

# Neighbourhood Planning Forum Application Form



This form should be completed electronically.

## **Important Information:**

This application form should be completed using the information provided in the Tower Hamlets [Neighbourhood Planning Guidance Note Stage 1](#).

In order to increase the speed and ease of decision making, and to make the process more manageable for prospective Forums, the Council strongly suggests that this application should be completed and submitted after a Neighbourhood Area application. Once the Neighbourhood Area has been formally designated, a Neighbourhood Forum application can be submitted.

The Council wants to ensure that your applications are approved in a smooth and timely manner. In order to support this process, we encourage interested groups to meet and begin discussions with the Plan Making Team, well in advance of submitting an application.

This meeting will provide advice and guidance on key considerations, which will help to ensure that the Area and Forum, as applied for can be designated without delays.

Email [neighbourhoodplanning@towerhamlets.gov.uk](mailto:neighbourhoodplanning@towerhamlets.gov.uk) or call 020 7364 5009 to set up the meeting.

## Contact information

### Forum name

Spitalfields Neighbourhood Planning Forum

### Contact details of the Forum (complete as relevant)

Email address	info@spitalfieldsforum.org.uk
Website address	www.spitalfieldsforum.org.uk
Facebook page	Click here to enter text.
Twitter account	Click here to enter text.
Other	Click here to enter text.

## Neighbourhood Planning Forum application information

### Public information

This section needs to be completed to ensure the Council has the information needed to determine whether the Forum meets the **four conditions** stated in the Localism Act. The four conditions are numbered below.

<b>1</b>	<b>The Forum is established to promote or improve the social, economic and environmental well-being of its neighbourhood.</b>
<b>1a. How will the Forum seek to promote or improve the Neighbourhood Planning Area in terms of its social, economic and environmental well-being?</b>	
Social well-being	Through consultation and community discussion we aim to improve the current situation in relation to social capital, community safety, sustainable living and community cohesion wherever possible via spatial policies within our Neighbourhood Plan as it is developed. We will ensure that social well-being of the residents, businesses and organisations are fully considered with specific regard to the impact of any proposal arising out of the plan. Further to this we will foster community spirit, encourage good will and promote civic pride through the activity of developing the Neighbourhood Plan.
Economic well-being	Through consultation and community discussion on development of the Neighbourhood Plan we would aim to improve economic well-being by: <ul style="list-style-type: none"> <li>-promoting adequate provision for local jobs, training and enterprise</li> <li>-encourage existing businesses to flourish through networking, good connections and improved functionality of the public realm</li> <li>-promote sustainable development that contributes to the health of the local economy, while ensuring management of negative impacts</li> <li>-protect and promote the heritage and conservation assets of the area, to help support their contribution to the local economy</li> <li>-promote a local sustainable energy economy.</li> </ul>
Environmental well-being	We plan to identify key areas of environmental improvements and use policy implementation to help improve the sustainability and environmental quality of public spaces, green spaces (parks and gardens), streetscapes, buildings, conservation and heritage, ecology, air pollution and energy efficiency for the benefit of residents, organisations and businesses through community involvement and encouraging good will.
<b>1b. How will the Forum embed the Council's guidance and aspirations within the Community Plan, Single Equality Framework, Core Strategy, and Managing Development Document into their activities?</b>	
Community Plan and Single Equality Framework	Through the development of a neighbourhood plan and through the identification of community needs and priorities, our ambition is to improve the quality of life for everyone who lives and works in the parts of Spitalfields & Banglatown and Weavers wards covered by our neighbourhood planning area. Our policies and activities shall be intended to reduce poverty and inequality, bring local communities closer together, and provide strong neighbourhood leadership by involving people from all backgrounds including hard to reach communities and giving them the town planning tools and community support to improve their lives. Our neighbourhood forum is open, transparent and democratic. Our meetings and policies are open to all and we have and will continue to work hard to ensure the broadest participation and inclusion in our work. We have worked passionately to ensure that our Forum's membership is inclusive and open to all people aged 18 and over

