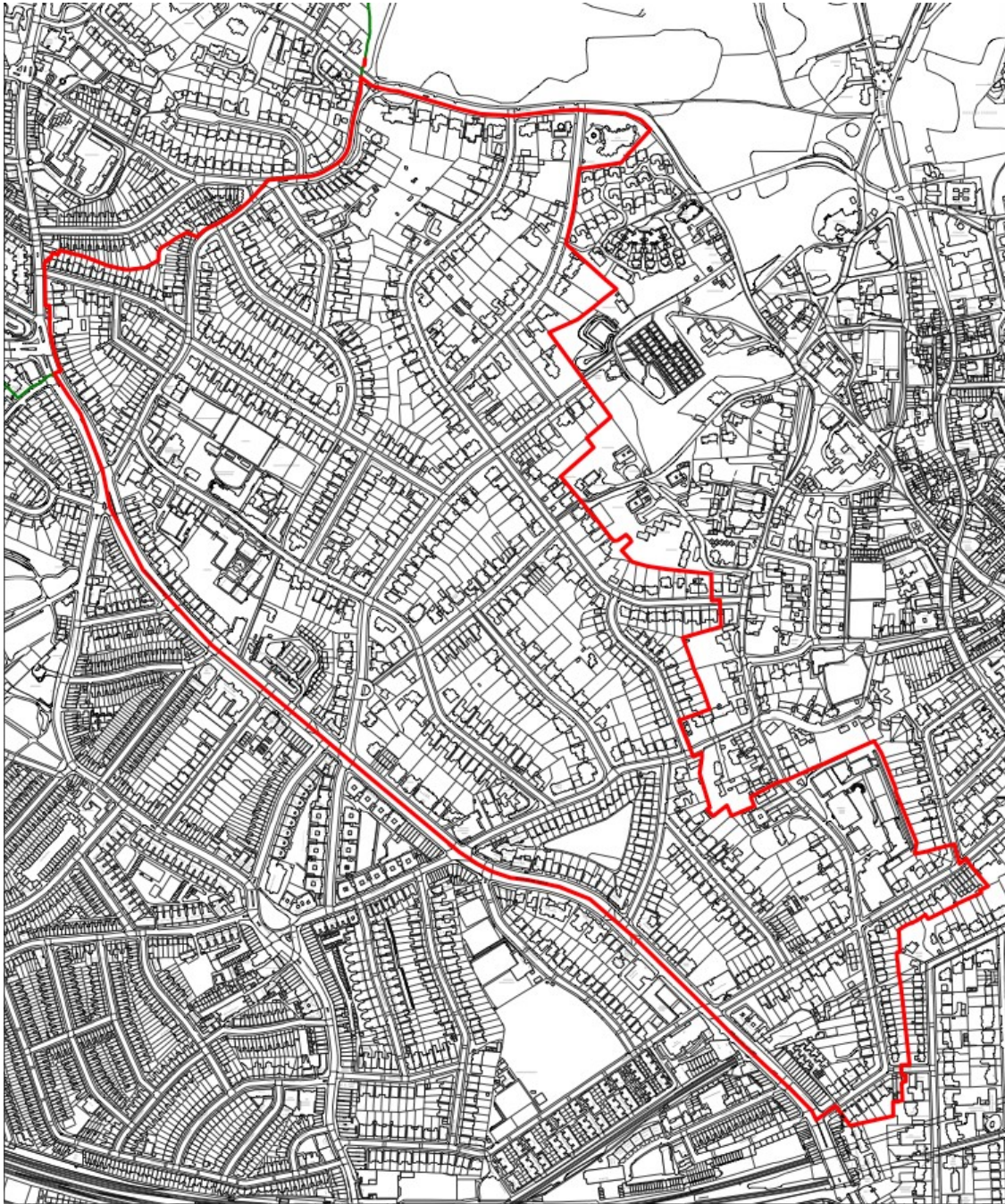


**REDINGTON FROGNAL NEIGHBOURHOOD FORUM RE-DESIGNATION APPLICATION**

Redington Frognal Neighbourhood Forum hereby applies to be formally re-designated as a Neighbourhood Forum by the London Borough of Camden.

Re-designation is supported by the 23 residents, whose names, addresses and signatures are attached



## **Mission Statement and Purpose**

The REDINGTON FROGNAL NEIGHBOURHOOD FORUM is established for the express purpose of promoting or improving the social, economic and environmental well being of an area that consists of the Redington Frogna Conservation Area, including all of the eastern side of Finchley Road between Briardale Gardens and Frogna.

