for further review.
  4. That within the area of the Westminster Society:
    - i. the Federation of Pimlico Residents Associations (Pimlico FREDA) be formally recognised for consultation in respect of planning applications but the Westminster Society also continues to be recognised and consulted on applications within this area.
    - ii. the Cathedral Area Residents Group be 'semi-recognised' and consulted on applications within its area and major applications within the adjoining area but that the Westminster Society remain the recognised group for the area. Should the relationship between the two not function, the alternative of co-recognition may be reconsidered within 18 months of the date of this decision through further review.
  5. That the Portland Village Association be 'semi-recognised' and consulted on applications within its area but the Marylebone Association and Fitzrovia Neighbourhood Association remain the main recognised amenity societies in this area.
  6. That the Queens Park Estate Society is no longer classed as a recognised Amenity Society and the Queens Park Community Council is now the only consultee for this area.
  7. That relevant societies be notified of the above and a full list of recognised, semi-recognised societies and other groups be published on the website.

## **3. REASONS FOR DECISION**

To ensure that effective arrangements for consultation on planning issues with amenity societies are in place.

## **4. BACKGROUND**

- 4.1 The council has a long-standing system of formally recognising amenity societies within particular areas for the purposes of consultation on planning applications. 'Recognised' societies are asked to demonstrate good governance, knowledge of the

area and access to some relevant expertise in particular in relation to architecture, conservation and planning.

- 4.2 These arrangements have proved effective in ensuring groups provide a strong and effective voice for local residential communities. Most groups are well-organised, have members with in-depth knowledge of their areas and provide comments on several thousand planning, listed building and licensing applications every year. This input is highly valued by officers and members and considerable weight is given to their views as representative of residents within that designated area.
- 4.3 18 Amenity Societies are currently formally recognised by the Council for the purposes of consultation on planning applications within their designated areas. There are also a number of 'semi-recognised' societies. These groups have fewer members or cover smaller areas, usually already covered by a recognised society. They may be less well-established groups or have a particular specialist focus. As semi-recognised societies, their name does not appear on site notices or consultation letters but they may still be consulted on applications within specified areas and major applications that affect their areas.
- 4.4 In addition to these groups, much of Westminster is now covered by designated Neighbourhood Forums, a number of whom are also standard consultees on planning applications. Neighbourhood forums are designated following a process set out in the Neighbourhood Planning Regulations, which also requires them to have in place a constitution, good governance etc. A list of the recognised and semi-recognised Amenity Societies at the time of the last review and Forums currently consulted on planning applications is at **Appendix 1**. The map at **Appendix 2** shows the areas covered by the recognised Amenity Societies.

### **Review Process and Responses**

- 4.5 Authorisation to consult and the process for undertaking the review was agreed in a Cabinet Member Report dated 4 November 2016. Recognised societies and other interested groups were then sent a questionnaire seeking information on numbers and types of members, governance arrangements, frequency of meetings and details of relevant experience of members of the committee and asked to provide some relevant supporting information, such as a written constitution, minutes, financial information etc.
- 4.6 This sought to establish that amenity societies are active and representative within their area and fulfil certain broad criteria, which can be considered to set a benchmark for what an amenity society should be, as follows:
- **Wide representation of residents across their area** – groups should be established and active in the area with substantial membership taking into account the location
  - **An effective structure and governance arrangements** - with evidence of good communication and regular meetings and AGMs
  - **Access to relevant expertise** for example in planning/ conservation/ architecture and membership with in-depth knowledge of the local area.

- 4.7 Groups with small membership or operating in small areas or with a single interest focus, while welcome to comment on planning applications, would not generally be formally recognised.
- 4.8 26 responses were received as a result of this consultation. All information has been collated and the extent to which the above criteria have been met analysed. These criteria represent a benchmark for what an amenity society should be but some flexibility was applied in exactly what was provided as long as this was sufficient to broadly demonstrate the above standards had been met. The Cabinet Member also undertook an informal consultation process with Ward Councillors, who were asked for any further comments and feedback based on their knowledge of societies operating within the areas and work they are undertaking. A list of respondents and summary tables of key information from each questionnaire is attached as **Appendix 4**.

### **Existing Societies where no changes are proposed**

- 4.9 For the majority of societies, the review raises no major issues. Most are well organised, retain a healthy membership and include individuals who have relevant expertise, for example architects, planners and lawyers, as well as long standing residents from within the area. Many societies also call on outside consultants for advice and some have produced planning guidelines to help their members. Further, joint working arrangements are in place with Neighbourhood Forums where these are also operating in the same area. In general, the Forums are focusing on delivering Neighbourhood plans and the Societies wish to retain their role as consultees on planning applications.
- 4.10 No major issues were raised in respect of the following, currently recognised amenity societies who it is proposed can continue to be recognised for formal consultation purposes in respect of planning applications in their respective areas. It is also proposed that the existing semi-recognised societies retain this designation.

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|--|--|
| 1. Bayswater Residents Association     | 9. Paddington Waterways and Maida Vale Association |
| 2. Covent Garden Community Association | 10. Residents Society of Mayfair and St James's    |
| 3. Fitzrovia Neighbourhood Association | 11. St John's Wood Society                         |
| 4. Hyde Park Estate Association        | 12. St Marylebone Society                          |
| 6. Knightsbridge Association           | 13. Soho Society                                   |
| 7. Marylebone Association              | 14. South East Bayswater Residents Association     |
| 8. North Paddington Society            | 15. Thorney Island Society                         |

### **Areas in which more than one group is seeking recognition**

- 4.11 In certain areas, however, more than one group are seeking formal recognition. It is considered overlapping groups can both be recognised, as long they have provided sufficient information to demonstrate they both broadly meet the criteria. Issues arising are set out below:

## **Belgravia**

- 4.12 Within Belgravia, the Belgravia Residents Association (BRA) and Belgravia Society cover the same geographical area. The BRA is currently the formally recognised amenity society for the area and has been since 1975 but the Belgravia Society has also requested formal recognition.
- 4.13 BRA responded indicating that they are happy with current arrangements. They note that they have been the recognised society and consulted on applications within the area for 40 years and their questionnaire indicates a healthy membership of around 412 members. They are active and long-established, and it is therefore considered they should continue to be recognised.
- 4.14 The Belgravia Society was established more recently, in 2009. Although not formally recognised, they are also well-organised and active and have indicated that they have 1048 members (including 230 business members). They have submitted a significant amount of supporting information in relation to the work that they have done in the area, have well-attended meetings and have a number of members with expertise in planning. It is therefore considered they have supplied sufficient information to demonstrate they meet the criteria for formal recognition within this area.
- 4.15 As such, it is recommended both groups are formally recognised and both will be consulted on all planning applications in the area. Ideally, joint working arrangement would be put in place and the Council will work with them to facilitate this, where possible.

## **Mayfair**

- 4.16 Similarly, in Mayfair there are two groups seeking formal recognition. The Residents' Society of Mayfair and St James (RSMSJ) is the long established recognised Amenity Society for the area. The Mayfair Residents' Group was established in 2011, is not currently recognised, and is also seeking formal recognition but for a slightly different area, covering the Mayfair area only and not St James's.
- 4.17 The RSMSJ have confirmed they have 402 members. They are a well-known and long-established society who hold regular events, an AGM etc. They are active and contribute regularly to Council consultations. They have indicated they do not consider other groups working in the same area should be recognised.
- 4.18 In their questionnaire, the Mayfair Residents' Group indicate that they have 300 members. While they do fulfill some of the criteria for recognition, and appear to have a healthy membership, they did not, provide significant evidence of recent activity and work in the area, for example attendance at AGMs since 2015 and their website has not been updated since this time. They also did not provide evidence of their relevant experience amongst their members or access to expertise in planning-related matters and it is considered they should seek to have at least one expert member on their group who can contribute this knowledge. It is therefore proposed they are given a further 18 months in which to provide additional material to support their application, after which, if satisfactory information is provided, this will be reviewed. While not the formally recognised society for the area, they will also be added as a consultee on planning applications.

### **Marylebone/ Portland Village Association**

- 4.19 A new society, the Portland Village Association, has also requested formal recognition in an area which overlaps with that covered by the Marylebone Association and the Fitzrovia Neighbourhood Association. They have 85 members.
- 4.20 They indicated that their objective is to collaborate with existing societies. Ward members have conveyed support for them and have indicated they are working hard for the area and contributing to many local initiatives. As such, while it is considered they are currently too small to fulfil criteria for formal recognition, given they are very active in their work in the local area, it is recommended they should be designated as 'semi-recognised' society. As such, they will be consulted on applications within the area but the main groups will remain the recognised societies identified on site notices and consultation letters. This can be reviewed at a future date if greater information is provided which demonstrates they have worked to increase membership and perhaps a wider geographical area.

### **Westminster Society Area**

- 4.21 The **Westminster Society** covers a very large area and over the years has ceded parts of their area to the Soho Society, the Covent Garden Community Association, the Belgravia Residents Association, the Residents Society of Mayfair and St James's and to the Thorney Island Society at the last review. The Society has 169 members and remains active and works hard for the area, providing responses to a very large number of planning applications every year. However, questionnaires from other groups within the Westminster Society's existing area have been received, with several requesting formal recognition or amendments to boundaries as follows:-
- 4.22 **Pimlico FREDA** overlaps with the south-west part of Westminster Society Area. They are currently 'semi-recognised' and have responded requesting formal recognition. They are an 'umbrella' organisation for around 18 member associations including smaller active residents' associations in Pimlico. Together they indicate that this represents around 17,500 residents living in a large area of south Westminster. They are a well-organised and active group with strong links and working relationships with the Pimlico Neighbourhood Forum, who are producing a neighbourhood plan for the area and who also wish to be consulted on planning applications. It is proposed they should therefore now become a recognised society for this area. However, the Westminster Society will also continue to be recognised and consulted on applications within this area given their wider strategic overview across the area and the groups will be asked to consider sharing responses and putting in place joint working arrangements.
- 4.23 **Cathedral Area Residents Group (CARG)** also replied seeking formal recognised amenity society status. They are set up in a similar way to the Pimlico FREDA with membership comprising residents associations or freehold boards representing mansion blocks and the Ashley Gardens Estate. 14 estates/blocks are members; there are 900 residents within these. While they are clearly an active and well-organised group, their area of interest is small and covers the Westminster Cathedral Conservation Area only. As with the Portland Village Association, it is therefore considered they should be 'semi-recognised' at this time. The Westminster Society would remain the main recognised society for the area but both societies can be

consulted on applications within this area and also on all major schemes which may impact on the area. The groups will also be asked to share information and the relationship between groups will be monitored over the coming 18 months. If it is found there is insufficient dialogue between groups and the Westminster Society is not representing the interests of the CARG area, this arrangement will be reviewed.

- 4.24 The **Thorney Island Society** area is within the Westminster Society area and was formally recognised at the last review. It has 382 members. They have indicated they have a wider area of interest including the Royal Parks and wish to be consulted on applications in this wider area. Similarly, the **Covent Garden Community Association** have also suggested that they should be consulted on a larger area than they currently are, which would include part of the Westminster Society Area. It is proposed to add them as consultee for major schemes within this wider area, although the Westminster Society will remain the recognised group for these areas and would also be consulted on all proposals within these areas.