	and organisations likely to be affected by neighbourhood planning proposals for the area and as such in conformity with the London Borough of Tower Hamlets statement. The decision-making processes set out in our constitution ensure that the Forum will be accountable to its members which includes all potential stakeholders in the neighbourhood area, including ward councillor members. We also seek to ensure representation from different and hard to reach groups promoting social inclusivity and will continue our outreach activities within different places.
Tower Hamlets Local Plan 2031	Our Neighbourhood Plan will develop target driven policies relating to design, location and impact of development in the area in conformity with the strategic policies set out in Tower Hamlets' Local Plan.

**1c. How will the Forum envisage engaging with other local forums and groups? (for example, has a Memorandum of Understanding, which could provide the basis for joint working agreements with other local forums/groups been explored?)**

Groups within the neighbourhood area have been and will continue to be able to directly join the Forum and be involved with the decision-making process about the plan during the development and later implementation stages. Our membership currently stands at 236 members from residents, local businesses and local organisations. Our constitution (attached) also commits us to consultation and discussion with people and organisations within the neighbourhood area whether they are members of the Forum or not.

We will do/have done this through an ongoing consultation and engagement programme (using media, meetings and workshops) that identifies issues and local views. There have been regular liaison meetings with other local groups over the years which in almost all cases have become affiliated members of Spitalfields Neighbourhood Forum, who have opted to receive our information and correspondence, attend our meetings, and which we hope to maintain and expand through the lifetime of our neighbourhood plan, including: Spitalfields Community Group, The Spitalfields Society, The Spitalfields Historic Buildings Trust, Holland Estate Management Board, St George Residents' Association, Attlee Youth and Community Centre/Attlee Foundation, Spitalfields City Farm, Spitalfields Regeneration(SPIRE), Spitalfields Open Space, Spitalfields Small Business Association, the East End Trades Guild, OPRG(Older Person's Reference Group), Tower Hamlets Health Watch, and the Spitalfields & Banglatown Ward Panel, as well as representatives from key local business stakeholders such as Old Truman Brewery and Old Spitalfields Market.

**2 The Forum's membership is open to everyone who lives in, works in or represents the area as an elected member.**

**2a. How have the Forum taken steps to promote the opportunity to be involved in the Forum and engage with local people prior to submitting this application? This may include evidence of discussions, meetings and consultations.**

An Interim Steering Group (ISG) with purpose of establishing a neighbourhood forum was established after a joint decision in December 2013 by the Spitalfields Society (an amenity society established 1992) and the Spitalfields Community Group (established 2011) to work together on this project. It was agreed by the two groups that the creation of a neighbourhood plan would meet the aims and objectives of both the local organisations and would improve Spitalfields as a place to live and work.

The work to establish a neighbourhood forum and define a neighbourhood area would be coordinated by an Interim Steering Group established for that purpose.

In early 2014 the Interim Steering Group appointed Lorraine Hart as a consultant and began meeting together.

The draft Constitution was based upon other similar constitutions successfully used in other neighbourhood forums.

The ISG decided to organise two public consultation meetings to invite comments on draft proposals for a constitution and the boundaries of the neighbourhood area. The first consultation event in July 2014 would be for local stakeholders and a second consultation event held a little later in August would be for the general public.

Using a variety of local contacts the ISG began to draft a list of local 'stakeholders' whom it would aim to consult with as early as possible regarding neighbourhood planning in Spitalfields. Particular regard was paid to ensuring it would reach ALL sections of the community, particularly hard-to-reach sectors. This list was created using the ISG's own developing knowledge as well as reaching out to groups such as the Tower Hamlets Council Volunteer Centre, Toynbee Hall and extending its contacts to a wider list of local groups involved in the public consultations on the Bishopsgate Goods Yard development (list produced by Soundings for Ballymore/Hammerson). Via these sources it was possible to put together a list of about 75 local organisations, resident groups and notable business interests in the area which would be the 'stakeholders'. This group was not 'set in stone' but was fluid as more names were added and some which were inactive were removed.