It also aims to preserve and enhance the Area, including its Edwardian and Victorian architecture, biodiversity and green infrastructure. The importance of trees to the Redington Frogna character has been demonstrated through a report commissioned from AECOM<sup>1</sup>, based on ProximiTREE data. Underground rivers, an important geological feature, have been identified and mapped by Arup<sup>2</sup>, together with input from residents (citizen science). This continues to be updated, as new evidence is uncovered.

Sustainable development and preservation and enhancement of the area will be achieved by a successful conclusion to the draft Redington Frogna Neighbourhood Plan, which has been in progress since 5 September 2014, with Examination (expected to take place in 2019), followed by a referendum of the area's residents.

The Forum is a signatory to the London National Park City campaign.

## **Forum Membership**

Membership is open to all individuals who live and work in the area, ward councillors and individuals who are elected members.

As at 6.7.19, the membership includes more than 400 individuals drawn from each of the following categories: living in the area; working in the area; elected members and community groups.

## **Background to the Development of the Neighbourhood Forum**

Redington Frogna Association, the umbrella group for the streets within the Redington Frogna Conservation Area, proposed and supported the establishment of the Neighbourhood Forum. This included the organisation of and publicity for the public consultation on the proposed boundaries on 2.3.14.

### Publicity

More than 2,000 flyers were printed, setting out the case for developing a Neighbourhood Plan and seeking residents' input through attendance at a public consultation and through completion of an on-line survey. Two weeks prior to the consultation, volunteers delivered the flyers to every letterbox within Red Frog CA and on Finchley Road, including Studholme Court and Arkwright Mansions. The few businesses contained within Red Frog include mainly schools, some retail premises and cafés along Finchley Road, two hotels, two churches, a music studio, a violin workshop and the Hampstead Gate office development.

### On-Line Survey

An on-line survey was developed in order to build an evidence base of planning issues which concern local residents and businesses. Awareness of the survey was raised through flyers, lamp-post notices and the public consultation.

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<sup>1</sup> *Contribution of Trees to the Townscape Character*, AECOM, March 2016

<sup>2</sup> *Red Frog Sub-surface Water Features Mapping Summary Report*, Arup, latest version

The survey asked 30 questions, scored on a scale of 1 to 5, with 5 indicating a high level of agreement, and two open-ended questions. Of the 30 or so questions asked, 23 questions achieved a score of 3.5 or above.

The Forum is keenly aware of the importance that it genuinely represents the views of the majority of the area's residents and that it is inclusive.

### **Public Consultation on the Proposed Boundaries, 2.3.14**

Approximately 80 people attended the first public consultation, held in the Refectory at University College School on Sunday 2 March, from 4 pm till 6 pm. All three ward councillors were present and all agreed the session was very successful. Starting as the intended drop-in session for the first half-hour, the meeting became a more formal but lively session involving all attendees for the remaining hour and a half, during which many questions were raised and answered by committee members, provoking some discussion between residents.

A1 posters were displayed around the UCS refectory to welcome residents and to inform them of the purpose of a neighbourhood plan. Two A0 maps of the proposed boundaries were displayed and four flip charts were made available for attendees to write comments.

Attendees were also asked to fill out their contact details and to state whether they agreed with the proposed boundaries. A total of 68 attendance forms were completed and incorporated into the new Redington Froggnal database.

Residents stayed for the full two hours and participated in a one-and-a-half-hours Q&A session hosted by Dudley Leigh and John Malet-Bates and assisted by Cllr. Spinella and former Cllr. Mennear.

The proposed boundaries were agreed at the meeting by a show of hands, with some comments additionally submitted by email and on the attendance forms. The application to designate the boundaries of the Neighbourhood Plan Area was formally accepted on 5.9.14.

### **Development of the Forum**

Respondents to the on-line survey and consultation attendees were individually thanked and invited to join the Redington Froggnal Conservation Neighbourhood Forum.

A first Forum meeting was held on 1<sup>st</sup> May and 100 residents, including the very small number of schools and businesses to have shown an interest, were invited. Attendance levels were markedly lower than for the public consultation, which had been held on Sunday 2<sup>nd</sup> March. The disappointing turn out is likely to have been attributable to the weekday evening timing and the wet weather.

A draft constitution had been circulated for approval to all members in advance of the meeting and hard copies additionally distributed at the meeting. Following some slight amendments, the draft constitution was proposed by Alan Sanders, seconded by Hazel Finn and approved unanimously by a show of hands.