#### **Other**

- 4.25 In addition to the above, one of the previously recognised societies, the Queens Park Estate Society did not respond to the review and have not responded to consultations on planning applications for a number of years. The Queens Park Community Council were contacted and have confirmed that the Society is no longer active in the area and the Community Council have now fully taken over the role of consultee on planning applications. Additionally, in the Westbourne Area, the Westbourne Neighbourhood Association was listed as the recognised Amenity Society at the last review but was, designated by the Council in 2011 as the Notting Hill East Neighbourhood Forum. As such, while the Association still exists, for the purposes of consultation on planning applications, the Council now consults the Neighbourhood Forum rather than the amenity society, as identified at the time of the last review. All information will therefore all be updated to reflect these changes.

#### **Next Steps**

- 4.26 Following agreement of the final list of societies this list will be published on the website, alongside details of other groups and their areas of interest. This approach is in line with current government guidance in National Planning Practice Guidance, which suggests that in addition to statutory consultees, local planning authorities should consider whether there are planning policy reasons to engage other consultees who – whilst not designated in law – are likely to have an interest in a proposed development (non-statutory consultees) and it encourages local planning authorities to produce and publish a locally specific list of non-statutory consultees, which may be of assistance to applicants/developers. The Council will write to each society and respondent to the review setting out the findings. A revised list of recognised groups is attached at **Appendix 5**.

### **5. FINANCIAL IMPLICATIONS**

- 5.1 There are no financial implications resulting from this review. Work on the review has been met from existing budgets and all consultation with amenity societies is now undertaken electronically, thereby minimising any costs from printing etc.

### **6. LEGAL IMPLICATIONS**

- 6.1 Planning legislation places certain responsibilities on Local Planning Authorities with regards to how they inform communities and other interested parties about planning applications. Article 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 sets out minimum statutory requirements for publicity and notification of adjoining occupiers and Article 18 sets out other statutory consultation requirements. In addition to minimum requirements set out in legislation, national guidance suggests local planning authorities should consult more widely and recommends that councils produce and publish a locally-specific list of non-statutory consultees.

## **7. BUSINESS PLAN IMPLICATIONS**

- 7.1 Delivery of effective and streamlined digital consultation with our residents is one of the ways we will deliver our City for All commitments for Aspiration and Heritage. The ability to enable and empower communities to get involved in decisions about their areas 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 choices for their local area; and 'A City of Heritage' which aims to ensure that Westminster is a great place to live, work and visit.

## **8. EQUALITIES IMPLICATIONS**

- 8.1 The purpose of undertaking the review is to ensure consultation on planning matters is inclusive and effective. The review seeks to ensure that societies demonstrate that they are representative of their local communities, ensuring there is as wide as possible a spread of effective and inclusive community representation across the City of Westminster.

## **9 CONSULTATION**

- 9.1 The review has been undertaken in consultation with local groups and ward members, the information in relation to the review was made available on a dedicated page on the website and links sent to all existing amenity societies, as well as groups who had requested they be considered for recognition and other neighborhood forums, where requested/relevant.

**If you have any queries about this Report or wish to inspect any of the Background Papers please contact: Jane Hamilton on 0207 641 8019 or email [jhamilton@westminster.gov.uk](mailto:jhamilton@westminster.gov.uk)**

## Appendix One

### Currently Recognised Amenity Societies (following 2008 review)

1. Bayswater Residents Association	2. Belgravia Residents Association
3. Covent Garden Community Association	4. Fitzrovia Neighbourhood Association
5. Hyde Park Estate Association	6. Knightsbridge Association
7. Marylebone Association	8. North Paddington Society
9. Paddington Waterways and Maida Vale Association	10. Queen's Park Estate Society
11. Residents Society of Mayfair and St James's	12. St John's Wood Society
13. St Marylebone Society	14. Soho Society
15. South East Bayswater Residents Association	16. Westbourne Neighbourhood Association
17. Westminster Society	18. Thorney Island Society

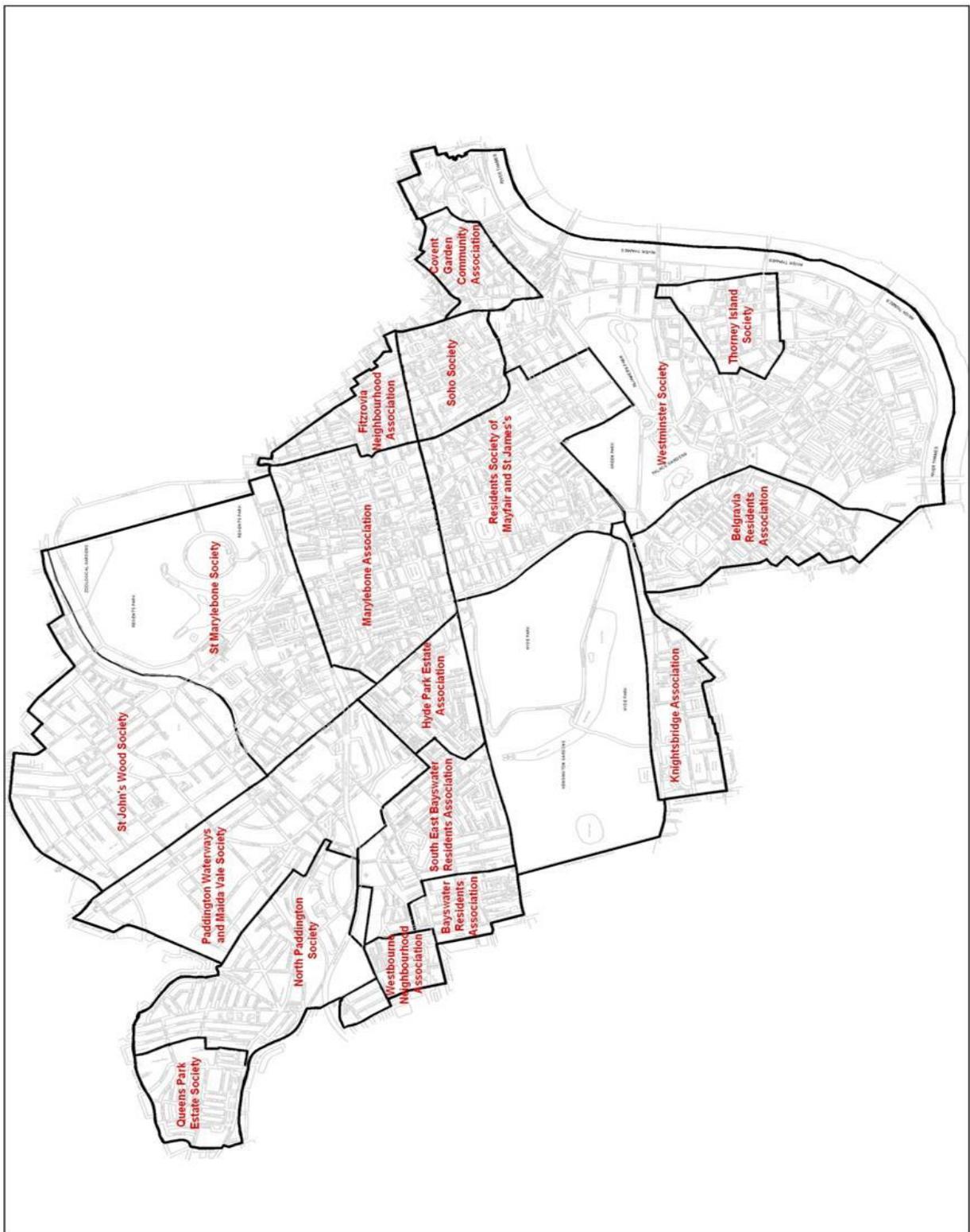
### Semi-recognised Amenity Societies (following 2008 review)

1. Harrowby and District Residents Association
2. Pimlico FREDA
3. PRACT (Paddington Residents Active Concern on Transport)
4. Cathedral Area Residents Group

### Neighbourhood forums/ Community Council consulted on Planning Applications

1. Belgravia Neighbourhood Forum
2. Churchill Gardens Neighbourhood Forum
3. Knightsbridge Area Forum
4. Notting Hill East Neighbourhood Forum
5. Maida Hill Neighbourhood Forum
6. Pimlico Neighbourhood Forum
7. Queen's Park Community Council
8. Westbourne Neighbourhood Forum

## Appendix Two: Amenity Societies Recognised at Time of 2008 Review



## **Appendix Three List of Responses Received**

1. Bayswater Residents Association
2. Belgravia Residents Association
3. Belgravia Society
4. Cathedral Area Residents Group
5. Covent Garden Area Trust
6. Covent Garden Community Association
7. Fitzrovia Neighbourhood Association
8. Harrowby and District Residents Association
9. Hyde Park Estate Association
10. Knightsbridge Association
11. Marylebone Association
12. Mayfair Residents Group
13. North Paddington Society
14. Notting Hill East Neighbourhood Forum (Westbourne Neighbourhood Association)
15. Paddington Waterways and Maida Vale Association
16. Pimlico FREDA
17. Portland Village Association Ltd.
18. Paddington Residents' Active Concern on Transport (PRACT)
19. Queens Park Community Council
20. Residents Society of Mayfair and St James's
21. Soho Society
22. South East Bayswater Residents Association
23. St John's Wood Society
24. St Marylebone Society
25. Thorney Island Society (includes Friends of St James's Park and The Green Park)
26. Westminster Society

## **Appendix Four: Summary Tables of Comments**

## Amenity Society Review 2017

<b>NAME OF SOCIETY:</b>	<b>BAYSWATER RESIDENTS ASSOCIATION (Recognised)</b> <a href="https://sites.google.com/site/bayswaterresidentsassociation/">https://sites.google.com/site/bayswaterresidentsassociation/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	175 members in 2015/16, mainly restricted to residents in the BRA area but do have members from outside this area. Membership numbers have been about the same over the last three years and membership is spread fairly evenly throughout the area. Established in mid 70s. Constitution and accounts provided with submission.
<b>OBJECTIVES</b>	To preserve, protect and improve the amenities of the area for the benefit of residents. Constitution has been provided.
<b>STRUCTURE/ MEETINGS</b>	Secretary/Treasurer plus eight other committee members. Committee members are elected annually. All committee members are lay members. Hold AGM and monthly committee meetings and an annual; summer garden party. Members are sent two newsletters each year.
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Work with PRACT, SEBRA.
<b>COMMENTS ON DIGITAL WORKING</b>	Digital process of receiving and responding to planning applications works reasonably well. However, large applications in Whiteleys where there are hundreds of documents are very difficult to review unless we can obtain hard copies. Would be very good if the planning documents could be listed in a set order i.e. Application form, Design and access statement, Existing drawings, Proposed drawings. Any other documents including planning/ construction management plan Design and access statement is the key document and if it always appears first or second it makes it easier to find.
<b>FURTHER COMMENTS</b>	None

