

(DRAFT V9 for discussion with OPDC prior to formal submission)
APPLICATION TO THE OLD OAK AND PARK ROYAL DEVELOPMENT CORPORATION (OPDC)
AND TO THE LONDON BOROUGH OF HAMMERSMITH & FULHAM (LBHF) FOR
DESIGNATION OF AN OLD OAK NEIGHBOURHOOD AREA AND OLD OAK NEIGHBOURHOOD
FORUM

1.0 Introduction

1.1 This document constitutes an application from the interim Old Oak Neighbourhood Forum for designation of an Old Oak Neighbourhood Area, for the purpose of preparing a neighbourhood plan for that area. The application also seeks designation of an Old Oak Neighbourhood Forum (see paragraph 10 onwards). The joint application is made by the interim Forum, as a qualifying body capable of designation under paragraph 61G of the Localism Act 2011 and Town and Country Planning Act 1990 (as amended).

1.2 The geographic area of the proposed neighbourhood lies mainly in those parts of LB Ealing and LB Hammersmith and Fulham for which the Old Oak and Park Royal Development Corporation has since April 1st 2015 exercised the functions of these planning authorities and hence is the body responsible for neighbourhood planning. Other parts of the proposed neighbourhood area lie within LB Hammersmith and Fulham, to which local planning authority this application has also been submitted.

1.3 Both the OPDC and LBHF are asked to consult on and determine this application within the statutory timescale set down in the Neighbourhood Planning Regulations 2015. It is assumed that the OPDC will thereafter act as the 'lead authority' in respect of an Old Oak neighbourhood forum.

1.4 The interim Old Oak neighbourhood forum is a body which has been working since autumn 2015 in putting together local views on the future of the Old Oak area. Many of the members of the forum have been attending the consultation meetings on the OPDC Local Plan, and those held by Cargiant. Several members have also been attending the meetings convened by the Grand Union Alliance, from 2014 onwards.

1.5 The present Forum membership is listed at page 14 of this designation application. Membership will increase once the Forum is designated and in a position to undertake the detailed work of preparation of a neighbourhood plan. In the meantime Forum members will continue to work together in responding to individual planning applications in the OPDC area, and in formulating views on the future of the area.

1.6 The OPDC area is a highly unusual area of inner London, in having a resident population of only 7,000 across a very large swathe of land much of which has been in railway use for the last 150 years. There is an argument that existing residents should have only small part to play in deciding the future of the area, or that such decisions are 'strategic' and should be made by those who plan for London at a 'strategic' level.

1.7 We argue that it would be a mistake for the OPDC to ignore or set aside the view of local residents, and local businesses. We know the area intimately. We know what works

at present, and what does not, in terms of traffic, availability of amenities, and the constantly changing dynamics of the London housing market. While some of our views on the OPDC Local Plan may be at variance with its first iteration, we feel we have a contribution to make to the next stages of this vitally important planning process for London.

1.8 Neighbourhood planning provides a relatively new framework for such a contribution to be made. This framework was not available at the time when regeneration of Kings Cross was at its initial stages. The Greater Carpenters Neighbourhood Forum is now making an input to the planning of the London Legacy Development Corporation, on the border of Queen Elizabeth Park in East London.

2.0 Map and size of the proposed area

2.1 The map overleaf shows the proposed Old Oak neighbourhood area boundary as a yellow line. The OPDC boundary is shown as a red line. The total area of the proposed Old Oak NP area is approximately 295 hectares. The current resident population of the neighbourhood area is estimated at 4,500, living in a series of residential communities ranging in size from 32 houses in Midland Terrace to 1,056 dwellings on the Old Oak Estate.

2.2 The map also shows the boundaries of adjoining neighbourhood areas, already designated. These are the Harlesden Neighbourhood Area shown in blue (at the early stages of a neighbourhood plan), the St Quintin and Woodlands Neighbourhood Area in North Kensington shown in green (neighbourhood plan successful at referendum on 25th February 2016), and the small neighbourhood area in Hammersmith designated by LBHF in 2013 and represented by the Brickfield Association of Residents, shown in orange. No draft plan has yet emerged for this latter area.

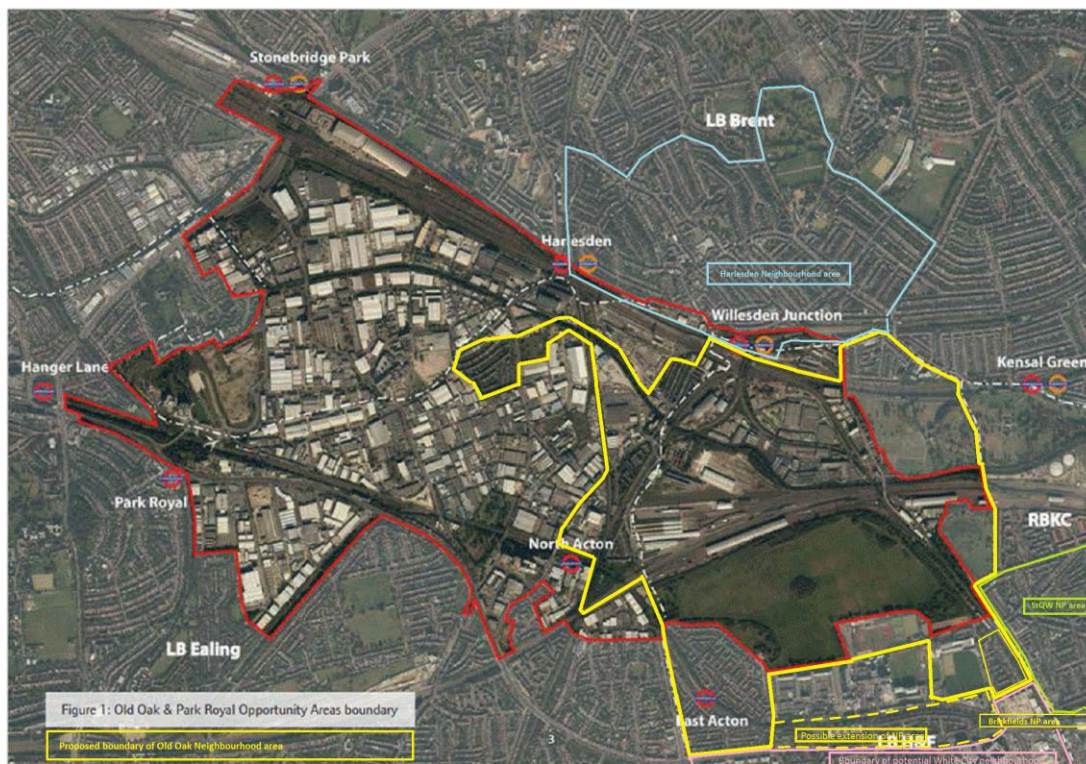
3.0 Why the Old Oak area is appropriate for a neighbourhood plan