The minutes of the inaugural meeting were circulated to an enlarged membership list – electronically, between 21 and 26 May 2014, and in hard copy at the meeting.

## **Liaison with Adjoining Neighbourhood Forums and Other Consultees**

Neighbourhood Forums exist for the following adjoining areas: Hampstead, Fortune Green and West Hampstead and Church Row.

Redington Frogna has liaised with all adjoining neighbourhood forums, with the London Borough of Camden, with TfL, which manages Finchley Road (the western boundary), and all other statutory consultees.

Redington Frogna Neighbourhood Forum is also in contact with Netherhall Neighbourhood Association and its members serve on Hampstead Conservation Area Advisory Committee and Heath and Hampstead Society.

## **Membership Database**

The membership includes all three ward councilors. Former Cllr. Andrew Menear chaired the inaugural meeting on 1 May, 2014 and Cllr. Andrew Parkinson has served as Vice Chairman since his election in 2018.

Membership includes two independent schools, a church school, two churches and community facilities. The Forum successfully designated Camden Arts Centre as an Asset of Community Value in November 2016.

The Neighbourhood Forum is not aware of any landowners within the Redington Frogna area.

## **Social Housing**

The 2011 Census for the Redington Frogna Neighbourhood Plan area indicates that households in social housing comprised just 7.4% of the Redington Frogna total. This includes 53 houses and flats at Studolme Court on Finchley Road. No residents at Studhome Court responded to The Forum's invitation to attend the 1 May 2014 boundaries consultation nor contributed to the on-line survey. A second invitation was again delivered by hand to each of the 53 houses and flats. This elicited five responses, all of whom subsequently joined the Neighbourhood Forum (by 26.5.14).

New social housing has since been constructed as part of the Hampstead Manor development. Flats became occupied during 2019 and engagement with residents is taking place through Y&Y Property Management.

## **The Elderly and Disabled**

Forum members range in age from 22 to over 90 years. Membership is over-represented among the elderly. Note that Census age groups do not directly correspond with Redington Frogna membership groupings, as membership is limited to adults aged 18 and over.

### **RF members**

% of population > 18 years

<b>60-74 years</b>	36.4%
<b>≥ 75 years</b>	17.2%

### **RF Census**

% of population > 16 years

14.2%
8.8%

The Census indicates that 19.9% of the Redington Frogna population is composed of people aged 16 to 29 years, compared with a Redington Frogna membership of 7.1% aged under 30.

Households comprised of families with dependent children constitute 19% of the Redington Froggnal population. This is a particularly hard-to-reach group, leading very busy lives. It is likely that this group is under-represented in the Forum membership. The Forum continues to try to target families with dependent children through communal activities to bring residents together.

Various community events have been held with this aim, ranging from biscuit icing on the green at Studholme Court, to a celebration of the opening of the Kidderpore Avenue Site of Interest for Nature Conservation, planned for 21 July 2019.

### **Faith Groups**

The 2011 Census shows that 22% of the Redington Froggnal population does not have a religion, 21% did not disclose a religion, 32% are Christian and 16% Jewish.

Forum members are drawn from all faith groups and from none, although the Forum has not sought personal and intrusive ethnic and religious information as part of its database.

#### Christian Members

The Redington Froggnal area incorporates two churches but no synagogues. Rev. Alastair Tresidder (also a member of Redington Froggnal Association) from St. Luke's and Rev. MacArthur of St. Andrew's Church in Froggnal Lane are both Forum members and, from time to time, the Forum has held meetings in their churches.

#### Jewish Members

The 2011 Census data indicates that that 1,070 residents self-identified as Jewish. This will include a high proportion who consider themselves to be Jewish in terms of ethnicity, heredity and culture. Many Jewish residents are non-observant or atheist, and the 15.6% identifying as Jewish is not consistent with 15.6% belonging to a Jewish faith group. Nevertheless, the Forum membership includes many identifying as Jewish in terms of ethnicity, heredity and culture and / or religion.

At a meeting in 2015, Sheikh Dr. Muhammad al-Hussaini of the Council of Imams and Rabbis of the UK and Secretary Camden Faith Communities Partnership confirmed that very few other religions are represented within the Forum area.

#### Ethnicity

By ethnicity, 73.5% of the Redington Froggnal population is classified as white and 13.2% as Asian. These ethnicities are represented within the Redington Froggnal membership. By country of birth, 53% were born in the UK. Of those born outside the UK, the most common countries of origin are: the USA, India, Germany, Iran and France. These countries are represented within the Redington Froggnal membership.

