



**Request for Strategic Director
(Regeneration & Environment)
Agreement
2nd June 2016**

Wards affected:
Brondesbury Park, Kilburn & Queen's Park

**Neighbourhood Forum and Neighbourhood Plan Area –
Application for Kilburn**

1.0 Summary

- 1.1 This report includes details relating to the request from the Kilburn Neighbourhood Planning Forum for neighbourhood area designation, and forum status, and recommends that the Strategic Director of Regeneration & Environment approve the designations applied for.

2.0 Recommendations

- 2.1 That the designation of Kilburn Neighbourhood Area and Neighbourhood Forum, as set out in the submitted application, be agreed for the areas of land for which Brent Council is the local planning authority.

3.0 Background

- 3.1 Neighbourhood Plans were introduced through the Localism Act 2011. The Act enables communities to develop planning policies that will become part of the planning framework for their area. It also allows them to grant planning permission for certain types of new development.
- 3.2 Neighbourhood planning is delivered by 'neighbourhood forums' for their 'neighbourhood area'. Neighbourhood forums and areas need to be agreed by local planning authorities, following local publicity.

The Applications

- 3.3 In February 2016, the Kilburn Neighbourhood Forum submitted valid applications to become a neighbourhood forum and to have Kilburn designated as a neighbourhood area. The applications, including a map showing the extent of the proposed neighbourhood area, are included in Appendix A of this report.
- 3.4 The proposed neighbourhood area focuses around Kilburn High Road and includes land within both the London Boroughs of Brent and Camden. The councils assessed

the joint application and are satisfied that it complies with the statutory requirements as set out in the Neighbourhood Planning (General) Regulations 2012. A summary of the assessment is included as Appendix B.

3.5 In line with the Regulations, the councils published the applications for a six week consultation period ending on 15 April 2016. During the consultation period application documents were made available to view at Kilburn Library, online at a dedicated website www.brent.gov.uk/kilburnnp and on the Camden Council website. The consultation was publicised via a press notice in the Brent & Kilburn Times and CNJ, site notices across the neighbourhood area, and via a press release, Facebook and Twitter. The following groups were also invited to comment via email:

- All Brent Councillors
- Members of Brent Council's Kilburn & Kensal Connects Forum
- Members of the Kilburn Neighbourhood Planning Forum
- Relevant organisations and groups from the Local Plan consultation database, including statutory consultees, neighbouring boroughs and community groups

Consultation Responses

3.6 Twenty seven responses were received to the consultation from:-

- 6 Statutory Consultees / Organisations
- Fortune Green and West Hampstead Neighbourhood Forum
- Queen's Park Area Residents' Association (QPARA)
- Best (Brent Eleven Streets)
- 1 Camden Resident
- 10 Brent Residents
- 5 no details provided to confirm location
- 1 Brent Ward Councillor
- 1 Brent Council Officer - Estates Regeneration Manager for South Kilburn

3.7 A summary of responses is included in Appendix C. The principle of establishing a forum in Kilburn was widely supported, with no objections received. A number of responses highlight the potential for the forum to help bring communities on both the Brent and Camden side of Kilburn High Road together and foster community cohesion.

3.8 The proposed neighbourhood area was widely supported with a number of exceptions.

3.9 Historic England noted that the proposed neighbourhood area overlaps with parts of South Kilburn and Kilburn Conservation Areas. They advocate respecting defined conservation area boundaries and recommend properties on Cambridge Avenue/Oxford Road are removed from the area for consistency with the conservation area boundary. Establishing the suitability of a neighbourhood area includes the consideration of a number of factors, as set out in planning practice guidance. The Kilburn Forum has demonstrated in their application the neighbourhood area boundary has been informed by extensive consultation and an assessment of the characteristics of the area and its catchment. The council also notes that a key priority of the forum is to help enhance Kilburn High Road, which includes properties forming part of South Kilburn Conservation Area. The council has prepared character appraisals for conservation areas within the proposed neighbourhood area boundary. The council

considers using existing character appraisals as an evidence base, and engagement with the council's Conservation Officer will ensure consistency and address Historic England's comments. It is therefore not proposed to amend the boundary in this regard.

- 3.10 Two objections were received to the omission of South Kilburn from the boundary, and one respondent questioned why the area around Kilburn Park Tube Station was omitted. South Kilburn is one of Brent's growth areas. Core Strategy policy CP9 sets out the strategic policy for South Kilburn, including the infrastructure needed to support the delivery of the 2,400 new homes. The forum's proposed focus on Kilburn High Road will help complement the regeneration of South Kilburn and the emerging Supplementary Planning Document (SPD) for this area. The South Kilburn Estate's Regeneration Manager in response to the consultation welcomed the forum and committed to on-going engagement with them in taking forward the SPD. It is also noted residents of South Kilburn can join the forum as associate members. It is therefore considered the omission of South Kilburn from the boundary does not prevent joint working across both areas, therefore it is not proposed to amend the boundary.
- 3.11 QPARA objected to the inclusion of Donaldson and Woodville Roads, as they feel these streets are part of QPARA's geographical identity and they may wish to take forward a neighbourhood forum including this area in the future. However, following further discussions between QPARA, the forum and the council it has been agreed these concerns can be addressed through a memorandum of understanding to agree both organisations will work together positively for the benefit of the area. In addition, should QPARA come forward with a neighbourhood area application including properties on Donaldson Road, Woodville Road and Fiona Court in the future, subject to the support from residents in these areas, the council would at that time amend the neighbourhood area boundary.
- 3.12 In summary, the neighbourhood forum application is widely supported, and the comments raised regarding the neighbourhood area boundary can be resolved through the forum's commitment to on-going engagement with the council and other stakeholders. It is therefore proposed both the neighbourhood area and forum are designated without amendment.

4.0 Financial Implications

- 4.1 Government changes made to financial support for neighbourhood planning in 2016/17 means that councils can now only claim for an initial £10,000 for the first five neighbourhood areas and forums they designate. As Kilburn would be Brent's fourth neighbourhood forum and area designated, Brent Council can apply for £10,000 of funding to support the preparation of a neighbourhood plan.
- 4.2 On successful completion of an examination into the Plan, Brent and Camden Councils can jointly apply for an additional £20,000 towards the cost of examination and referendum. This funding is currently available regardless of the number of forums and areas designated. However, the government may chose to review the funding arrangements post 2016/17.

5.0 Legal Implications

- 5.1 Once adopted a neighbourhood plan will form part of the development plan for the borough. There is a duty upon the council to provide support and advice to communities wishing to bring forward a neighbourhood plan under the Neighbourhood Planning (General) Regulations 2012. The designation of a Neighbourhood Forum also ensures that the Council as local planning authority has a responsibility to consult the Forum in relation to plan making and planning applications received (those that the forum has indicated it wishes to be consulted upon).

6.0 Diversity Implications

- 6.1 The Equality Act 2010 introduced a new public sector equality duty under section 149. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Council must, in exercising its functions, have “due regard” to the need to:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
2. Advance equality of opportunity between people who share a protected characteristic and those who do not.
3. Foster good relations between people who share a protected characteristic and those who do not.

- 6.2 The joint application has been subject to an Equality Analysis Assessment which is attached as Appendix D. The assessment identifies no potential negative impacts in relation to different equality groups at this stage, but identifies that a further assessment will need to be undertaken when the draft Neighbourhood Plan is submitted to the council.

- 6.3 The Neighbourhood Planning Regulation 2012 requires the council to ensure that those applying for neighbourhood forum and neighbourhood area status are representative of the area to be covered. Kilburn Forum satisfied this requirement.

7.0 Staffing/Accommodation Implications

- 7.1 Support for neighbourhood planning will be provided through existing staff resource. If extensive officer time is required this will inevitably impact on the Council’s planning policy plan making function.

8.0 Environmental Implications

- 8.1 A neighbourhood plan will allow local communities to focus better on local planning issues relevant to their particular area and there is potential for measures to be proposed and implemented that would lead to improvements to the local area’s environment.

9.0 Contact Officers

- 9.1 Claire Jones, Principal Planning Officer, Planning Policy and Projects

E-mail: Claire.Jones@brent.gov.uk

Telephone: 020 8937 5301

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Lorraine Langham

Strategic Director, Regeneration & Environment

Agreed

Date: 2nd June 2016

Appendix A: Kilburn Neighbourhood Area and Forum Designation Application

To relevant planning authorities (Brent and Camden)

Dear Kate Goodman and Claire Jones

18 January 2016

Re: Kilburn Neighbourhood Plan - Area designation

Please find below an application to you as local planning authorities for designation of the Kilburn Neighbourhood Area.

