



**APPLICATION TO THE OLD OAK AND PARK ROYAL
DEVELOPMENT CORPORATION (OPDC) FOR DESIGNATION
OF AN OLD OAK NEIGHBOURHOOD FORUM**

October 2017

1.0 Introduction

- 1.1 This application is made by the Old Oak Interim Neighbourhood Forum, as a qualifying body capable of designation under paragraph 61G of Schedule 9 of the Localism Act 2011 as incorporated in the Town and Country Planning Act 1990. The application is for designation of the Forum.
- 1.2 The Interim Forum applied in April 2017 for designation of the forum and for a 280-hectare Old Oak cross-boundary neighbourhood area. Following statutory consultation, in September 2017 the OPDC Board designated as the Old Oak Neighbourhood Area a much-reduced area of 22 hectares on the western side of Wormwood Scrubs, as shown by the red boundary line in the map below.
- 1.3 The OPDC 'refused' designation of the forum part of the application, on grounds that the number of forum members listed on the April application who live or work within the reduced boundary numbered only 16, and was lower than the 21 required by the legislation.
- 1.4 Hammersmith and Fulham Council also 'refused' designation of the interim forum (on the same grounds) and designated a separate 'Old Oak Estate Neighbourhood Area'. This remains currently an 'orphan' neighbourhood area with no forum designated.



Map 1: Area designated by OPDC as the Old Oak Neighbourhood Area shown by red boundary

1.5 The residential areas which fall within the 22-hectare neighbourhood area designated by OPDC are as follows:

Wells House Road – streets made up of 120 Edwardian semi-detached houses, close to the proposed location of the main HS2 station at Old Oak Common. The potential impact of HS2 plans on these streets are enormous, for the long-term and during a decade of construction (including the proposed future closure of Old Oak Common Lane in order to lower the roadway beneath bridges). Represented by Wells House Road Residents Association.

Midland Terrace and Shaftesbury Gardens – these small and adjacent residential enclaves will also be hugely impacted upon by HS2 and by plans for the new Old Oak Common Lane Overground station at the end of Midland Terrace. This location is also one of the intended sites for HS2 ‘construction compounds’ to be used to manufacture concrete sections for the proposed tunnel and transport spoil from the tunnel via a conveyor belt. 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.



Midland Terrace

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).



Goodhall Street (part of the Island Triangle)

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. The area is now isolated in terms of access to social and community infrastructure, lying within the Park Royal industrial area. Represented by the Wesley Estate Residents Association.

1.6 The scope and content of an Old Oak neighbourhood plan will necessarily be much more limited than that set out in the April 2017 designation application submitted by the Interim Forum, as a result of removal of 89% of the area initially proposed including all major development sites. The neighbourhood plan is now likely to focus on:

- ❖ Stitching together the existing residential areas and integrating new development insofar as possible given the very different densities and building heights inherent in OPDC Local Plan proposals, within the Old Oak Lane and Old Oak Common Lane 'Place' (Place P8 in the OPDC Local Plan).
- ❖ Exploring the potential for low cost housing and infill housing and contributing to Mayoral housing targets for the OPDC area.
- ❖ Integrating the proposed Old Oak Common Lane Overground Station with its surrounding area and helping to ensure that new pedestrian/cycle links (footpaths, bridges, tunnels) are user-friendly, match desire lines, and are well designed.
- ❖ Identifying mitigation and harm reduction measures on noise and air pollution, during the HS2 construction phase and in the long term.
- ❖ In the 'Old Park Royal' Place, as defined in the OPDC Local Plan, ensuring that the Wesley Estate assists in achieving a successful transition between Old Oak and Park Royal West.
- ❖ Improving access to social and community infrastructure for residents in the neighbourhood area.
- ❖ Ensuring good connectivity between North Acton and the 'Acton Wells' Place as defined in the OPDC Local Plan.
- ❖ Creating a successful 'Atlas Junction Neighbourhood Centre' as a focal point for the local community.
- ❖ Protecting and making best use of heritage assets in the area for example, such as the Old Oak conservation area.
- ❖ Identifying 'meanwhile uses' for premises within the neighbourhood area during the extended period of development and construction.
- ❖ Introducing Local Green Space designations for small open spaces, where NPPF criteria are met.