An extract from the 2011 Population Census, which is a best fit for the Redington Froggnal Neighbourhood area is attached to this application.

### **Continuing Public Engagement**

Major public engagement activity takes place at least once a year, often alongside the Forum AGM.

In July 2019, for example, the Forum has arranged a celebration of the reopening of the Kidderpore Avenue Site of Interest for Nature Conservation (SINC), with workshops on wildlife gardening and frog and toad identification and a talk by the developer of the Hampstead Manor site on the SINC's ecological benefits. Food and



refreshments are being provided.

For December 2019, the Forum will participate in the Camden Arts Centre annual social event, with a display of the evidence uncovered on underground rivers in the Forum area.

Other public engagement has included:

- live jazz and champagne at Craxton Music Studios (November 2015)
- biscuit icing at Studholme Court and St. Luke's School (July 2016)
- live jazz and an address by Ms Tulip Siddiq, MP at Craxton Music Studios (November 2016)
- draft policies consultation at the JW3 community centre (September 2017)
- a presentation on the highly topical subject of hidden underground rivers and cultural daylighting, at the JW3 theatre (October 2018).

These events are very well publicised, including through professionally-designed flyers and lamp post notices and, consequently, very well attended.

Other public engagement includes surveying the large Forum membership database in respect of Community Infrastructure Levy funding priorities.

Engagement also takes place through two websites:

[www.redfrogforum.org](http://www.redfrogforum.org)

[www.redfrogassociation.org](http://www.redfrogassociation.org)

and Twitter: <https://twitter.com/RedfrogNF>

### **Next Steps**

If the Neighbourhood Plan is adopted by the London Borough of Camden, as part of its planning policies, the Forum will monitor the implementation of the Plan's policies and update the Neighbourhood Plan, following adoption of new Camden Local Plans, or at five-year intervals.

The Forum has provided Community Infrastructure Levy funding to update the 2003 Redington Froggnal Conservation Area appraisal and continues to campaign for an Article 4 direction to preserve the Area's gardens.

Rupert Terry  
Chairman

I support the redesignation of the Redington Froggnal Neighbourhood Forum

First name	Surname	Address 1	Address 2	Signature	Position
1	Rupert	Terry			
2	Andrew	Parkinson			
3	Linda	Chung			
4	John	Malet-Bates			
5	Michael	Hibbs			
6	John	Fox			
7	Val	Russell			
8	Emily	Brettie			
9	Tina	Marton			
10	Harlan	Zimmerman			
11	Alan	Sanders			
12	Nancy	Mayo			
13	Charles	Harris			
14	Dudley	Leigh			
15	Monica	Comyns			
16	Susan	Grossman			
17	Janet	Gompertz			
18	Karen	Phillips			
19	Meredith	Lehmann			
20	Peter	Hjelt			
21	Paul	McKenzie			
22	Jonathan	Silver			
23	Lydia	Glennie			

## REDINGTON FROGNAL NEIGHBOURHOOD FORUM

### CONSTITUTION

Adopted at the Inaugural General Meeting on May 1st 2014m as amended by the Annual General Meeting on June 13th 2016 and further amended at the Extraordinary General Meeting on September 26<sup>th</sup> 2018.

#### 1. Purpose and aims

- 1.1 The Redington Frognal Neighbourhood Forum (RedFrog or the Forum) is a neighbourhood forum as defined in the Town and Country Planning Act 1990 as amended by the Localism Act 2011.
- 1.2 The purpose of the Forum is to develop a Neighbourhood Plan, with the aims of:
  - (a) encouraging and promoting the conservation of Edwardian and Victorian architecture within the Redington Frognal Conservation Area (including Finchley Road)
  - (b) reinforcing Camden's Conservation Area Statement and Guidelines for the Redington Frognal Conservation Area (including Finchley Road) and guiding new development to ensure that it is appropriate and in keeping with the Edwardian and Victorian architectural heritage
  - (c) stimulating and promoting public interest in, and care for, the architectural heritage and the green, leafy character of the neighbourhood
  - (d) encouraging the preservation, development and improvement of features of community amenity and public well-being
  - (e) retaining and enhancing the biodiversity and natural habitat within the Redington Frognal Conservation Area (including Finchley Road)
  - (f) promoting or improving the social, economic and environmental well being of those living and working in the area
  - (g) ensuring that future development is in accordance with the Redington Frognal Conservation Area Statement and Guidelines.
- 1.3 The Forum will monitor development management policy and its application in the Area and will produce and maintain a Neighbourhood Development Plan in accordance with the Act.
- 1.4 The Forum may initiate Neighbourhood Development Orders of Community Right to Build Orders, identify Assets of Community Value, or carry out any other permitted actions.
- 1.5 The Forum will act in accordance with General Policies and Principles set out in Section 9 below.