<b>NAME OF SOCIETY:</b>	<b>BELGRAVIA RESIDENTS ASSOCIATION (Recognised)</b> <a href="https://www.belgraviareidents.org.uk/">https://www.belgraviareidents.org.uk/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP</b>	412 members in 2015/16. Ordinary Membership is open to all residents, business and other entities located in Belgravia. Members pay a fee, therefore, their names and addresses are verified. Associate Membership may be extended at the discretion of the Committee to other individuals and entities not located in Belgravia, but which share interests in Belgravia. Associate Membership is currently 5.3%. Several Associate Members are former residents of Belgravia, but wish to retain association with the BRA to be kept abreast with local affairs. Membership is across the whole of Belgravia. Also with local businesses, 25 local businesses have signed up to Partnership in Community programme. Constitution and accounts provided. Constitution available on website. Has operated since 1972.
<b>OBJECTIVES</b>	The aims and objectives of the BRA are to promote, preserve, protect and enhance the character and amenities of Belgravia, as well as, to canvass, represent and safeguard the interests of its residents, businesses and other institutions in Belgravia, and to foster a perception of shared community. Work together with residents, local businesses and landlords to make Belgravia estate better, to protect and enhance unique character of this enclave of central London; Support and promote local businesses and bring the community closer together; Ensure through careful and considerate consultation, understanding of the local fabric that this special area of London is preserved for future generations and where feasible encourage, enhance and embrace modern living standards and developments.
<b>STRUCTURE/ MEETINGS</b>	There is an Executive Committee and five sub-committees: Planning, Traffic, Environment, Membership/Social and Communications. Committee meets every month at the Caledonian Club in Halkin Street. Sub-committees meet as often as required, Belgravia Residents Association is managed by the Executive Committee, who are nominated by the Nominations Committee and elected at the Annual General Meeting. Annual General Meeting is held in November, several social events for our Members every year. A Summer Garden Party is held in one of Belgravia's garden squares courtesy of Grosvenor. The planning committee includes two architects.
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Belgravia Society/ Belgravia Neighbourhood Forum
<b>COMMENTS ON DIGITAL WORKING</b>	The planning search is easy to use and assists by making it easier for residents and associations to respond. It could be improved if architects acting on behalf of clients making a planning submission could voluntarily provide A4 scaled drawings, which will make it easier to understand for residents and non-specialists. The current system is a great improvement over the old system where everything was done off-line. All officers, both planning and planning enforcement, are most helpful and courteous and the council is to be highly commended. This is ever more important when faced with severe financial restraints and the BRA are happy with the current set up.
<b>FURTHER COMMENTS</b>	BRA are happy with current arrangements.

<b>NAME OF SOCIETY:</b>	<b>BELGRAVIA SOCIETY (Not currently recognised)</b> <a href="https://www.thebelgraviasociety.org/">https://www.thebelgraviasociety.org/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	1048 with interest i) members including 230 business members who are resident or have businesses in the Belgravia area. An additional 228 individuals who have an interest in the area who subscribe to the membership is spread fairly evenly throughout the area (street breakdown provided). Constitution and year end accounts supplied with application and large number of supporting documents and evidence in relation to their work and activity.
<b>OBJECTIVES</b>	As set out in constitution: 1 To promote for the benefit of the public the preservation, protection, development and improvement of Belgravia and to promote high standards of planning and architecture in or near Belgravia including considering and promoting traffic solutions for problems occurring in the area and ensuring the maintenance and improvement of the quality of the streets and public places and protection of the environment and improvement of air quality; 2. To promote for the benefit of the public in the local Division of the Metropolitan Police, in partnership with the police, the protection of people and property from criminal acts and the prevention of crime generally; 3. Educate the public in the history, including natural history and architecture of Belgravia and to assist and support such charitable institutions, amenity societies and residents groups and similar organisations as the trustees shall from time to time determine in pursuance of the Society's objects and to offer such support and expertise to them far as possible support their own members for the public benefit
<b>STRUCTURE/ MEETINGS</b>	Charity with 5 Trustees, 1 of whom is Chairman, 1 secretary who is also Vice-Chairman, 1 treasurer and a second Vice Chairman. 2 Committee members who are responsible for environment, traffic, social, planning, licensing, conservation, schools, Young Belgravians. The planning group has 2 professional architects, 1 chartered surveyor 2 lawyers and 2 other members. We all have considerable experience in planning, licensing, basements. The Forum, contractor breaches, party wall and enforcement issues. Nominated by a member in writing, and proposed and seconded at the AGM. In addition, include members of the Eaton Square Residents Association, which is subject to BS Constitution in accordance with our Constitution, with formal nominations sent to the secretary in advance. The nominees accept their nominations in writing and then an election takes place at the AGM. 20 committee members and an additional 3 professionally qualified planning experts. These include two architects and a chartered surveyor. They are supported by 4 members of the committee who have experience in licensing, listed buildings, enforcement issues, party wall and basements matters. Planning Committee has 7 members to support residents and businesses on planning matters. Regular meetings and AGM> Belgravia Society AGM attended by 170 including 20 guests Committee meetings are held monthly. On average 30 people attend, being Trustees, Committee members and some guests. Communication through website and newsletters as well as emails on specific issues.
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	BRA, Belgravia Neighbourhood Forum
<b>COMMENTS ON DIGITAL WORKING</b>	welcomed. It gives immediate access to the paperwork on Applications. They can be studied and followed. Hugely better than the old method. There are glitches though. In the evenings in particular, this part of the site or an application can disappear. One of the most important problems is the delay between the taking of the decision and its publication on the Website. We understand that conditions might apply and various statutory conditions. However, there is a period of limbo. Some form of preliminary report would help. Also, when it appears it should be called have the word "Application result" included. A separate tab on the application page would be better, rather than putting it in with the application papers. In addition, finding all the responses/objections is not easy. The public response is fine, but our Society's responses are incredibly difficult to find. We could not find the responses of others who said they had responded. In particular, we understood from the BRA, at a meeting with the local traders that it had submitted an objection to the Newson's Yard application. We could not find it. We did note that the Committee papers said there had been no response, so perhaps

	<p>that is the reason why we could not find it. Dividing copy submissions documents into individual chapters or parts made it difficult to find the particular part required or print or follow the document. This may be because the Applicant has submitted them like that. It would be very helpful if a single document was put in the application all together. The search engine on the whole website bring up too many replies, most, if not all, irrelevant. having said that the digitisation is very good and is a tremendous resource- with trial and error it will not just be very good but excellent.</p>
<b>FURTHER COMMENTS</b>	<p>Large number of supporting documents provided in relation to their work including details of differences between their society and the BRA.</p>

<b>NAME OF SOCIETY:</b>	<b>CATHEDRAL AREA RESIDENTS GROUP (CARG) Not recognised -no website</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	CARG formed in 2007. It is a consortium of residents associations and boards which represent residents of estates/ mansion blocks in the Westminster Cathedral area. 14 of these mansion blocks/ 'estates' are members and this are home to over 900 residents. Membership is restricted to residents in the Westminster Cathedral Conservation Area.
<b>OBJECTIVES</b>	Articles of Constitution were provided. CARG's specific aims or objectives are to promote fellowship and dialogue between residents living in the Cathedral Area and also between their respective residents associations and other representative bodies; to facilitate co-operation in matters of common interest for residents; protect and improve the environmental quality and amenity of the Westminster Cathedral Conservation area and of the locality.
<b>STRUCTURE/ MEETINGS</b>	The group has a committee made up of 1-3 representatives from each estate (depending on the number of flats); CARG has four elected officers, including chair, vice chair and secretary. Representatives are drawn from residents with wide-ranging expertise and experience two of whom stand down each year. The CARG committee of estate representatives (with advisors/associates as appropriate) meets at least three times a year. Between these meetings most CARG business is conducted, in response to events, by email through the representatives. The officers take the lead on planning issues. Sub-groups are established to address other matters as required CARG officers are elected by the representatives of the member estates and stand down after two years in office. Elections are normally held at an Annual General Meeting.
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	close regular contact with the Victoria Neighbourhood Forum and engage on matters of common interest with the Thorney Island Society, Belgravia Society, Federation of Pimlico Residents' Associations and (occasionally) Buckingham Gate Neighbourhood Watch. Concerned that the Westminster Society has readily responded "no objection" to applications located in and around the Cathedral Conservation Area without recognising the relevant considerations,...considers that the Westminster Society should first liaise with CARG.
<b>COMMENTS ON DIGITAL WORKING</b>	In principle the move to electronic consultation is welcome but the system still seems to be bedding down. CARG does not yet receive automatic notification of all planning applications within the Cathedral area. We get little or no feedback on the submissions we make and are sometimes left wondering whether we have been dropped out of the loop. It would be helpful to receive an acknowledgement of every submission with a statement of the next step in the process.
<b>FURTHER COMMENTS</b>	We shall take stock of how effectively the Council's digital working and electronic consultation engages with us and will do what we can to make good any short-falls. In June 2016 a CARG sub-group held a walkabout with members of the South Area Planning Team. Everyone involved agreed that this was very useful.

<b>NAME OF SOCIETY:</b>	<b>COVENT GARDEN COMMUNITY ASSOCIATION (Recognised)</b> www.CoventGarden.org.uk
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	487 members. Spread throughout the Covent Garden area, with residents spread across both the private and social housing sectors. Full membership is open to anyone living, working, studying and/or conducting business in the area and to residents who have moved away but are still interested in Covent Garden. Associate membership is open to all others. Affiliate membership is open to organisations and businesses. Approximately 90% of members live in the area.
<b>OBJECTIVES</b>	The Association is established for the public benefit to protect and to improve the environment and quality of life for people living in, working in, or visiting the area bounded by High Holborn, New Oxford Street, Charing Cross Road, St. Martin's Place, Northumberland Avenue, Victoria Embankment, Lancaster Place, Aldwych and Kingsway.
<b>STRUCTURE/ MEETINGS</b>	<p>Executive Committee, elected every 12-18 months as set out in the constitution. Powers are delegated to Subcommittees and Officers. Long-term powers are delegated through written resolutions of the Executive on an annual basis. The Planning Subcommittee is appointed and meets formally twice a month. It retains powers to enter discussions with applicants and others, and to consider and reflect to the authorities the Association's view of planning applications, policies and other planning-related matters affecting the area and/or its community. The Licensing Subcommittee is appointed and retains powers to enter discussions with applicants and others, to attend hearings, and to consider and reflect to the authorities the Association's view of licensing applications, policies and other licensing-related matters affecting the area and/or its community. There is strong liaison between our Planning and Licensing work. There are arrangements in place to deal with other areas of interest such as the Environment, Public Realm, Policing and Community Safety - many of which have Planning and Licensing related element. Members of our Executive Committee and our Chair are nominated from among our membership prior to each AGM and elected at the AGM. Other officers are then nominated from within the Executive.</p> <p>AGM usually every year, although a period of up to 18 months between AGMs is permitted by the constitution. Elected Executive Committee meets formally each quarter to review key activities and decisions. The Officers of the Association and members of the Executive Committee meet or speak together every few days to deal with day-to-day issues and decisions, and refer urgent key decisions to the Executive for a vote between meetings. The Planning Subcommittee meets twice per month to discuss planning applications in both Westminster and Camden. An agenda is posted before the meeting on the Association's website, which members can access. Members who have expressed an interest in planning and development issues in their area are contacted before the meeting if there is an application near them. Any comments they have on the proposals are shared with the planning committee during their deliberations. Planning subcommittee members review plans and other documents, and then discuss the proposals. A majority vote prevails. The Planning Advisor circulates a draft of the subcommittee's comments to those who attended the meeting to ensure the comments accurately reflect their decisions. Once this is approved, the Planning Advisor submits comments electronically to the Council and posts minutes of the meeting on the Association's website.</p>
<b>COMMUNICATION WITH OTHER GROUPS</b>	The Seven Dials Trust's main area of interest lies in Camden, however its new web 'Renaissance Study' now covers 'Covent Garden Area 3' (Shelton Street to Long Acre) in Westminster. The Seven Dials Trust only rarely comments on planning applications. Covent Garden Area Trust has an interest in the built environment aspects of a section of our area within Westminster: 'the protected lands', comprising mostly the Central Market and other ex-market buildings. Via their head lease they have to agree changes to the user clauses in the Central Market and to any physical alterations within 'the protected lands'. They therefore comment on applications within that area and on some major applications. We usually liaise where possible and recently made an extensive joint response to one major application with both the Covent Garden Area Trust and the Seven Dials Trust.