In mid-2014, a leaflet was produced called Your Spitalfields: Your Future and delivered by hand to every residential and business address in the central Spitalfields area. This leaflet explained what neighbourhood planning was and invited recipients to attend the public consultation meeting in August to learn more about the opportunities it presented communities such as ours. At around the same time a letter was sent to each of the 75 stakeholders we had identified which invited them to a separate stakeholders meeting in July.

In July 2014 representatives of 26 local stakeholders attended a stakeholder consultation meeting at the Attlee Centre and gave detailed feedback to us about how they thought a neighbourhood plan might help meet the needs of the local area. These organisations represented tenants', community and residents' groups, key local businesses and employers, charities and trusts and heritage groups and business associations who had all responded to the letters that had been sent out.

In early August 2014 a second public consultation meeting was held, also at the Attlee Centre. Many local people attended this after receiving our leaflet and learnt about neighbourhood planning and gave us further helpful feedback. At this meeting it was proposed by local residents and other persons present that the neighbourhood area boundary should be extended slightly to include Spitalfields City Farm and the Chicksand Street Ghat. This was agreed.

At both these meetings the ISG began gathering members of the prospective neighbourhood forum and established three categories of membership: (a) resident member; (b) business member; (c) representatives of local non-profit organisations. Through these meetings and through the dedicated website, 90 members were signed up by the time of the inaugural meeting.

On 18 August 2014 the inaugural meeting of the Spitalfields Neighbourhood Planning Forum was held with 34 members in attendance. At this meeting the boundaries of the proposed neighbourhood area and the terms of the proposed constitution were debated and adopted by local people. An alternative boundary proposal that excluded the Truman Estate was considered but ultimately a version of the bounds that included that estate was agreed in a vote. The prospective neighbourhood forum was then formed and its elected committee of 12 people was tasked with submitting an application for official Forum approval and Area designation to THBC.

The committee that was formed at the inaugural meeting was assembled according to the Constitution and consisted of 12 members so elected for that purpose from among the general membership. There were six resident members elected, three business members elected (representing Zeloof LLP, Old Truman Brewery and Johnson Architecture & Design) and three local organisation members elected (Cllr. Tarik Khan representing SOUL, Tania Shaikh representing the Attlee Youth & Community Centre and Nicholas Jones representing Friends of Mallon Gardens). Tarik Khan would serve as our Vice Chair for the next four years.

An application for Forum approval was made in December 2014. A revised Neighbourhood Forum application was eventually approved (with some minor neighbourhood area boundary changes) by THBC in a designation and approval statement made in April 2016 which established the Spitalfields Neighbourhood Area as a business neighbourhood area and approved the Spitalfields Neighbourhood Planning Forum as the neighbourhood forum for the Spitalfields Neighbourhood Area.

During 2015 and 2016 the committee (by now called the 'Forum Council' to distinguish it from numerous other local committees) considered different ways of understanding local planning policies and consulting local people on them. A 'consultation framework' was agreed that would be used by variously themed policy working groups so they operated within common parameters. The working groups would research and understand the existing planning policy in particular areas of interest and then reach out to the local community to get their input on particular problems and opportunities in that policy area.

In 2017 the Forum appointed Tony Burton as a consultant to help refine the processes that the Forum had already begun to develop. It was agreed to continue the established policy of diversified consultation by having separate and bespoke consultation methods with one type aimed at 'local stakeholder consultations' (primarily local businesses and other organisations with an interest in Spitalfields) and another type aimed at the general public, local residents and workers. To advance the first type, a list of about 40 local stakeholders was drawn up and letters were sent to them inviting them to take part in our consultations about the needs and opportunities in Spitalfields. Around half of these stakeholders agreed to engage with the Forum.

