

London Borough of Lambeth

NORWOOD PLANNING ASSEMBLY

Local planning by local people

Combined Neighbourhood Area and Forum Application

Norwood Planning Assembly (NPA)

Date: 8 March 2017

www.norwoodplanning.org

| Neighbourhood Forum Designation Requirements: The Town and Country Planning Act 1990 and Neighbourhood Planning Regulations 2012 | | |
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| The Town and Country Planning Act 1990 and Neighbourhood Planning Regulations 2012 | Yes /No | Application details |
| A. The name of the proposed neighbourhood forum. | Yes | Norwood Planning Assembly (NPA) |
| B. The contact details of at least one member of the proposed neighbourhood forum. | Yes | Graham Pycock Street: 19 Roxburgh Road Postcode: SE27 0LB Mobile: 8761 4218 Email: pycock1@btinternet.com |
| C. It 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 | As stated in the NPA constitution (paragraph 3.1), the principle objective is: “to reflect the aspirations of Norwood people so as to develop and improve the area’s economy, environment and the quality of life and amenity, for individuals living and working in Norwood”. The NPA emerged from, and is rooted in, the two main community groups in the area, namely; the Norwood Forum and Norwood Action Group, both long established to promote the social, economic and environmental well-being of the community. These two organisations (the founding groups) traditionally operate in the area of the three Norwood wards comprising; Knights Hill, Thurlow Park and Gipsy Hill. See the NPA Constitution at appendix 1. |
| D. Its membership is open to individuals who either live in the neighbourhood area concerned, or work there (whether for a business carried on there or otherwise), or are an elected member of Lambeth Council, and includes at least 21 members drawn from one or more of these categories. | Yes | NPA membership is open to everybody who lives, and/or works (including voluntary activity), or who is an elected Member for the area or parts of the area. Our NPA constitution is attached to Appendix 1. In paragraph 5.1 it states: 5.1 All members of the founding groups, (the Norwood Forum and Norwood Action Group) will be ex-officio members of NPA. 5.2 Membership shall otherwise be directly open to: i. individuals who live or who have an interest in the Area; ii. individuals who work in the Area; iii. community organisations which operate in any part of the Area, through their duly appointed representatives; iv. businesses, educational establishments or other corporate entities which operate in the Area, through their duly appointed representatives; v. Elected Members of Lambeth Council representing the three wards will be <i>ex officio</i> members. |

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| | | <p>5.3 Not less than 21 members eligible for membership under paragraph 5.1 or 5.2 and who meet the requirements of the Localism Act 2011, shall become “designated members” of the NPA and will be recorded as representatives of the “Neighbourhood Planning Forum” for statutory purposes. Such designated members will:</p> <ul style="list-style-type: none"> i. Provide satisfactory evidence of eligibility; ii. Provide contact details which may be used by the NPA for its lawful purposes and be supplied to Lambeth Council as the local planning authority.” <p>Appendix 2 lists our designated 21 members plus the chairman by name, ward, ‘status/ category’ and contact details. Our consolidated full members list stands as of December 2016 at 1409 individuals: Of those 642 are also member of the Norwood Action Group and 399 of The Norwood Forum. 368 are members of the Norwood Planning Assembly only.</p> |
| <p>E. It has a written constitution.</p> | <p>Yes</p> | <p>See Appendix 1. The NPA was first constituted on 29 June 2015, when the constitution was voted upon and approved at a joint meeting of the Norwood Action Group and the Norwood Forum. Following consultation, detailed amendments were proposed and approved at a full Assembly meeting on 24 January 2016.</p> |
| <p>F. The organisation has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of the ‘connection to the area’ categories (live/work in the neighbourhood area, etc.)</p> | <p>Yes</p> | <p>We are fully committed and look forward to developing the Neighbourhood Plan with all of Norwood’s people and communities and in collaboration with our neighbours. See section G regarding steps taken to secure broad membership. The NPA has emerged from the combined efforts of the two well-established community groups. Our consolidated members list, electronically eliminating duplicate membership, stands as of December 2016 at 1409 individuals: Of those 642 are also member of the Norwood Action Group and 399 of The Norwood Forum. 368 are members of the Norwood Planning Assembly only. Appendix 2 lists our designated 21 members plus chairman by name, ward, ‘status/ category’ and contact details. A postcode map of members of those who were happy to share their postcodes for purpose of this map is at; https://www.google.com/maps/d/u/0/viewer?mid=1ISkPWVCpLMnxrhJ-x75xwVtaPcw&ll=51.434643736358275%2C-0.13288755000007768&z=12.</p> |
| <p>G. Whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area.</p> | <p>Yes</p> | <p>It has been necessary for the early volunteers to spend many months establishing the boundaries and on constitutional and designation formalities. To our knowledge, our 1409 members, and perhaps in parts to be considered as a positive outcome of this, make for the biggest neighbourhood forum membership base in England and at this early stage.</p> |

