

**Application for the Designation of a Neighbourhood Forum**

**Town and Country Planning Act 1990 [section 61F]  
The Neighbourhood Planning (General) Regulations 2012 [Regulation 8]**

You can complete and submit this form electronically to [neighbourhoodplanning@brighton-hove.gov.uk](mailto:neighbourhoodplanning@brighton-hove.gov.uk)

**Publication of applications on the Brighton & Hove City Council website**

Please note that the information provided on this application form and relevant supporting documents will be published on the Brighton & Hove City Council website. If you require any further clarification, please contact the planning department using the email address provided above.

Please complete using block capitals and black ink.

Please also refer to the Notes below and the guidance notes provided on the council's website as incorrect submissions will delay the processing of your application

**1. Name of proposed Neighbourhood Forum**

Hove Station Neighbourhoods Forum

**2. Contact details**

Name : Professor Mike Gibson MSc BA DipTP MRTPI FRSA

Address: 40 Fonthill Road, Hove, BN3 6HD

Email : hovestationforum@gmail.com

Telephone: 0755 269 0361

**3. The name of the neighbourhood area to which the application relates and as identified on the map submitted with this application (see Notes 1 and 2)**

Name of neighbourhood area :

Hove Station Neighbourhoods

Is the neighbourhood area proposed or designated (if the latter please provide the designation date) :  
proposed

If it is designated is it also a designated business area? **Yes / No**

**4. Does the proposed neighbourhood area lie partly within the South Downs National Park and/or other Local Authority Boundary?**

**No**

If yes please state which authorities:

**5. Members of Neighbourhood Forum** (see Notes 3 and 4):

Please fill in Appendix I (see below) listing the details of the members of the proposed neighbourhood forum.

**6. Statement**

Please explain how the proposed neighbourhood forum meets the conditions contained in section 61F(5), Schedule 9 of the Town and Country Planning Act 1990 (nb these conditions are set out in Note 3 below)  
(Please continue on a separate sheet if necessary)

The Forum's Constitution is attached and the completed Appendix I provides the details of the current 70 members. This information demonstrates that the conditions set out in Note 3 are met.

Note 4 (i) – membership drawn from different places in the neighbourhood concerned and from different sections of the community

Appendix I and the attached map *Hove Station Neighbourhoods Forum: Distribution of Members* shows the streets from which the current membership is drawn. The distribution is at present uneven. This reflects both the initial rationale for the proposed Neighbourhood Plan and the process by which the Forum was founded and has developed over the past twelve months.

The Forum was founded in the context of the designation of the Hove Station Development Area 6 in the BHCC City Plan and some speculative redevelopment proposals for the Conway Street Area which were publicised in the Argus and the subject of local public meetings called by Goldsmid Ward Councillors in the second half of 2012. A primary aim of the Neighbourhood Plan is to maximise the positive impacts and minimise the negative impacts of the implementation of the City Plan Policy for DA6. The concentration of membership in the south and east of the proposed area reflects the initial stage of the Forum's development, which focussed on the residential neighbourhoods which are physically adjacent to and 'wrap around' DA6 and which will be most affected by the implementation of major redevelopment. Many members were recruited at the first Have Your Say Day public consultation in February 2013 which focussed on these neighbourhoods.

As this initial perspective developed it became clear that it would be appropriate to look at a wider area which would be impacted by the implementation of the policy for DA6 and where physical change may well occur over the next 15 years. This led to the proposed boundary on the attached map, for which an application is simultaneously being made for its designation as a Neighbourhood Area. This wider area includes a range of sites where change may occur, such as some smaller industrial/commercial areas, and some areas, such as the environs of the Engineerium, which are already the subject of development proposals. It also includes major facilities which are used by the residents in the areas immediately adjacent to DA6, such as schools, Hove Park and the allotments.

This proposed wider area was the subject of a second Have Your Say Day public consultation at the end of September 2013. Participants were asked to vote in a secret ballot for either the 'original area' or the proposed wider area. The overwhelming majority of those who voted favoured the wider area, 55 to 5.

The Forum is committed by its Constitution (para 3.4) to be 'as representative as possible of the people who live and work in the area' and a clear Equal Opportunities Policy (section 4). Thus a high priority will be given to strengthening the membership in those areas where representation is, at present, limited

More details of the community engagement process to date and priorities for the future are provided in the application for the Designation of a Neighbourhood Area.

**7. Has a neighbourhood forum been designated in the past for this area (whole or part)?**

**No**

If yes, please state the date of designation and name of forum:

**8. Declaration**

I hereby apply for the organisation/body referred to in this form to be designated as a neighbourhood forum

**Name of authorised person :** Professor Mike Gibson

**Signature of authorised person :**

**Position within the Forum :** Neighbourhood Plan Co-ordinator

**Date :** 19th December 2013

**Please ensure Appendix I is completed and attached to this form and the following are also submitted with this form:**

- A copy of the **written constitution** of the neighbourhood forum
- A **map which clearly identifies the neighbourhood area** to which the forum relates. The map should be of an appropriate standard scale so that boundaries can be clearly seen (eg 1:2500; 1:1250 or 1:500). Where possible the boundary of the area should follow physical features and should not cut through properties. Where appropriate it should be clear which parts fall within Brighton & Hove and which parts fall within the South Downs National Park and/or neighbouring local authority.
- Appendix I – completed in a way that helps to address the required and desirable factors detailed in Notes 3 and 4.

**Please submit the completed form to:**

DEVELOPMENT CONTROL, Brighton & Hove City Council, Town Hall, Norton Road, Hove, BN3 3BQ

**Or by email to :** [neighbourhoodplanning@brighton-hove.gov.uk](mailto:neighbourhoodplanning@brighton-hove.gov.uk)

**PLEASE SEE THE NOTES OVERLEAF BEFORE COMPLETING THIS FORM.**

## NOTES :

**Note 1.** An organisation cannot be designated as a neighbourhood forum if any part of the neighbourhood area concerned falls within a parish council area.

**Note 2.** Only one organisation or body can be designated as a neighbourhood forum for each neighbourhood area.

**Note 3.** Section 61F(5) of the Town and Country Planning Act 1990 requires that an organisation or body seeking neighbourhood forum designation must meet the following conditions :

- Forum 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 (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area);
- The Forum's membership is open to –
  1. individuals who live in the neighbourhood area concerned,
  2. individuals who work there (whether for businesses carried on there or otherwise), and
  3. individuals who are elected members of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned
- The Forum's membership includes a minimum of 21 individuals each of whom –
  1. lives in the neighbourhood area concerned,
  2. works there (whether for a business carried on there or otherwise), or
  3. is an elected member of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned
- The Forum has a written constitution, and
- Such other conditions as may be prescribed (please note that no further conditions have been prescribed to date)

**Note 4.** In determining the application the Council must have regard to the desirability of designating an organisation or body:

- i) which has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of the paragraphs numbered 1 to 3 in Note 3 above;
- ii) whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area; and
- iii) whose purpose reflects (in general terms) the character of that area.

It is therefore in the forums best interest to help ensure sufficient information is submitted with its application to ensure the Council can determine whether these desirable factors have been met.