1 Area Application

This is an application for definition of the boundary of the Kilburn Neighbourhood Plan Forum Area.

The organisation making this application is the proposed Kilburn Neighbourhood Plan Forum which is a relevant body for the purposes of Section 61G of the 1990 Act. The Forum is capable of being a qualifying body for the purposes of the Localism Act 2011 and is proposing this area application alongside an application for the Forum to be so recognised.

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4. Boundary Justification
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6. Aims and Objectives
7. Map
8. APPENDIX I – Consultation on the Neighbourhood Area Boundary

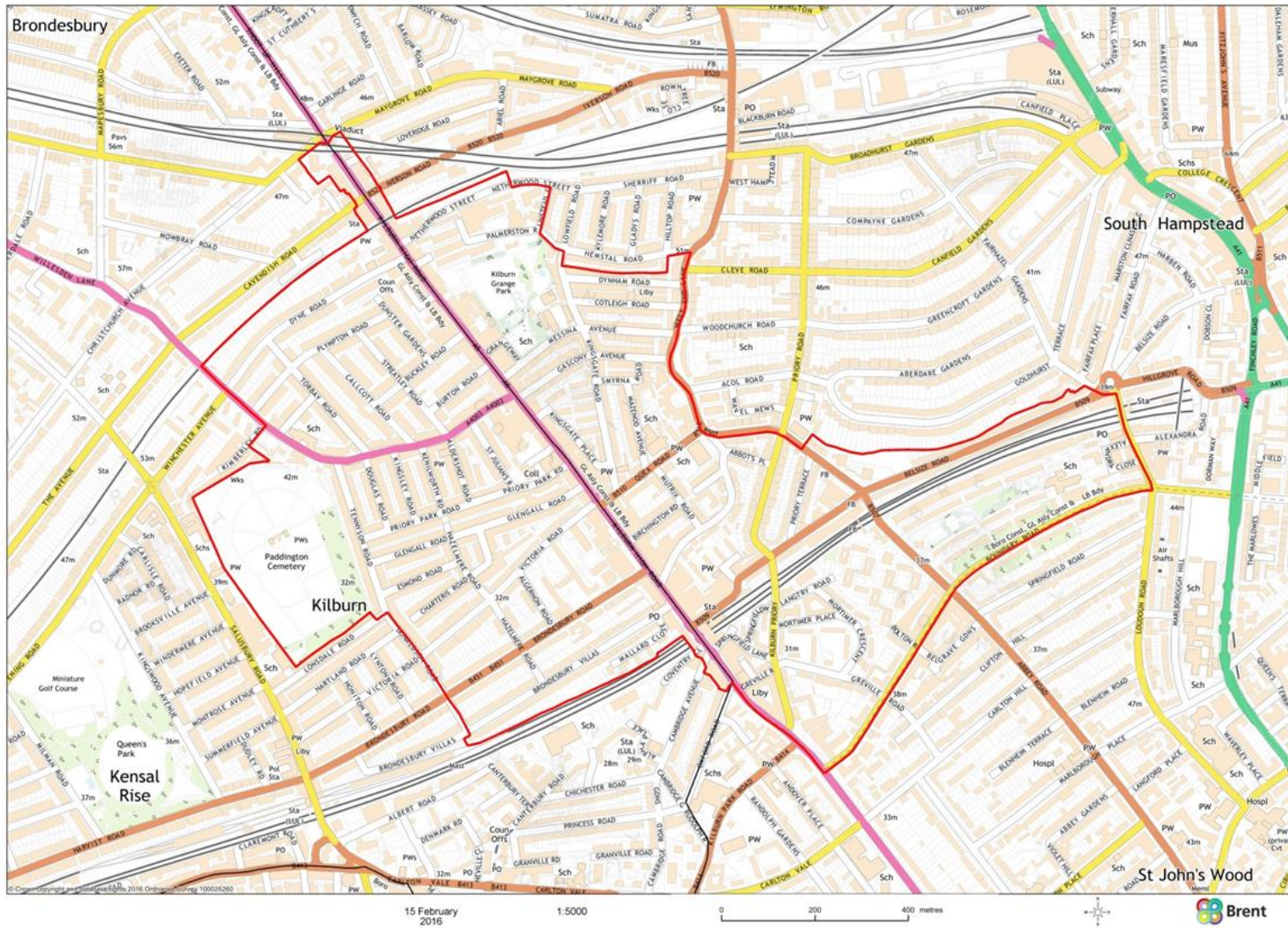
The Forum application and constitution are attached separately. Some text is common to both applications.

Yours sincerely

Simon Wookey, Chair of the Kilburn Neighbourhood Plan Forum (simon.wookey@gmail.com **mob:** 7940 982380)

Peter Williams, Treasurer (peter.amida@btinternet.com mob:07828882496)

Proposed Kilburn Neighbourhood Area



1. Boundary Definition.

The exact boundary of the area is defined by the attached map of which the above is a condensed version. The proposed boundary mostly conforms to that of the two Kilburn Wards in the London Boroughs of Brent and Camden, with modifications described under 4. Boundary Justification.

2. Area Description

The area above has been carefully chosen to accommodate the requirements of the Neighbourhood Planning regulations and provisions of the Localism Act. The Neighbourhood Area that has been defined covers the Kilburn localities in the London Boroughs of Brent and Camden.

The area straddles the boundary between the Boroughs of Camden and Brent, whose boundaries run down Kilburn High Road.

The High Road was a prosperous commercial area, from the 19th century until the post-war period in the 1960s. For the past 50 years, it has been a vibrant if more 'down market' shopping destination for people in and around North West London. It has few empty shop units, even though it has lost its department stores and some of its landmark entertainment venues. It maintains a small number of market stalls.

The surrounding streets are predominantly Victorian housing, along with some significant areas of social housing.

The area also incorporates key social and community infrastructure including open space, schools, health centres, community centres and places of worship – probably too many to list comprehensively here.

They include:

- The Kilburn State cinema, a Grade II listed art deco theatre
- A Theatre with a London-wide reputation - the Tricycle - which also has a cinema screen.
- Kilburn Grange Park
- A thriving business area, up both sides of the High road and into Willesden Lane and other side streets; including an open air market, and some street stalls.
- Churches: Sacred Heart Quex Road celebrating 150 years, Methodist Church Quex Road, and many more
- Mosque - Iman Hussain (Lebanese) Shia
- A number of primary schools such as Kingsgate School Kingsgate Road; St Mary's CE Abbey Road; St Eugene De Mazenod, Mazenod Ave; a planned Free School, Kilburn Grange;
- A music college: The Institute, Dyne Road.
- Health Centres - Brondesbury Health Centre; Kilburn Clinic, Kilburn square; Mental Health services, Brondesbury Road.
- Paddington Old Cemetery: a mid-Victorian cemetery with Commonwealth War Graves, Grade II listed chapels, and an apiary.

- Community Centres include Kingsgate Community Centre and Abbey Community Centre, Charteris Sports Centre.
- Some famous public houses - Cock tavern, North London Tavern, Black Lion, The Old Bell, The Colin Campbell, The Coopers Arms, The Earl Derby, The Betsy Smith, Bronds Age, (The Priory Tavern, Belsize Road, The Lillie Langtry, Abbey Road, Prince of Wales, Willesden Lane,
- Marriott and Best Western Hotels

The area includes all the key transport interchanges and major bus routes used by those in the Neighbourhood Area. The stations at Kilburn, Brondesbury, Kilburn High Road and South Hampstead provide access to the Overground, underground and rail services to Euston and Watford.

The High Road is the main bus thoroughfare providing 9 services linking Kilburn with Camden, Victoria, Chelsea, Earls Court, Neasden, Shepherds Bush, Golders Green and Edgware.

Demographic Profile

2011 Census data indicates that the population in the area numbers around 21,252 in 10,035 households. By household tenure, the area shows a high proportion of households in social rented accommodation on the Camden side (42% compared to the London rate of 24%) and a high proportion of households in private rented accommodation on the Brent side (41% compared to the London rate of 25%). As a result, the proportion of owner occupier households is well below the London average on both sides of the area (33% on the Brent side, and 22% on the Camden side, compared to the London rate of 48%).

Kilburn is an area where levels of deprivation are relatively high. The 2011 Census found a high proportion of households with at least one Deprivation Dimension¹ - 68% compared to the London rate of 60%. Unemployment in 2011 was slightly above the London average (5.6% compared to 5.2% London wide), but that may have changed with the economic recovery. The Camden Kilburn ward is the second most deprived ward in the Borough, and the Brent Kilburn ward is in the worst six wards in Brent for life expectancy, benefit dependence, and deprivation.