3.1 Regulation 5b of the Neighbourhood Planning (General) Regulations states that a designation application must include a statement explaining why the proposed area is considered appropriate to be designated as a neighbourhood area.

3.2 The OPDC area is London's largest regeneration area. The Old Oak part of the area lies to the east of the Park Royal industrial area and *is destined to evolve and change over the coming decades to create a new sustainable, healthy and successful part of London.*¹

3.3 The Ealing part of Old Oak currently includes a number of small residential communities, geographically separated by railway lines, major roads, and industrial and transport infrastructure. Around the OPDC southern and eastern boundary, on the 'fringe' areas in Hammersmith, are further residential communities some of which are also relatively isolated from their surroundings by railway lines (Central Line and West London Line) and major roads (A219 Wood Lane/Scrubs Lane and Harrow Road).

¹ OPDC Opportunity Area Planning Framework adopted November 2015 by Mayor of London



3.4 Objective 3 of the OPDC Draft Local Plan is to *'create a series of connected and inclusive lifetime neighbourhoods designed to improve the quality of life, enhance health and wellbeing, deliver social and economic benefits for local communities and foster a sense of community and diversity'*.

3.5 Local residents and businesses within and around Old Oak welcome this change in language from the earlier 'Objective 3' as set out in the OAPF document. This focused more on what will be coming to Old Oak in terms of new population and jobs, rather than on successful connection of existing communities within new and sustainable neighbourhoods, over a 20 year period. But responses from a range of local organisations to the consultation on the OPDC Draft Local Plan show that that this shift of emphasis needs to be taken further.

3.6 It is recognised that stitching together existing communities with new development will be a challenge, and that the future Old Oak is being planned at density levels far higher than those within its present communities. But it should also be recognised that implanting a new 'mini-city' within a part of Inner London is a highly complex ambition which carries risks. Merging the new with the existing, in socio-economic, demographic, cultural and urban design terms will not be easy. Hence care needs to be taken over the 'fringes' of a new Old Oak, and the views of existing communities paid sufficient heed within the final Local Development Framework for the area.

3.7 The interim Old Oak Neighbourhood Forum welcomes the fact that neighbourhood plans have been prepared or are in preparation in the surrounding areas. Apart from those shown on the map above, the White City and Wormholt Neighbourhood Forum (covering

the area to the south of Old Oak) also aims to prepare a neighbourhood plan and has undertaken preliminary studies of the area.

3.8 A primary theme of a neighbourhood plan for Old Oak will be that of successful integration of existing settlements with new development, including within the 'fringe' areas around what is now being termed 'Old Oak'. This is the contribution which existing residents and businesses feel uniquely qualified to make.

Parameters of a neighbourhood plan

3.9 Those involved in establishing the neighbourhood forum and proposing a neighbourhood plan have a full appreciation of the statutory framework, and the constraints on such plans that follow from the 'basic conditions' in the 2011 Localism Act.

3.10 These proposals for a neighbourhood plan and forum have not been brought forward in a spirit of 'nimbysism', nor of undermining the preparation and adoption of the OPDC Local Plan. The statutory framework for neighbourhood planning would not allow for such an outcome. Independent examination of a draft NP would exclude or modify any policy proposals that do not '*generally conform*' with the strategic policies set in the London Plan and in Local Plans in force at the time of examination. The proposed timetable for preparation of an Old Oak neighbourhood plan assumes that the OPDC Local Plan would be adopted, or very close to adoption, by the time the examination stage for a neighbourhood plan is reached.

3.11 A neighbourhood plan for Old Oak is intended to add value to the work of the OPDC, and to provide co-ordinated input from local residents associations and groups to the plans of those developers (principally Cargiant/London & Regional Properties) who have masterplans and proposals at an advanced stage.

3.12 The local resident associations and community groups involved in the interim neighbourhood forum reserve the right to act independently in fighting their corner on proposals from HS2 and on any individual planning applications perceived as causing harm or detriment to their areas. Such activity will be undertaken through statutory consultation processes separate from neighbourhood plan preparation, albeit that joint working through a neighbourhood forum will help to inform any such representations.

Likely scope of an Old Oak Neighbourhood Plan

4.1 Discussions within the interim neighbourhood forum have identified the following issues on which local residents and businesses feel that they could make a useful contribution via preparation of a neighbourhood plan:

- helping to refine the boundaries and characteristics of 'new neighbourhoods', within the context set out in the OPDC Draft Local Plan. The Local Plan consultation response from the interim forum suggests variation to the boundaries of the ten proposed OPDC 'Places' P1-P10, to create to alternative 'places'.