Participants in the stakeholder consultation exercise included the Cabinet member for Strategic Development at THBC, representatives of the owners of Old Spitalfields Market, the director of the East End Trades Guild, representatives of the owners of the Old Truman Brewery estate, the author of Spitalfields Life (a local, online publication), representatives of Spitalfields Housing Association and East End Homes, Spitalfields Community Group, the Spitalfields Society, Spitalfields Historic Buildings Trust, the Friends of Christ Church Spitalfields, the Rector of Christ Church Spitalfields, the chairman of the Banglatown Restaurants' Association, the organiser of the Bengali East End Heritage Society,

representatives of British Land and Spitalfields City Farm. In 2019, Saif Osmani, representing the Bengali East End Heritage Society became a Vice Chairman of the Forum.

These consultations consisted of face-to-face interviews asking a set of questions common to each interview. The interview lasted about an hour and were recorded and later codified so the themes and priorities could be drawn out in such a way as to be made quantifiable. The interviews took place during 2017 and 2018 and the analysis of the data derived from these interviews was made by Gracechurch Consulting (which is a full member of the Market Research Society) in September 2018. This full report by Gracechurch Consulting as well as a full list of respondents can be seen in Appendix A.

When the extent of this research began to be evaluated and the range of contributions by local businesses was evaluated by our consultant Tony Burton he said the efforts we had made to ensure businesses were included in our plan making process were “among the best he had seen”.

In March 2017, Commonplace was appointed to facilitate the Forum’s general public consultation. The Commonplace survey platform has been used by many neighbourhood plan making bodies to record public opinion about particular places in their neighbourhood area. This survey recorded how people felt about those particular places or issues and provided an opportunity for them to recommend improvements. To encourage participation, three walkabout tours took place where members of the public joined Forum committee members to visit parts of Spitalfields and record their views on the Commonplace platform. Public awareness of this consultation was made by a leaflet delivery and through a public meeting where the survey platform was launched and explained. Local newspapers reported on this meeting which further spread the word.

In September 2017 the Forum determined that it had to ramp up its efforts to seek the views of harder-to-reach communities, in particular the British-Bengali community. It engaged with the East London Citizens Organisations (TELCO) which is part of the civic organisation Citizens UK (CUK) to facilitate this. Their services were commissioned to use paper versions of the Commonplace survey form and approach the communities the Forum had hitherto struggled to get a representative level of engagement from. TELCO recruited students from the Geography Department at Queen Mary University to help them gather the data required.

The Forum also tried its best to ensure local people knew about the work of the Forum by running a half-page Bengali-language advert in Janomot newspaper for three weeks in September 2017 and commissioning Royal Mail to do a door-to-door bulk delivery of a bilingual leaflet which was delivered to 5,266 household and business addresses in the E1-6 and E1-7 ‘postal sectors’ in August 2017. The parts of the neighbourhood in other postal sectors were delivered by hand.

TELCO collected 231 surveys from members of the public at various locations determined by them as suitable for collecting the opinions of the hard-to-reach communities from whom more feedback was needed. They set up stalls and helped people fill in paper-based survey forms asking the same questions as the online Commonplace survey both at the Brick Lane Mosque and the East London Mosque. TELCO also engaged with the Brick Lane Trust, the Mariam Centre, Spitalfields Small Business Association, the Osmani Trust, Canon Barnet School and Christ Church Primary School and arranged for surveys to be emailed out to participants, resident groups and parents. The survey to resident liaison groups associated with Spitalfields Housing Association as well as the Brick Lane Trust included

a £5 voucher to incentivise participation. The small local Sikh community also assisted by taking some paper survey forms to a community centre. At each of these events people were invited to get more involved in the work of the neighbourhood forum, to join and to sign up to take part.