Brent Council in 2010 stated that the top three issues for the Kilburn Ward are:

1. Traffic/transport/parking and traffic congestion
2. Pollution/street cleaning/refuse
3. Activities for young people

3. Boundary description of neighbourhood plan area

¹ The dimensions of deprivation are indicators based on the four selected household characteristics - Employment (any member of a household not a full-time student who is either unemployed or long-term sick); Education (no person in the household has at least level 2 education, and no person aged 16-18 is a full-time student); Health and disability (any person in the household has general health 'bad or very bad' or has a long term health problem.); and Housing (Household's accommodation is either overcrowded, with an occupancy rating -1 or less, or is in a shared dwelling, or has no central heating).

The main boundaries of the Neighbourhood Area to which this designation application relates are as follows (street by street boundary):

East– this boundary follows the Camden Kilburn ward boundary; it goes north east from Kilburn High Road up Greville Place which becomes Boundary Road to the junction with Loudoun Road, then north west past South Hampstead station then west including both sides of Belsize Road then north following Abbey Road and West End Lane as far as Hemstal Road, then west down Hemstal Road and Palmerston Road, before turning north to the Overground railway line behind Netherwood Street.

North– this boundary follows the Overground railway line and turns just before the High Road, to the rear of the properties bordering the High Road as far as Maygrove Road just north of Kilburn tube station; the boundary crosses Kilburn High Road to join the very southern end of Exeter Road and then goes south to the rear of the High Road frontage properties and Brondesbury Station to the Overground railway which it follows south west as far as Willesden Lane.

West The boundary follows Willesden Lane in a south easterly direction and then turns south west into Kimberley Road (southern edge, stopping at Hoopers Yard), and on to include the north, west and south perimeter of Paddington Old Cemetery emerging onto Lonsdale Road at its eastern end to include the terrace of houses facing onto Tennyson road before following Donaldson Road south to the railway line.

South The boundary goes round the western end of the terraced housing on the south side of Brondesbury Villas, to include all that housing, and follows the railway line east to Kilburn High Road going south to the rear of the High Road frontage properties to Oxford Road when it re-joins the High Road and follows it south back to Boundary Road.

4. Boundary Justification - Explanatory notes for the boundary

This area, based on the consultative process that has been undertaken, defines what most people in the area recognise as the neighbourhood of Kilburn since it includes its main commercial street with the highest foot fall and the main residential areas. Elected members from the neighbourhood area, from both Brent and Camden Kilburn wards, have been actively involved from the beginning.

Our view, evolved in discussion is that the very large area, with considerable variation in tenure, types of streets and population, nonetheless represents a whole. We believe that there are no major developments planned in the wider area to be shaped, although that will be tested in consultation, and policies developed to reflect the interests of residents and businesses that will be durable and relevant to future developments. Potential developments with an impact on planning will be monitored. The main focus that the majority of participants and respondents have identified is to influence the future of the High Road, to be a high quality environment for shopping, public space, business and employment.

Starting with the two Kilburn ward boundaries (one in each Borough) a number of adjustments were made:

- 4.1 The South Kilburn area was excluded at the request of London Borough of Brent and South Kilburn Trust representatives, as it is subject to an existing Supplementary Planning Document which is currently under review. As part of that Review Brent Council will be consulting with residents, local organisations and businesses on changes to it.

A small but significant number of people completing our survey could not understand why South Kilburn is not to be included, and therefore rejected our area map as representing Kilburn. We are unable to accommodate those views in terms of our designated area, but they will be able to take part. South Kilburn residents can, under our constitution, still be involved with the Forum, but are not able to vote formally at General Meetings. Organisations and businesses based in South Kilburn but operating in the Kilburn Neighbourhood Plan Area can be full voting members.

- 4.2 The High Road frontage properties towards the southern end of Kilburn High Road south of the railway line (mainline) were not excluded to ensure full coverage of the High Road, with the agreement of Brent Council officers and members.
- 4.3 The High Road frontage properties on the Camden side at the north-west end of the area, were included because the boundary of West Hampstead and Fortune Green Neighbourhood Development Forum excludes them. The two areas are now contiguous, and WHFGNDF have given explicit agreement.
- 4.4 The Brent-side High Road frontage on the north-west end of the area is included to give full coverage of commercial properties such as the petrol station up to the Underground line, while the streets behind in Brondesbury Park ward are excluded as they open out into a different kind of residential area with no natural boundary before Willesden. Explicit agreement to this boundary has been given by local elected members.
- 4.5 The Paddington Old Cemetery has been included because it is excluded from the Queens Park Area because of lack of foot or vehicular access, and represents a major amenity in the Kilburn Area, of significant historical, cultural and environmental value. Explicit agreement to this boundary has been given by local elected members, and QPARA.
- 4.6 The few properties and streets between Willesden Lane and the Cemetery include the Prince of Wales pub, Lincoln Mews, the MUGA playground and a small housing block backing onto Lincoln Mews. Consultation has confirmed this will be acceptable to QPARA and Fiveways RTA. Our rationale is that we should include the MUGA play area as it serves many residents of Kilburn, was the result of local Kilburn campaigning and should protect it from future development.
- 4.7 The most southerly section of Kilburn High Road extends into Westminster. The residential and High Road frontage properties on this section have been excluded as they already form part of other Neighbourhood Plan areas designated by Westminster Council. KNPF met productively with Tom Kimber, Principal Planning Officer, City Planning Delivery Unit, Westminster City Council. Westminster has designated Neighbourhood Areas. The local group active in the Little Venice and Maida Vale Ward (which borders KNP Area on the High Road) tends, it appears, to focus on Little Venice, and had shown no interest in the High Road part of the area. KNPF has also met with Maida Vale Cllr Rita Begum, who is aware of our proposals and has raised no objection. Other Maida Vale Councillors have been contacted.

As indicated in 4.1, South Kilburn was not included to avoid overlapping additional planning guidance documents, which could be potentially confusing. The forum will however input

into the Council's revised planning guidance for that part of South Kilburn as it emerges. The proposed neighbourhood area does include the properties fronting Kilburn High Road to enable a shared vision for the High Road as a whole to be developed.

Over 200 people completed the survey, entitled 'Do you want to help plan the future of Kilburn?' Over 95% lived and/or worked in the area. 75 % of those completing the survey agree the map represents Kilburn – there were a number who could not understand why South Kilburn is not to be included. This is a complex issue for KNPF alone to explain. It requires input from Brent Council to explain why the two areas are distinct for local planning accountability purposes.

94 % agree that we should concentrate on the Kilburn High Road as the major planning and development challenge and opportunity. 93 % wanted to hear more about the Kilburn Forum.

Kilburn ward Councillors in both Brent and Camden have attended our meetings and given their support. Councillors Gardiner, Eslamdoust, Conneely and Duffy are members of KNPF. Elected Members in all wards outside the two Kilburn wards have been contacted and have responded positively to our proposed boundary. Specifically Councillors Rosenberg, Pober, Yarde in Camden West Hampstead, and Councillors Olszewski, Rea and Russell in Camden Fortune Green, Cllrs Denselow, Nerva and Southwood in Brent Queens Park; Councillors Carr, Colaccico and Shazad in Brent Mapesbury; and Cllrs Davidson, Shaw & Warren in Brent Brondesbury Park.

5. Boundaries Liaison with Adjoining Neighbourhood Forums and Residents Associations

We are committed to working collaboratively with adjacent Neighbourhood Planning Forums – actual and potential.

We have maintained on-going contact with the West Hampstead and Fortune Green Neighbourhood Forum. Their Chair James Earl attended one of our early meetings and we have shared documents at different stages - such as our initial consultation. Our proposed Area follows exactly their boundary to the north and west of Kilburn (see point 4.3 above).

As described above in 4.1, we have followed advice from London Borough of Brent on the status of South Kilburn. We maintain active support from South Kilburn organisations who will continue to take part in the Kilburn Neighbourhood Plan Forum as they operate within our planned area. South Kilburn residents clearly have a strong interest in the economic health and public environment of the High Road. This is a complex situation but we feel we have arranged it as best as possible, through discussion with the parties involved.

We have good links and communication channels with QPARA (Queens Park Residents Association) to the West of the proposed area. They are currently reviewing whether to establish a Neighbourhood Area and Forum, along with the other three TRA's in the Brent part of Queen's Park. We have informed them about the inclusion of Paddington Old Cemetery which borders Queens Park. We have mutually pledged to work together in a supportive manner.