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| | <p>A postcode map with zoom facility is available at; https://www.google.com/maps/d/u/0/viewer?mid=1ISkPWVCpLMnxrhJ-x75xwVtaPcw&ll=51.434643736358275%2C-0.13288755000007768&z=12 This provides the evidence base for the geographical spread across the 3 wards.</p> <p>Engagement and awareness building on the new community rights has been carried out so as to involve people as widely as possible and reach out to the community in its diversity at this stage of the process. People from all walks of life, age groupings, socio-economics, ethnic and cultural backgrounds have been invited to join NPA resulting in over 1400 members already.</p> <p>Engagement thus far has involved for instance the following events and activities, including street engagement:</p> <ul style="list-style-type: none"> - The original proposal to create a neighbourhood plan for Norwood was put to a joint meeting of the Norwood Action Group and Norwood Forum held at Chatsworth Baptist Church on 9 September 2013. Over 200 people came together and agreed to the setting up of a Norwood Planning Assembly, now known as NPA. - As a result of discussions at action group and forum meetings, together with newsletter consultation over two years, a steering group was set up and an inaugural meeting of the Norwood Planning Assembly was held on 29 June 2015. The NPA is entirely citizen-led, drawing its support from the community. - Throughout this period and to date there have been ongoing meetings, liaison and negotiation with adjacent neighbourhood groups in Tulse Hill, Herne Hill and Crystal Palace to establish agreed boundaries between the areas for planning purposes. The proposed Norwood Area boundary represents the boundary with Tulse Hill Forum as approved by Lambeth Council on 11 January 2016, and is agreed and supported by both emerging forums in Herne Hill and Crystal Palace. - A website has been created (www.norwoodplanning.org) to build awareness about neighbourhood planning in Norwood and to provide a platform for consultation and the development of planning policies when designation has been obtained. - Recently a series of engagement activities has included: NPA Stall at Feast market on; April 3, May 1, June 5, July 3, August 7, Sept 4, Oct 2. - Stall at Regeneris (Masterplanning) events on May 19 (Park Hall Est), May 24 (WN Leisure Centre), May 25 (Great North pub), May 26 (Twist Market, Station Rise). - A presentation was made at the Thurlow Park Safer Neighbourhood Panel AGM July 29. Other activities have included; door to door canvassing, going to a |
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| | | <p>number of Neighbourhood Watch groups, Residents Groups, street get-togethers and other local gatherings: publicity/stalls at local school and church events, liaison with local businesses ranging from Arriva (West Norwood bus garage) the largest employer, to SME's and at the BID steering group.</p> <ul style="list-style-type: none"> - Ward councilors were all and repeatedly encouraged to join the NPA. <p>As a result of the engagement work to date a cross-section of the local community is already being reached including men and women in attendance at above meetings, activities and local gatherings. Forum membership includes people living in private accommodation (either owner occupied or privately rented) or on council-managed estates (either as council tenants, owner occupied or privately rented). The current membership includes local people of a range of ethnic and cultural backgrounds and men and women and with a wide age range.</p> <p>Our large membership is testament to our continuous commitment to engage with all of Norwood's communities and people from different sections and walks of local life and backgrounds. If the Planning Authority wishes to have sight of our extensive membership database, we would welcome arranging a meeting with our respective officer during the statutory consultation period and prior to preparing the Equality Impact Assessment. However, understandably and for data protection reasons, NPA will not be able to share/publish or indeed handover contact details of our full members list. Further, if the Planning Authority is of the view and can legally and reasonably justify the need for establishing a NPA membership profile covering a range of socio-economic characteristics and demographic make-up of the membership, we would suggest Lambeth Council carries out a survey as part of the statutory consultation seeking this information from consultees including NPA members. We will be happy to share this consultation survey link with our full membership and beyond as soon as this combined application is publicised in accordance with the Neighbourhood Planning Regulations section (6)</p> |
| <p>H. Whose purpose reflects the character of that area.</p> | <p>Yes</p> | <p>Norwood Planning Assembly Area has an identity regarded by local people as distinct. A key feature is the busy high street.</p> <p>The current Lambeth Local Plan has a West Norwood "Places and Neighbourhoods" section (PN7) comprising the three local government wards of Knights Hill, Thurlow Park and Gipsy Hill. There are two train stations located in the area: West Norwood and Tulse Hill. West Norwood station gave the area its name (before it was known as Lower Norwood). The ribbon development of shops along the high street and Norwood Road runs north - south through the middle of the area, linking West Norwood and Tulse Hill stations with its shops and services located to the west of</p> |

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| | <p>the station.</p> <p>The shape of the plan area follows the valley of the Effra River (now underground) in which the settlement sits, with (still wooded) hills sloping down to the Norwood Road.</p> <p>There is a resident population of about 35,000 people today.</p> <p>Looking at the residents by ethnicity plan area is a culturally diverse London district centre with many local people of African, Caribbean, and Asian origins. About 60% of the local population is of English, Irish and other European backgrounds.</p> <p>The area is characterised by a strong population growth (+15% between 2001 and 2011) and the local population is characterised by economic activity (77%) and skills levels which are above the London and national average. However, there are concentrations of severe multiply deprivation within the proposed plan area, reflecting pockets of high unemployment and below average earnings.</p> <p>According to the London Plan, Norwood/Tulse Hill is a district centre and has been recognised as such through the Outer London Fund, and through the economic visioning work Lambeth council has carried out.</p> <p>Available data on the three wards suggests that the proposed Neighbourhood Planning area is home to over 10000 people aged 17 or younger, over 55% of local households are renting their home and Norwood comprises of thousands of jobs along the high street and the business parks.</p> <p>“West Norwood & Tulse Hill district centre contains around 1,500 businesses, which comprises 8% of businesses in Lambeth. The number of businesses in West Norwood and Tulse Hill has grown by +32% (+ 350 businesses) since 2010. The rate of growth has exceeded that across London (+29%) but lags behind Lambeth (75%) and a number of comparator areas. Two local business hubs are playing an important role.</p> <p>The Norwood Commercial Area is Lambeth's largest industrial area as designated within planning policy. It provides around 50,000 sq m of floorspace, across a range of uses. It's an important economic hub with around 60 businesses and about 500 jobs and shows a relatively low vacancy with a range of sectors represented from industrial / manufacturing through to more creative businesses (Source http://newlondonarchitecture.org/docs/sandra_roebuck-lb_lambeth.pdf)</p> <p>The area has distinctive landmarks and features such as St Luke's Church and West Norwood Cemetery, both more or less at located at centre of the plan area. All</p> |
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| | | <p>Saints Church and Rosendale allotments in the north and Norwood Park and the British Home in the south. As well as the town centre shops and local parades there is an array of community and leisure facilities including the West Norwood Leisure Centre and will have on its return home to the South London Theatre and in due course a cinema.</p> <p>As stated in the NPA constitution (paragraph 3.1), the principle objective is: “to reflect the aspirations of Norwood people so as to develop and improve the area’s economy, environment and the quality of life and amenity, for individuals living and working in Norwood”. There is significant potential to shape the local area and investment through Neighbourhood Plan policies and better collaboration with landowners, businesses and the residents.</p> |
| I. The desirability of designating an organisation or body which meets criteria specified in the Town & Country Planning Act 1990 section 61F(7)(a). | Yes | NPA is a relevant body for the purposes of section 61G of the Town and Country Planning Act 1990. The membership test is met, with 21 founding members in all the relevant categories, together with a growing membership of 1409 across the founding community groups and NPA itself. The geographical spread is illustrated by the postcode map of those who were happy to share their postcodes for the map. |