In March 2018 this period of general public consultation came to an end. 1,809 separate people had visited the survey site in total. 664 people had read the site in depth but did not comment. 402 individuals had interacted in some way with the site by commenting or agreeing with other people's comments. These 402 people had made separate 602 comments and 1,492 agreements with other people's comments.

In addition to these 402 people who actively took part in the Commonplace survey online, 231 people who had completed a paper survey were contacted directly by Citizens UK/TELCO and asked to indicate their views on places in Spitalfields.

The engagement that took place online and on paper can be understood in terms of the type of people who got involved. Of the total of 633 participants, 32% said they lived in the neighbourhood area, 30% said they worked there, 29% were visitors to the area and 9% indicated they were students. The participants also indicated that 59% were female, 37% were male and 4% either did not record their gender or said they were another category.

In terms of ethnicity, respondents to our consultation into the needs and priorities of the area closely matched national statistics data for the Forum area. The largest group of contributors declared they were white (39%), with a slightly smaller proportion saying they were British-Bengali/Bangladeshi (37%). In addition, a further 7% said they were "other Asian", 9% said they identified as black, 4% were mixed race and 4% did not declare an ethnicity.

National Statistics data from the Census of 2011 indicates that a total of 43% of the larger Spitalfields & Banglatown Ward identify as either 'White British' or 'White Other'. 41% of the same ward identify as 'Bangladeshi/Bengali'. 5% identify as black and 9% in the other categories. So it can be said that the profile of the people responding to the Forum survey very closely corresponds to the profile indicated by national statistics and the public consultation exercise using Commonplace (online and on paper) can be said to be very representative of the people who live in the area. Further information about the Commonplace survey and the data can be seen in the Appendices of the Draft Neighbourhood Plan submitted to LBTH in October 2020.

After the end of our consultation period in March 2018, the Forum spent the six months or so analysing all the data it had received. It was possible to pick out the positive and negative comments from the online survey.

The Forum blended into this process the data from the in-depth stakeholder consultations and this further reinforced the importance of some of these areas of improvement, particularly regarding the heritage of the area. Numerous stakeholders also raised the growing concerns of small and micro local businesses concerning increasingly high rents and the costs of doing business.

All of this material was distilled through a process of identifying key words and giving them relevant weight and priority according to the frequency and intensity they were raised in the two forms of consultation. This process resulted in the drafting of a 'Vision for Spitalfields' in late 2018.

The vision was further refined and during 2019 three core and 'achievable' objectives were developed which we felt most closely represented the sum of data we had received.

These three objectives were:

1. to improve the environment by providing as much greenery as possible in this deeply urban area;
2. to protect and enhance the historic built environment; and
3. to maintain the special and diverse business mix that has settled in the area whilst maximising the employment opportunities that result from the neighbourhood's prime location and to support the small scale creative and artisan businesses that have always been part of the Spitalfields story.

Throughout the rest of 2019, three 'policy working groups' were established to research ways the Forum could achieve those core objectives. The policy working groups (business mix, urban heritage and green spaces) looked more closely at the data and in particular a report the Forum had commissioned which analysed the survey data geographically to identify areas of most interest or concern. The working groups also reached out to expert organisations such as the Spitalfields Historic Buildings Trust, key local business stakeholders and the East End Trades Guild to gather additional evidence to support and justify particular policies that were designed to achieve the core objectives, realise the Vision for Spitalfields and meet the unique needs of Spitalfields in the 21st century.

In late 2019, the Forum Council engaged with Navigus Planning for their assistance and guidance in drafting a neighbourhood plan document. The Forum was aware that Navigus were involved in supporting another neighbourhood forum elsewhere in Tower Hamlets and therefore considered choosing Navigus a sensible option as they would be familiar with the borough and THBC officers. The policy working groups then worked closely with Navigus Planning during early 2020 to determine how the objectives would be delivered through planning policy. Separate meetings were held between members of the Forum Council representing business, resident and local organisation interests in all the key objective areas until the policies for environment, business mix and urban heritage were agreed.