The QPARA Chair is planning to meet the lead person in the Queens Park Community Council in the next month or two, who are making progress on the first stages of a Plan. The Queens Park Community Council in Westminster is to the south of the mainline railway and does not border on our proposed Kilburn area.

We are in contact with Mapesbury Residents' Association (MAPRA), on the north western boundary of our proposed Neighbourhood, and we understand they have no plans to set up a Neighbourhood Forum, as they already enjoy conservation area status. They have responded positively to our proposed Neighbourhood Area.

The Combined Residents Associations for South Hampstead (CRASH) covers the area to the East of the KNPF Boundary. CRASH itself has no plans to set up a similar forum in the South Hampstead area and have no objections to our plans. Peter Symonds, their Chair, has said that we have their support and they would be very happy to co-operate with KNPF in the future.

6. Aims and Objectives

The objectives of the Forum shall be to:

- Promote and improve the social, economic and environmental well-being of the Neighbourhood Area.
- Encourage creative, innovative, and imaginative proposals to support planning and development appropriate to the diverse nature of the Neighbourhood Area.
- Prepare in partnership with the relevant local planning authorities a sustainable Neighbourhood Development Plan for the Neighbourhood Area.
- Enable the participation and involvement of all who live or work or are elected Council Members in the Neighbourhood Area in the preparation, production and implementation of the Neighbourhood Development Plan;
- Foster within and between the communities of Camden and Brent a commitment to dialogue and collaborative working.

The Kilburn Neighbourhood Plan Forum meets the following conditions: 61F 1990 Act (5) b.

- It is established to promote or improve the social, economic and environmental well-being of the Neighbourhood Area

7. Map

This is attached in .png format.

APPENDIX I – Consultation on the Neighbourhood Area Boundary

Consultation with the community to establish the Forum has been extensive. Every effort has been made to contact all residents, businesses and community groups in the area, by means of printing and distributing two information flyers. Local Councillors have also been actively consulted.

The first flyer included a large map of the proposed Neighbourhood Plan Area on one side and on the reverse were the stated goals of the Forum and contact details encouraging residents to contact the Forum with their opinions. These flyers were distributed by 20-30 volunteers to almost every household in the consultation area over the span of two weeks in February 2015. In addition volunteers also canvassed the high street and handed out flyers to passing residents. The total distributed was the full print run of 40,000.

The second flyer was a more detailed A4 version, and was posted on community bulletin boards, shops and on street posts throughout the consultation area. In addition these flyers were given to community organisers in order to facilitate further consultation. 1500 copies of the second flyer were distributed.

Both the Kilburn Times and the Camden New Journal reported on the consultation process.

Over 200 people completed the survey, entitled 'Do you want to help plan the future of Kilburn?' Over 95% lived and/or worked in the area. 75 % of those completing the survey agree the map represents Kilburn – there were a number who could not understand why South Kilburn is not to be included. 94 % agree that we should concentrate on the Kilburn High Road as the major planning and development challenge and opportunity. 93 % wanted to hear more about the Kilburn Forum.

Throughout 2015 and 2016, contact has been made with all neighbouring Planning Forums, Tenants and Residents Associations, and Ward Councillors. All have given support and no objections have been raised as to the proposed area and boundary.

Initial open meetings and development of the steering group and contacts with Brent and Camden officers

The early discussion meetings were held in the spring of 2014 and after four meetings a launch meeting was held on 15th July 2014, attended by over 30 people – residents, local Councillors and representatives of a range of local organisations. A steering group was formed and has held 13 meetings since the launch. The meetings attracted an average attendance of about 12, though the meeting on 11th September, which was more widely advertised attracted 25 people with 10 apologies. Over 50 different people attended at least one meeting. The membership of the Steering Group was open and grew to about 35 people, though the core group of regular contributors was about 10.

The Steering group had two meetings with officers from Brent and Camden. An initial meeting took place in July 2014 to explore ideas, find out about other Planning Forums under development and see how Officers might support the development in Kilburn. Then on 16th January 2015, our adviser and our two co-chairs met to discuss the Kilburn Neighbourhood Plan Boundary with Planning and Regeneration Officers. A co-chair met an

officer from Westminster City Council to discuss co-ordination with Neighbourhood Areas which border us in the south of our area. This confirmed our plans and the revised boundaries around South Kilburn. We believe that the two Boroughs will support our application.

At an early meeting we had a presentation from the Chair of West Hampstead and Fortune Green Neighbourhood Forum, which borders our area. One of our meetings was attended by local police officers, who gave their views about crime and anti-social behaviour in and around the High Road.

The Steering group formed groups to develop printed materials, set up the web-site and consult and communicate with local agencies, residents, Councillors and businesses.

Decision to proceed to seek designation

On March 23rd 2015, the Initial Steering Group drew together its conclusions from the consultation and survey forms, to propose the Neighbourhood Plan Area, and to establish the Forum by adopting a constitution. All relevant documents are included in this application. The constitution is attached to this application in a separate file, as are the minutes of the March 23rd meeting of the Forum.

The Inaugural General Meeting of the Kilburn Neighbourhood Plan Forum took place on July 8th 2015. A new Committee was elected and proposals were made to establish working groups on key themes.

Refining the applications for designation has taken place by discussion with the two planning authorities in Brent and Camden, while further meetings and actions have continued to develop the Forum and engage with local residents, businesses and elected members.

To relevant planning authority/ies (Brent and Camden)

3rd February 2016

Dear Kate Goodman and Claire Jones

Re: Kilburn Neighbourhood Plan – Application for Forum designation

This is an application for designation of the Kilburn Neighbourhood Plan Forum.

The organisation making this application is the proposed Kilburn Neighbourhood Plan Forum which is a relevant body for the purposes of Section 61G of the 1990 Act. The Forum is capable of being a qualifying body for the purposes of the Localism Act 2011 and is proposing this area application alongside an application for the Forum to be so recognised.

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8. APPENDIX 2 - Kilburn Partnerships – A 20 year Chronicle of initiatives and campaigns

The Area application and constitution are attached separately. Some text is common to both applications.

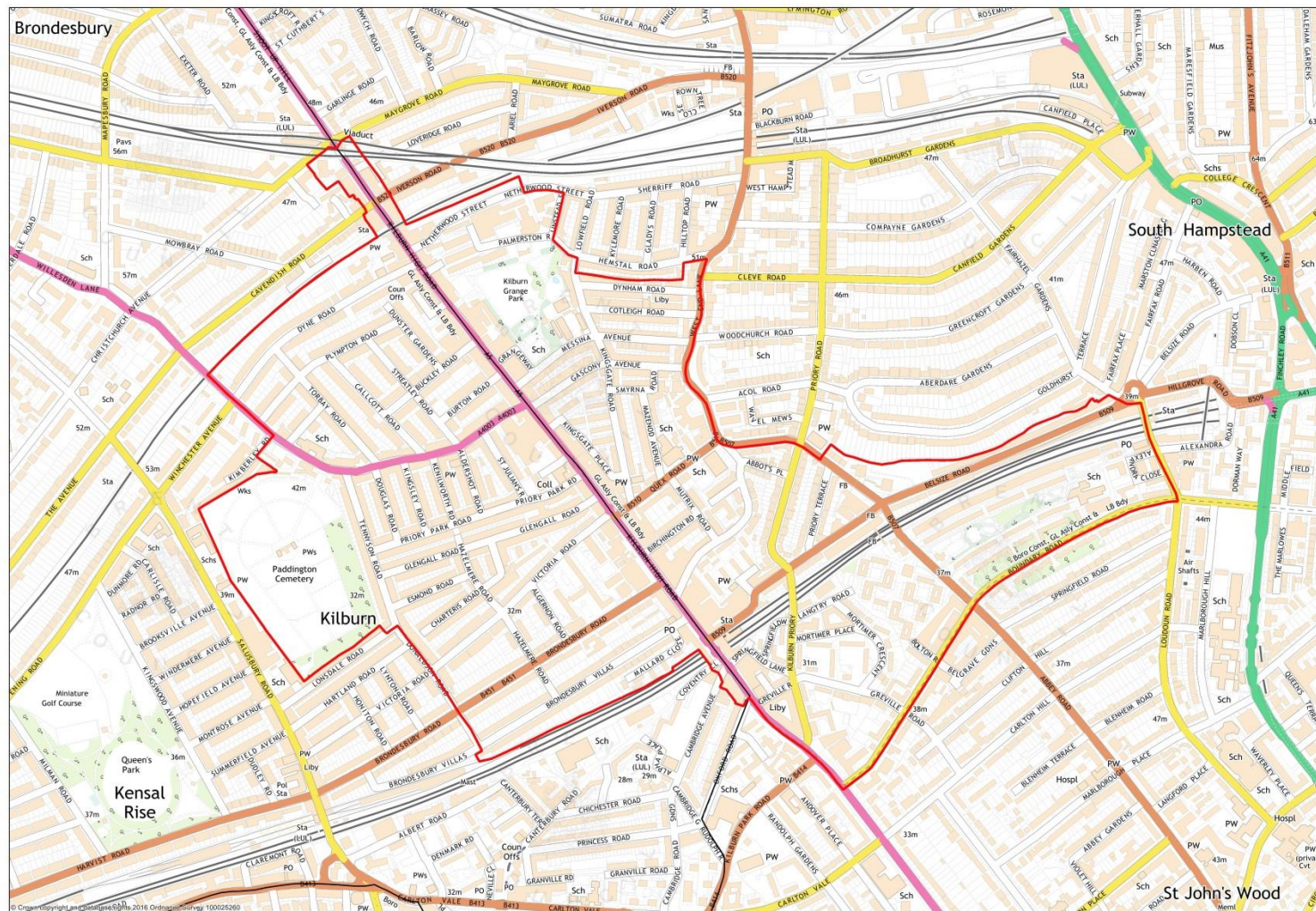
Do get in contact if you require anything else at this stage and I look forward to hearing from you.