| Neighbourhood Area Designation Requirements: The Town and Country Planning Act 1990 and Neighbourhood Planning Regulations 2012 | | |
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| The Town and Country Planning Act 1990 and Neighbourhood Planning Regulations 2012 | Yes | Application Details |
| J. A map which identifies the area to which the area application relates. | Yes | See Appendix 4. |
| K. A statement explaining why the area is considered appropriate to be designated as a neighbourhood area. | Yes | See Appendix 5. |
| L. 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. (An organisation or body which is, or is | Yes | NPA is a relevant body for the purposes of section 61G of the Town and Country Planning Act 1990. The membership tests are met, with 1409 members overall we have members in all the relevant categories. The geographical spread is illustrated |

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| capable of being, designated as a neighbourhood forum [on the assumption that, for this purpose, the specified area is designated as a neighbourhood area]). | | by the postcode map. Our membership includes residents, workers and volunteers as well as an elected member and people from all walks of local life. Our Constitution is attached to Appendix 1. |
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APPENDIX 1

NORWOOD PLANNING ASSEMBLY CONSTITUTION

(15 October 2016)

1. Name

1.1 The name of the neighbourhood planning forum is the “Norwood Planning Assembly” (hereinafter the NPA). The Norwood Planning Assembly is a neighbourhood planning forum as defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 (‘the Act’).

2. The Neighbourhood Plan Area

2.1 The NPA shall cover the area of Norwood shown on the attached map in Schedule A (Norwood Planning Assembly: Neighbourhood Plan Area Map), comprising by and large the three wards of Knights Hill, Gipsy Hill and Thurlow Park in the London Borough of Lambeth.

3. Purpose and Principle Objectives

3.1 The NPA’s purpose is to produce and maintain a Neighbourhood Development Plan, in accordance with the Localism Act 2011. The principle objective of the plan is to reflect the aspirations of Norwood people so as to develop and improve the area’s economy, environment and the quality of life and amenity, for individuals living and working in Norwood.

3.2 The NPA may initiate Neighbourhood Development Orders or Community Right to Build Orders, identify Assets of Community Value, or carry out any other permitted actions as defined in the Act and any other relevant Act.

3.3 The NPA shall operate without distinction or discrimination on the grounds of sex, disability, sexual orientation, ethnic origin or race, or of political, religious or other opinions.

4. Principles for working with stakeholders and neighbouring forums

4.1 We, the NPA, operate an open door policy at all meetings. Everybody is welcome.

4.2 We commit ourselves to publicise our meetings, workshops and events both within and beyond our Neighbourhood Plan Area and with the help of organisations and forums located in the neighbourhoods adjacent to our Area.

4.3 We, as members, seek to work collaboratively with our neighbours on relevant cross-boundary issues concerning border streets and other relevant areas so that they are best appropriately planned in consideration of their wider impact.

4.4 We aim to develop collaboration on relevant and positive neighbourhood plan policies, and project initiatives, that cover ‘cross neighbourhood plan boundary’ issues.

4.5 We encourage the Lambeth local planning authority to publicise and carry out statutory consultations as required by the Localism Act beyond the individual neighbourhood plan areas as considered appropriate.

5. Membership

5.1 All members of the founding groups, (the Norwood Forum and Norwood Action Group) will be ex-officio members of NPA.

5.2 Membership shall otherwise be directly open to:

- vi. individuals who live or who have an interest in the Area;

- vii. individuals who work in the Area;
 - viii. community organisations which operate in any part of the Area, through their duly appointed representatives;
 - ix. businesses, educational establishments or other corporate entities which operate in the Area, through their duly appointed representatives;
 - x. Elected Members of Lambeth Council representing the three wards will be *ex officio* members.
- 5.3 Not less than 21 members eligible for membership under paragraph 5.1 or 5.2 and who meet the requirements of the Localism Act 2011, shall become “designated members” of the NPA and will be recorded as representatives of the “Neighbourhood Planning Forum” for statutory purposes. Such designated members will:
- iii. Provide satisfactory evidence of eligibility;
 - iv. Provide contact details which may be used by the NPA for its lawful purposes and be supplied to Lambeth Council as the local planning authority.
- 5.4 The NPA shall not be affiliated with any political or religious organisation.
- 5.5 All members must strive to act with selflessness, integrity, objectivity, openness and honesty. Members must be sensitive to the needs of those who may not be used to speaking in public or whose first language is not English.
- 5.6 NPA will maintain a list of all direct members and their contact details for the purpose of involving them in the work of the NPA.
- 5.7 NPA will seek to ensure that membership draws from the diversity of the area, broadens and increases in numbers and becoming fully reflective of the local communities living and working in Norwood.
- 5.8 The Executive may refuse to accept, or may revoke, membership of any individual or organisation which in its opinion fails to meet the criteria for membership or which acts in a way contrary to the purpose and objectives set out in paragraph 3. Any individual or organisation whose membership is revoked shall have the right to appeal to an Assembly Meeting of the NPA.
- 6. The Norwood Planning Assembly Meeting**
- 6.1 An Assembly meeting, open to all members, will be convened at least twice per year to include an Annual General Meeting (AGM). The Assembly will be convened by the two founding community groups; the Norwood Action Group and the Norwood Forum. The statutory “neighbourhood planning forum”, known as the NPA, is accountable to the two founding groups. The Assembly will be chaired alternatively (or as agreed) by the respective chairs of the founding community groups.
- 6.2 The NPA constitution can be amended only by majority vote at an Assembly meeting (see 9.3).
- 6.3 A quorate meeting will comprise not less than 20 members.
- 7. Annual General Meeting (AGM)**
- 7.1 An AGM shall be held on a day to be agreed by the founding community groups not later than three calendar months after the end of the NPA’s financial year (see para 9). The AGM will be presented with an annual report and accounts by the NPA Executive, will elect the Executive Officers and will transact such business as to promote the purpose and objectives of the NPA.
- 7.2 The business of the AGM shall include:
- i. a report from the Executive Chair on the activities of the Executive since the previous AGM and its plans for the forthcoming year;
 - ii. consideration of, and if thought fit, approval of the accounts of the NPA for the previous financial year together with an audit of the accounts;
 - iii. appointment of an independent auditor to report to the following AGM on the accounts for the current financial year;
 - iv. any other business as required by the Constitution or as directed by the founding groups;
 - v. consideration of any motion which has been submitted by a Member of the NPA no less than 10 working days before the day of the notified AGM;
 - vi. Election of the Executive Officers for the forthcoming year.
- 7.3 The NPA and founding groups shall give all Members (individuals or groups) at least 15 working days’ notice of the time and place of the AGM. Such notice shall include details of all business to be transacted at the meeting with the exception of the aforementioned motions.