- contributing ideas and suggestions on what makes this part of inner west London distinctive and attractive to those who live and work here, and how these characteristics can be built on in a Local Plan.
- examining alternative locations for community infrastructure (shops in addition to health facilities, schools, and other public services).
- working up options and the detail of pedestrian and cycle routes across and beyond the Old Oak area.
- generating ideas for the future of the the Grand Union Canal and its towpaths, as a key recreational amenity, cycle/pedestrian route, and heritage and environmental asset to the area.
- helping to design the fine grain of the public realm and amenity spaces.
- contributing input to the OPDC Cultural Vision. For cultural assets to flourish at Old Oak they will need tap into the cultural interests of residents in the surrounding area as well as London as a whole.
- ensuring that the amenity value of Wormwood Scrubs is maintained, with an appropriate balance in serving local and London-wide needs.
- ensuring that the current features and ecology of Wormwood Scrubs are appreciated and protected as far as possible within the planning process.
- feeding into public consultation and debate on density levels and building heights at Old Oak, recognising that ambitious targets for homes and jobs within the OPDC area are already set in London Plan strategic policies (Annexe 1 to the FALP).
- identifying scope for new amenity space and reviewing use of existing small green spaces, proposing Local Green Space designations within existing residential areas in cases where the demanding criteria set out in the NPPF are fulfilled.
- contributing to character assessments and identifying the most valued parts of the heritage and environmental quality of the area.
- generating an evidence base, to accompany a neighbourhood plan at submission stage, on issues which have surfaced during OPDC and developer consultations.

4.2 The scope and range of a neighbourhood plan is a matter for a neighbourhood forum to decide. Some neighbourhood plans are more ambitious in their coverage than others. As set out below there are also some important statutory constraints on the policy proposals that can be included in a neighbourhood plan for Old Oak.

What an Old Oak Neighbourhood Plan will *not* cover

5.1 The HS2 station is a national infrastructure project and as such excluded from any 'provisions made' in a neighbourhood plan (Section 38b of Section 2 of Schedule 9 of the Localism Act, and the TCPA 1990 as amended). This is understood and accepted by the interim neighbourhood forum. It is also appreciated that that HS2 Bill (subject to Parliamentary approval) gives very wide-ranging planning powers to HS2 Ltd and that these powers will be used to create the HS2 construction compounds.

5.2 The proposed Crossrail Station, and proposed Overground stations at Hythe Road and Old Oak Common Lane are London-wide rather than national projects. There has already been an extensive London-wide consultation on the location of both Overground stations, to which many member organisations of the interim neighbourhood forum contributed. There is no intention (unless new issues emerge) for an Old Oak neighbourhood plan to propose any significant changes in the proposed locations of these stations.

5.3 The immediate surroundings of all stations proposed in the OPDC Local Plan, and the vehicle, pedestrian and cycle routes which connect these to the surrounding areas, are however seen as a legitimate and appropriate subject for local views to be articulated via a neighbourhood plan. HS2, TfL and the OPDC aim for an exemplar transport interchange. The immediate surroundings of major rail stations, in the UK and elsewhere in Europe, vary widely in terms of their attractiveness, functionality and user-friendliness. This is a further issue on which local people, with their experience of London commuting, can make a useful contribution to the work of planners, engineers and architects.

5.4 There are many issues and options around the proposed siting of vehicle routes into, out of, and around the Old Oak area. Traffic congestion in the wider area is already a major concern for residential communities, especially on Old Oak Common Lane, Victoria Road and Scrubs Lane/Wood Lane. The subject matter of policies within a neighbourhood plan is limited by statute to *'the development and use of land'* and any NP proposed policies on transport and traffic would need to fall within with this definition if they are to be accepted at examination and subsequently to acquire statutory weight.

5.5 It is common, however, for neighbourhood plans to include advocacy proposals in addition to planning policies and an Old Oak Neighbourhood Plan would be likely include proposals relating to the road and cycle network given the high level of local public interest in transport matters.

The case for 'appropriateness' of the proposed neighbourhood area

6.1 Initial discussions in late 2015 with the OPDC on the proposal for an Old Oak Neighbourhood Plan surfaced concerns that the proposed area is more a 'network of neighbourhoods' than a single neighbourhood. The proposal for a neighbourhood area and plan for part of the OPDC area has been questioned on this basis.

6.2 The counter-argument is that the ambition for Old Oak, and the whole thrust of the work of the OPDC within this part of its boundary, is to build a sustainable and coherent neighbourhood in this part of London - over a twenty year period.

6.3 'Appropriateness' of a neighbourhood area boundary is not further defined in the Regulations or 2011 Localism Act. CLG Planning Practice Guidance includes a list of considerations which *'could be applied when deciding the boundaries of a neighbourhood area'* (ID: 41-033-20140306). This list is set out below, with comments on the applicability of each consideration to the situation at Old Oak.