Yours sincerely

Simon Wookey, Chair of the Kilburn Neighbourhood Plan Forum
E-mail simon.wookey@gmail.com 07940982380

Peter Williams, Treasurer,
peter.amida@btinternet.com 07828882496

Proposed Kilburn Neighbourhood Area



15 February 2016

1:5000

0 200 400 metres



Introduction

The KILBURN NEIGHBOURHOOD PLAN FORUM (KNPF) is established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that broadly consists of the two Kilburn wards in the London Boroughs of Brent and Camden, with amendments as outlined in the Kilburn Neighbourhood Plan Area Application.

Membership is open to all individuals who live and work in the area, as well as elected members for the neighbourhood areas of the relevant Borough Councils.

This application describes the consultative process and the efforts that have been made by the Initial Steering Group (ISG) of local organisations, whose terms of reference were agreed by the working group of supporters in October 2014. The ISG took forward the consultation and engagement process, using its members and local partner organisations to ensure that it was inclusive of all local interests and that the Neighbourhood Area boundary addressed all the current and potential future change and development in the area.

Purpose and focus for the Kilburn Forum

The objectives of the Forum, as expressed in its constitution, are to:

- Promote and improve the social, economic and environmental well-being of the Neighbourhood Area.
- Encourage creative, innovative, and imaginative proposals to support planning and development appropriate to the diverse nature of the Neighbourhood Area.
- Prepare in partnership with the relevant local planning authorities a sustainable Neighbourhood Development Plan for the Neighbourhood Area.
- Enable the participation and involvement of all who live, work or are an elected member in the Neighbourhood Area in the preparation, production and implementation of the Neighbourhood Development Plan.
- Foster within and between the communities of Camden and Brent a commitment to dialogue and collaborative working.

From our knowledge of the area, and conversations with many people, businesses and organisations and local Councillors, we believe that there are no major developments planned in the wider area to be shaped, that have not already completed the planning stage. The development around Abbey Community Centre in Belsize Road is on-site. Plans for Kilburn Square have been approved and some preparatory works are being undertaken. New housing developments, such as in Dyne Road and off the High Road, will continue to be proposed and will need policies to influence size, appearance, affordability and impact on commercial space. Development of commercial premises may well occur – change of use being of particular concern.

The main focus that the majority of participants and respondents have identified is to influence the future of the High Road, to be a high quality environment for shopping, public

space, business and employment. Issues raised by residents, businesses and Councillors include what many respondents see as excessive numbers of pay-day lenders and betting shops.

Likewise litter, pedestrian safety, pollution and heavy traffic on the High Road are likely to be issues for wider campaigning rather than a focus for the Neighbourhood Plan. Two views are heard about the High Road. On the positive side many people really value the diversity, vibrancy and affordability of the High Road and related streets which host many independent retail and food outlets – the chain stores do not yet dominate the majority of the shop frontage. On the negative side, people feel there has been little investment in the public realm. Accessibility is limited, pavement space restricted in some stretches, and pollution a major concern.

Retention of a balanced economy on the High Road and surrounding streets, its street market aspects; avoiding the loss of business premises (to flat conversion for example) so that local employment is retained; maintaining a good balance of affordable properties to let – these are all possible themes for future investigation and framing in policy.

These issues will be investigated and tested further in consultation, and policies developed to reflect the interests of residents and businesses that will be durable and relevant to future developments.

In a broader sense the Forum hopes to be able to play a part in uniting the Kilburn community as a successor to many years of cross-Borough working.

A history of Kilburn-wide action across the Borough boundaries

Kilburn High Road divides Kilburn between the two boroughs of Brent and Camden. Kilburn is at the margin of both Boroughs. Many initiatives have attempted to address that division and the sense of being marginalised. **Appendix 2** lists the initiatives, campaigns and funded programmes from the last 20 years.

There are common threads throughout the campaigns and regeneration programmes and the message is that local people want to contribute to their neighbourhood planning and that much more could be done to make Kilburn the wonderful place to live, work and play it promises to be. This is why residents' groups from both sides of the High Road came together to explore a Kilburn Neighbourhood Plan Forum.

Currently Brent Council's Regeneration Project Officer for High Streets and Town Centres, is convening a group to plan for improvements to the High road, supported by both neighbouring local authorities and Transport for London.

Membership and support from local organisations

The Kilburn Neighbourhood Plan Forum has the support and engagement of wide range of organisations that reflect the diversity of Kilburn, in terms of tenure, community action, ethnicity and religion, as well as organisations that speak for older people and women in the area.

We have reached out to all sections of the community through our canvassing and our representatives on the Steering Group and at meetings during 2014/15.

The following organisations of Tenants, Residents and Community have been represented at meetings and have expressed interest and support for the Forum:

- Abbey Housing Coop
- BEST (Brent Eleven Streets),
- BRAT (Brondesbury Residents and Tenants),
- WebHeath TRA
- Alexandra & Ainsworth TRA
- Kilburn Square Housing Co-op
- South Kilburn Trust
- Abbey Community Centre
- Kingsgate Community Centre
- Charteris Sports Centre
- South Hampstead and Kilburn Partnership.

Likewise a diverse range of cultural and campaigning groups have attended meetings and offer continued support:

- Kingsgate Workshops Trust and Gallery
- Friends of Kilburn Grange
- West Hampstead Women's Centre
- Transition Town Kensal to Kilburn

The above organisations bring with them the voices and views of many diverse communities within the area.

There are high numbers of organisations based in the area, and/or operational in the area – we have not had time/resource to make meaningful contact with them all, and some remain that have not responded and we particularly want to engage with, including:

- Kilburn Library
- Kilburn Unemployed Workers group
- Kilburn Business Association
- Age Concern Brent

Sections of the Kilburn Community

In addition it is important to note that the Forum has reached out to the following specific groups and received their support and on-going interest:

Older residents:

The Forum has good links with the following organisations and their members, some of which have become members of KNPF:

- Kilburn and West Hampstead Pensioners Action Group
- London Irish Centre Older Persons Outreach Service
- KOVE (Kilburn Older Voice Exchange)

Younger residents:

South Kilburn Trust – an active member of KNPF – appointed a youth officer in September

2015 whose work will provide good on-going opportunities to engage with young people about developments in and around the High Road and the rest of Kilburn. Currently young people can access work experience and business mentoring (available at the South Kilburn Studios) – young people speaking at an event said they are very determined to develop their ideas locally with this support.

Careers advice and help with employment and enterprise are now available through the South Kilburn Trust, and the lack of links with Kilburn High Rd employers for local jobs indicates one possible direction for improvements in the future.

Two member organisations provide KNPF with direct means to engage younger resident – Kingsgate Community Association and SHAC on the Rowley Way Estate.

Granville Youth and Community Centre holds Youth Forums each term, where issues are raised such as the lack of support for young people in mental health, drug awareness and sexual health because services have been cut. Other local young people are keen on music, dance, film-making and performance. The challenge will be to find connections between these issues and interests and the Neighbourhood Development Plan.