Further expert advice was brought in to assist the heritage working group. Dan Cruickshank and Alec Forshaw undertook a detailed survey of the neighbourhood area to support our urban heritage policies.

Expert advice was also sought by the environment/green working group. The biodiversity officer at THBC contributed his views on a range of biodiversity initiatives being considered. The Liveable Streets team were approached for their input. Other local groups such as Spitalfields Open Space and the Attlee Youth & Community Centre were asked for their help in providing further justification for the inclusion of Christ Church Gardens and the Chicksand Street Ghat (respectively) as Local Green Spaces.

The East End Trades Guild shared its own research with the Forum Council to support the policies designed to support our business mix. The East End Trades Guild through its representatives, justified, wrote and agreed the wording of the business mix policies in dialogue with other sectors of the community represented on the Forum Council.

When the COVID crisis began in February 2020 the Forum set up a local WhatsApp mutual aid group. This group worked with local elected members to coordinate the delivery of meals and the running of errands to local people who chose to ask for our assistance. Volunteers delivered leaflets on behalf of



the neighbourhood forum to various parts of the neighbourhood to ensure people did not feel they were alone and knew they had someone to ask for help. This mutual aid group had around 25 vulnerable people for whom the forum and its affiliates coordinated support.

At a Forum Council meeting on 12 June 2020 all the policies in the pre-submission draft plan were agreed and the document was shared with officers in the Strategic Planning Department at THBC for their informal comments and feedback.

The draft Spitalfields Neighbourhood Plan was amended following feedback from THBC and the final version of the draft document was recommended to the members of the Forum who voted to recommend it proceed to Regulation 14 Consultation on 15 July 2020.

Regulation 14 (Pre-Submission) Consultation was undertaken between 20th July and 14th September 2020. Leaflets publicising the consultation and summarising the key issues were hand-delivered to every address in the Neighbourhood Area. This information and the plan document were also presented on the Spitalfields Neighbourhood Forum website.

A separate survey was conducted using Survey Monkey focussing on some specific public realm improvement proposals. This was sent out using local resident group email lists. The intention was to confirm or otherwise the public realm items in the proposed CIL spending list.

The statutory bodies were informed of the consultation either by email or letter. The list of statutory bodies was as follows:

- London Borough of Tower Hamlets
- Mayor of London
- City of London
- London Borough of Hackney
- Coal Authority
- Ministry of Housing, Communities and Local Government
- Natural England
- Environment Agency
- Historic England
- Network Rail
- Transport for London
- Marine Management Organisation
- NHS
- Central London Clinical Commissioning Group
- National Grid
- UK Power Networks
- Thames Water
- Metropolitan Police
- Local ward councillors for wards covered by the Neighbourhood Area and surrounding wards

In addition, a range of other bodies were written to. These included the emergency services, the Canal and River Trust, the British Bangladeshi Chamber of Commerce, the Society for the Preservation of Ancient Buildings, the East End Trades Guild, the Spitalfields Parochial Church Council and the

Spitalfields Society. A host of local business and major landowners were written to, including the Truman Brewery, Old Spitalfields Market and British Land.

Each of the owners of sites or buildings proposed as Non-Designated Heritage Assets was written to at the address in question. All of the owners of the Local Green Spaces were also written to.

In total, representations were received from 38 residents, 3 businesses, 13 local stakeholder bodies and 9 statutory consultees. In addition, 38 residents took part in the public realm survey.