- village or settlement boundaries, which could reflect areas of planned expansion (*the proposed area is a major example of planned expansion*).
- the catchment area for walking to local services such as shops, primary schools, doctors' surgery, parks or other facilities (*the communities within the proposed area are currently underprovided with local services. Walkability is a key aspiration of the OPDC Local Plan, and one on which residents are well placed to contribute their experience and knowledge*).
- the area where formal or informal networks of community based groups operate (*the network of local residents associations and community organisations, established in 2014 by the Grand Union Alliance has been instrumental in bringing groups together to propose a neighbourhood plan*).
- the physical appearance or characteristics of the neighbourhood, for example buildings may be of a consistent scale or style (*the existing residential communities in the area consist largely of Victorian and Edwardian terraced streets, with the Old Oak estate being designed before the First World War in garden suburb style. In terms of built form, these existing neighbourhoods share common characteristics*).
- whether the area forms all or part of a coherent estate either for businesses or residents (*most of the existing residential communities share the fact of being physically isolated by major roads and railway lines. The stitching together of these communities, and their integration with new residential development, is a core aspiration for an Old Oak neighbourhood plan*).
- whether the area is wholly or predominantly a business area (*the proposed NP area is largely residential with some major businesses/landowners. This application does not propose a 'business neighbourhood forum' but businesses in the area are invited to become part of the forum and a number have joined the interim forum*).
- whether infrastructure or physical features define a natural boundary, for example a major road or railway line or waterway (*major roads and railway lines have been used to define sections of the boundary of the proposed Old Oak neighbourhood area*).
- the natural setting or features in an area (*less applicable in an urban as opposed to a rural setting*).
- size of the population (living and working) in the area. (*PPG guidance notes that 'Electoral ward boundaries can be a useful starting point for discussions on the appropriate size of a neighbourhood area; these have an average population of about 5,500 residents'. The proposed Old Oak neighbourhood boundary takes account of administrative boundaries with LB Brent and RB Kensington and Chelsea. In terms of existing population size, the present resident population is estimated to be 4,500.*

6.4 Hence, the interim Old Oak Neighbourhood Forum considers the proposed area to be 'appropriate' in relation to many of the above considerations.

6.5 The Local Government Association/Planning Advisory Service guidance on neighbourhood planning (March 2015) rehearses the above considerations and also notes:

'A number of LPAs have encouraged the use of pre-existing boundaries for Neighbourhood Areas including:

- *Political and administrative boundaries such as individual or combinations of parishes and wards – these areas benefit from established and recognised representation and an existing data and evidence base.*
- *Identified areas of development opportunity such as regeneration areas or employment zones – these areas are suitable as the purpose of promoting development required for neighbourhood planning is often already justified within local plan policy, improving the compatibility of emerging NDPs with the existing local authority plan base.*

The proposed Old Oak neighbourhood area is seen as a clear example of the second bullet point above.

6.6 As the LGA/PAS guidance also notes *The area applied for by the ‘qualifying body’ should be approved by the LPA unless there are clear reasons why an alternative Neighbourhood Area is more appropriate.*

6.7 To date there has been a single case of legal dispute between a neighbourhood forum and a local planning authority, considered by the High Court and Court of Appeal². Wycombe District Council chose to exclude two sites from the proposed Daws Hill neighbourhood area, and to designate a smaller area. This decision by the planning authority was upheld by the courts. The Forum considers that the context for this case was different in two significant respects:

- the designation application made very clear that the intention of the neighbourhood forum was to resist housing development on two major development sites within the proposed area.
- the mature planning status of these sites, on one of which the council had already adopted a detailed development brief and entered into a Planning Performance Agreement to progress a planning application for major residential-led redevelopment, and on the other planning permission had already been granted.

6.8 The interim Old Oak Neighbourhood Forum sees a very different context for a neighbourhood plan at Old Oak, where alternative masterplans by two major developers remain in preparation (for parts of the proposed NP area) and where the Draft Local Plan has recently completed its first public consultation. This is seen as an ideal time for a neighbourhood planning exercise to make a constructive and positive contribution.

The existing residential communities within the proposed Old Oak neighbourhood area

7.1 There are seven of these, as follows:

College Park - terraced streets of Victorian housing east of Scrubs Lane and south of the Harrow Road, within LBHF. The area is isolated from the remainder of Hammersmith & Fulham and includes some 280 households. The street pattern is dense and there is little within the immediate area in terms of potential development sites. Development interest in the area is growing, in relation to commercial premises on the nearby Harrow Road, as a consequence of OPDC plans.

² Daws Hill, see at [2013] EWHC 513 (Admin), and [2014] EWCA Civ 228

The **Eynham Road** area - terraced streets of Victorian housing lying between Wood Lane and the West London Line, within LBHF. The new development at Imperial West has begun to impact on the area, and further developments along Wood Lane (Stanhope Television Centre, St James development, Westfield 2) will have a cumulative impact on traffic levels on this key north-south route. The area includes some 330 households.

As shown on the map in this application, these streets were designated by LB Hammersmith and Fulham in 2013, as an unnamed neighbourhood area (in response to a cross-boundary application which subsequently led to the St Quintin and Woodlands neighbourhood area and plan in North Kensington). The Brickfields Association of Residents (BAR) is currently considering whether to participate in a neighbourhood plan for Old Oak, or to pursue other forms of engagement with OPDC proposals.

Nearby are housing association properties at **28 North Pole Road** (79 houses and flats, managed by London Strategic Housing (LSH) an established part of Network Housing Group). **Woodmans Mews** to the west of Wood Lane includes 50 properties. Both are included within the proposed Old Oak neighbourhood area.

Old Oak Estate - a cottage estate designed by the London County Council before the First World War in 'garden city' style, and built out after the war. The completed estate is made up of 1056 homes – 228 five-room, 443 four-room, 341 three-room, 27 two-room and 16 one-room flats. These were designed at a density of 27 cottages per acre (approximately 100 housing units per hectare, allowing for the fact that one 'cottage' can contain two dwellings). The estate is now a Conservation Area within LB Hammersmith & Fulham and is a highly regarded example of social housing of the period.