KNPF has made initial contacts with OK Club, DALO (Disability and Learning Opportunities in Kilburn), the Global Skills Centre (a newly arrived organisation with vocational options for 14 – 19s) and other skills programmes – and these need to be followed up.

Kilburn Youth Station (working with young people up to 19 years of age) on the Camden side have become KNPF members and think that there will be real interest in how to improve the High Road amongst their young people. Likewise the Kilburn Grange play and youth project attached to Kingsgate Community Centre, will set up projects for their 8-14s to investigate their neighbourhood and put their ideas forward.

Disabled people

As well as our contact with DALO (Disability and Learning Opportunities in Kilburn), and with the Netherwood Day Centre which is in our neighbourhood, we have contacted the following organisations, about known issues for people with disabilities in and around Kilburn, and about the ways in which we can ensure that the engagement process involves them adequately:

- African Women's Care
- All Active Brent
- Black Disabled People's Association
- Brent Mencap
- Camden Carers' and Former Carers' Groups
- Camden Mobility Forum
- Camden People First

BME Communities:

Community Organisations reflecting the diverse communities in our area have sent representatives to our meetings and continue to support:

- Camden Somali Cultural Centre (based in Kingsgate Community Centre)
- Henna Asian Women's Group

Other community organisations require further contacts to secure meaningful engagement:

- Zimbabwe Community Association
- Latin American House (Casa Latina)
- [Confederation Of African Organisations](#)
- [Sudan Human Rights Organisation](#)
- [Ethiopian Health Support Association](#)

Faith Communities:

Kilburn has many centres of faith communities:

- Brondesbury Christian Centre
- Christchurch with St Laurence's
- Imam Hussain Mosque (Shia Lebanese)
- International Gospel Community
- Islamic Centre of England Mosque (Shia Iranian)
- Quex Road Methodist Church,
- Ruach Ministries
- Sacred Heart Church
- St Augustine's Church
- St Mary's and St James Church
- The Salvation Army
- United Church of the Kingdom of God (UCKG)

Clergy from St Augustine's, Christchurch and St Mary's have attended our meetings and expressed support for the Forum. In addition, we have contacted all the above and informed them of our plans. We have had a response from the Revd. Jonathan Mead at Quex Road Methodist Church who has expressed a desire to meet to discuss how the church and its congregation can become more closely involved in KNPF and the life of the Kilburn community.

Business views

We have leafleted all the businesses on the High Road, Willesden Lane and the streets off the High road, including market stalls. Where time allowed we spoke to many of the proprietors and managers. As a result of this canvassing, there was considerable interest in the work of the Forum - many people had clear views on what is needed to improve the High Road - and a small number of business people have become members. This will provide a platform for strengthening our engagement in the future.

Current members/active supporters include Ludlow Thomson Estate Agents, Fire'n'Spice restaurant, Westminster Property Services, and the North London Tavern.

Public bodies:

Local representatives of the Metropolitan police attended one of our meetings and are in

support, and in the planned traffic and public transport improvements to the High Road, the Forum will build its links with transport for London as well as officers of the two Boroughs.

The businesses, community groups and residents, and elected Members who have been involved in the initial interim steering group and subsequent Forum of the Kilburn Neighbourhood Plan treat the neighbourhood as defined above as a ‘natural neighbourhood’ and reflects their aspiration to develop and improve the neighbourhood for the benefit of businesses and local residents.

Local Councillors from both Boroughs have given active support and some have become members, as has the newly elected MP for Hampstead and Kilburn Tulip Siddiq whose political headquarters are located on Kilburn High Road. Councillors in all surrounding wards have been contacted to ask if they have any objections or questions. So far, having clarified a few details about the boundary, there have been no objections from Councillors and many wishes of support.

Kilburn ward Councillors in both Brent and Camden have attended our meetings and given their support. Councillors Gardiner, Beattie, Eslamdoust, Conneely and Duffy are members of KNPF. Elected Members in all wards outside the two Kilburn wards have been contacted and have responded positively to our proposed boundary. Specifically Councillors Rosenberg, Pober, Yarde in Camden West Hampstead, and Councillors Olszewski, Rea and Russell in Camden Fortune Green, Cllrs Denselow, Nerva and Southwood in Brent Queens Park; Councillors Carr, Colaccico and Shazad in Brent Mapesbury; and Cllrs Davidson, Shaw & Warren in Brent Brondesbury Park. We have also sought contact with Cllr Oladapo, Brent Kilburn ward.

We have ensured a good coverage of the area by ensuring leafletting has taken place in all sub-areas. We have held meetings in many locations, including Kingsgate Community Centre, Kilburn Square Coop, South Kilburn Trust, and Alexandra and Ainsworth Hall at the eastern edge of the Area, on the listed Rowley Way Estate.

Our membership is listed in Appendix 1, and the outline of a Neighbourhood Information database is illustrated in Appendix 3.

Consultation on the Neighbourhood Area Boundary

Consultation with the community to establish the Forum has been extensive. Every effort has been made to contact all residents, businesses and community groups in the area, by means of printing and distributing two information flyers. Local Councillors have also been actively consulted.

The first flyer included a large map of the proposed Neighbourhood Plan Area on one side and on the reverse were the stated goals of the Forum and contact details encouraging residents to contact the Forum with their opinions. These flyers were distributed by 20-30 volunteers to almost every household in the consultation area over the span of two weeks in February 2015. Volunteers delivered leaflets to almost every business on the High Road, and spoke to many business owners and staff, receiving a positive response.

The total distributed was the full print run of 40,000.

In addition volunteers also canvassed the high street and handed out flyers to passing residents. Stalls have been run, most recently at the Charteris Sports Centre event over Spring Bank Holiday weekend.

The second flyer was a more detailed A4 version, and was posted on community bulletin boards, shops and on street posts throughout the consultation area. In addition these flyers were given to community organisers in order to facilitate further consultation. 1500 copies of the second flyer were distributed.

Both the Kilburn Times and the Camden New Journal reported on the consultation process.

Nearly 200 people completed the survey, entitled 'Do you want to help plan the future of Kilburn?' Over 95% lived and/or worked in the area. 75 % of those completing the survey agree the map represents Kilburn – there were a number who could not understand why South Kilburn is not to be included. 94 % agree that we should concentrate on the Kilburn High Road as the major planning and development challenge and opportunity. 93 % wanted to hear more about the Kilburn Forum.

We have contacted all the known residents and tenants groups to secure their support and understanding of what is proposed. Detailed comments in the boundary justification section in the area application.

Initial open meetings and development of the steering group and contacts with Brent and Camden officers

The early discussion meetings were held in the spring of 2014 and after four meetings a launch meeting was held on 15th July attended by over 30 people, both residents and representing a range of local organisations. A steering group was formed and has held 13 meetings since the launch. The meetings attracted an average attendance of about 12, though the meeting on 11th September, which was more widely advertised attracted 25 people with 10 apologies. Over 50 different people attended at least one meeting. The membership of the Steering Group was open and grew to about 35 people, though the core group of regular contributors was about 10.

The Steering group had two meetings with officers from Brent and Camden. An initial meeting took place in July 2014 to explore ideas, find out about other Planning Forums under development and see how Officers might support the development in Kilburn. Then on 16th January 2015, our adviser and our two co-chairs met to discuss the Kilburn Neighbourhood Plan Boundary with Planning and Regeneration Officers. A co-chair met an officer from Westminster City Council to discuss co-ordination with Neighbourhood Areas which border us in the south of our area. This confirmed our plans and the revised boundaries around South Kilburn. We believe that the two Boroughs will support our application.

At an early meeting we had a presentation from the Chair of West Hampstead and Fortune Green Neighbourhood Forum, which borders our area. One of our meetings was attended by local police officers, who gave their views about crime and anti-social behaviour in and around the High Road.

The Steering group formed groups to develop printed materials, set up the web-site and consult and communicate with local agencies, residents and businesses, as well as maintaining our contact with local Councillors.

Decision to proceed to seek designation

On March 23rd, the Initial Steering Group drew together its conclusions from the consultation and survey forms, to propose the Neighbourhood Plan Area, and to establish the Forum by adopting a constitution. All relevant documents are included in this application. The constitution is attached to this application in a separate file, as are the minutes of the March 23rd meeting of the Forum.

The KNPF Inaugural General Meeting (IGM) took place on July 8th 2015 – at the Betsy Smith pub on the High Road. The meeting was attended by 37 people and 12 new members signed up. A lively discussion threw up a number of suggestions for focusing KNPF attention on key issues, and two potential projects were outlined.