Appendices:

- 1. Copy of Leaflets 2014-2020 and Postal Sectors map showing areas 1a and 1b were hand delivered
- 2. Minutes of AGMs held in 2016, 2017, 2018, 2019 and 2020
- 3. List of current serving Members of the Forum Council (governing committee) as elected in 2020

3

**The Forum's membership includes a minimum of 21 people, each of whom lives in, works in or represents the area as an elected member.**

**3b. Does it have a membership of at least 21 people?**

Yes  No

**3b. How have the Forum secured (or taken reasonable steps to attempt to secure) at least one person from those who live in, work in or represent the area as an elected member in its membership? This may include evidence of discussions, meetings and consultations.**

As outlined in 2 above we have been diligent in our attempts to include everyone as members and let them know about our activities to create a Neighbourhood Plan and to ensure that we can monitor our inclusion going forward. From an early stage (in January 2014) we asked LBTH to provide appropriate demographic data for the Spitalfields area which we kept firmly in mind as we sought to make people aware of the project and get their involvement. This data strongly influenced our desire to make sure our stakeholder list included as many British-Bangladeshi and other ethnic groups in it as well as compelling us to ensure our committee and later Forum Council (post 2016) had persons on it across the communities. In addition, at every stage we have actively sought cross community involvement at our consultative events through the stakeholder list as well as a determination to comprehensibly deliver our information and invitation leaflets (Your Spitalfields Your Future) to areas of the proposed neighbourhood area where we know hard to reach communities live (for example the Holland Estate Management Board) and have actively sought the involvement of faith groups. Our membership application form collates all information relevant to equalities issues which we shall monitor and take steps to address when the Forum thinks that groups are under-represented. Since our Forum was designated by LBTH in April 2016 we have continued to develop and enhance our processes and our membership has increased substantially to 236 members of whom around a quarter are known to be from a BAME background and 15% are in the category of 'White Other', the remainder being White British or White Irish and constitute around two thirds of our membership. We recognise that this does not exactly reflect the profile of the ward but the neighbourhood area covers a different area to the whole ward which has a slightly different ethnic profile and we believe the growing presence of BAME persons among our membership, and increasingly around our lead activists, reflects the genuine and sustained efforts we have made to ensure a diversity of voices within our organisation. We undertook a street-level membership drive on Wentworth Street to get the involvement of the West-African textile retailers in this area and have half a dozen business representatives now from this community. We have included people of British-Bangladeshi business representatives in all our consultations, which have on occasion been translated into Sylheti (for example newspaper advertisements in Janomot) and have regularly involved them in discussions and communications about what is going on. We

have representatives of this community on our Forum Council and have consistently reached out to include this group. The Attlee Foundation and its Youth & Community Centre have been a strong supporter of our organisation since its outset.

Local councillors for both Spitalfields & Banglatown and Weavers wards have been members of the Forum since we began and we are glad to welcome Cllr. Shad Choudhury back to the Forum Council again this year. Tarik Khan, was Vice Chair of the Spitalfields Neighbourhood Planning Forum between 2015 and 2019.

We have had busy General Meetings and Annual General Meetings throughout the period 2016-2020 since designation of the Forum, with over fifty people attending our AGM in 2019. We have worked well with the local business community and have active involvement from Zeloof LLP as well as representatives of Brick Lane hospitality venues at our meetings. Around a third of our 236 members are members in their capacity as representing businesses based or operating in the neighbourhood area.

We will continue the work of reaching out and engaging with the community. We have significant expertise in the field of online social media and are confident in continuing to build up and diversify our forum membership and to encourage in depth engagement with area residents, organisations and businesses. In particular we will encourage our members to share our output. We will continue to use forms of social media such as Twitter to publicise ourselves as we move forward. We will post relevant material and encourage responses and participation. The aim will be to work together by using our personal accounts to share and encourage other forum members to do the same. We will network with professional bodies, other groups and contributors on NPF issues. We will continue our much-praised work with business estate owners, e.g. Old Truman Brewery and Spitalfields Estates and ask them to distribute material to their tenants. In the case of hard to reach and gated communities we will continue to work with resident groups such as Holland Estate Management Board, Cloisters and Spitalfields Market Residents Association who provide access or use their own notification systems. We will use existing networks of residents' associations and business operators to promulgate further and increase awareness. Subject to budget we will further develop hard copy leafleting within the neighbourhood area. We will continue the media programme with local press such as the Docklands and East London Advertiser and Sylheti-language press.