- 7.4 Nominations for election to the Executive shall be invited in the notice calling the AGM and must be proposed and seconded in writing by Members with the signed consent of the candidate. Nominations may be made at the AGM at any point until immediately after the reports of the Executive and the Treasurer. A proposal speech in support of candidates may be given at the discretion of the chair and will be limited to two minutes.
- 7.5 Election of Executive Officers may be taken *en bloc* if there are no more nominations than there are vacancies to be filled in accordance with paragraph 7.1, unless any Member objects, in which case the meeting shall vote on each nomination separately.
- 7.6 In the event of there being more nominations than vacancies a ballot shall be held with ballot papers being distributed at the AGM for return by the end of the meeting. Voting shall be by simple majority. The meeting shall agree to the appointment of one or more scrutineers to act as returning officers and to advise the Assembly Chair on the results.
- 7.7 The AGM may, by a majority vote of those present and voting, agree to consider any urgent or important business which has arisen since dispatch of the notice of the meeting.

8. The Executive and Officers

- 8.1 The day-to-day business of the NPA shall be conducted by the Executive. The Executive shall consist of at least four Officers elected by the Assembly General Meeting and others as set out below. The term of office of any Officer of the Executive shall expire at the next NPA Annual Meeting but members shall be eligible to stand for re-election for a continuous period not exceeding five years provided they continue to fulfil the criteria for NPA Membership.
- 8.2 The Officers will comprise at least a Chair, Vice Chair, Secretary and Treasurer. The two chairs of the founding community groups will be *ex-officio* Officers of the Executive. The Executive may co-opt up to ten additional members for a term to expire no later than the next following AGM. Such co-optees may chair any working parties formed for the purposes of the NPA. Officer duties shall include:
- i. The Chair: chairing the Executive, reporting to the Assembly and being jointly responsible with the Treasurer to answer to the Assembly Annual Meeting on the conduct of the financial affairs of the NPA
 - ii. The Vice-Chair: deputising and assuming the Chair's responsibility for chairing meetings in the event of the Chair being unable to do so
 - iii. The Secretary: handling the NPA's administration including minutes of meetings, maintaining the register of "designated members" and all matters relating to applications for and records of membership, ensuring compliance with data protection legislation;
 - iv. The Treasurer: handling all the NPA's financial business, preparing financial reports and jointly with the Chair answering to the Assembly Annual Meeting on the conduct of the financial affairs of the NPA.
- 8.3 The Executive shall meet not less than once every three months. The Secretary shall give at least ten working days' notice of meetings to all members of the Executive and publicise the meeting on the NPA's website.
- 8.4 The Executive may appoint sub-committees in the form of a steering group and task groups to carry out specific roles or projects. Any such sub-committee may co-opt such persons as it thinks fit to enable it to perform its function but shall not take any action beyond the terms of its appointment and shall report on its activities to the Executive.
- 8.5 Decisions of the Executive shall be taken by a simple majority of those present.
- 8.6 The Executive shall keep minutes of all its proceedings which shall be available for inspection by any Member on giving no less than ten working days' notice to the Secretary and are published on the website no later than 10 working days after the next available meeting at which the minutes are agreed.
- 8.7 The quorum for the Executive shall be at least 3 Officers. Co-optees who are not Members can speak at the Chair's discretion but cannot vote.
9. Finance
- 9.1 The NPA's accounting period shall be annual, ending on 30 April.

9.2 A General Meeting may decide to set a subscription rate, no greater than the higher of the rates which apply to the founding groups, for membership of the NPA together with such different categories of subscription or concession as it thinks fit.

9.3 The Treasurer shall maintain for a period of six years or until the winding up of the NPA whichever is the later and pass on to his or her successor all accounting records which shall be subject to independent audit and reporting to the AGM as provided in paragraph 6.2 (i and ii). Such records shall be available for inspection by any member on giving not less than 10 working days' notice.

9.4 The Treasurer shall open and maintain a bank or other appropriate account in the name of the NPA, which account or accounts shall be controlled by a mandate requiring the signature of no fewer than two of the Officers as listed in paragraph 7.1.