A new Committee was nominated, and met on 5th August. After discussion, and looking at the notes of the IGM, it was agreed to set up two working groups:

- Public Realm working group – to cover High Road and connected environment, accessibility, air quality, street furniture, traffic and pedestrian issues, litter etc.. In the first instance the group would connect with the proposed Transport for London scheme for Kilburn High Road to improve traffic flow, bus passenger and pedestrian experience, and make contact with Brent and Camden officers to ensure the scheme goes ahead and to find out more, give comments and support consultation.
- Raising the profile of the High Road, incorporating business and economic development. In the first instance to work in support of the Digital Notice Board project for which we are preparing a funding bid for the Mayor's High Street Fund SAT allocation; and to identify other priorities/issues for early focus.

Future Plans and Next Steps

We plan to increase our active supporter base for KNPF, explore the concerns and aspirations of local residents, businesses and elected members, and pursue our next objectives:

- Develop a vision for Kilburn High Road and strengthen the drive for a thriving high street with a balanced economy
- Establish a recognised body which can bring people together and increase involvement of all sections of the community
- Be prepared through research and a wide range of contacts for any future developments
- Be able to benefit from a higher rate of Community Infrastructure Levy available to spend locally (25% rather than 15%)
- Provide a stronger local voice on planning and other development issues
- Have greater control over change of use e.g. new betting shops or pay-day lenders

As well as the initial working groups, we anticipate looking at other issues, in particular

- Housing and community – housing and tenure mix, affordable accommodation
- Retail, business and cultural mix, business connection, inward investment.

We are actively seeking out resident groups, faith groups, organisations for young people, families and communities, businesses, local authorities, non-profit organisations and local

Councillors to invite their participation with the development of the KNPF. In addition the KNPF is leveraging its membership to participate and develop a wider engagement process that includes a website and email newsletters, canvassing the area with flyers, and putting up posters in public areas.

We are aware that we have a majority of members from the Brent side of the area, and will use our partners and member organisations on the Camden side to boost representation. We expect to grow our membership significantly on both sides as we engage residents, organisations, and businesses on the issues that re most important to them about Kilburn.

Because we know that Kilburn has been the home of people from around the country and the world who have enriched our community, we always consider how we can engage with the most recent newcomers as well as long term residents by focusing campaigns and asking Kilburn people about the issues that concern them. Our recent success in gaining funding for a digital noticeboard on Kilburn High Road has created the opportunity to reach out and network with diverse communities, business owners and visitors and to canvas their views. At the heart of the engagement process is the understanding that consultation is a continuous process of communicating the goals of the KNP, dialogue, and monitoring feedback.

APPENDIX I – Membership

The following people have signed up as members as at 31st January 2016.

Member list sent separately

APPENDIX 2 - Kilburn Partnerships – A 20 year Chronicle of initiatives and campaigns

Kilburn High Road divides Kilburn between the two boroughs of Brent and Camden. Kilburn is at the margin of both Boroughs. Many initiatives have attempted to address that division and the sense of being marginalised. Here is a chronicle of initiatives, campaigns and funded programmes.

1990s Kilburn Business Partnership initiated by Brent regeneration officers supported by West London Alliance

1998 Kilburn and Paddington SRB (Single Regeneration Budget) – funding community and voluntary sector projects linking Kilburn into Westminster with joint training and employment projects

1998 – 2005 New Commitment to Kilburn SRB – with representation from residents and community groups on both sides of the High Road, focusing on streetscape, shop fronts and business development, business and community safety as well as voluntary sector capacity building projects.

2001 – 2011 New Deal for Communities – government funding won by south Kilburn residents and stakeholders in partnership with the council to regenerate the south Kilburn Estate through socio-economic projects and leveraging a huge housing programme.

2007 Streets for People – BEST (Brent Eleven Streets) residents working with Brent Council to transform eleven streets south of Willesden Lane into a more people friendly environment

2012 Willesden Lane improvements – BRAT (Brondesbury Residents and Tenants) awarded Kilburn Ward Working funding generating a plan to revitalise Willesden Lane with Kilburn High Road.

2003 – 2008 Kilburn Gaumont State – campaign to save Kilburn's grand iconic building (with original Wurlitzer organ). Eventually sold to Ruach Ministries.

2009 – 12 Kilburn Business Partnership led by Camden regeneration officer in partnership with Brent generating a unified High Rd policing team which reduced crime on and around the High Road.

2009 Love Your High Street – Kilburn High Rd was one of seven shopping streets supported by Camden's marketing and promotion project

Payday Loans campaign – well-organised campaign led by Movement for Change, against the incredible growth of Pay Day Loans shops (12 at the time) and to establish alternative financial support and debt management advice.

August 2012 –Glenda Jackson MP hosted a **Kilburn residents meeting** with Brent and Camden Council Leaders which identified opportunities to revitalise Kilburn High Road.

2013 -14Learning from Kilburn Project – a tiny experimental university concerned with the study of Kilburn through classes held in local venues and directed by Spacemakers.

April 2013 – Brent Connects Kilburn and Kensal Joint Forum Meeting with Camden in the Kilburn State – 137 residents from Kilburn and Kensal, Brent and Kilburn ward, Camden turned out to voice their views in a joint consultation on Kilburn High Road.

2014 Taste of Kilburn – Food Festival and Website – Brent Ward Working funded a business networking scheme helping cafes and restaurants with promotions and attracting shoppers

There are common threads throughout the campaigns and regeneration programmes and the message is that local people want to contribute to their neighbourhood planning and that much more could be done to make Kilburn the wonderful place to live, work and play it promises to be. This is why residents' groups from both sides of the High Road came together to explore a Kilburn Neighbourhood Plan Forum.

APPENDIX 3
2016 Information Database

The development of an information database of local organisations is under way for residents & businesses.



source : Cindex

Appendix B: Assessment of Neighbourhood Forum and Neighbourhood Area Application for Kilburn

Neighbourhood Forum

Criteria ²	Evidence	Meets/ fail
Name of proposed neighbourhood forum	Harlesden Neighbourhood Planning Forum	✓
Contact details of at least one member of the proposed neighbourhood forum	Simon Wookey, Chair of the Kilburn Neighbourhood Plan Forum E-mail simon.wookey@gmail.com 07940982380 Peter Williams, Treasurer, peter.amida@btinternet.com 07828882496	✓
Does the proposed neighbourhood forum have a written constitution?	Yes; submitted with application.	✓
Has the proposed neighbourhood forum identified a neighbourhood area to which the application relates and a map which identifies the area?	Yes; submitted with application.	✓
Has the proposed neighbourhood forum demonstrated that the aim of the Neighbourhood Forum is to improve and promote the social, economic and environmental well-being of the defined Neighbourhood Area?	Yes; evidence in constitution and supporting statement.	✓
Does the purpose of the Neighbourhood Forum reflect (in general terms) the character of the Neighbourhood Area?	Yes; evidence in supporting statement.	✓
Is the membership of the Neighbourhood Forum open to those who live, work and who are elected members in the defined Neighbourhood Area?	Yes; evidence in application.	✓
Has the proposed Forum secured, or at least taken reasonable steps to attempt to secure, its membership of at least 21 members who live and/or work in the proposed neighbourhood area and includes at least one elected member whose ward is covered by the proposed neighbourhood area?	Yes; evidence in application.	✓
Is membership drawn from different places in the neighbourhood area concerned and from different sections	Yes; evidence in application.	✓

² These criteria are taken from the [Neighbourhood Planning \(General\) Regulations 2012](#) and the [Localism Act 2011 Schedule 9 61F](#)

of the community in that area?		
Has the proposed Forum been publicised in line with the Regulations and were any representations received?	Application was publicised on the council's website for six weeks, closing on 15/04/2016.	✓
Reason for refusal	N/A	

Neighbourhood Area

Criteria	Evidence	Meets/ fail
Has the proposed Forum submitted a map which identifies the area to which the area application relates?	Yes; submitted with application.	✓
Does all of the proposed area fall within the London Borough of Brent? (if not see 61I)	No; the Neighbourhood Area covers parts of Camden. Designation will be required by all of the Local Planning Authorities covered by the application, in this case Brent and Camden Councils.	✗
Has any part of the proposed area already been designated as a neighbourhood area or is it the subject of a separate neighbourhood area application?	No	✓
Is this area considered appropriate to be designated as a neighbourhood area?	Yes	✓
Is the area proposed to be designated as a business area? (if so see 61H)	No	✓
Has the proposed Area been publicised in line with Regulations and were any representations received?	Application was publicised on the council's website for six weeks, closing on 15/04/2016.	✓
Does the applicant organisation comply with the validation criteria for neighbourhood forums?	Yes	✓
Reason for refusal	N/A	

