

**Application for the Designation of Neighbourhood Area (Regulation 5)**

**Town and Country Planning Act 1990 (amended by the Planning and Compulsory Purchase Act 2004 and Localism Act 2011)  
Neighbourhood Planning (General) Regulations 2012, as amended**

**Important Guidance**

**This form should be completed electronically using the information provided in the Newham Neighbourhood Planning Guidance Note.** If you require a printed version please download the printable version from the Newham website or visit one of the [Council’s libraries](https://www.newham.gov.uk/Pages/Services/Libraries-in-Newham-information.aspx).

**What are your neighbourhood planning goals?**

As a group, you need to be clear about what you are trying to achieve in your area, and to keep this in mind when deciding on the extent of your boundary.

A Neighbourhood Development Plan may not be the best way to achieve your vision for the community. The majority of the time, energy, money and resource for creating a Neighbourhood Plan comes from the community and from start to finish the average plan takes 18 months to 4 years to complete.

We therefore strongly recommend that, before beginning the Neighbourhood Planning process, you read the guidance on the [Neighbourhood Planning](https://www.newham.gov.uk/Pages/Services/neighbourhood-planning.aspx) pages on the London Borough of Newham’s website, and utilise independent advice from [Locality](https://locality.org.uk/services-tools/neighbourhood-planning/) – the government appointed partnership to assist communities.  
 **Support – make sure you speak with us early on**

Newham’s Planning Policy team is happy to provide advice and assistance on your Neighbourhood Plan. It is a good idea to meet and begin discussions with the team early on in the process. Full details of the Neighbourhood Planning process can be found in the Newham Neighbourhood Planning Guidance Note.

To set up a meeting email ([neighbourhoodplanning@newham.gov.uk](mailto:neighbourhoodplanning@newham.gov.uk)) or call the Council’s main switchboard (0208430 20000) and ask for Planning Policy.

**Before you return this form to the Council please ensure you have submitted all the necessary information**

**Application Checklist**

Please read the following check list to make sure you have sent all the information in support of your proposal. Failure to submit all the information required will result in delay in determining the application.

Statement setting out that the group is capable of being a Neighbourhood   
 Forum. See Newham’s Guide to Neighbourhood Planning for full details of   
 what this means (Question 2 and 3).

Map showing the boundary of the proposed Neighbourhood Area (Question 5a).

Statement explaining how the area is appropriate for meeting your   
 objectives (Question 5b).

**Publication of applications on the London Borough of Newham website**

Please note that the information provided on this application form will   
be published on the Local Planning Authority’s website. However, contact details, on page 3, will not be published

In accordance with Regulation 6 (Publicising an Area Application). Newham Council will publicise, and invite comments on the application for a minimum period of 6 weeks.

**Contact details (complete as relevant)**

**Public Information**

Group name: Click here to add text.

Email address: Click here to add text.

Website address: Click here to add text.

Facebook page: Click here to add text.

Twitter account: Click here to add text.

Other: Click here to add text.

**Confidential Information**

Contact details of one group member

Name: Click here to add text.

Email address: Click here to add text.

Address: Click here to add text.

Postcode: Click here to add text.

Telephone: Click here to add text.

Contact details of additional group member (optional)

Name: Click here to add text.

Email address: Click here to add text.

Address: Click here to add text.

Postcode: Click here to add text.

Telephone: Click here to add text.

1. **Name of Proposed Neighbourhood Area**

Click here to add text.

1. **Do you consider your group to be capable of being designated as a Neighbourhood Planning Forum?[[1]](#footnote-1)**

Yes No

1. **Please provide a statement confirming that the group submitting the application for designation of a Neighbourhood Area[[2]](#footnote-2):**
2. Is established to promote or improve the local, economic and environmental well-being of its Neighbourhood Planning Area.
3. Has a membership open to everyone who lives in, works in or represents the area as an elected member.
4. Includes a minimum of 21 people.
5. Has a written constitution.

Click here to add text.

1. **Please indicate which of the following you intend to undertake within your neighbourhood area?**

Neighbourhood Development Plan   
 Neighbourhood Development Order

Community Right to Build Order

1. **Neighbourhood Area**
2. **Please provide a clear map (OS based at an appropriate scale) which clearly identifies (in red) the boundary of the proposed Neighbourhood Area.**
3. **Please include a statement explaining why this area is considered appropriate to be designated as a neighbourhood area.** For example please explain how the boundary takes into account:

* The objectives and / or issues you wish to address.
* Sections 61G, 61H, 61I and 61O of the Town and Country Planning Act 1990 and Paragraphs 033 and 035 of the National Planning Policy Guidance.
* The Council’s existing [evidence base](https://www.newham.gov.uk/Pages/ServiceChild/Planning-policy-documents.aspx).
* [Local Plan polices and site allocations](https://www.newham.gov.uk/Pages/Services/Local-plan.aspx).
* Elements of character, including physical, cultural and perceptual aspects for the Area.
* The diversity of its population.

Click here to add text.

1. **a) Have you checked that the proposed Area does not overlap with any other Neighbourhood Planning Areas?** Please note Neighbourhood Areas cannot overlap.

Yes No

1. **a) Do you consider the proposed area to be suitable for designation as a Neighbourhood Business Planning Area?**

A neighbourhood Business Planning Area must be ‘wholly or predominately business in nature’. Please note the decision to designate a Neighbourhood Business Planning Area, rests entirely with the Council.

Yes No

**b) If yes, please provide evidence below regarding the business nature of the proposed Area.**

Click here to add text.

1. **a) Were alternative boundaries considered?**

Yes No

**b) If yes, please describe these boundaries and why they were discounted.**

Click here to add text.

1. **a) Have you undertaken consultation on these boundaries?**

Yes No

**b) If yes, briefly outline the nature of the consultation and the feedback received.**

Click here to add text.

1. **a) Does the proposed Area also include an area in boroughs adjacent to Newham?**

Yes No

If yes, which ones:

LB Barking and Dagenham  LB Redbridge  LB Tower Hamlets

LB Hackney  RB Greenwich  LB Waltham Forest

London Legacy Development Corporation (LLDC)

**b) If yes, have these Planning Authorities been informed?**

Yes No

1. **If yes, please list the date, name of contact and the outcome of any contact below:**

Click here to add text.

1. **Declaration**

I / we hereby apply to designate a neighbourhood area as described on this form and the accompanying plan.

Signed: Click here to add text.

Dated: Click here to add text.

**Please return this completed form to:**

E: [neighbourhoodplanning@newham.gov.uk](mailto:neighbourhoodplanning@newham.gov.uk)

Planning Policy   
London Borough of Newham  
Newham Dockside   
1000 Dockside Road  
London E16 2QU

**NB. Please retain a copy of this form for your records and should your circumstances or contact details change then please let the appropriate contact officer know.**

The information shared, herein, with officers and elected members of Newham Council will be held in accordance with the General Data Protection Regulation (GDPR) guidelines and will be retained for a minimum period of 3years

1. In accordance with section 61G of the 1990 Act and Regulation 5 (1)(C) of the 2012 Regulations. [↑](#footnote-ref-1)
2. Meeting the legal requirements and four conditions for establishing a Neighbourhood Planning Forum: Town and Country Planning Act (1990), 61(F) Part 5. [↑](#footnote-ref-2)