## **2. Neighbourhood Area**

- 2.1 The Forum's designated Neighbourhood Area (the Area) is the area within the London Borough of Camden comprising all of the Redington Froggnal Conservation Area, as well as all areas between that Conservation Area and the Finchley Road from its junction with Briardale Gardens to its junction with Froggnal, as defined by the Area Map included as Schedule A.

## **3. Membership and Organisation**

- 3.1 Membership is open to individuals of voting age who:

- (a) are residents living in the Area;
- (b) work or carry on a business in the Area; or
- (c) are Camden Borough Councillors representing all or part of the Area

- 3.2 Affiliate membership (non-voting) is open to organisations within the Area, including residents' associations, schools, religious institutions, amenity societies and business associations. A list of the affiliated organisations shall be maintained by the Forum's Secretary, and updated from time to time when appropriate, which list shall be available on the Forum's website.

- 3.3 Individuals will become members of the Forum once they have given their contact details (including such individual's residential or work address within the Area and, where possible, an e-mail address) to the Secretary or other officer. The Secretary shall keep an up-to-date register of members. Members may resign from the Forum at any time in writing to the Secretary.

## **4. Executive Committee**

- 4.1 An Executive Committee comprising at least 7 members will be elected at each AGM to carry out the day-to-day work of the Forum. A candidate will need to be a member of the Forum. He or she will need to be proposed and seconded by two other members of the Forum.

- (a) The financial transactions of the Forum shall require two signatories who are not related to each other and who include one of the Officers.
- (b) Quorum - All Executive Committee meetings must have at least 7 elected committee members present.
- (c) The Forum shall not be affiliated to any political or religious organisation.
- (d) Individuals contributing to Executive Committee meeting deliberations shall declare any conflicts of interest prior to speaking.
- (e) The Executive Committee will elect the following offices of the Forum from its number: Chair, Vice Chair, Secretary (who shall be responsible for the taking of minutes, keeping a record of members; and distribution of paperwork and emails); and Treasurer (who shall be responsible for the Forum's bank accounts). Officers will serve for one year and be subject to re-election.

- (f) Decisions shall be made by simple majorities of the individuals voting. A casting vote shall be held by the Chair. All electronic polls shall permit votes to be cast for at least seven days.
- 4.2 The Executive Committee will direct and oversee the work of the Forum and will meet at least quarterly for this purpose.
- 4.3 Sub committees or working parties may be appointed by the Executive Committee to carry out specific tasks, to consider policies and to advise the Executive Committee. They are to be appointed from within or outside the membership of the Forum but to be responsible to the Executive Committee.
- 4.4 The Executive Committee may co-opt up to three additional members to the Executive Committee in any one year and may also co-opt an appropriate replacement for any Executive Committee member who stands down for any reason during the year. Co-opted members will have the same voting rights as Executive Committee members. Co-opted members may be elected as Officers.
- 4.5 The Executive Committee may remove from the Executive Committee any member for good cause, which may include failure to attend meetings of the Executive Committee for a period of six consecutive months without good reason.
- 4.6 Councillors representing the wards which fall within the Area will be invited to all committee meetings and will have the same voting rights as other Executive Committee members.
- 4.6 The Secretary will take Minutes of General Meetings and Executive Committee meetings. These are to be available to members of the Forum within three weeks of the meeting, whenever possible.

## **5. Meetings**

- 5.1 Annual General Meetings will be held in May or as close as practicable on such date as may be designated by the Executive Committee.
- 5.2 The Chair may at any time call an extraordinary General Meeting of the Forum, either for the purpose of altering the Constitution, or for considering any matters which the Officers may decide should be specifically referred to the members.
- 5.3 An extraordinary General Meeting may also be called at the written request to the Secretary of not less than 9 members of the Forum who must give reasons for their request.
- 5.4 For all General Meetings a notice of the meeting and details of any resolutions to be put to it will be sent to all Forum members, at least 14 days before the meeting.
- 5.5 At any General Meeting members present will have one vote. In the event of a tied vote, the Chair shall have a second or casting vote.
- 5.6 Where practicable, arrangements will be made for members unable to attend to appoint another member as a proxy. A person is not entitled to vote as a proxy of more than two other members, except where they are the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of those members.