Properties are now some 50% owner-occupied and 50% managed by the Old Oak Housing Association. The housing association was set up in 1990 following a stock transfer from LBHF, and Family Mosaic HA is the major shareholder. Both the Housing Association and ward councillor and LBHF Cabinet Member Wesley Harcourt have expressed the view that the whole estate, rather than the northern part only, should be included within an Old Oak neighbourhood area. The Old Oak Friends and Residents Association is currently discussing the principle of involvement in a neighbourhood forum, and whether the boundary of the neighbourhood area should be extended to include the streets between DuCane Road and the A40. Hence the broken boundary line shown in Map 1.

The options of including/excluding these additional streets between DuCane Road and the A40 has been discussed recently with LBH planning officers, who have expressed no strong view. Subject to discussions with the OPDC on this draft application, it is suggested that this issue is determined on the basis of consultation responses to the proposed boundary.

Midland Terrace and Shaftesbury Gardens - these small and adjacent residential enclaves in LB Ealing will be hugely impacted upon by HS2 and by plans for the new Old Oak Overground station at the end of Midland Terrace. This location is also one of the intended sites for HS2 to base construction equipment, and to manufacture concrete sections for the proposed tunnel. Midlands Terrace consists of 35 Edwardian terraced houses, some converted into flats and others remaining as family homes. Shaftesbury Gardens is a

relative recent (1990s) development of 170 flats (housing association and owner occupied) with communal outdoor space.

Wells House Road - another small enclave of 120 Edwardian semi-detached houses, very close to the proposed location of the main HS2 station and interchange and with enormous potential impacts and isolation as a result of HS2 plans (including the future closure of Old Oak Road in order to lower the roadway beneath bridges). Represented by Wells House Road Residents Association.

The Island Triangle - several streets built as 220 railway cottages in Victorian times and designated as a Conservation Area in 1982. Bordered by Willesden Junction station and the West Coast mainline (WCML) to the north, the Willesden Euroterminal to the west, Powerday to the east and Atlas Road to the south. Represented by TITRA (The Island Triangle Residents Association).

The Wesley Estate - an area of 1930s houses built originally as company housing by stationery manufacturer Harold Wesley and subsequently sold to private owners. There are 230 houses, isolated by industrial premises in Park Royal and North Acton Road, in Harold Road, Newark Crescent and Wesley Avenue. Represented by the Wesley Estate Residents Association.

7.2 Inclusion of these streets in the Wesley Estate gives the suggested Old Oak neighbourhood area an unorthodox shape, but the local residents association is keen to see this area included. The area shares many of the characteristics of the others above. This boundary will also enable the stretch of the canal in Ealing to be considered in a neighbourhood plan alongside the stretch in LBHF. Both stretches are designated as conservation areas. This area forms the 'Canalside Quarter' Place, suggested in the interim forum's response to the OPDC consultation on the Local Plan.

7.3 In social and demographic terms, all these communities include longstanding residents coupled with newer arrivals. As a result of their comparatively isolated locations (many being separated off by roads, railway lines, and industrial sites) there are stronger and close-knit community ties within these small communities, as compared with many parts of London where 'neighbourliness' now plays comparatively little part in daily life.

7.4 In recent years, representatives of most of these communities have been working together on seeking to mitigate the impact of HS2. Much data has already been gathered, and local consultation work undertaken, as background to a series of petitions to the HS2 Select Committee. The Grand Union Alliance has also provided a well supported and informed network for local groups and residents associations to come together. More recently, closer joint working including the Hammersmith Society has taken place in response to the consultation on the OPDC Draft Local Plan.

7.5 As compared with petitioning on the HS2 Bill and responding to continuing OPDC and HS2 consultations, there is support amongst residents for moving to a mode of working that offers more opportunity for direct dialogue with developers and landowners in Old

Oak, and with the OPDC planning and community engagement teams. Preparation of a neighbourhood plan would provide a sound and structured framework for such activity.

Involvement of landowners and businesses in Old Oak

8.1 Direct engagement with developers and landowners is now a well-established part of the neighbourhood planning process in the 1,500 areas across England currently preparing neighbourhood plans.

8.2 **Cargiant** and its development partner **London & Regional Properties** consulted local people in July 2015 on initial outline proposals for its 46-acre site north of the canal at old Oak/Hythe Road. More detailed plans have since been developed, and a further round of consultation took place in February/March 2016. The communities listed in paragraph 7.0 above have participated actively in these consultations, and have welcomed the way in which Cargiant has been willing to engage in dialogue. The interim forum has kept Cargiant updated on its response to the OPDC Draft Local Plan.

8.3 As a major landowner and business already located in the area, with development proposals well under way, Cargiant's view of the merits of a neighbourhood plan for Old Oak is very important. The interim forum hopes that Cargiant will see the benefits of maintaining dialogue with a single entity which can bring together the views of residents to the west, east and south of its landholdings.

8.4 **Queens Park Rangers Football Club** has been preparing a set of regeneration proposals centred around the planned re-location of its ground from Loftus Road. A consultation in mid 2014 generated nearly 3,000 responses, albeit that many of these were from the club's fan base rather than residents of the Old Oak area.

8.5 Discussions have taken place with **Boden Ltd** as a major business within the proposed Old Oak neighbourhood area. This firm, as a significant employer, is interested in the scope for improving and widening the range of activities available on the stretch of Victoria Road between the rail/Underground line and the Atlas Road roundabout. Boden has nominated a representative to the Old Oak interim forum.

8.6 A similar interest in the scope for detailed planning and new ideas for this part of the OPDC area has come from **The Collective** (with its development of 350 'co-living' housing apartments with shared workspace due to open in mid 2016 at the Atlas Road roundabout). The Collective has also nominated a representative to the Old Oak interim forum.