<p><b>COMMENTS ON DIGITAL WORKING</b></p>	<p>move to a digital consultation has greatly improved the efficiency of the CGCA's planning activities. Planning subcommittee members review applications and documents on their own online before meetings, which means they come to meetings well-informed and, thus, meetings run more efficiently than they did when we had to pass hard copies of drawings and plans around a table. The e-consultation system also has greatly streamlined how we submit comments, as well. Possible area for improvement is: The CGCA often includes photos with our comments. However, the e-consultation system will only take either an uploaded document or comments pasted into the "comments" section. Thus, if we want to include a photo with our comments, we have to create a separate document that includes both that we can then upload. Westminster's planning enforcement online system has the ability to upload both comments and photos, so something similar for planning applications would be useful.</p>
<p><b>FURTHER COMMENTS</b></p>	<p>It would be useful if a representative from the planning department periodically met with the planning subcommittee (such as at the start of one of our meetings) or met with the Planning Chair and Planning Advisor to discuss planning trends or concerns in Covent Garden, as well as issues of importance to officers. Having periodic discussions about general issues or common types of planning proposals would benefit both the CGCA and officers, as officers would be more aware of the rationale behind residents' concerns and CGCA's comments, whilst the CGCA would gain a better appreciation for the type of comments that are useful for officers. The CGCA does strive to ensure our comments relate to material planning considerations and are useful for officers. For example, recently, the CGCA subcommittee asked a Council environmental noise officer to meet with the committee to discuss how the Council reviews acoustic reports submitted with planning applications. These documents are technical and somewhat beyond the committee's expertise. The officer walked us through current policy as well as an example of an acoustic report. As a result, subcommittee members feel more confident reviewing and commenting on noise reports. This matters because noise from plant and machinery is a common complaint amongst Covent Garden residents and subcommittee members now feel they can provide more informed and relevant comments to the Council on planning applications. Ultimately, this benefits planning officers, as well. A joint meeting with Soho society might be an option for topics applying to both areas.</p> <p>Officer reports at times dismiss the CGCA's objection to planning proposals because the Council has not received any complaints from residents. This most frequently occurs with applications for tables and chairs in the public highway. However, residents do complain to the CGCA as their representative amenity society rather than complaining directly to the Council. Indeed, as described above, local residents' comments and concerns influence how the CGCA Planning Subcommittee decides to comment on a planning application.</p>

<b>NAME OF SOCIETY:</b>	<b>COVENT GARDEN AREA TRUST (not recognised)</b> <a href="http://www.coventgardentrust.org.uk/">http://www.coventgardentrust.org.uk/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	72 Trust membership is open to those who live, work or are interested in the Covent Garden Area. The percentage of members who live in the area is 36%.
<b>OBJECTIVES</b>	The Covent Garden Area Trust's Articles of Association will be provided with this questionnaire. For ease of reference the charitable objectives are copied below: (i) To acquire from the London Residuary Body (successor in title to the Greater London Council) a freehold or leasehold interest or interests in certain properties situated in the Covent Garden Area ("the Properties") for the purpose of the care, conservation, maintenance, protection and enhancement of the Properties. (ii) The conservation of the Covent Garden Area, its architectural character, its buildings and features of historical or architectural interest and the development of its special qualities in the public interest including the preservation of the mix of residential, business and other uses which characterise the Area. (iii) The promotion of high standards of planning in the Area, its development and improvement and the promotion of the growth of new and traditional uses appropriate to the Area.
<b>STRUCTURE/ MEETINGS</b>	Committees are formed from current Trustees of the Covent Garden Area Trust in line with their experience and interest. A Planning Advisory Committee is currently being constituted to reinforce and strengthen the organisation of responses to planning applications. Members of the Committee will be the Covent Garden Area Trust Trustees nominated by the Royal Town Planning Institute, the Royal Institute of British Architects and the Institute of Historic Building Conservation, with additional membership from Trustees who express an interest in joining.
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	The Covent Garden Community Association is the recognised Amenity Society representing the area. The Covent Garden Area Trust (CGAT) and Covent Garden Community Association (CGCA) are both consulted on applications and have distinctive roles. The Trust's role is to work to conserve the character and setting of the area, as defined in its charitable objective to conserve the 'Covent Garden Area, its architectural character, its buildings and features of historical or architectural interest and the development of its special qualities in the public interest including the preservation of the mix of residential, business and other uses'. The Trust is head leaseholder for properties including the Market Building and is also consulted on this basis. The Trust works alongside the recognised Amenity Society the CGCA, working collaboratively and on occasion providing joint responses to proposals. Whilst the Trust has a specific role the CGCA has a wider remit as a representative body. The Trust is happy to operate with overlapping boundaries and to continue to work in a complimentary way to the CGCA.  Covent Garden Area Trust has 10 meetings of all Trustees with additional Committee and Sub-Committee meetings. The AGM is held in November/December and was attended by 19 members this year
<b>COMMENTS ON DIGITAL WORKING</b>	The electronic consultation process works well and is easy to use, the inbox is particularly useful and the ability to search for information on previous applications
<b>FURTHER COMMENTS</b>	

<b>NAME OF SOCIETY:</b>	<b>FEDERATION OF PIMLICO RESIDENTS ASSOCIATIONS (PIMLICO FREDA)- semi-recognised</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	The membership comprises 18 member associations. A list of all member associations has been provided. The association is an 'umbrella' organisation for the 15 active residents' and trader associations in Pimlico. Together represents around 17,500 residents across this area. Membership restricted to residents in the area
<b>OBJECTIVES</b>	A copy of the Articles of Association was submitted. The objective is 'providing an "umbrella" organisation for Residents' Associations and for business in the interest of mutual assistance and goodwill to the benefit of Pimlico'.
<b>STRUCTURE /MEETINGS</b>	Company ltd by guarantee with 3 directors, Chairman, Secretary, and Treasurer elected/ re-elected annually. Each residents' association can send up to three representatives per meeting. Membership includes members with relevant professional expertise including surveyors and professional advice is sought when necessary. AGM is held in spring and four-five meetings a year. Minutes of meetings are distributed to all member associations. The association does not have its own website.
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Pimlico FREDA is working in tandem with the Pimlico Neighbourhood Forum, the PNF's main role is to create the neighbourhood Plan. Pimlico FREDA's role is to ensure the plan is adhered to.
<b>COMMENTS ON DIGITAL WORKING</b>	It would be helpful if WCC provided FREDA with one hard copy of major planning applications, these are difficult to see on-line.
<b>FURTHER COMMENTS</b>	Pimlico FREDA wishes to continue to represent the area agreed by WCC for the PNF.

<b>NAME OF SOCIETY:</b>	<b>FITZROVIA NEIGHBOURHOOD ASSOCIATION –Recognised</b> <a href="https://fitzrovia.org.uk/">https://fitzrovia.org.uk/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	80 members including individuals or representatives of tenants and residents associations. 30 of these members reside in the area.
<b>OBJECTIVES</b>	To improve the quality of life for those who live and work in Fitzrovia. We set a number of objectives in order to realise this. * to promote any charitable purpose for the benefit of people living and working in and around the area of Central London known as Fitzrovia (“the beneficiaries”) by the advancement of education, the protection of health and the relief of sickness and distress; * the promotion of recreation, leisure activities and a healthy environment in and around Fitzrovia in the interests of social welfare and in order to improve the quality of life of those who are in need by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances; * to relieve poverty amongst the beneficiaries by the provision of advice and information about health, welfare, housing, social benefits and related matters.
<b>STRUCTURE/ MEETINGS</b>	The organisation is a limited company and a registered charity. We are governed by a board of directors and trustees elected every two years at an annual general meeting. Have a planning and licensing sub-committee which is made up of three members decided by the board of directors/trustees. None of the sub-committee members have formal qualifications in planning or architecture but seek advice from local architects and other professionals.  The board of directors/trustees meets six times a year. An AGM is held every year. Around 40 members attend. The planning and licensing sub-committee members respond to consultations on a regular basis. Responses are agreed by two or three members of the sub-committee. The wider membership is encouraged to respond to applications and contact the sub-committee. Publishes a list of planning applications on website every month. We also publish important licensing applications extracted from Licensing News. Both planning and licensing applications are also publicised via Facebook( <a href="https://www.facebook.com/FitzroviaNA">https://www.facebook.com/FitzroviaNA</a> ) and Twitter ( <a href="https://twitter.com/FitzroviaNA">https://twitter.com/FitzroviaNA</a> ) accounts, a regular email newsletter ( <a href="http://eepurl.com/cznw7L">http://eepurl.com/cznw7L</a> ) and a quarterly newspaper ( <a href="https://news.fitzrovia.org.uk/">https://news.fitzrovia.org.uk/</a> ).
<b>COMMUNICATION WITH OTHER GROUPS</b>	Marylebone Association
<b>COMMENTS ON DIGITAL WORKING</b>	It would be useful for the council to provide an RSS feed of planning and licensing applications by amenity society area and/or by ward. In other words, an RSS feed that would list all planning and licensing applications by amenity society area and/or ward. We could use this to republish automatically via our website.
<b>FURTHER COMMENTS</b>	

<b>NAME OF SOCIETY:</b>	<b>HARROWBY AND DISTRICT RESIDENTS ASSOCIATION (Semi-recognised)</b> <a href="http://hdra.xyz/">http://hdra.xyz/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	70 members across small area. Membership is open to all residents and businesses and currently costs £10 per year per household.
<b>OBJECTIVES</b>	Their objectives are ' <i>to protect by common action the interests of those who live or work in the area bordered by Harrowby Street, Brendon Street, Crawford Place and Shouldham Street</i> '.
<b>STRUCTURE/ MEETINGS</b>	Chairman, Deputy Chairman, Treasurer and Secretary plus up to five other committee members are assigned responsibilities according to their interests and professions. Officers of committees are elected from within the committee and by members at the AGM. The committee member responsible for architecture and planning is a qualified architect and member of RIBA. It is most likely that this expertise will be available in future years. Hold annual AGM, which 35-45 members attend, committee meetings 7-8 times a year.  Website, produce two membership newsletters per year and a google group emailing list.
<b>COMMUNICATION WITH OTHER GROUPS</b>	Regularly liaise with Marylebone Association and sit within the Marylebone association area.
<b>COMMENTS ON DIGITAL WORKING</b>	It is fine for professional and architects who have large screens and printers in their offices but not so easy for individual residents viewing plans on line.
<b>FURTHER COMMENTS</b>	

<b>NAME OF SOCIETY:</b>	<b>HYDE PARK ESTATE ASSOCIATION (Recognised)</b> <b>www.hpea.org.uk</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	219 members, 19 business members and 199 within the area Members are widely distributed throughout the area, and are represented in most roads. Membership open to anyone who lives in the area or who has lived and worked in the area in the past. 91% of members live in the area. Constitution and accounts provided.
<b>OBJECTIVES</b>	Set out in constitution
<b>STRUCTURE/MEETINGS</b>	Annual AGM attended by around 100 members, monthly committee meetings. Main Committee of twelve members who meet monthly. Each Committee member has a special 'portfolio' to take particular interest in Planning, Environment, Transport, Business, Older People, Younger People and Community Safety.  The Annual General Meeting of the Association - meeting each year - receives nominations to the Committee and then votes on the nominated and seconded nominees. We work closely with the Hyde Park and Paddington Neighbourhood Area (now confirmed as a consultative area by the Council) and the Paddington Business Improvement District.  Monthly newsletter and website.
<b>COMMUNICATION WITH OTHER GROUPS</b>	HYDE PARK AND PADDINGTON NEIGHBOURHOOD AREA; PADDINGTON BUSINESS IMPROVEMENT DISTRICT; CHURCH COMMISSIONERS FOR ENGLAND We have discussed relevant boundaries with the nearest Association -SEBRA- and our boundaries are compatible and complementary to the area now agreed as the Hyde Park and Paddington Neighbourhood Area. We work closely with the Hyde Park and Paddington Neighbourhood Area (now confirmed as a consultative area by the Council) and the Paddington Business Improvement District.
<b>COMMENTS ON DIGITAL WORKING</b>	We have taken advantage with the hardware grant from the council which is appreciated and working well.
<b>FURTHER COMMENTS</b>	Happy with current arrangements.