10 Constitution and Interpretation

10.1 In this Constitution, 'Community organisations' includes residents' associations, charities, churches and other religious establishments, welfare organisations and other bodies which operate wholly or partly within the Area and whose aims are consistent with the objects of the NPA; "Neighbourhood Plan" includes but is not limited to a Neighbourhood Development Plan as defined in the Localism Act 2011.

10.2 In the event of any question arising where the interpretation of this Constitution is in doubt or where it is silent, the Executive shall have the power to act according to its own interpretation and at its discretion, subject to ratification by the Assembly.

10.3 Other than as may be required by law, amendments to this Constitution may only be made by a majority vote of the members present and voting at a quorate Assembly Meeting (see 5.3).

10.4 Any requirement in this Constitution for notice or reports to be given by the NPA to its Members shall be deemed to have been satisfied if such notice or reports have been sent by e-mail, by posting on the NPA's website or by other electronic means. Any individual Member may still request hard copies and in such a case the Executive reserves the right to make a charge to cover the extra cost incurred. Notices from a Member to the NPA may also be sent by e-mail subject to validation against a written signature submitted to the Secretary in advance.

11. Dissolution

11.1 The NPA may be dissolved by vote at an Assembly General Meeting providing that Notice has been clearly given when calling the General Meeting; the motion is passed by at least 75% of Members in attendance and provided that a quorum of no less than 20 Members are present at the meeting.

11.2 A review will be taken and the results announced at the first Annual General Meeting to take place four years after designation of the NPA by the council. Members at this AGM will then vote on the NPA's future existence.

11.3 In the event of dissolution, any property or funds held by NPA will, subject to the agreement of the Members at the Assembly General Meeting, be allocated to one or more nominated organisations set up to continue the work of NPA, or in the absence of any such organisation and subject to any statutory regulations, distributed equally to the founding groups, as referenced in para 5.1 (but not to individual Members).

APPENDIX 2

NORWOOD PLANNING ASSEMBLY (NPA) 22 ‘Designated Members’

as required by the Neighbourhood Plan (General) Regulation 2012

The Norwood Planning Assembly developed from Norwood Action Group (NAG) and Norwood Forum. The way we are governed is explained in detail in our NPA constitution forming part of this application (Appendix 1). As of December 2016 There is a combined membership of 1409. For statutory purposes we present below the names and principle status of 21 designated members as well as emails of our members satisfying and going beyond the legal requirements as set by the Neighbourhood Plan (General) Regulation 2012. If the Planning Authority wishes to have sight of our extensive membership database, we would welcome arranging a meeting with our respective officer during the statutory consultation period. However, understandably and for data protection reasons we will not be able to share/publish or handover contact details of our full members list.

| | NAME / WARD | STATUS (resident/ work/ elected member category) | EMAIL ADDRESS |
|----|--|--|----------------------------------|
| 1 | Graham Pycock (KH) 19 Roxburgh Road, SE27 0LB | Resident (Statutory named contact) | Pycock1@btinternet.com |
| 2 | Councillor Fred Cowell (TP) | Councillor | fcowell@lambeth.gov.uk |
| 3 | Mary Rackham (KH) | Resident | maryrackhamse27@gmail.com |
| 4 | Noshir Patel (TP) | Resident | noshir.patel@btinternet.com |
| 5 | Sunil De Sayrah (KH) | Resident | De-sayrah@hotmail.co.uk |
| 6 | Kellie Matheson (GH) | Resident | kelliematheson@gmail.com |
| 7 | Philip Virgo (TP) | Resident / work | virgo.philip@geo2.poptel.org.uk |
| 8 | Nick Foster (KH) | Resident / work | nick@conduitmead.co.uk |
| 9 | Mark Fairhurst (TP) | Resident / work | home@mark-fairhurst.co.uk |
| 10 | Sade Cole (KH) | Resident | sadecole@hotmail.co.uk |
| 11 | Dan Thorne (TP) | Resident | danthorne@hotmail.co.uk |
| 12 | Ann Kingsbury (TP) | Resident | annkingsbury@yahoo.co.uk |
| 13 | Rob Andrew (KH) | Resident | jrandrew@talktalk.net |
| 14 | Anne Crane (TP) | Resident | a.crane@virgin.net |
| 15 | Kate Ann De Wiel (TP) | Resident | kateadw@hotmail.com |
| 16 | Andrew Preston (TP) | Resident /work | a.preston@rathbonesociety.org.uk |
| 17 | John Price (KH) | Resident /work | john.price@porticogallery.org.uk |
| 18 | Andrew Gibson (GH) | Resident | ses@sancroft.com |
| 19 | Lynda Hayward (KH) | Resident | lyndahayward@yahoo.co.uk |
| 20 | Irene Kimm (TP) | Resident | kimms@sky.com |
| 21 | Jeremy Baker (TP) | Resident | jeremyjohnbaker@gmail.com |
| 22 | Margaret Jackman (GH) | Resident | margojackman@btinternet.com |