8.7 In terms of existing cultural and entrepreneurial assets in the area, Hythe Road has a well-established community of artists and makers occupying studio space. The major provider of artists/makers workspace in the area has joined the forum, as have a number of individual artists and makers. This community is seen as important to the retention of vitality and activity in the Old Oak area, through 'meanwhile' uses leading on to more permanent open workspace accommodation, during the extended construction period at Old Oak.

Consultation on the proposed boundary of an Old Oak neighbourhood area

9.1 The proposed boundary has been defined (but not yet finalised) following discussions amongst residents associations and groups in the Old Oak area. Details of meetings between Henry Peterson and Amanda Souter (OPDC Board member) with local businesses, housing associations, and officers at the OPDC, LB Ealing, and LB Hammersmith & Fulham and other stakeholders, are listed below. Discussions have also been held with the MPs for Hammersmith (Andy Slaughter) and for Ealing Central and Acton (Dr Rupa Huq), with the GLA member for Ealing and Hillingdon (Dr Onkar Sahota) and with local ward councillors.

- 24th September 2015 - initial meeting with Alexandra Day, OPDC Community Engagement Officer
- 28th September 2015 - meeting between GUA and Pat Hayes, Executive Director LB Ealing with Amanda Souter, OPDC Board member
- 6th October 2015 - meeting with Grand Union Alliance (Sharon Young and Robin Brown)
- 7th October 2015 - meeting of GUA at Old Oak Community Centre
- 15th October 2015 - meeting with College Park Residents Association and Cllr Elaine Chumnerly, ward councillor for College Park and Old Oak
- 19th October 2015 - meeting with management committee of the Hammersmith Society
- 21st October 2016 - meeting with LB Hammersmith & Fulham planning officers (David Gawthorpe and Trevor Harvey)
- 21st October 2015 - meeting with David Jeffreys of Friends of Wormwood Scrubs
- 27th October 2015 - meeting and walkabout with Chair of Wells House Residents Association. Meeting and walkabout with Nina Hall, resident of Old Oak Estate
- 3rd November 2015 - meeting and walkabout with Chair of Wesley Estate Residents Association
- 17th November 2015 - meeting with Cargiant, London and Regional Properties and planning consultants DP9
- 19th November 2015 - meeting with Andrew Kinnance, Old Oak Housing Association
- 4th December 2015 - meeting with Mick Mulhern, OPDC Director of Planning and Amanda Souter OPDC Board member
- 14th January 2016 - meeting with The Collective, Atlas Road roundabout
- 14th January 2016- meeting with Mark Walker, chair of the Island site Residents Association (TITRA).
- 14th January 2016 - presentation on proposals for an Old Oak neighbourhood plan, and discussion at Grand Union Alliance meeting in Harlesden.
- 19th January - meeting between Henry Peterson and Amanda Souter with Dr Onkar Sahota (GLA member for Ealing and Hillingdon at City Hall)
- 25th January - attendance by Henry Peterson and Amanda Souter (and other members if the Old Oak interim forum at CarGiant consultation event at Cumberland House NW10).

- 26th January 2016 - meeting between Henry Peterson and artists/makers from ArtWest studios in Hythe Road.
- 29th January - meeting between Henry Peterson and staff of LIFT working on Harlesden Neighbourhood Plan.
- 1st February 2016 - meeting between Henry Peterson and Brickfield Residents Association chair (Eynham Road area in W12).
- 5th February 2016 meeting between Henry Peterson and Chair, Vice Chair and Chief Executive of Hammersmith United Charities.
- 11th February - meeting between Amanda Souter and Henry Peterson and Paul O'Leary and Phil Tiffin of Boden Ltd.
- 18th February – meeting between Henry Peterson and Cllr Wesley Harcourt.
- 19th February, tour of Park Royal and Old Oak West with John Goodier (Chair Hammersmith Historic Buildings Society), Amanda Souter, Henry Peterson.
- 1st March – meeting between Henry Peterson and Mark Higton, Old Oak Friends and Residents.
- 11th March – meeting between Henry Peterson and Thames Valley Harriers to discuss TVH proposals for Linford Christie Stadium.
- 30th March – meeting between Henry Peterson and David Gawthorpe/Trevor Harvey LBHF planning officers.

Establishment of a Old Oak Neighbourhood Forum

10.1 The statutory requirements for a body qualifying as capable of designation as a neighbourhood forum are set out in section 61F(5) of the Town and Country Planning Act 1990 as applied to Neighbourhood plans by section 38A of the Planning and Compulsory Purchase Act 2004. These are:

- the body is established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned
- its membership is open to those who live or work in the area concerned (whether for businesses carried on there or otherwise) along with elected members of the local authority any of whose area falls within the neighbourhood area concerned
- membership by a minimum of 21 individuals who fall within the above categories
- the body has a written constitution

10.2 The interim Old Oak Neighbourhood Forum meets the above requirements, as a 'qualifying body'. The constitution of the Forum, proposed for adoption at an inaugural meeting (and subject to designation by the OPDC and LB Hammersmith and Fulham as the relevant local planning authorities) is attached as Annexe A to this designation application.

10.3 Current membership of the interim Forum is set out overleaf. The Forum anticipates a growing membership once the 6 week statutory consultation process on designation gets underway.

10.4 The management committee of the Forum will be elected at its inaugural meeting. Those individuals shown with an asterisk in the list overleaf have indicated a willingness to serve as management committee members and/or stand for office as chair, secretary etc.

10.5 The management committee will be advised and supported in the drafting of a neighbourhood plan by Henry Peterson OBE DipArch, chair of the St Quintin and Woodlands Neighbourhood Forum and a CLG 'neighbourhood champion'. The St Quintin and Woodlands Neighbourhood Plan achieved a 92% 'yes' vote at its referendum on 25th February on a 23% turnout of the eligible electorate. The Plan will shortly be 'made' by RB Kensington and Chelsea and will become part of that borough's Local Development Framework.