<b>NAME OF SOCIETY:</b>	<b>THE KNIGHTSBRIDGE ASSOCIATION (Recognised)</b> www.knightsbridgeassociation.com
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	Circa 932 members (c 750 within the area) 95% live or work in the area. Constitution states that "any person, family, business or other entity residing or carrying on business in the area defined in clause 3, or who is supportive of the aims of the KA, shall be eligible for membership. Constitution and accounts provided.
<b>OBJECTIVES</b>	A copy of the association's constitution has been provided and can be downloaded on their website. The aims of the KA are to preserve, protect and enhance the amenities and character of the community of the old hamlet of Knightsbridge (between Knightsbridge Green and Rutland Gate); the area adjacent to it bounded by Knightsbridge, Kensington Road and Kensington Gore to the north, Queen's Gate to the west, Brompton and Cromwell Roads to the south; the Knightsbridge thoroughfare to Hyde Park Corner; Hyde Park and Kensington Gardens; and other nearby areas as the Executive Committee shall designate.
<b>STRUCTURE /MEETINGS</b>	<p>Affairs and funds of the KA shall be managed by a Chairman and an Executive Committee ("EC"). President, Vice President, Chairman, Vice Chairman, Hon. Secretary, Hon. Treasurer plus the Chairmen of the Planning and Conservation, Transport and Environment and Law and Order Committees who collectively form the Executive Committee. This committee is elected annually at the AGM and officers for the working committees are elected by invitation and selection from members willing to serve when a vacancy occurs. All committees have expertise in many fields including RIBA, FRICS, architecture, planning lawyer, property executive, civil and chartered engineers and business leader. It is their aim to continue with this expertise.</p> <p>AGM is held in December with over 150 members and guests attending. The Executive Committee is elected annually by the membership at the AGM, and is supported by the sub committees: Planning and Conservation - monthly meetings Transport and Environment- quarterly Law and Order - quarterly Licensing - quarterly/in response to applications. Committee members are co-opted from time to time, subject to availability and expertise. Committee decisions are referred to the Executive Committee for ratification.</p> <p>Society meetings as and when a major planning application or other event of significance occurs and social events for members. Website, regular bulletin produced.</p>
<b>OTHER GROUPS OPERATING IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Knightsbridge Neighbourhood Forum, Knightsbridge business group. Overlaps with Neighbourhood Forum but happy to continue operating.
<b>COMMENTS ON DIGITAL WORKING</b>	<p><b>Planning</b> Labelling of the documents in the planning applications is not specific enough, making it difficult to identify appropriate documents The system can be painfully slow to download. Some of the drawings are difficult to read, sometimes too faint and the script can be so miniscule, that in order to magnify, you lose most of the drawing.</p> <p><b>Licensing</b> Once you get the hang of it, it is easy to follow but does require the viewer to scroll down all the pages. It would be easier to use if the applications were grouped together by ward. It is not as 'user friendly' as RBKC, where you can use the drop down option to search for the wards you want to look at ..</p>
<b>FURTHER COMMENTS</b>	Consultations sent out by the cabinet member are sent out in the name of the officer which makes them difficult to track?

<b>NAME OF SOCIETY:</b>	<b>THE PORTLAND VILLAGE ASSOCIATION Ltd</b> (Not currently recognised) http://portlandvillage.co.uk/
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	85 members. The association focuses on issues concerning the north eastern edge of Marylebone and the north western edge of Fitzrovia. 85% of membership live and/or work within the area. The questionnaire notes that the RIBA is Member and their Advisors include DP9 Planning Consultants, HOK Architects and MAKE Architects and list of members shows various resident association chairs. List of members and accounts provided
<b>OBJECTIVES</b>	Objective collaborating with locally recognised amenity societies to further enhance Portland Village as a wonderful place to live, work and visit. No constitution provided.
<b>STRUCTURE /MEETINGS</b>	The Portland Village Association is a not for profit, nonpolitical voluntary organisation collaborating with locally recognised amenity societies. Directors are nominated and appointed on recommendation from the board. Nominations also can be made by the membership. A report on activities is presented to the membership at each AGM. They have a website and a Facebook page, although this appears out of date. Minutes of recent board meetings provided which show efforts to promote and expand membership. Newsletter produced.
<b>OTHER GROUPS OPERATING IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Marylebone Neighbourhood Forum, Marylebone Association, Fitzrovia West Neighbourhood Forum, Fitzrovia Neighbourhood Association Map supplied, overlaps with Marylebone. Noted: <i>We provide greater detail regarding local opinion on issues relevant to our neighbourhood -- an area which sits across and is somewhat peripheral to our local amenity societies.</i>
<b>COMMENTS ON DIGITAL WORKING</b>	It would be most appreciated if WCC could provide a dedicated planning/licensing web page for each association/forum -- this page could show a relevant map (for the association/forum) with points of activity/interest that then interactively link to their planning/licensing application detail page. The amenity societies could then point their membership to this page/data in order to more effectively elicit comment and input.
<b>OTHER ISSUES</b>	Ward members specifically recognised and supported the work of this group.

<b>NAME OF SOCIETY:</b>	<b>THE MARYLEBONE ASSOCIATION (Recognised) <a href="http://www.marylebone.org/">http://www.marylebone.org/</a></b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	Membership is around 1000. Link to constitution available on line. Full response not provided to all questions but much detail online.
<b>OBJECTIVES</b>	<p>Association is established for the following purposes for the benefit of the public generally and more particularly the residents business traders institutions societies and members of the professions in that area of Marylebone in the City of Westminster bounded by <b>Marylebone Road, Great Portland Street, Riding House Street, Regent Street, Oxford Street</b> and <b>Edgware Road</b> (hereafter referred to as '<i>the area of benefit</i>');-</p> <ol style="list-style-type: none"> <li>1. To promote high standards of planning and architecture in or affecting the area of benefit.</li> <li>2. To promote good environment in all its aspects in or affecting the area of benefit.</li> <li>3. To promote economic health and social cultural educational religious business and professional well-being in or affecting the area of benefit.</li> <li>4. Generally to protect preserve and enhance the character of and amenities (including professional services, shopping facilities and leisure activities) in or affecting the area of benefit.</li> <li>5. To secure the preservation protection or development and improvement of features of historic or public interest in or affecting the area of benefit.</li> </ol> <p>Aim is to represent the interests of everyone in Marylebone who live and work in this very special area of London. We nurture, promote and support initiatives that add to the unique character and quality of life in our area. We want to see Marylebone thrive and develop as one of the most interesting and balanced urban environments in London.</p>
<b>STRUCTURE/ MEETINGS</b>	<p>Chairman, Hon. Secretary, Hon. Treasurer plus 12 members who collectively form the committee. Officers for the committee are nominated in writing by three members and elected/re-elected at the AGM. The association has a large number of professional members with relevant expertise.</p> <p>The AGM is held in June. Full committee meetings are held monthly and other various meetings held, on average, fortnightly. They have fully functioning website capable of receiving comments and providing up to date information. They have planning guidelines to guide their work.</p>
<b>OTHER GROUPS OPERATING IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Harrowby and District Residents Association, Marylebone Neighbourhood Forum
<b>COMMENTS ON DIGITAL WORKING</b>	None
<b>FURTHER COMMENTS</b>	None

<b>NAME OF SOCIETY:</b>	<b>MAYFAIR RESIDENTS GROUP (Not currently recognised)</b> <a href="http://www.mayfairresidents.info/">http://www.mayfairresidents.info/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	300 members, all resident in the area, who they indicate are from all parts of Mayfair. They indicated that they are happy to represent with overlapping boundaries. The society does not represent St James's.
<b>OBJECTIVES</b>	Constitution has been provided and their objectives are to maintain and manage a forum for the discussion of matters of local interest, to communicate with Westminster Council and other relevant bodies on matters regarding any future plans for the area or issues affecting the area.  The MRG may (a) collect and communicate information which is of local interest on any matter which would affect the Mayfair community (b) raise funds by donation or subscription from members for the attainment of its stated objectives.
<b>STRUCTURE/ MEETINGS</b>	The affairs of the MRG are managed by a committee consisting of Chairman, Treasurer, Secretary. 3- 4 non-executive members. The committee meets at least every quarter. (a) The MRG shall hold an AGM each March (b) The Chairman shall give 21 days written notice of an AGM or of a special General Meeting AGM is held attended by approximately 25 members, other society meetings are held monthly and are open to all members. Comments on planning applications are made by a retired architect. When important applications or issues are raised these are considered by the full committee on a monthly basis. The society has adopted planning principles and guidelines in the form of a number of resolutions passed at a previous AGM.  Have a website, not recently updated.
<b>COMMUNICATION WITH OTHER GROUPS/CITY COUNCIL</b>	Membership on the Mayfair Neighbourhood Forum.
<b>COMMENTS ON DIGITAL WORKING</b>	None
<b>FURTHER COMMENTS</b>	None

<b>NAME OF SOCIETY:</b>	<b>NORTH PADDINGTON SOCIETY (Recognised)</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	196 members, 191 located within the area, spread across the area. Membership is unrestricted by location. Businesses and organizations operating within the area of interest are allowed to join. Over 90% of members live within the area. AGM Pack submitted includes Society's constitution and most recent Finance Report, Statement of the Society's Beliefs.
<b>OBJECTIVES</b>	Constitution has been provided and their objectives are to <i>make the area a better place in which to live and work, by promoting the interests of the community and improving their quality of life, with particular reference to issues concerning the environment, planning and leisure and to other local facilities and services.</i>
<b>STRUCTURE/MEETINGS</b>	<p>Executive Committee consists of all the Officers and not more than eight other members. The Committee shall have the capacity to co-opt further members in an advisory and non-voting capacity. The Committee is responsible for running the affairs of the Society and may take decisions and handle money on its behalf. Quorum: Five voting members of the Committee shall form a quorum.</p> <p>Officers: consist of a Chair, Vice-Chair, Secretary and Treasurer, all of whom shall relinquish their office each year and shall be eligible for re-election at the AGM. Officers of the committee are nominated by the two Co-Chairs and the Treasurer and the committee is elected annually. Committee members have relevant expertise in architecture, engineering and of local authorities and housing.</p> <p>AGM (attended by 30-50 people) and Other society meetings are held monthly and are open to all members. Comments on planning applications are made by a retired architect. When important applications or issues are raised these are considered by the full committee on a monthly basis. The society has adopted principles and guidelines in the constitution. Has a set of guiding principles which it uses to respond to applications</p>
<b>OTHER GROUPS IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Maida Hill Neighbourhood Forum also operates within the area The North Paddington Society (NPS) works closely with the Neighbourhood Forum and the Community Council operating in our area. It may well be that over time these groups take over the role of NPS but at the last AGM the view of the meeting was for NPS to continue to operate.
<b>COMMENTS ON DIGITAL WORKING</b>	The digital switch over has gone well, although often our admin volunteers need to print off materials from the WCC Planning database to hand around at meetings. Copies of Design and Access statements have been received from major developers upon request without any problems. It would be helpful if it were easier to discover the current planning permissions or licensing authorized for any property. At the moment we have to search through the planning history to ascertain current use, which is not always available on the database.
<b>FURTHER COMMENTS</b>	None