Appendix 3

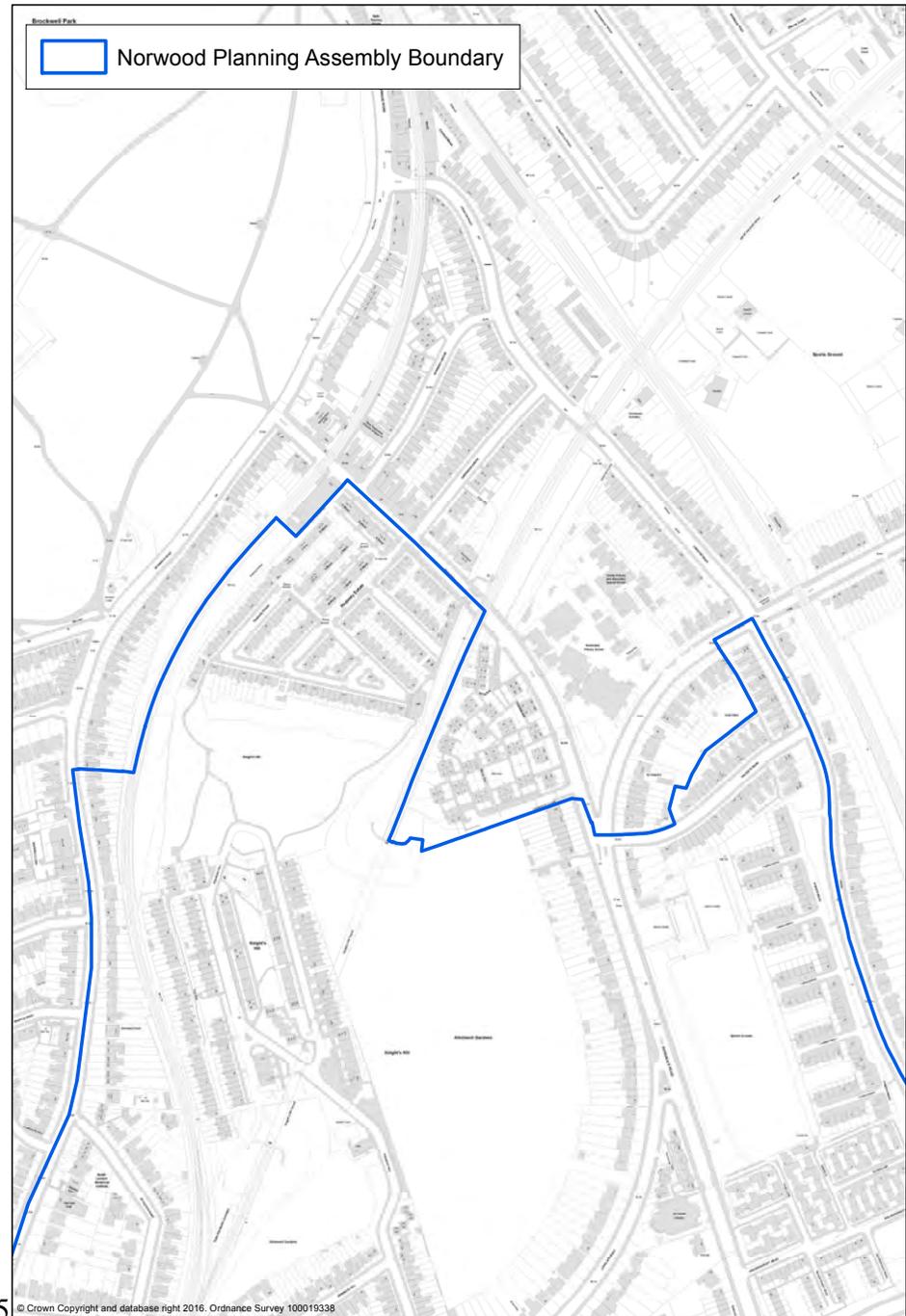
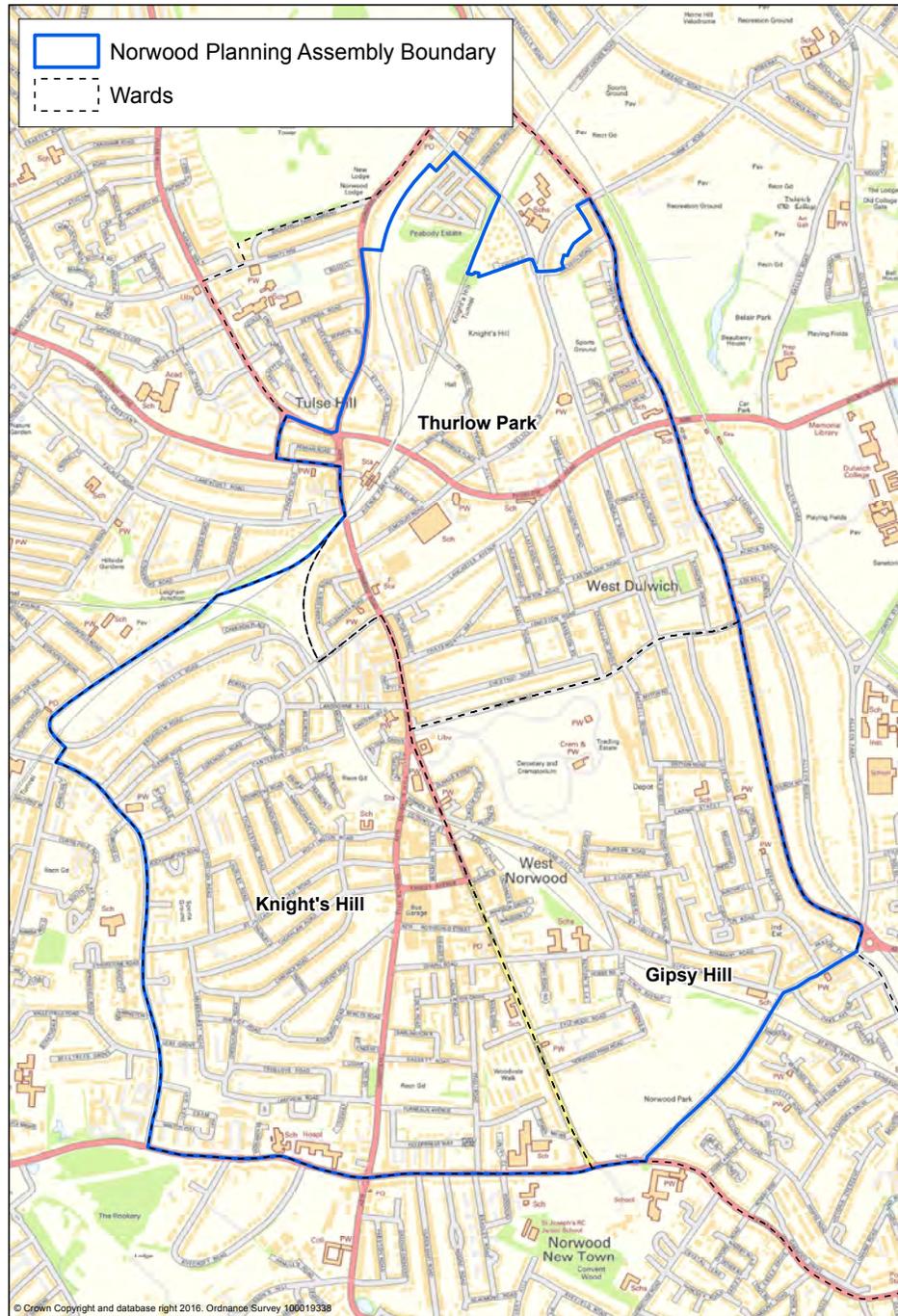
Principles for working with our neighbours and neighbouring forums – Memorandum of Understanding