2.0 The Interim Forum - meeting the criteria for designation

2.1 The Old Oak Interim Neighbourhood Forum has been working since autumn 2015 in putting together local views on the future of the Old Oak area. Core members of the forum attended the consultation meetings on the Regulation 18 Draft OPDC Local Plan in February/March 2016, and a substantive response was subsequently submitted to the OPDC. The same applies to the Regulation 19 OPDC Local Plan, which was consulted on in July to September 2017.

2.2 Current members of the Interim Forum who live or work within the 22-hectare neighbourhood area designated by OPDC are listed on pages 5 and 6 of this application. Sixteen of these were members at the time of the April 2017 designation application. Others have joined since.

2.3 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 require that:

- 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

- its membership includes a minimum of 21 individuals who fall within the above categories
- the body has a written constitution.

2.5 The stated objectives of the forum (see constitution below) are 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). And secondly, to contribute to the long-term creation of a sustainable community in the Old Oak part of the OPDC area.

2.6 The Interim Old Oak Neighbourhood Forum has been meeting since May 2016 and meets the above requirements, as a 'qualifying body'.

2.7 The draft constitution of the Forum, proposed for adoption at a formal inaugural meeting (subject to designation by the OPDC) is attached to this application. Membership of the forum is open to all who live or work in the designated area.

2.8 The management committee of the Forum will be elected at its formal inaugural meeting. Mark Walker has to date acted as chair of the Interim Forum, and Ewa Ćwirko-Godycka as its secretary and online co-ordinator. East Acton ward councillor Kate Crawford is a forum member and has attended several meetings. The Interim Forum is advised and supported on an unpaid basis by Henry Peterson OBE DipArch, chair of the nearby St Quintin and Woodlands Neighbourhood Forum in Kensington and Chelsea, and a DCLG 'neighbourhood planning champion' since 2013.

2.9 The Interim Forum was awarded in 2017 a £2,600 neighbourhood planning grant from the DCLG programme administered by Locality. This was spent on leaflets and other material used during the 6-week consultation period on the forum's April 2017 designation application. There were 198 responses to the consultation (of which 162 were supportive of the original designation application submitted).

2.10 Hammersmith United Charities acts as holder of Locality grant funds and as accountable body for forum expenditure. Further grant applications will be submitted to Locality to cover further costs on a second round of consultation, and subsequent preparation of a neighbourhood plan. The Hammersmith Society also provides advice and professional expertise to the Old Oak Interim Neighbourhood Forum, and supports this application.

2.11 The Interim Forum holds open meetings for all forum members and for those interested in joining. In 2016, meetings were held on May 25th, 19th July, and 21st September. In 2017 open meetings were held on January 26th, 2017, March 8th, July 18th, and September 7th.

2.12 Notes of open meetings, and newsletters circulated to members of the interim forum, are available to download from the forum's website at www.oldoakneighbourhoodforum.org

Mark Walker
Chair, Old Oak Interim Neighbourhood Forum, October 2017

**MEMBERSHIP LIST OF THE OLD OAK INTERIM NEIGHBOURHOOD FORUM
(Updated October 2017 to reflect reduced boundary designated by OPDC on
12/09/2017)**

Members living in the proposed Old Oak neighbourhood area	Street address and email
Mark Walker	Stoke Place NW10 and Chair of The Island Triangle RA (TITRA)
Ewa Ćwirko-Godycka	Midland Terrace NW10
Darius Dzwigaj	Midland Terrace NW10
Teresa de La Rosa	Goodhall Street, NW10
Elaine Gristock	Goodhall Street, NW10
Laura Lukanz	Wells House Road NW10
Robert Pirie	Wells House Road NW10
Thomas Dyton	Wells House Road NW10
Belai Brojanda (Burlington)	Wells House Road NW10
Michael King	Wells House Road NW10
John Appiah	Midland Terrace NW10
Rebecca Appiah	Midland Terrace NW10
Clara Curry	Wells House Road NW10
Joanna Betts	Wells House Road NW10
Theresa Magee	Newark Crescent NW10 and Chair Wesley Estate RA
Mike King	Wells House Road NW10
Hamish Rieck	Stephenson Street NW10
Stewart Dalby	Wells House Road NW10 and Chair of Friends of Wormwood Scrubs
Lily Dalby Gray	Wells House Road NW10
Marji Aspinall	Wells House Road NW10
Thomas Dyton	Wells House Road NW10
Alexander Keddie	Wells House Road NW10
Marek Brzegowski	Midland Terrace, NW10
Wojtek Ruk	Midland Terrace NW10
Daniel Bicknell	Goodhall Street NW10 (Island Triangle)
Linda Hartley	Goodhall Street NW10 (Island Triangle)
Robert Pirie	Wells House Road NW10
Alexander Logie	Wells House Road NW10
Shaheda Mulla	Shaftesbury Gardens NW10
Anne-Marie Waugh	Newark Crescent NW10 (Wesley Estate)
Clare Sheedy	Wells House Road NW10
Leiah Lewis	Old Oak Lane NW10 (Island Triangle)
Samantha Meah	Stephenson Street NW10 (Island Triangle)
Adam Kwiatkowski	Shaftesbury Gardens NW10
Natalia Tomczyk	Midland Terrace NW10
Andrea Rodriguez	Midland Terrace NW10
Jamie Sutcliffe	Stephenson Street NW10 (Island Triangle)