Appendix C: Summary of Consultation Responses

Respondent	Comments Forum	Comments Area	Summary of Comments
Environment Agency	-	-	<p>No environmental constraints under their remit that affect the proposed designated area.</p> <p>Recommend the forum to make themselves aware of Surface Water Management Plans for Camden</p>
Historic England	-	<p>Normally advocate respecting defined conservation area boundaries. So suggest they consider the benefits of amending the boundary on Brent's side, at end of Cambridge avenue / Oxford road to remove these to make consistent with South Kilburn Cons Area</p>	<p>The area covered by the proposed Neighbourhood Plan includes a large number of designated heritage assets. These include highly significant buildings such as the Grade II* listed Black Lion Pub, or the Grade II* Mecca Bingo, as well as numerous conservation areas which are areas of townscape that have been protected by the local authorities for their special historic character and appearance.</p> <p>General advice for developing plan provided.</p>
Natural England	-	-	<p>General advice on developing plan provided.</p>
Canal & Rivers Trust	-	-	<p>No comments</p>
Highways England	-	-	<p>We will be concerned with proposals that have the potential to impact the safe and efficient operation of the SRN, which in this case relates to users of the M1.</p> <p>Following a review of the documents we would only need to be consulted on any proposal that would have an impact on the M1 once the forum and plan are approved.</p>
Sport England	-	-	<p>General advice on relevant sports documents to consider.</p>
Fortune Green	Strong support	Strongly support the northern	-

and West Hampstead Neighbourhood Forum		boundary where it meets the FGWH boundary and would be opposed to any change that left any gaps	
Resident	Support	-	Fully support forum Would like to see established asap .
Brent Resident	-	-	Fully support this plan.
Brent Resident.	Support	-	As a longstanding Kilburn resident I really appreciate the thoughtfulness and breadth of the Kilburn Forum application.
Resident	Confirms support	Support	But questions why area around Kilburn park tube station is not included?
Brent Resident	Supports	supports	-
Brent Resident	Strongly support	-	-
Resident	-	-	Strong support
BEST Brent organisation	Support	-	Sadly Cllr Tayo Oladapo passed away early this year. The Kilburn Ward Cllr are currently John Duffy and Rita Conneely, I understand both support the Forum.
Resident	Support	-	This forum will be very positive for Kilburn it will bring all the communities, the wards of the borough of Kilburn Camden and Kilburn Brent on each side of the Kilburn High Road together to be one community.
Brent Resident	Support	-	Support
Resident	Fully support	Happy with boundary	-
Camden Resident	-	-	Support the application submitted
Brent Resident	-	-	Strongly support
Brent Resident	Support	-	Strongly support

Brent Resident	Support	-	Support
Queen's Park Residents Association (QPARA)	Support	<p>Do not support the proposal to include properties on the eastern side of Donaldson and Woodville Roads, as feel this is part of QPARA's geographical identity and may wish to take forward a neighbourhood forum including this area in the future.</p> <p>Do not object to the inclusion of properties and streets between Willesden Lane and the cemetery including the Prince of Wales public house, Lincoln Mews, the MUGA playground.</p> <p>Support the proposal to include Paddington Old Cemetery.</p>	Support, subject to further consideration of neighbourhood area boundary.
Brent Resident	Support	Objects to the exclusion of South Kilburn.	Support. However, feels South Kilburn should be included in boundary.
Cllr Rita Conneely, Kilburn Ward. Brent Councillor	Support	Support	Support. Looks forward to the excellent contribution the Neighbourhood Forum will make to the vibrancy and improvement of Kilburn High Road. Hopeful the forum will continue to engage with Residents of South Kilburn as Associate Members.
Brent Resident	-	Objects to the exclusion of South Kilburn.	-
Richard Barrett,	-	Support	Support. The focus on Kilburn High Road is welcomed, and will help

Estates Regenera tion Manager, Brent Council			compliment the regeneration of South Kilburn and the emerging Supplementary Planning Document for this area. We hope to continue engagement with the forum both in taking forward the neighbourhood plan and the regeneration of South Kilburn.
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Appendix D: Equality Analysis Assessment

Kilburn Neighbourhood Area and Forum designation

Department Regeneration and Environment	Person Responsible Claire Jones
Created 11 th May, 2016	Last Review 11 th May, 2016
Status Assessed	Next Review 11 th May, 2016

Impact Assessment Data

5. What effects could your policy have on different equality groups and on cohesion and good relations?

5.1 Age

- Neutral/Potential Positive

The joint application has been assessed against the requirements of the Neighbourhood Planning Regulations 2012, which include demonstrating membership of the forum is open to everyone who lives, works or is an elected member in the area and that the forum is representative of the area to be covered. The application demonstrates that membership has been drawn from a cross section of the community and membership is spatially distributed across the neighbourhood area. The application demonstrates the forum have also endeavoured to engage widely with the community before establishing the forum. The forum's constitution states membership is open to everyone who lives, works, undertakes business or is an elected member in the area. Their key objectives reflect they wish to engage with the wider community and foster community spirit. At this stage there are no negative impacts on this specific group, however, as the neighbourhood plan develops a further assessment of the implications of policies in the plan will be needed. Specifically in relation to age, in their application the proposed forum states they intend to engage directly with young people through the Kingsgate Community Association, Kilburn Grange play and youth project, SHAC on the Rowley Way Estate and youth forum held at the Granville youth and Community Centre. Furthermore, forum members include the Kilburn Youth Station and South Kilburn Trust, who have an appointed your officer. The forum have also sought to engage with Kilburn and West Hampstead Pensions Action Group, London Irish Centre Older Person Outreach Service and Kilburn Older Voice Exchange.

5.2 Disability

Neutral

See above. In addition, in relation to disability in preparing their application the forum has engaged with Disability and Learning Opportunities in Kilburn, Netherwood Day Centre, African Women's Care, All Active Brent, Black Disabled People's Association, Brent Mencap, Camden Carers' and Former Carers' Groups, Camden Mobility Forum and Camden People First.

5.3 Gender identity and expression

- Neutral
See above.

5.4 Marriage and civil partnership

Neutral
See above.

5.5 Pregnancy and maternity

Neutral
See above.

5.6 Race.

Neutral
See above. In addition, representatives of Camden Somali Cultural Centre (based in Kingsgate Community Centre) and Henna Asian Women's Group have attended forum meetings. The forum have committed to engaging with the Zimbabwe Community Association; Latin American House (Casa Latina); Confederation Of African Organisations ;Sudan Human Rights Organisation and Ethiopian Health Support Association.

5.7 Religion or belief

Neutral
See above. In addition in relation to religious groups, Clergy from St Augustine's, Christchurch and St Mary's have attended forum meetings. In addition the forum have contacted the following and sought their involvement:

- Brondesbury Christian Centre
- Christchurch with St Laurence's
- Imam Hussain Mosque (Shia Lebanese)
- International Gospel Community
- Islamic Centre of England Mosque (Shia Iranian)
- Quex Road Methodist Church,
- Ruach Ministries
- Sacred Heart Church
- St Augustine's Church
- St Mary's and St James Church
- The Salvation Army
- United Church of the Kingdom of God (UCKG)

5.8 Sex

Neutral
See above.

5.9 Sexual orientation

Neutral

See above.

6. Please provide a brief summary of any research or engagement initiatives that have been carried out to formulate your proposal.

What did you find out from consultation or data analysis?

Were the participants in any engagement initiatives representative of the people who will be affected by your proposal? How did your findings and the wider evidence base inform the proposal?

My analysis is based on the information provided in the joint neighbourhood forum and area application. In addition responses to the six week consultation on the applications were considered.

7. Could any of the impacts you have identified be unlawful under the Equality Act 2010? No negative impacts have been identified at this stage.

8. What actions will you take to enhance any potential positive impacts that you have identified?

Through on-going engagement the forum has the potential to foster community cohesion. The forum has committed to continue to engage widely, including with the groups identified above, in taking the plan forward. The council will continue to engage with the forum and support their consultation activity, to ensure they engage as widely as possible.

9. What actions will you take to remove or reduce any potential negative impacts that you have identified?

No negative impacts have been identified.

10. Please explain the justification for any remaining negative impacts.

There are no negative impacts identified.

Comments

No negative impacts have been identified at this stage. The forum's constitution requires it to be an inclusive organisation. However, a further assessment will be undertaken when the draft Neighbourhood Plan is submitted to the council.