

Appendix 2: Assessment of the Norwood Planning Assembly application against statutory requirements

Table 1: Neighbourhood forum requirements

Neighbourhood Forum Requirements under the Neighbourhood Planning Regulations 2012 and Town and Country Planning Act 1990	Complied with?	Officer comment
There is not already a designated neighbourhood forum for the area proposed and the area does not include the whole or part of the area of a parish council.	Yes	There is no other designated neighbourhood forum covering any part of the proposed Norwood Planning Assembly area and the area does not fall within the area of a parish council.
Name of the proposed Neighbourhood Forum.	Yes.	Norwood Planning Assembly
The forum has a written constitution and a copy is provided.	Yes.	The written constitution is contained in Appendix 1 of the application (which is available at Appendix 1 of this report).
The name of the neighbourhood area to which the application relates and a map which identifies the area.	Yes.	Norwood Planning Assembly neighbourhood area. A map of the neighbourhood area is contained in Appendix 4 of the application.
The contact details of at least one member.	Yes.	The contact details of one member are available in the application.
A statement to show the proposed forum is established for the express purpose of promoting or improving the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area concerned.	Yes.	The NPA's written constitution states that its principal objective is to "reflect the aspirations of Norwood people so as to develop and improve the area's economy, environment and quality of life and amenity, for individuals living and working in Norwood" (paragraph 3.1). The NPA has emerged from two established community groups: the Norwood Forum and Norwood Action Group which have focussed on the social, economic and environmental well-being of the community.
A statement to show its membership must be open to individuals who live or work in the neighbourhood area or who are elected members in the borough.	Yes.	The NPA's written constitution sets out its membership requirements and that membership will be directly open to: <ul style="list-style-type: none"> • Individuals who live or who have an interest in the neighbourhood area applied for ('the Area'), • Individuals who work in the Area;

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		<ul style="list-style-type: none"> Businesses, educational establishments or other corporate entities which operate in the Area, through their duly appointed representatives <p>It also sets out that elected members representing the three wards will be <i>ex officio</i> members (paragraph 5.2).</p>
A statement to show its membership includes a minimum of 21 individuals:	Yes.	The NPA has provided a list of 22 named members who live or work in or who are an elected member for the neighbourhood area. Of the 22, 16 members are residents, one member is an elected member and five are both residents and work in the neighbourhood area.
Each of whom: <ul style="list-style-type: none"> Lives in the area concerned; or Works in the area; or Is an elected member of the borough Council 	Yes.	
Whether it has secured or taken reasonable steps to attempt to secure that its membership includes at least one individual who lives, who works and is an elected member.	Yes.	Of the 22 named members, 16 members are residents, one member is an elected member and five are both residents and work in the neighbourhood area.
Whether its membership is drawn from different places in the neighbourhood area and from different sections of the community in that area.	Yes.	The application sets out that there are 1,409 individuals on the consolidated membership list, some of whom are also members of the Norwood Action Group and the Norwood Forum. 368 members are solely a member of the NPA. A postcode map of the NPA's membership indicates that it is drawn from different places in the neighbourhood area. The combined application sets out the engagement methods used by the NPA thus far to demonstrate that the membership is drawn from different sections of the community in the neighbourhood area, including forum meetings, newsletters, a website and stalls at local events. It states that the membership consists of all genders, owner occupiers, council tenants and those privately renting and those of different ages and from different ethnic and cultural backgrounds (section G of the application). It is not possible to verify from the information provided in the application

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		<p>the extent to which all of these groups are represented. However, the engagement methods described suggest that reasonable efforts have been made to secure membership from different places in the neighbourhood area and different sections of the community in that area.</p>
<p>Whether its purpose reflects (in general terms) the character of the neighbourhood area.</p>	<p>Yes.</p>	<p>The focal point of the proposed neighbourhood area is West Norwood town centre and its walking catchment area and the application provides further detail on the proposed neighbourhood area. The character of the neighbourhood area is predominantly residential with West Norwood as the area's town centre. It consists of the West Norwood Commercial Area which is designated as a Key Industrial and Business Area in the Lambeth Local Plan. There are also a number of open spaces in the area including Norwood Park and the West Norwood cemetery. The purpose of the forum is set out in its written constitution, to "reflect the aspirations of Norwood people so as to develop and improve the area's economy, environment and quality of life and amenity, for individuals living and working in Norwood". This purpose of improving the area's economy, environment and quality of life and amenity for individual's living in the area reflects, in general terms, the character of the neighbourhood area which is predominantly residential. The focus on improving the area's economy and the environment and quality of life and amenity for individuals working in Norwood also reflects the presence of West Norwood town centre and the West Norwood Commercial Area.</p>

Table 2: Neighbourhood area requirements

Neighbourhood Area Requirements under the Neighbourhood Planning Regulations 2012 and Town and Country Planning Act 1990	Complied with?	Officer comment
No overlap with another designated neighbourhood area and where a neighbourhood forum is the applicant, no overlap with the area of a parish council	Yes.	No such overlaps.
A map which identifies the area to which the area application relates	Yes.	A map of the neighbourhood area is contained in Appendix 4 of the application (which is available at Appendix 1 of this report)
A statement explaining why the area is considered appropriate	Yes.	<p>Appendix 5 of the application contains a statement explaining why the proposed area is considered appropriate. Consideration has been given to this statement based on the guidance in paragraph 33 (Reference ID: 41-033-20140306) of the National Planning Practice Guidance. The focal point of the neighbourhood area is West Norwood town centre, as defined by the boundary of the designated 'district centre' in the Lambeth Local Plan. The proposed boundary of the neighbourhood area has been selected based on a proxy for the walking catchment of the town centre which has been amended to take account of neighbouring existing designated forums and emerging forums. Where possible it follows features such as main roads and ward boundaries; and it does not artificially divide estates or business areas.</p> <p>It is considered that the proposed neighbourhood area is appropriate and has taken account of the considerations of the PPG. Firstly, it covers a catchment area for walking to the local services of West Norwood town centre and is an area where networks of community based groups operate. This includes the two founding groups of the Norwood Planning Assembly: the Norwood Forum and Norwood Action Group. Secondly, it takes account the natural setting or features of the area, including the valley of the River Effra and major roads. Finally, it also reflects boundaries such as ward boundaries which have been amended</p>

		appropriately to take account of other neighbourhood forums.
A statement that states that the relevant body making the area application is a relevant body for the purposes of section 61G of the Town and Country Planning Act 1990	Yes	The application contains this statement. The proposed neighbourhood forum meets the requirements of the Act (see Table 1).