<b>NAME OF SOCIETY:</b>	<b>Notting Hill East NEIGHBOURHOOD FORUM (designated neighbourhood forum)</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	281 membership records as of February 2017, cover a range of different membership classes. Membership open to everyone with an interest in The Area, including residents, owners of businesses of all sizes, workers, and those aspiring to live in The Area who support the purpose of the Notting Hill East Neighbourhood Forum and complete a membership form. Accounts and constitution provided.
<b>OBJECTIVES/ STRUCTURE</b>	<p>Constitution for the association has been submitted. Notting Hill East Neighbourhood Forum ("The Forum") was established by the amenity society The Westbourne Neighbourhood Association ("The WNA") to assist in promoting and enhancing the social, economic and environmental well-being of the residents and businesses in the area defined below ("The Area") primarily through the development and implementation of a Neighbourhood Plan ("The Plan"), and as appropriate neighbourhood development orders and to raise, discuss and resolve neighbourhood issues.</p> <p>The Notting Hill East Neighbourhood Forum is a group established for the public benefit for the following purposes:</p> <ul style="list-style-type: none"> <li>a. To produce a Neighbourhood Plan to assist in the promotion and enhancement of the social, economic and environmental wellbeing of The Area, its residents and businesses.</li> <li>b. To promote the highest standards of urban design and architecture in The Area.</li> <li>c. To develop the Neighbourhood Plan in conformity with the strategic planning policies of Westminster City Council ("the Council") insofar as they are relevant to The Area.</li> <li>d. To promote and enhance community cohesion and wellbeing.</li> </ul> <p>Describe themselves as a hybrid amenity society and neighbourhood forum in accordance with the Localism Act 2011. The Forum is constituted of 21 or more individuals, community or business representatives, who live or work in the Area but is a formally designated neighbourhood forum.</p>
<b>OTHER GROUPS OPERATING IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	None
<b>COMMENTS ON DIGITAL WORKING</b>	Happy to use electronic consultation but vexed by the poor quality of many planning applications. Far too many documents with irrelevant material Drawings upside down Inadequate labelling Would be ideal to show existing on their left and proposed of each element on one drawing.
<b>FURTHER COMMENTS</b>	<p>Planning is not estate management so the necessary connection between streetscapes and buildings is never properly made. Development control only comes into operation when a change is to be made. The response is largely about whether a change conforms to the existing policy. Unfortunately, human judgments vary and there are often decisions that contradict previous ones. We have a mechanism of dealing with this if it is brought to our attention we can refer the cases to a senior level. But that only occurs if the incoherence is noted. If planning officers have the desi expertise we would like them give advice as to how proposals might be improved BEYOND what is a statutory requirement. We would be helped by a change in tone of planning officers when they attended sites of residents who have applied for planning permission. It is felt that not all officers adopt a courteous and cooperative manner and we would like to see any adversarial approach always replaced by a more cooperative one which would make life pleasanter for everyone, improve the public face of planning and make our task easier. Clearly there are times that officers will explain that a scheme is not in conformity with policy but this needs always to be done in a polite and friendly.</p>

<b>NAME OF SOCIETY:</b>	<b>PADDINGTON WATERWAYS AND MAIDA VALE SOCIETY (Recognised)</b> <a href="http://www.paddingtonwaterways.com/">http://www.paddingtonwaterways.com/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	Circa 400 members. Seek to engage from different sectors of the community, different ages and faith groups. No restriction on membership as visitors may show an interest in the area. However, in practical terms, 90%+ of members have addresses within the designated area
<b>OBJECTIVES</b>	To defend and improve the amenities, physical environment and facilities within the district known as Maida Vale in the old Borough of Paddington, including those of the Canals within the same area. Constitution is available on their website.
<b>STRUCTURE/MEETINGS</b>	Chairman, Vice Chairman, Treasurer, Hon. Secretary plus 10 other elected members. There is a Planning Committee and a Licensing Committee. Committees are elected annually at the AGM. Members have expertise in Chartered Surveying and private sector planning and ideally, architects and members with a legal background for licensing. Hopefully this expertise will be available in future years.  AGM is normally held in March and Attendance typically c. 40-50 members PWMVS has a designated planning sub-committee, chaired by a member with relevant expertise and including legal expertise. The Committee meets weekly to discuss all applications received for the area and reach collective agreement on our response.  Circulate details of the applications to members and ask for their views, so that we can review these as part of our deliberations.
<b>COMMUNICATION WITH OTHER GROUPS</b>	Paddington BID partial overlap Hyde Park & Paddington Neighbourhood Area partial overlap SEBRA for Conservation area planning around London Street  PWMVS; Hyde Park Association; Paddington BID; Paddington Waterside Partnership; SEBRA have a close working relationship in the south of our area and seek to agree a coordinated response to applications. The 3 amenity societies are also Founder Members of PRACT that takes integrated view of Transport matters
<b>COMMENTS ON DIGITAL WORKING</b>	We recognise the importance of digital working both with respect to ecology and cost in practical terms we still use printed material to review complex planning papers as this allows us to see proposals at the appropriate scale for materials on A3 paper etc. To achieve this, we are dependent upon the good offices of local business to support us as, being a volunteer organisation, we don't have access to the infrastructure to do this privately. Whilst this is not ideal, we recognise that it is the only practical way forward this time. Against this background, we would observe that the WCC portal appears to respond slowly thereby meaning that it takes quite some time to input responses, a burden which it would be good to reduce if possible
<b>FURTHER COMMENTS</b>	We enjoy a good working relationship with the WCC Planning Department and find that Officers are helpful when asked and respectful of our perspectives

<b>NAME OF SOCIETY:</b>	<b>PADDINGTON RESIDENTS GROUP ACTIVE CONCERN ON TRANSPORT (semi-recognised)</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	PRACT operates as a consortium of its four Founder members. Bayswater Residents' Association, Hyde Park Estate Association, Paddington Waterways and Maida Vale Society and South East Bayswater Residents' Association (all four being recognised)
<b>OBJECTIVES</b>	The objects of PRACT are to protect the local environment, in the area covered by the four founder members, from damage caused by all-London or national transport projects and to promote improvements in the public transport and other transport facilities available to Paddington residents. PRACT will fulfil its objects by organising opposition and influencing opinion both locally and nationally through all recognised methods and channels of public persuasion and pressure. PRACT should not allow party political controversy to enter into its internal discussions or into the external advocacy required to achieve its objects. 'The above has been extracted from PRACT's adopted Rules, which are attached, along with latest annual accounts. (Attached: Rules; Accounts for Year to 31 March 2016)
<b>STRUCTURE/ MEETINGS</b>	<p>Committee nominations are up to them (see the Rules). Officers are appointed by consensus among the four; there have been a number of changes over the years, agreed in this way. All public documents issued by PRACT, including responses to planning applications, are seen in draft by the four Founder Members before being issued. PRACT specialises in transport and traffics aspects of planning applications (and also deals with transport issues that do not involve planning consent, such as - currently - the Mayor's Cycling Superhighways). When there is a planning application, our response is cleared with our Founder Members, who remain able to make an independent comment on traffic/transport aspects, but usually find it unnecessary to do so. The Council's consultation on major planning applications often goes to two or three of our Founder Members, so our response on transport/traffic aspects seeks to avoid conflicting responses on these aspects.</p> <p>See the AGMs of the Founder Members. PRACT's Committee usually operates through written communication rather than through meetings. Secretary distributes a draft to Founder Members and embodies their comments in the final response. In the case of major applications such as the 'Cube', we have jointly organised pre-meetings to discuss our attitude, including on transport/traffic aspects.</p>
<b>COMMUNICATION WITH OTHER GROUPS/CITY COUNCIL</b>	Works in parallel with its Founder Members: Bayswater Residents' Association, Hyde Park Estate Association, Paddington Waterways and Maida Vale Society and South East Bayswater Residents' Association
<b>COMMENTS ON DIGITAL WORKING</b>	Please do not delete cases from the 'Consultee Inbox' at the end of 28 days; this forces a late response to go in as if it were a response from a member of the public, which causes confusion. Please embody a spell-check when a response is directly typed rather than being uploaded from a separate file. Please give the option of a having a copy of a 'Consultee' response returned as an email, as is available for non-consultee responses.
<b>FURTHER COMMENTS</b>	It is sometimes difficult to get sight of a report for delegated decision, especially in advance of the decision. To avoid unnecessary requests for decision in Committee, could the agenda of cases for delegated decision be made available to view on-line, in advance?

<b>NAME OF SOCIETY:</b>	<b>QUEEN'S PARK COMMUNITY COUNCIL (Community/ Parish Council)</b> <b>www.queensparkcommunitycouncil.gov.uk</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	Already set up as Parish council .... Detailed responses not therefore provided or needed on these issues, but community council notified of consultation out of courtesy and to ask for their advice with regards to the Queens Park Estate Society and responded as per below,
<b>OBJECTIVES</b>	
<b>STRUCTURE/ MEETINGS</b>	
<b>COMMUNICATION WITH OTHER GROUPS</b>	Confirmed that the Queens Park Estate Society is no longer active.
<b>FURTHER COMMENTS</b>	<p>We respect the views of officers with professional expertise e.g. tree specialists, conservationists etc.</p> <ul style="list-style-type: none"> <li>• residents complain about the following:</li> <li>• inconsistency of planning permission decisions in the Avenues</li> <li>• cost of planning applications</li> <li>• inability to get hold of planning officers</li> <li>• planning officers giving different advice</li> </ul> <p>Builders report that there are less planning officers and less qualified than they were in the past. The planning committee have no evidence for any of these complaints</p>

<b>NAME OF SOCIETY:</b>	<b>RESIDENTS SOCIETY OF MAYFAIR AND ST JAMES'S</b> <a href="http://www.rsmsj.com/">http://www.rsmsj.com/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	402 individual members, 26 business members, spread across the area which also includes St James's. All located within the area.
<b>OBJECTIVES</b>	The RSMSJ is dedicated to maintaining the environment and quality of public services in Mayfair & St James's. As the amenity society recognised by Westminster City Council, it represents the interests of residents to local government
<b>STRUCTURE/ MEETINGS</b>	Chair, Treasurer, plus Committee Members for policing and crossrail, planning and licensing. Officers are nominated through personal introductions and a voting process. Committees are elected annually at the AGM. The Council of Management has expertise in architecture, legal and various property consultants who would perhaps be available to continue in future years.  AGM is held in May each year, holds monthly committee meetings and garden party. The society generally communicates by email/ newsletter. The society has a website with regular updates and news. supporting documentation in relation to recent meetings and events provided.
<b>OTHER GROUPS IN AREA/COMMUNICATION WITH OTHER GROUPS</b>	Mayfair Neighbourhood Forum They did not refer to other groups operating in the same area but noted that they do not think other amenity societies should be recognised.
<b>COMMENTS ON DIGITAL WORKING</b>	No comments made on digital working
<b>FURTHER COMMENTS</b>	None