#### Appendices

4. Copies of some newspaper stories
5. Newspaper advertising
6. Constitution & Standing Orders
7. Consultation Reports
8. List of Forum Members (2020)

### **3c. Do members come from different places within the neighbourhood and do they reflect the diversity of the people within the neighbourhood? Please provide the name, postcode and interests & relevant background of each member.**

#	Name	Postcode	Interests & relevant background
1	Cllr. Shad Choudhury	E1 6BX	Ward councilor, local resident
2	Dan Cruickshank	E1 6BT	Architectural historian, local resident

3	David Donoghue	E1 6QQ	Vice Chairman, Spitalfields Society, community assoc., local resident
4	Chris Dyson	E1 6QH	Local resident and business operator
5	James Frankcom	E1 6SE	Local resident, former Mayor's Community Champion Coordinator
6	Tayo Abimbola	E1 7TA	Business operator on Wentworth Street
7	Tania Shaikh	E1 6RT	Director of Attlee Youth & Community Centre, member representing a non-profit organisation.
8	Sheikh Aliur Rahman	E1 6SE	Business operator on Brick Lane
9	Mir Haque	E1 6RL	Business operator on Brick Lane
10	Abdul Ahad	E1 6RU	Business operator on Brick Lane
11	Azmal Hussain Mert	E1 6RU	Business operator on Brick Lane
12	Julie Ji	E1 6FQ	Local resident
13	Kemi Lamuye	E1 7TF	Business operator on Wentworth Street
14	Susie Symes	E1 6QH	Director of Museum of Immigration & Diversity, Princelet Street. Local resident.
15	Christine Whaite	E1 6BT	Director of Spitalfields Open Space and local resident.
16	Yolanda de los Bueis	E1 7NW	Chair, Holland Estate Management Board, local resident
17	Jeremy Freedman	E2 6DY	Former manager of Sandy's Lane Synagogue and local resident
18	Kanjana Sawangha	E1 7NE	Business operator on Toynbee Street
19	Jason Zeloof	E1 6QL	Business operator on Brick Lane, owner of Old Truman Brewery estate.
20	Naineshkumar Tanna	E1 7NR	Local resident
21	Caj So Wai	E1 6EH	Business operator on Cheshire Street

We have 236 members in total and can provide other members details if required.

## 4 The Forum has a written constitution.

### 4a. Has the Forum completed and attached a written constitution?

Yes  No

### 4b. Has the written constitution been developed in a correct and proper manner? (in accordance with Locality Guidance)

The constitution was approved by LBTH in 2016 when our Forum was first designated. The constitution was based on a version developed by Locality introduced to us by our consultant from Locality, Lorraine Hart, and used in other neighbourhood forums such as that in East Shoreditch. We have since added some of our own rules known as Standing Orders that enable parts of the constitution to be more clearly understood. The Standing Orders form part of the Constitution under section 12c & 12d. Aspects of the Constitution regarding Business membership were discussed with LBTH officers and approved in 2016. Amendments have been made to Standing Orders at the

recommendation of LBTH officers to clarify business membership is in accordance with the regulations in November 2020.

<b>Meeting Log: Please provide dates of your meetings with the Plan Making Team</b>	Telephone and email correspondence with Steven Heywood during 2020.
<b>Applicant name</b>	Spitalfields Neighbourhood Planning Forum
<b>Date</b>	23.11.2020

*Please note: Forums will be required to inform the Council of any change to the original content and intentions detailed in its application form. Specifically, any change to the membership of the Forum and written constitution will require the Forum to immediately notify the Council of these changes, in writing to the neighbourhood planning email address.*