- 5.7 Decisions of General Meetings will be by simple majority of those present (in person or by proxy) and entitled to vote, except in cases set out in section 10 below.
- 5.8 The Quorum for a General Meeting will be 8 members. In the event of a general meeting failing to achieve a quorum, business may be discussed and proposals put to the next meeting for ratification. In the event of two consecutive ordinary meetings being inquorate, the second meeting may call an extraordinary General Meeting. Such an extraordinary General Meeting will be deemed to be quorate.

## **6. Notices**

- 6.1 Notices to members will be deemed delivered if sent to the member's last notified email address.

## **7. Finance**

- 7.1 The Forum will have the power to raise funds as necessary for its activities, by grant, donation or any other appropriate means.
- 7.2 The Executive Committee will open one or more bank accounts, as necessary, in the name of the Forum. All funds raised for the Forum will be held in such accounts. The Executive Committee will nominate bank signatories.
- 7.3 The Executive Committee will where necessary insure any assets it holds, and by insurance or otherwise indemnify the Executive Committee members and its Officers against liabilities arising from their work for the Forum.
- 7.4 Subject to funding, the Executive Committee may commission advisory services, surveys or any other activity in support of its objects
- 7.5 The Treasurer will keep a clear record of expenditure where necessary supported by receipted invoices. The Treasurer shall produce annual accounts, which will be presented at appropriate meetings.
- 7.6 Members of the community who are involved as volunteers with any of the working groups, may claim back any expenditure properly and necessarily incurred during the process of producing the Neighbourhood Plan provided that such expenditure is agreed in advance by the Chair and Treasurer. This could include printing and document purchase and volunteer time. The Treasurer will draw up and agree with the Executive Committee procedures for anyone wishing to claim expenses, including the rates they may claim.

## **8. Register of Executive Committee Members' Interests**

- 8.1 Any participant in any meeting of the Forum, including committees, subcommittees and working parties, will disclose to the meeting any financial interest he/she has in any topic under discussion, and will not discuss or vote on such topic except with the express approval of the Chair of the meeting.
- 8.2 The Secretary will keep a Register of Interests detailing any financial interests in the Area or any other interest which could be deemed to have an influence on decisions likely to come before the meeting.

- 8.3 Any member with a conflict of interest on an issue being discussed at a meeting shall declare it. A conflict of interest is any situation in which a member's personal interests, or duties to which they owe to another body and those of the Forum arise simultaneously or appear to clash.

## **9. General policies and principles**

- 9.1 The Forum will not discriminate between people on the basis of gender, race, ethnicity, religion or sexual orientation.
- 9.2 The Forum and its Executive Committee members will aim to follow the "Nolan Principles" of public life. That is, they will aim to act with:
- (a) Selflessness
  - (b) Integrity
  - (c) Objectivity
  - (d) Accountability
  - (e) Openness
  - (f) Honesty

and seek to promote these values by leadership and example.

## **10 Amendments and Dissolution**

- 10.1 Amendments to this constitution will be by decision of an extraordinary or other General Meeting. The vote will only be carried if supported by 66% or above of those present (in person or by proxy) and entitled to vote.
- 10.2 The Forum may be dissolved by decision at a General Meeting called for the purpose. All members must be notified of such a meeting at least 21 days before it takes place. The vote will only be carried if supported by a simple majority of those present (in person or by proxy) and entitled to vote.
- 10.3 In the event of dissolution any property or funds held by the Forum will be subject to the agreement of the members of the general meeting, allocated to one or more nominated organisations whether or not set up to continue the work of the Forum
- 10.4 In accordance with the Act, a formal review of the functions and achievements of the Forum will be carried out five years after its formation. Following such review and consultation with its members the Forum will decide to continue, amend or dissolve itself as considered appropriate.



**Schedule A: Area Map**





**Approval and adoption of the Constitution**

This Constitution was adopted by:

REDINGTON FROGNAL NEIGHBOURHOOD FORUM, on

Thursday 1st May 2014

Signed by the Chair: Farokh Khoroshi

Amended on:

Monday 13th June 2016

Signed by the Chair

.....

Rob Hagemans

Amended on:

Wednesday 26th September 2018

Signed by the Chair

.....

Rupert Terry