

## Appendix A – Neighbourhood Forum Area Requirements (December 2021)

### Neighbourhood Forum

| Criteria <sup>1</sup>   | Evidence   | Meets/fail |
|---|--|------------|
| Name of proposed neighbourhood forum  | Kilburn Neighbourhood Planning Forum   | ✓          |
| Contact details of at least one member of the proposed neighbourhood forum  | Yes; submitted with application.   |            |
| Does the proposed neighbourhood forum have a written constitution?  | Yes; submitted with application.   | ✓          |
| Has the proposed neighbourhood forum identified a neighbourhood area to which the application relates and a map which identifies the area?  | Yes; submitted with application.   | ✓          |
| Has the proposed neighbourhood forum demonstrated that the aim of the Neighbourhood Forum is to improve and promote the social, economic and environmental well-being of the defined Neighbourhood Area?  | Yes; evidence in constitution and forum application.   | ✓          |
| Does the purpose of the Neighbourhood Forum reflect (in general terms) the character of the Neighbourhood Area?   | Yes; evidence in forum application. Addresses provided to council officers but redacted in document.                             | ✓          |
| Is the membership of the Neighbourhood Forum open to those who live, work and who are elected members in the defined Neighbourhood Area?  | Yes; evidence in constitution and forum application.   | ✓          |
| Has the proposed Forum secured, or at least taken reasonable steps to attempt to secure, its membership of at least 21 members who live and/or work in the proposed neighbourhood area and includes at least one elected member whose ward is covered by the proposed neighbourhood area? | Yes; evidence in constitution and forum application.   | ✓          |
| Is membership drawn from different places in the neighbourhood area concerned and from different sections of the community in that area?  | Yes; evidence in constitution and forum application. Addresses provided to council officers and mapped but redacted in document. | ✓          |
| Has the proposed Forum been publicised in line with the Regulations and were any representations received?  | Yes  | ✓          |

<sup>1</sup> These criteria are taken from the [Neighbourhood Planning \(General\) Regulations 2012](#) and the [Localism Act 2011 Schedule 9 61F](#)