<b>NAME OF SOCIETY:</b>	<b>THE ST JOHN'S WOOD SOCIETY (recognised)</b> <a href="http://www.stjohnswood.org.uk">www.stjohnswood.org.uk</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	572, 13 corporate members 90% of members live within St John's Wood. Constitution and annual report provided
<b>OBJECTIVES</b>	Objectives include to encourage high standards of architecture and town planning, to stimulate public interest in and care for the beauty, history and character of the area, to encourage the preservation, development and improvement of features of general public amenity and historic interest, to oppose...any development in any part of St. John's Wood which in the view of the Society would detract from the beauty, history and character of that part of its features of general public amenity or history interest.
<b>STRUCTURE MEETINGS</b>	President, Chairman, Vice-Chairman, Hon. Treasurer, Hon. Secretary plus eight Executive Committee members. They have Planning, Traffic, Trees, Events and Finance sub-committees. Each sub-committee is chaired by a member of the Executive Committee. Planning committee meetings are held weekly as far as possible: 4-5 committee members attend each meeting/Executive Committee meetings are held every six to eight weeks: 8-12 committee members attend The Society's planning committee and executive committee members have substantial historical planning knowledge of the local area as well as professional planning expertise. AGM is held annually: 80-100 members attend All comments are agreed by appropriate sub-committees but significant applications and issues are discussed with the Executive Committee at ad-hoc meetings if necessary. The website is used for receiving comments.
<b>COMMUNICATION WITH OTHER GROUPS</b>	The SJW Neighbourhood Forum has been formed with the specific purpose of reaching out to the local community to create a Neighbourhood Plan. The creation of a Neighbourhood Plan will assist the Society to better represent local planning and development needs when responding to applications. The Society do not consider it to be appropriate to consult both the SJW Society and SJW Neighbourhood Forum on applications within SJW as these two local community organisations exist for different purposes and will remain separate entities. Following discussion with Chair of the SJW Neighbourhood Forum, it was agreed that the SJW Society will continue in its role as the only locally recognised statutory consultee on planning applications. The Society has an extensive planning database which includes every local planning application dating back thirty years.
<b>COMMENTS ON DIGITAL WORKING</b>	The move to electronic consultation has resulted in the Society's planning committee having to meet every week instead of every two weeks. We now operate two computers during meetings one of which is plugged in to a large flat screen TV which the committee of 5 sit around. For larger developments the number of documents is overwhelming particularly when there are confusing substitutions or variations and irrelevant documents included in the list. A summary of changes which are clearly indicated and listed should be included. Superseded drawings should be clearly separated and labelled. Amendments to previous proposals should be clearly highlighted on the plans. The naming of drawings must be more consistent and with improved clarity as this can cause significant confusion and waste a substantial amount of our time. Consultee comments should not appear as a document listed with all the other documents as there is a separate tab for consultee and public comments. Background papers such as internal memos, neighbour notifications and e-consult-internal consults, should also not be included amongst the key documents. Great care should be taken to ensure that all drawings and elevations are correctly oriented on the page. It would be extremely helpful and save substantial amount of Society committee time if existing and proposed information could be shown side by side and the right way up

**FURTHER COMMENTS**

Wish to be consulted on licensing applications. We have not been consulted on two recent licensing applications both of which will have an unfortunate impact on our local community. It would be very useful to meet every three months with Amanda Coulson and senior case officers to discuss local issues.

<b>NAME OF SOCIETY:</b>	<b>ST MARYLEBONE SOCIETY (Recognised)</b> <a href="http://www.stmarylebonesociety.org">http://www.stmarylebonesociety.org</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	580 members, constitution and accounts provided. Individuals (474) Residents' Associations, Corporates etc. (106). Membership open to anyone and as a group with a strong historical background many people contact us who are interested in the area for family or research reasons. Also, people continue to subscribe when they move away from the area and we have members in other parts of London, the UK and as far away as Australia and Greece. Approximately 60% of membership would live within the SMS planning consultation area.
<b>OBJECTIVES</b>	Constitution provided. The objectives of the society are to stimulate public interest in the care for the beauty, history and character of St Marylebone, the scheduling and assistance in the preservation of landmarks and buildings of historical and antiquarian interest and the protection of amenities and traditions, the study and recording of the history, topography and social development and the collection of material for preservation. In the St. Marylebone Local History Collection of Westminster City Archives.
<b>STRUCTURE/ MEETINGS</b>	Registered Charity run by volunteers, it conducted by a Council of (currently) 8 members elected annually at the AGM. Planning applications, policy developments and local issues affecting residents are scrutinised by our Planning Committee of (currently) 15 members. The core of the Planning Committee is elected from the membership annually at the AGM, with further members being co-opted by the Committee, under the oversight of the SMS Council. The Planning Committee is formally a sub-group of the SMS Council; to which it reports. In addition to the 15 members of the Planning Committee, other members, partners and stakeholders may attend planning meetings, or portions thereof, at the discretion/invitation of the Planning Chair. AGM is held in November of each year – it is usually attended by between 60 – 100 people. The SMS Council meets at least 4 times a year, but more often, as required (including the organising of public meetings on matters of local interest). The full SMS Planning Committee meets monthly. In addition, a subset of the Planning Committee may hold interim meetings to discuss a particular project or attend a developer's pre-app meeting.
<b>OTHER GROUPS IN THE AREA/COMMUNICATION WITH OTHER GROUPS</b>	<p>St Marylebone Society and Marylebone Association have representatives on the committee of the Marylebone Forum. Being one of the two founder members of the Marylebone Forum (MF) we drafted the Constitution (i.e. Articles of Association) of the MF to allow it to take on the planning consultation role if needs be (if for example the Amenity Societies ceased to exist) – See objective 4.2 of the MF Articles of Association on the MF website (<a href="http://www.maryleboneforum.org">www.maryleboneforum.org</a>). But, with the express purpose of preserving the amenity societies current planning consultation role within their respective areas, we inserted the following clause into the MF constitution:</p> <p>From the experience of the St Marylebone Society, we have found methods of joint working with our neighbouring amenity societies such as, inviting each other to planning presentations, holding joint meetings with local stakeholders e.g. Portman Estate and Baker St Quarter Partnership, and inviting key people from other societies to our annual Planning Walk. We also distribute our printed newsletter to other amenity societies and deposit copies at local libraries. The SMS started out on the route of forming a NF coterminous with our planning area, as did the MA. But in hammering out a robust definition of the "Neighbourhood Area" both amenity societies (the SMS &amp; MA) decided that the neighbourhood of "Marylebone" actually straddled the Marylebone Road/the two amenity society planning consultation areas. We therefore decided create a joint Marylebone forum. We already knew that the St John's Wood Society to the north had decided to form its own forum, so the SMS &amp; MA initially set out to define a Marylebone Area simply as our two planning consultation areas joined together. But as things transpired, the Church Street area formed a separate forum within the SMS planning consultation area, and Fitzrovia West formed a break away forum within the MA planning consultation area. To add to the complications, in the process of designation, WCC removed the Westminster part of Regent's Park (but only within the outer circle) from the emergent Marylebone Forum.</p>

<p><b>COMMENTS ON DIGITAL WORKING</b></p>	<p>We do not have an office, so depend on local organisations – in our case LBS and Paribas for meeting spaces. There is no community room in the area. We used the Council house committee rooms from 1948 to c.2012 when it was leased by LBS, (and it is still being refurbished). When WCC went digital, we were offered a laptop, a projector and a screen. As we already have a projector and a screen, we accepted only the laptop. Most people's own homes in this area are quite small, so cannot host a meeting of 12+ people, and using projector and screen would mean lugging all the equipment with us every time. So, since the advent of digital working, we carry a laptop to meetings and hope to connect up to the electronic projection systems of the host organisation. This does not always work, which sometimes means that we have to rely upon our memories of looking at the drawings online individually at home for our group discussion.</p> <p>We have also found that it is impractical to go online and fetch documents from the WCC database during the meeting: for one thing, many of them are very badly named so this requires searching around, plus internet connections are often very slow, or require passwords from our hosts. In practice, we have to identify and download relevant drawings in advance, rename them sensibly, and load them onto the laptop for a slide show. This is very time-consuming.</p> <p>Viewing electronic drawings means that it is much more difficult to compare existing and proposed than it was when looking at paper drawings.</p> <p>We appreciate that it was very costly to print copies for us, but electronic viewing means a lot more work for us. Until members all have tablets to bring to the meetings, and enough bandwidth to all look at the e-drawings simultaneously, and are skilled in doing this, this will continue to be the case. Using e-docs means that we look at fewer drawings, and our discussions tend to be based on those drawings we can identify. It is often difficult to find particular information such as shadow studies, noise studies or 3D visualisations as they are often buried inside huge documents, with titles which do not indicate where they may be located.</p> <p>We are of course glad that there is less paper waste, but planning submissions are not designed for amateur viewers and we wonder how those societies without any architectural experts in their groups manage to negotiate through the online documents.</p> <p>Having a naming scheme to which applicants must adhere would help.</p> <p>Key documents as discussed above must be easily identifiable.</p> <p>We need more resources for administration and computer/online skills. We especially need more skilled volunteers. The Place Survey 2008 indicates 4-6% of the population volunteering in their local area. As we have about 450 residential members, that suggests we are likely to have 18-27 volunteers. That's probably the case. But of those volunteers, perhaps a dozen do most of it, and there is a great deal of work even for a modest organisation like ours. The rest do a little, which is none the less appreciated, and helps us gauge local sentiment. Most of our volunteers are over 50. Very few are under 40. This is partly because younger people are not only have jobs, but are also often raising families. Also, older people have mostly lived in the area for longer and are more committed to it. Nevertheless, we have some contacts with schools, and try to alert them to issues such as pollution, which affect young families in the area. We make strenuous efforts to get more volunteers, but it is quite difficult just to replace those who retire. A local important issue often triggers a rush of volunteers, but most rapidly disappear. For example, a number of people joined SMS during the consultation on the Baker Street Two Way project. Of those, only two are still volunteering – and both of these make a significant difference. But in light of this, WCC should be aware that we cannot take on extra tasks that should be done by local council because the council cannot finance them in a time of cuts.</p>
<p><b>FURTHER COMMENTS</b></p>	<p>We find it difficult to get volunteers to go to extra external meetings so we don't attend all of them. There is some duplication of meetings with various local organisations at least partly resembling each other – and with the same few volunteers doing the same things, in a number of cases ... There are always too many meetings. Our volunteers attend a number of local meetings and exhibitions. The further the meeting is from the immediate area, the more difficult it is to find a volunteer to go: after all, it is another evening out of their</p>