Helen Wallenda	Wesley Avenue NW10 (Wesley Estate)
Annie Robinson	Shaftesbury Gardens NW10
Craig Gunn	Stephenson Street NW10 (Island Triangle)
Bernie Timmins	Stephenson Street NW10 (Island Triangle)
Oonagh Heron	Stoke Place NW10 (Island Triangle)
Kieran Morris	Wells House Road, NW10
Katie Benson	Wells House Road NW10
Dave Turner	Old Oak Lane, NW10 (Island Triangle)
Nicky Guymer	Old Oak Lane, NW10 (Island Triangle)
Muniza Ikram	Wells House Road NW10
Laura Lukanz	Wells House Road NW10
Jovan Mitrovic	Midland Terrace NW10
Members working in the proposed neighbourhood area	
Ed Thomas	The Collective (Old Oak Common Lane NW10)
Ralph Thomas, Property Manager MP Moran & Sons	Kildun Court, Old Oak Common, NW10 6BF.
Shaun Roberts Floor Manager, The Collective	The Collective (Old Oak Common lane NW10)
Mark Walker	Details above
Elected councillors in East Acton wards	
CLlr Kate Crawford	East Acton ward councillor

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

C.1. Aims and status of the Neighbourhood Forum

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

C.1.2 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.

C.1.3 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.

C.2. Membership of the Forum

C.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.

C.2.2 Membership shall also be open to any individual elected as a councillor for LB Ealing

C.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.

C.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).

C.3. Boundary

C.3.1 The area covered by the Forum shall be that shown on the map included in the October 2017 designation application for the Old Oak neighbourhood forum. This area lies within that part of the London borough of Ealing for which the Old Oak and Park Royal Development Corporation (OPDC) became the local planning authority in April 2015.

C.4. Equal Opportunities

C.4.1 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.

C.5. Political neutrality

C.5.1 The Forum will operate as a non-party-political body.

C.6. General Meetings and Annual General Meeting

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

C.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.

C.7. Management Committee and Officers

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

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

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

C.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.

C.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.

C.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.

C.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.

C.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.

C.8. Business at Annual General Meetings

C.8.1 Business at Annual General Meetings shall include the following

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

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

C.9 Special General Meetings

C.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.

C.10 Decisions, Voting and Quorum

C.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.

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

C.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.

C.10.4 The quorum for a General Meeting, Special General Meeting or for an AGM shall be a minimum of 12 members present. The quorum for a management committee meeting shall be 5 persons including officers.

C.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.

C.11. Finance and Accounts

C.11.1 Grants to the Forum and any further funds held will be administered by a body with 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.

C.11.2 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.

C.11.3 Records must be kept of any petty cash transactions or reimbursement of costs incurred by Management Committee members.

12. Minutes

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

C.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.

C.13 Dissolution

C.13.1 The Forum can be dissolved only by a Special General Meeting summonsed for that purpose.

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

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

C.14. Code of Conduct for Management Committee members

C.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.

C.14.2 All Management Committee members must comply with this constitution at all times.

C.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.

C.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.

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

C.14.6 Any serious breach of this part of the Forum's constitution may result in a management committee member being asked to resign, or being suspended by a majority vote of the committee.

(Old Oak Interim Neighbourhood Forum, updated October 2017)