We, the Norwood Planning Assembly, operate an open door policy at all meetings. Everybody is welcome.

- We commit ourselves to publicise our meetings, workshops and activities beyond our Neighbourhood Plan Area and with the help of organisations and emerging forums located in the neighbourhoods adjacent to our area.
- We, as members of NPA, seek to work collaboratively with our neighbours on relevant cross-boundary issues and relevant areas that are best planned in considering the bigger picture.
- We aim to organise engagement activities in the respective parts of our Neighbourhood Plan area in collaboration with designated Neighbourhood Forums
- Collectively, we aim to develop and mirror relevant policies and project initiatives that cover 'cross neighbourhood plan boundary' issues.
- We encourage the Local Planning Authority to publicise and carry out statutory consultations as required by the Localism Act beyond the individual neighbourhood plan areas.

Appendix 4

NPA Neighbourhood Plan Area



Appendix 5

A Statement explaining why the Area is Considered Appropriate

The proposed Neighbourhood Plan Area is located in the south of the London Borough of Lambeth. The proposed area is comprised by the whole of Knight's Hill ward, most of Thurlow Park Ward and the northern part of Gypsy Hill. The process of deciding on the appropriate Neighbourhood Plan Area in urban areas is no exact science. And although we started out with considering all 3 wards in full as part of Norwood Neighbourhood Plan Area, in time, it became clear that our neighbours in Tulse Hill, Herne Hill and Upper Norwood and Chrystal Palace have made a case suggesting the Norwood Neighbourhood Plan Area should be reduced in size. In practice, this meant to step away from the very need ward boundaries, masterplanned area and CLIPS area as defined by the Lambeth Council. The mapping of members, conversations with the respective neighbouring emerging forums, local community groups and councilors suggests that people living closer to Brockley Park prefer to become members of the Herne Hill Forum and people living and working in southern part of Gypsy Hill prefer to be come members of the emerging Upper Norwood and Chrystal Palace Neighbourhood Forum and Area. The boundary with the Tulse Hill Forum Area was designated by Lambeth Council on 11 January 2016. Our proposed Norwood Neighbourhood Plan area is illustrated in Annex 5.

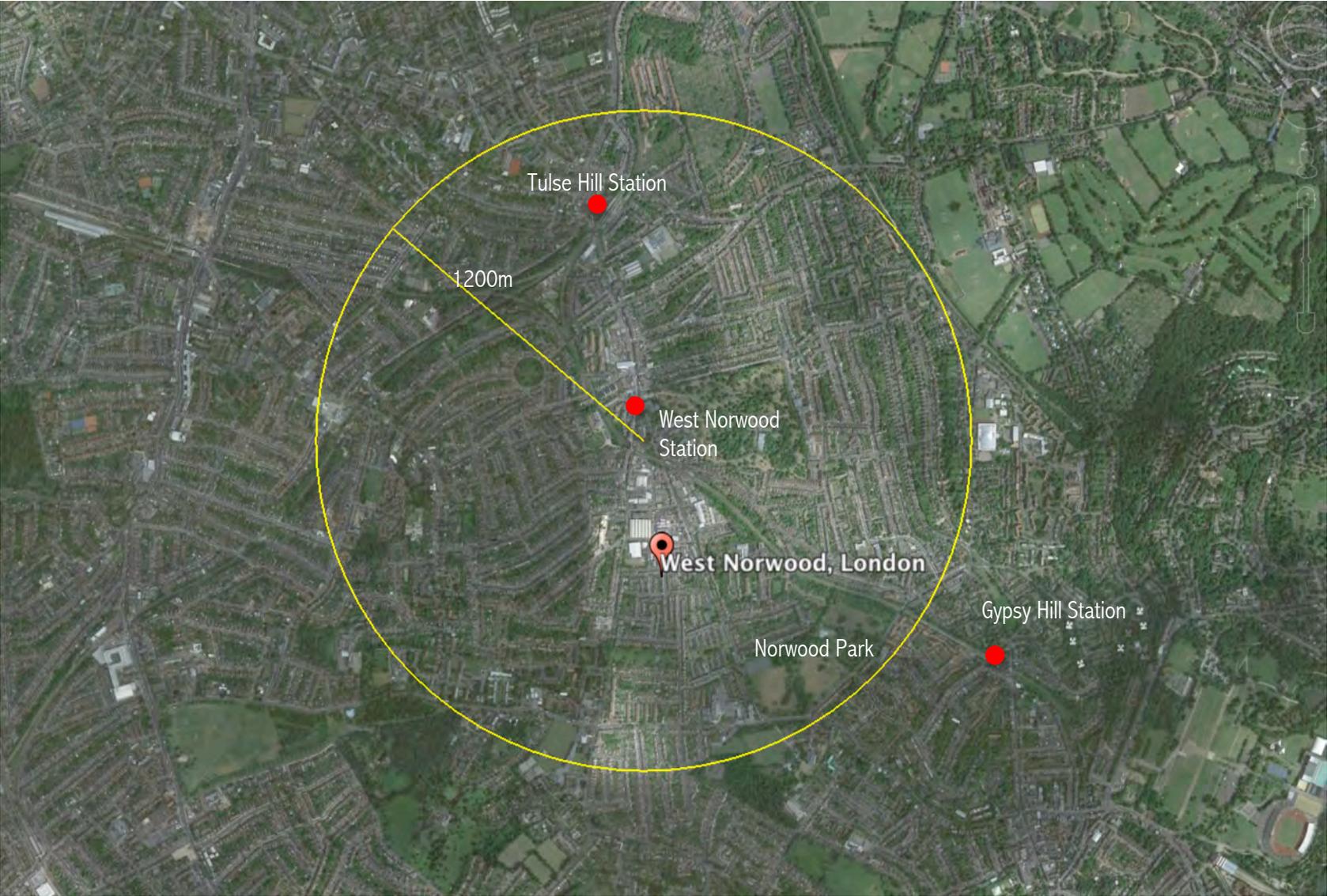
This area boundary follows broadly the valley of the Effra River (now underground) in which the town sits, with hills sloping down to the Norwood Road. Norwood is an area which has administrative, community and geographical/topographical identity. The area's distinctive landmarks and features are St Luke's Church and West Norwood Cemetery and indeed the afforded characterised by distant views that include glimpses of the City, Crystal Palace, Dulwich and the ridge at Leigham Court Road.