	<p>lives and it may not be useful.</p> <p>WASF – for example: much of this could be done by email, or as a social event with a short talk - WASF could be reformed to provide a networking opportunity which happened less frequently but allowed more interaction between groups.</p> <p>A community room in the Dorset Square area: if the council could find one, or a local institution could be persuaded to provide one, this would benefit many local groups. At the moment we are lucky to have two local organisations hosting our monthly and quarterly meetings, for which we are very thankful, and our links with some local businesses mean that now and then we are able to use their facilities; but most years we have to search for a suitable and affordable location for our AGM - and because of the prices in this area it is difficult for us to host any extra events where we might provide refreshments for the groups we work with.</p>
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<b>NAME OF SOCIETY:</b>	<b>THE SOHO SOCIETY (Recognised Society)-</b> <b>www.thesohosociety.org.uk</b>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	196 residents and 49 business members (more likely to once membership renewal process complete). welcome business members as well as residents and also have members who were residents but who have moved away and wish to keep in touch.
<b>OBJECTIVES</b>	Memorandum and articles of the society has been provided. Their objectives are '(i) To promote the further environmental improvement of Soho by encouraging high standards of planning, architecture and licensing in the area of benefit. (ii) To educate the public in the geography, history, natural history and architecture of the area of benefit. (iii) To secure the preservation protection development and improvement of features of historic or public interest in the area of benefit
<b>STRUCTURE/ MEETINGS</b>	Chairman, Vice-Chairman, Treasurer, Secretary. Officers serving committees are nominated by the membership annually and committees are also elected annually at the AGM. The planning sub-committee has expertise in the architectural field and others are long term residents of Soho. The expectation is that they will continue to have this expertise in future years. Includes architects, lawyers, planning advisor. Holds AGM and planning Applications considered at a monthly meeting.  The society has an adopted set of planning principles which are published on their website.
<b>COMMUNICATION WITH OTHER GROUPS</b>	Strong links with the Soho Neighbourhood Forum which is preparing a Neighbourhood Plan for Soho.
<b>COMMENTS ON DIGITAL WORKING</b>	None
<b>FURTHER COMMENTS</b>	None

<b>NAME OF SOCIETY:</b>	<b>SOUTH EAST BAYSWATER RESIDENTS ASSOCIATION (Recognised)</b> <a href="http://www.sebra.org.uk">http://www.sebra.org.uk</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	804 members (For 2015-2016.) concessionary, individual, household and corporate/resident association memberships. Members in every street or mews within our area. No other groups within the area include members, 338, Sub £6 (£3 with concession) Membership of SEBRA shall be open to those living, working or trading in the area, to local Councillors and to others having a concern for its character. Constitution, minutes of AGM and accounts have been provided.
<b>OBJECTIVES</b>	A copy of the constitution has been submitted. Its objectives are 'to promote a sense of community among the residents of South East Bayswater, to promote the interests of and views expressed by the community, to foster pride in the architectural and environmental amenities of the area, to oppose any erosion of the area by development schemes or activity (e.g. traffic, licensing) which could have an adverse effect upon the amenities of the area'.
<b>STRUCTURE/ MEETINGS</b>	<p>President, Chairman, Vice-Chairman, Treasurer, Secretary plus 11 Committee members. In addition, there is a town planning sub-committee and police liaison, licensing and traffic committees. Officers are nominated by the full Committee. The Committee is elected annually at the AGM as are the other sub-committees or as required by the main Committee. The planning sub-committee comprises long-serving members with extensive knowledge and experience through regular active involvement and through appearing at local and public inquiries and select Committees and in licensing at hearings and Magistrates Courts. Having a knowledgeable, committed, motivated and experienced membership, this expertise will continue in future years.</p> <p>Committee: annual election at AGM Officers: annual election by Committee (except President, see constitution, Article 8. Planning sub-committee members, if not on main Committee: by co-option AGM is held in November, the last one on 23 November 2016.</p> <p>The 2016 AGM was attended by around 200-250 members and guests of SEBRA (Council Officers etc.) A large Summer Party is held in June/July. Main Committee meets three times a year and sub-committees as and when needed.</p> <p>Have produced planning and licensing guidelines. Regular SEBRA newsletter and website.</p>
<b>OTHER GROUPS OPERATING IN THE AREA/ COMMUNICATION WITH OTHER GROUPS</b>	Work with PRACT, Bayswater Residents Association
<b>COMMENTS ON DIGITAL WORKING</b>	Support the points made by PRACT. Would be helpful to have the same notices of decisions (both delegated and in Committee) as those that you post or email to individuals who respond to 'neighbour notification' letters. (But for us, email would do best). Individuals who have responded to an application which goes to Committee are notified of the Committee date well in advance, but we are have to await the receipt by post of the Agenda to find this out. It would be helpful to be notified earlier in the same way as individuals, best by email. We welcome the 'personalisation' of the letters to us and other 'Consultees' notifying us of applications, but had hoped that the move to digital working would make it easier for the relevant Officer to respond to enquiries from us made by phone. In general, this has not happened, perhaps because of the ever increasing workload. Sometimes a phone conversation can help us to avoid mistakes or irrelevances in our 'Consultee' comments. On the distribution of consultation letters, the system for major applications for sites in and around the Paddington Opportunity Area works quite well - consultation to all recognised societies straddling or bordering the Area - but it works less well for applications relating to the major shopping street, Queensway, W2, which is the boundary between SEBRA and BRA. Both associations should be consulted regardless of which side of Queensway the site is on, but often only one group is. Similarly, an application relating to the western part of Westbourne Grove, north side (between Newton Road and Chepstow Road), should go to the three associations BRA, SEBRA and the Notting Hill (East) Forum (ex-WNA).

**FURTHER COMMENTS**

It would be helpful to have the same notices of decisions (both delegated and in Committee) as those that you post or email to individuals who respond to 'neighbour notification' letters. (But for us, email would do best). Individuals who have responded to an application which goes to Committee are notified of the Committee date well in advance, but we are have to await the receipt by post of the Agenda to find this out. It would be helpful to be notified earlier in the same way as individuals, best by email.

<b>NAME OF SOCIETY:</b>	<b>THE THORNEY ISLAND SOCIETY (Recognised Society)</b> <a href="http://thethorneyislandsociety.org.uk/ttis/">http://thethorneyislandsociety.org.uk/ttis/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	382 members comprising life, joint, single and corporate members. Membership is unrestricted to the area however, 48% of members live in the area.
<b>OBJECTIVES</b>	A revised and updated copy of their constitution has been submitted. Their objectives state 'The Thorney Island Society is a conservation and amenity group founded in 1985 with its objective to save the Library erected in Great Smith Street in 1893. Today it continues to look after the interests of both residents and businesses within the area and acts as a 'watchdog' on local planning and development issues'. The society is also concerned about the extension of conservation boundaries and the scale and aesthetics of building programmes within its remit and has adopted the St James's Park and The Green Park in its remit.
<b>STRUCTURE/ MEETINGS</b>	President, Secretary, Treasurer plus individual details of the Executive Committee and the Planning Committee have been provided. Committees and officers of these committees are elected at the AGM. The society has many members with qualifications and extensive experience in architecture and urban design. One member is responsible for responding to planning consultations, in constant touch with committee members.  Committee meetings every two months, events and AGM held in November and attended by about 40 members.  Up to date website and twitter account to disseminate information.
<b>COMMUNICATION WITH OTHER GROUPS</b>	Contact the Westminster Society over major or controversial schemes.
<b>COMMENTS ON DIGITAL WORKING</b>	We find that the digital system works well and it is good that the comments are now available for all to view. It would be better if text and all symbols could be copied accurately into the form- at the moment, if one prepares a comment in Word, symbols are altered so that the sense can be slightly unclear. The labelling of the documents is improving but it is still not always easy to locate the relevant documents.
<b>FURTHER COMMENTS</b>	Northwards our area should extend up to St James's Park, because we also incorporate the Friends of St James's Park and Green Park. Southwards, the Vauxhall Bridge Road is a logical boundary. The Vincent Square area, the Millbank estate and other important areas up to the edge of Pimlico are considered by our members as part of our area.

<b>NAME OF SOCIETY:</b>	<b>THE WESTMINSTER SOCIETY (Recognised Society)</b> <a href="http://www.westminstersociety.org.uk/">http://www.westminstersociety.org.uk/</a>
	<b>SUMMARY OF QUESTIONNAIRE RESPONSES &amp; INFORMATION</b>
<b>MEMBERSHIP AND ACCOUNTS</b>	169 members, 60 % of members live in the area. 25 members attend AGMs. Membership is open to all who share the Society's Objects, namely the enhancement and conservation of the amenities of the City of Westminster in such ways as are charitable.
<b>OBJECTIVES</b>	Constitution has been provided. Objectives include 'the enhancement and conservation of amenities, stimulating public interest in its beauty/historic features, considering new architecture and buildings of historic interest, preserving river frontage and open spaces, encouraging good town planning and environmental protection, acknowledging good architecture and design through periodic awards, considering transport and traffic issues, reviews and analysis and commenting on legislation and policies, improving communication with resident associations, businesses and others...'
<b>STRUCTURE/ MEETINGS</b>	Patron, President, Chairman, Vice-Chairman, Treasurer, Hon Secretary and 15 officers forming the Executive Committee. Officers are nominated by notice or invitation. Committees elected annually at AGM plus have powers to co-opt during the year. The committee has expertise including four architects, landscape architect, town planner, specialists in traffic and environment, two former members of WCC Planning Committee, and others. The society works hard to balance 'honest citizens involved in the community' with those who have professional skills and work in a voluntary capacity. The intention is to hold nine Executive Committee meetings a year. The AGM is now held in June. The number of members who attend varies between 25 and 40. Executive Committee currently has 16 members of whom five are architects, two are planners, and one had extensive experience as a civil servant in the DoT and the Government Office for London
<b>COMMUNICATION WITH OTHER GROUPS/CITY COUNCIL</b>	Newsletter produced three times a year, sent to all members and other organisations. Grant funding has been used to develop a professionally created website and aim to launch this by or at their AGM. The current arrangement has been in place for some time and does not cause problem. We take a pragmatic approach to commenting on applications that fall within the areas of other society's and will only do so when invited to or when it is appropriate.
<b>OTHER ISSUES RAISED</b>	The system has settled down considerably after a rather bumpy start. On occasion it can be very slow and frustrating, perhaps when it is over loaded.
<b>FURTHER COMMENTS</b>	The Westminster Society has had a good relationship with the planning department for many years and we have no suggestions as to how this could be improved.

## Appendix 5

### Revised List of Recognised Amenity Societies (following 2017 review)

1. Bayswater Residents Association	2. Belgravia Residents Association
3. Belgravia Society	4. Covent Garden Community Association
5. Fitzrovia Neighbourhood Association	6. Hyde Park Estate Association
7. Knightsbridge Association	8. Marylebone Association
9. North Paddington Society	10. Paddington Waterways and Maida Vale Association
11. Pimlico FREDA	12. Residents Society of Mayfair and St James's
13. St John's Wood Society	14. St Marylebone Society
15. Soho Society	16. South East Bayswater Residents Association
17. Westminster Society	18. Thorney Island Society

### Semi-recognised Amenity Societies

5. Harrowby and District Residents Association,
6. Portland Village Association
7. PRACT (Paddington Residents Active Concern on Transport).
8. Cathedral Area Residents Group

### Neighbourhood forums/ Community Council consulted on Planning Applications

1. Belgravia Neighbourhood Forum
2. Churchill Gardens Neighbourhood Forum
3. Knightsbridge Neighbourhood Forum
4. Maida Hill Neighbourhood Forum
5. Notting Hill East Neighbourhood Forum
6. Pimlico Neighbourhood Forum
7. Queen's Park Community Council
8. Westbourne Neighbourhood Forum

**For Completion by the Cabinet Member for Environment, Sports and Community**

**Declaration of Interest**

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

Signed:

Date:

NAME:

Councillor David Harvey

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 **Review of Westminster's Amenity Societies** and reject any alternative options which are referred to but not recommended.

Signed .....

Cabinet Member for Environment, Sport and Community

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, Strategic Director Finance and Performance and, if there are resources implications, the Strategic Director of 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.