10.6 The Hammersmith Society will also be providing advice and professional expertise to the Old Oak Neighbourhood Forum, and supports this application.

Members living in the proposed Old Oak neighbourhood area	Street address
Mark Walker	Stoke Place NW10 and Chair of The Island Site RA (TITRA)*
Darius Dzwigaj	Midland Terrace NW10
Ewa Cwirko- Godycka	Midland Terrace NW10
Tom Currie	Letchford Gardens NW10 and Chair of College Park RA (COPRA)
Sam Balch	Waldo Road, NW10 (College Park)
Nina Hall	Braybrook Street W12 (Old Oak Estate)
Clara Curry	Wells House Road NW10
Joanna Betts	Wells House Road NW10
Theresa McGee	Newark Crescent NW10 and Chair Wesley Estate RA
Austen Harris	Woodman Mews W12
Amanda Souter	Wells House Road NW10 and Chair of Wells House Road RA
Stewart Dalby	Wells House Road NW10
Lily Dalby Gray	Wells House Road NW10*
Marek Brzegowski	Midland Terrace, NW10
Wojtek Ruk	Midland Terrace NW10
Daniel Bicknell	Goodhall Street NW10
Linda Hartley	Goodhall Street NW10
Jane Abrahart	Braybrook Street W12 (Old Oak Estate)
Sarah Abrahart	Braybrook Estate W12 (Old Oak Estate)
Eleanor Botwright	Henchman Street W12 (Old Oak Estate)
Members working in the proposed neighbourhood area	
Sarah Christie	Development Director, The Collective (Old Oak Common Lane NW10)
Phil Tiffin	HR Manager, Boden
Chloe Fremantle	ACAVA studios , 17-19 Hythe road NW10

Eleanor Harrington	Community Involvement Officer, Old Oak Housing Association
Harry Audley	SOBUS Community Organiser, Old Oak
Rev Desmond Hall	Pentecostal City Mission, Scrubs Lane NW10
Jo Poole	Regents House studios, Hythe Road NW10
Renata Fernandez	ACAVA studios, 17-19 Hythe Road NW10
Marcus Blattmann	Lessor of 55 studios on Hythe Road Industrial Estate
Noah Fatimi	Capital Accountants, Scrubs Lane

Timetable for an Old Oak Neighbourhood Plan

11.1 The intention is for preparation of an Old Oak neighbourhood plan to reach the stage of independent examination by Spring 2017. This is the target date for adoption of the OPDC Local Plan. This would mean that the neighbourhood plan would follow on from the Regulation 19 statutory consultation on the OPDC Local Plan (scheduled for summer 2016) and could take account of public views and comments expressed during that consultation.

11.2 Plan preparation will continue during the period when OPDC and LBHF are determining this designation application, as this work will follow on from activity by Forum members in responding to the OPDC consultation on the first iteration of the Local Plan.

11.3 The stages of neighbourhood plan preparation, and a provisional timetable, are as follows:

- establishment of interim Old Oak Neighbourhood Forum Oct-Feb 2015
- submission of joint designation application for forum and neighbourhood area April - 2016
- OPDC and LBHF consult on proposed neighbourhood area and forum April/May 2016 leading to designation decisions.
- consultation and development of vision and policies for the neighbourhood plan ongoing from February-August 2016, at same time as preparation of response to OPDC Regulation 18 consultation on Local Plan
- statutory pre-submission consultation on draft Old Oak neighbourhood plan (6 weeks) Sept - Oct 2016
- submission to OPDC and LBHF (Neighbourhood Plan, Basic Conditions Statement, Consultation Statement) November 2016
- Statutory consultation and 'publicity period' on submission version of Old Oak NP undertaken by OPDC and LBHF (6 weeks) Jan-Feb 2017
- Examination and Referendum Spring 2017

Henry Peterson
Old Oak Interim Neighbourhood Forum
February 2016

ANNEXE A PROPOSED CONSTITUTION OF OLD OAK NEIGHBOURHOOD FORUM (TO BE ADOPTED AT INAUGURAL MEETING FOLLOWING DESIGNATION.

1. Aims and status of the Neighbourhood Forum

1.1 The name of the constituted body shall be the Old Oak Neighbourhood Forum

1.1 The aims of the forum shall be:

- to improve the economic, social and environmental wellbeing and quality of life of those living and working in the neighbourhood area, through the preparation and implementation of a neighbourhood plan (subject to a successful referendum demonstrating that the Draft Plan reflects the majority view of local people and meets the statutory basic conditions and other legal requirements for a neighbourhood plan)
- to contribute to the long-term creation of a sustainable community in the Old Oak part of the OPDC area.

1.2 The status of the Forum shall be that of an unincorporated association, established and designated for the purpose of preparing a plan which sets out policies in relation to the development and use of land in the whole or any part of the Old Oak neighbourhood area, in accordance with the Town and Country Planning Act 1990 as amended by the Localism Act 2011.

2. Membership of the Forum

2.1 Voting membership of the Forum shall be open to all those living and working (whether for business carried on there or otherwise) in the Old Oak designated neighbourhood area.

2.2 Membership shall also be open to any individual elected as a councillor for LB Ealing or LB Hammersmith & Fulham.

2.3 In the event of breaches of the code of conduct at paragraph 14 of this constitution, membership of the Forum can be suspended or ended by a two thirds majority at any general meeting of the Forum.

2.4 Any person whose membership has been suspended shall have the right to have this decision reviewed at a subsequent general meeting of the Forum.