The backbone of the proposed Norwood Neighbourhood Plan Area is West Norwood, one of 11 district town centres in Lambeth. Many local services and amenities are located along the Norwood Road, Knight's Hill and Norwood High street stretching for over 2km from Tulse Hill in the north to the largest industrial estate in Lambeth in the south. The West Norwood District centre has a strong existing business activity in construction, printing, retail, engineering, food, tourism and media, and hosts a growing concentration of artists and artists' studios. It is home to the largest concentration of land in employment use in Lambeth in the West Norwood Commercial Area, a Key Industrial and Business Area, KIBA (page 196 Places and Neighbourhoods, Lambeth Local Plan September 2015).

West Norwood train station is located in the middle of the area, halfway up Kinght's Hill. It is this train station which gave the District centre its name (before the station was built, the area was known as Lower Norwood). The size of West Norwood District centre, with it's level of services and amenities and the station provide the backdrop for many daily routines for many of the perhaps 50000 residents and employees and form the urban fabric of the strong local identity.

The map below highlights an area about 1200m from West Norwood Station, as the crow flies. The area stretches from Tulse Hill /Peabody Hill in the north, along Croxted Road in the east, Norwood Park and Crown Lane in the south and beyond Leigham Court Road in the west. Notwithstanding physical challenges due to topography, we consider this a proxy for the walking catchment of West Norwood District centre. It appears to overlap to a great degree with most of the identified three wards, some man-made boundaries such as railway tracks and indeed with the designated and yet to designated Neighbourhood Forums of Tulse Hill, Herne Hill and Upper Norwood and Crystal Palace.

Circle indicates an area no further away from West Norwood Station than 1200m.



In light of the review of layers of geography, topography, administrative boundaries, day-to-day routines by thousands of local residents and employees, physical form of the built environment along Norwood Road and our current membership as well as our neighbouring forums, the proposed Norwood Neighbourhood Plan area is considered appropriate for the purpose of developing land-use planning policies and community priority projects. In the following, we describe the NPA area boundary in more detail:

West to North:

As legislated Neighbourhood Plan Areas cannot overlap. Part of the proposed western boundary of the NPA is defined by the Tulse Hill Neighbourhood Plan Area, as designated on 11 January 2016 by Lambeth Council. Hence, the proposed area boundary follows the Tulse Hill boundary. The NPA comprises Tulse Hill Station as well as the Tulse Hill Gyratory.

The detailed map in Appendix 5 shows in blue the exact boundary between the established Tulse Hill Neighbourhood Plan Area, the emerging Herne Hill Neighbourhood Plan Area. It is a product of many conversations and extensive consultations. Thus the northern section of Thurlow Park is for the purpose of producing a neighbourhood plan considered part of the Herne Hill neighbourhood plan area. The emerging Herne Hill Forum will be working with Brockwell Park Gardens, Trinity Rise and Guernsey and Harwarden Grove residents' associations. And as stated in our MoU (Appendix 4) will collaborate as and when it will be necessary. Peabody Estate opted to remain in the Norwood neighbourhood plan area.

East to South:

The eastern area boundary follows by and large Croxted Road (coinciding with the eastern limits of Thurlow Park Ward and Lambeth Borough Council area).

South to West:

The most southern part of the NPA boundary commences at the LB of Lambeth and LB of Southwark boundary, with the Paxton Health Centre being part of the NPA area and the roundabout being outside the area. From there the boundary follows Gypsy Hill Road (middle of the road) towards Salters Hill along Norwood Park before it leads to Central Hill. The proposed NPA area boundary follows the southern and northern confines of Knight's Hill ward along Crown Lane up to Streatham Common (also the southern borough boundary), leading then north along Leigham Court and Leigham Vale. This includes the triangular shaped land enclosed by railway tracks, which also marks the boundary between Knight's Hill and Thurlow Park ward.

In February 2016, planning consultants AECOM undertook an analysis of the Crystal Palace and Upper Norwood neighbourhood area on behalf of the emerging forum. AECOM's analysis explored accessibility, walking catchments (for services such as shops, primary schools, doctors' surgery, parks etc.), local topography and urban morphology. This process highlighted that indeed this area has a close functional relationship with the Crystal Palace 'Triangle' (district centre). Following this analysis, AECOM's proposed boundary for the Crystal Palace and Upper Norwood neighbourhood area in relation to the Gipsy Hill ward (and thus the NPA area) runs along Salters Hill and along the centre of Gipsy Road to the Paxton roundabout.