2.5 The Forum may be advised by individuals who do not live or work in the designated neighbourhood area, and who have local knowledge and/or expertise to offer. Such individuals may be co-opted as management committee members (see 7.7 below).

3. Boundary

3. The area covered by the Forum shall be that shown on the map included in the designation application for the Old Oak neighbourhood area and forum. This area lies within the London boroughs of Ealing and of Hammersmith & Fulham, and includes those

parts of these boroughs for which the Old Oak and Park Royal Development Corporation took on local planning authority powers and duties as from April 1st 2015.

4. Equal Opportunities

4. The Forum will operate to principles of equal opportunities and shall not discriminate against any persons on grounds of race, nationality, gender, sexuality, religion, or age.

5. Political neutrality

5. The Forum will operate as a non party political body.

6. General Meetings and Annual General Meeting

6.1 The Forum will hold a minimum of four General Meetings each year, open to all members.

6.2 In addition to the above, the Forum shall hold an Annual General Meeting each year at which officers and management committee members shall be elected through the votes of those members in attendance.

7. Management Committee and Officers

7.1 The Forum shall have a Management Committee made up of no less than 8 and no more than 12 members.

7.2 The Management Committee shall include a chairperson, vice-chair, secretary and treasurer, these officers being elected each year at the AGM.

7.3 No more than one officer shall be elected from any one household.

7.4 The Chairperson shall chair general meetings and meetings of the management committee. In the absence of the chairperson, the vice chair or another management committee member shall take the chair.

7.5 Election or removal of officers or management committee members can only be carried out by votes at the Annual General Meeting or at a Special Meeting called for that purpose. Officers shall serve for a term of 12 months, and can be re-elected for an unrestricted number of terms.

7.6 Any vacancies on the committee occurring by resignation or otherwise can be filled by co-option of Forum members, pending the next General Meeting.

7.7 The Management Committee may co-opt up to three individuals who do not live or work within the Forum area, where their expertise is considered to be beneficial to the work of the Forum. Such co-opted members shall not have voting rights.

7.8 The Management Committee may establish sub-committees to carry out specific functions. All such sub-committees shall be chaired by a member of the management committee.

8. Business at Annual General Meetings

8.1 Business at Annual General Meetings shall include the following

- a written annual report
- statement of accounts
- nominations for elected officers
- any amendments to the constitution
- any resolutions put forward by members

8.2. Dates and times of Annual General Meetings shall be advertised on the Forum's website (at least 14 days before the meeting).

9. Special General Meetings

9.1 A Special General Meeting may be called by the Management Committee or if requested by 10% of the membership. Once summonsed, such a meeting shall be held within 21 days.

10. Decisions, Voting and Quorum

10.1 Decisions at General Meetings, Special General Meetings and at the Annual General Meeting shall be by consensus, or by a simple majority vote. All members present shall be entitled to one vote. Where a show of hands is inconclusive, a ballot vote will be taken and those present may be required to provide evidence that they live or work within the Forum area.

10.2 Decisions of General Meetings, Special General Meetings and of the AGM shall be binding on the Management Committee

10.3 Amendments to the constitution shall require a two thirds majority. Details of proposed changes are required to be circulated to all Management Committee members 14 days before the date of the meeting at which they are to be considered.

10.4 The quorum for a General Meeting, Special General Meeting or for an AGM shall be a minimum of 21 members present. The quorum for a management committee meeting shall be 5 persons including officers.

10.5 In the event of a tie in voting at annual, general, or management committee meetings, the chair of the meeting shall have a casting vote. A casting vote shall not be used to amend the constitution.

11. Finance and Accounts

11.1 Grants to the Forum are likely to be administered by a body which has incorporated status, and will be drawn on as necessary by the Forum. A statement of income and expenditure shall be provided each year to the Annual General Meeting.

11.2 Accounts of the Forum shall be independently audited if the turnover of the Forum exceeds £10,000 in the year in question.

11.3 Accounts should be open to inspection by members on request

11.4 The Forum may raise funds by donation, grants, or other means. The proceeds of such fund-raising shall be used solely in furtherance of the Forum's aims as set out in this constitution.

11.7 Records must be kept of any petty cash transactions.

12. Minutes

12.1 Minutes shall be kept of General Meetings, Special General Meetings, AGMs and Management Committee meetings. Such minutes shall be available for inspection by members and published on the Forum's website.

12.2 In rare circumstances where there is a requirement for confidentiality, a confidential section of the minutes may be recorded, available to members of the Management Committee.

13. Dissolution

12.1 The Forum can be dissolved only by a Special General Meeting summonsed for that purpose.

13.2 A majority vote of members present is required to dissolve the Forum

13.3 The Special General Meeting shall decide on the disposal of any remaining fund or assets on dissolution, for charitable purposes, after any debts or liabilities have been met.

14. Code of Conduct for Management Committee members

14.1 The role of the Management Committee is to conduct the day to day business of the Forum in an efficient, fair and responsive way. In taking decisions on behalf of the Forum, Committee members must always be aware of their responsibility to represent all those living and working in the Forum area.

14.2 All Committee members must comply with this constitution and code of conduct at all times.

14.3 Committee members should conduct themselves in a manner which respects the views of others. Racist, sexist, personalised or inflammatory comments are not acceptable.

14.4 Committee members must never use their position to seek preferential treatment for themselves, relatives or members of their household. Any pecuniary or non-pecuniary interests must be declared at committee meetings.

14.5 Committee members cannot receive any payment from the Forum, other than for bona fide expenses as approved by the Treasurer and submitted and recorded in writing.

14.6 Any serious breach of this Code of Conduct may result in a management committee member being asked to resign, or being suspended by a majority vote of the committee.