



THE ROYAL BOROUGH OF
KINGSTON
UPON THAMES

Consultation Statement

North Kingston Neighbourhood Forum Application

August 2017

Introduction

The Council designated the North Kingston Neighbourhood Area on 30th March 2017, which allows a neighbourhood plan to be prepared for North Kingston. As North Kingston does not have a Parish Council, the Council is allowed to designate an organisation as a neighbourhood forum to undertake neighbourhood planning for this neighbourhood area.

On 19th August 2016, a local community group of North Kingston residents called North Kingston Forum submitted an application to become a neighbourhood forum. As required, the Council commenced a consultation on whether it was appropriate to designate North Kingston Forum as a neighbourhood forum.

This Consultation Statement sets out the approach and results of consultation undertaken by the Council on the application of the North Kingston Forum to become a neighbourhood forum for the purposes of preparing a neighbourhood plan.

Consultation Process

The North Kingston Neighbourhood Area application was initially published for consultation from 12th April to 25th May 2017. However, unfortunately this consultation did not fully comply with the relevant legal requirements and therefore it was decided to run a subsequent consultation for a period of six weeks from 21st June 2017 to 3rd August 2017.

The application and related materials were published on the Council's neighbourhood planning webpage, <https://www.kingston.gov.uk/neighbourhoodplanning>. Copies of these documents were also available to view at Tudor Drive and Kingston libraries, and at the customer contact centre in Guildhall 2.

Emails and letters (where requested) were sent to over 1,100 groups and individuals on the Council's Strategic Planning database. A copy of the text for the email and letter is shown in Appendix 1 and Appendix 2, respectively.

The Council also put up sites notices throughout the proposed Neighbourhood Area. Please see Appendix 3 for a copy of the site notice. Appendix 4 is a map showing the locations where the site notices were put up is shown on the following page.

A total of 9 responses were received during both consultation periods with 6 responses received during the initial consultation period and a further 3 responses received during the subsequent consultation period. A summary of the comments made and the Council's responses are shown in Appendix 5.

Appendix 1 - Email Text

Dear Sir/Madam,

Application for the North Kingston Neighbourhood Forum: Regulation 9 of the Neighbourhood Planning (General) Regulations 2012 (as amended)

We are writing to you because you or your organisation may have an interest in the above application.

Kingston Council received an application from a community group called 'North Kingston Forum' to be designated as the neighbourhood forum for an area of North Kingston incorporating Canbury and Tudor wards. This neighbourhood area was designated as the North Kingston Neighbourhood Area on 30 March 2017.

The Council previously consulted on the neighbourhood forum during April and May 2017. However unfortunately this consultation did not fully comply with the relevant legal requirements. This consultation is therefore being re-run to ensure the designation is legally made. This will be run for a period of 6 weeks.

If the North Kingston Neighbourhood Forum is designated, no other organisation or body may be designated for that neighbourhood area until the designation expires or is withdrawn.

For further information about this application, please visit the Council's neighbourhood planning webpage: www.kingston.gov.uk/neighbourhoodplanning. This includes a copy of the application and the contact details for Diane Watling, the Chair of the North Kingston Forum. These documents will also be available to view at Kingston and Tudor Drive libraries during their normal opening hours; and at the Council Offices at the Information and Advice Centre on the ground floor of Guildhall 2, from 9am to 5pm, Monday to Friday.

If you have already made representations on the designation of the neighbourhood forum during the previous consultation from April to May 2017, you do not need to re-submit and your comments will be duly considered as representations.

If you would to make any comments on this application you can do so in the following ways:

- **Email:** localplan@kingston.gov.uk
- **Post:** Strategic Planning Team, The Royal Borough of Kingston upon Thames, Guildhall 2, High Street, Kingston upon Thames, KT1 1EU

The consultation period runs from **Wednesday 21 June 2017 to Thursday 03 August 2017**.

If you have any questions about this email, please contact the Strategic Planning Team at localplan@kingston.gov.uk or on **020 8547 5002**.

Yours faithfully,

Lisa Fairmaner
Group Manager for Strategic Planning
The Royal Borough of Kingston upon Thames

Appendix 2 - Letter Text

21 June 2017

Dear Sir/Madam,

Application for the North Kingston Neighbourhood Forum: Regulation 9 of the Neighbourhood Planning (General) Regulations 2012 (as amended)

We are writing to you because you or your organisation may have an interest in the above application.

Kingston Council received an application from a community group called 'North Kingston Forum' to be designated as the neighbourhood forum for an area of North Kingston incorporating Canbury and Tudor wards. This neighbourhood area was designated as the North Kingston Neighbourhood Area on 30 March 2017.

The Council previously consulted on the neighbourhood forum during April and May 2017. However unfortunately this consultation did not fully comply with the relevant legal requirements. This consultation is therefore being re-run to ensure the designation is legally made. This will be run for a period of 6 weeks.

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If you have already made representations on the designation of the neighbourhood forum during the previous consultation from April to May 2017, you do not need to re-submit and your comments will be duly considered as representations.

If you would to make any comments on this application you can do so in the following ways:

- **Email:** localplan@kingston.gov.uk
- **Post:** Strategic Planning Team, The Royal Borough of Kingston upon Thames, Guildhall 2, High Street, Kingston upon Thames, KT1 1EU

The consultation period runs from **Wednesday 21 June 2017 to Thursday 03 August 2017**.

If you have any questions about this letter, please contact the Strategic Planning Team at localplan@kingston.gov.uk or on 020 8547 5002.

Yours faithfully,

Lisa Fairmaner
Group Manager for Strategic Planning
The Royal Borough of Kingston upon Thames
Guildhall 2,

High Street,
Kingston upon Thames
KT1 1EU

Appendix 3 - Copy of the Site Notice

Application for the North Kingston Neighbourhood Forum: Regulation 9 of the Neighbourhood Planning (General) Regulations 2012 (as amended)



Kingston Council has received an application from a community group called 'North Kingston Forum' to be designated as the Neighbourhood Forum for an area of North Kingston incorporating Canbury and Tudor wards.

This area was designated as the North Kingston Neighbourhood Area on 30 March 2017 and is shown outlined in red on the map to the right.

Details of the application can be viewed at:

- the council's neighbourhood planning webpage: www.kingston.gov.uk/neighbourhoodplanning
- Kingston and Tudor Drive libraries during their normal opening hours; or
- Kingston Council offices, at the Information and Advice Centre on the ground floor of Guildhall 2, from 9am to 5pm, Monday to Friday.

If you have any questions about this application, please contact the Strategic Planning Team at: localplan@kingston.gov.uk or on 020 8547 5002.



DESIGNATED NORTH KINGSTON NEIGHBOURHOOD AREA



The website for the North Kingston Forum is: www.northkingstonforum.org and their main contact is Diane Watling, who can be emailed at: northkingstonforum@gmail.com

If you would like to make any comments on this application you can do so in the following ways:

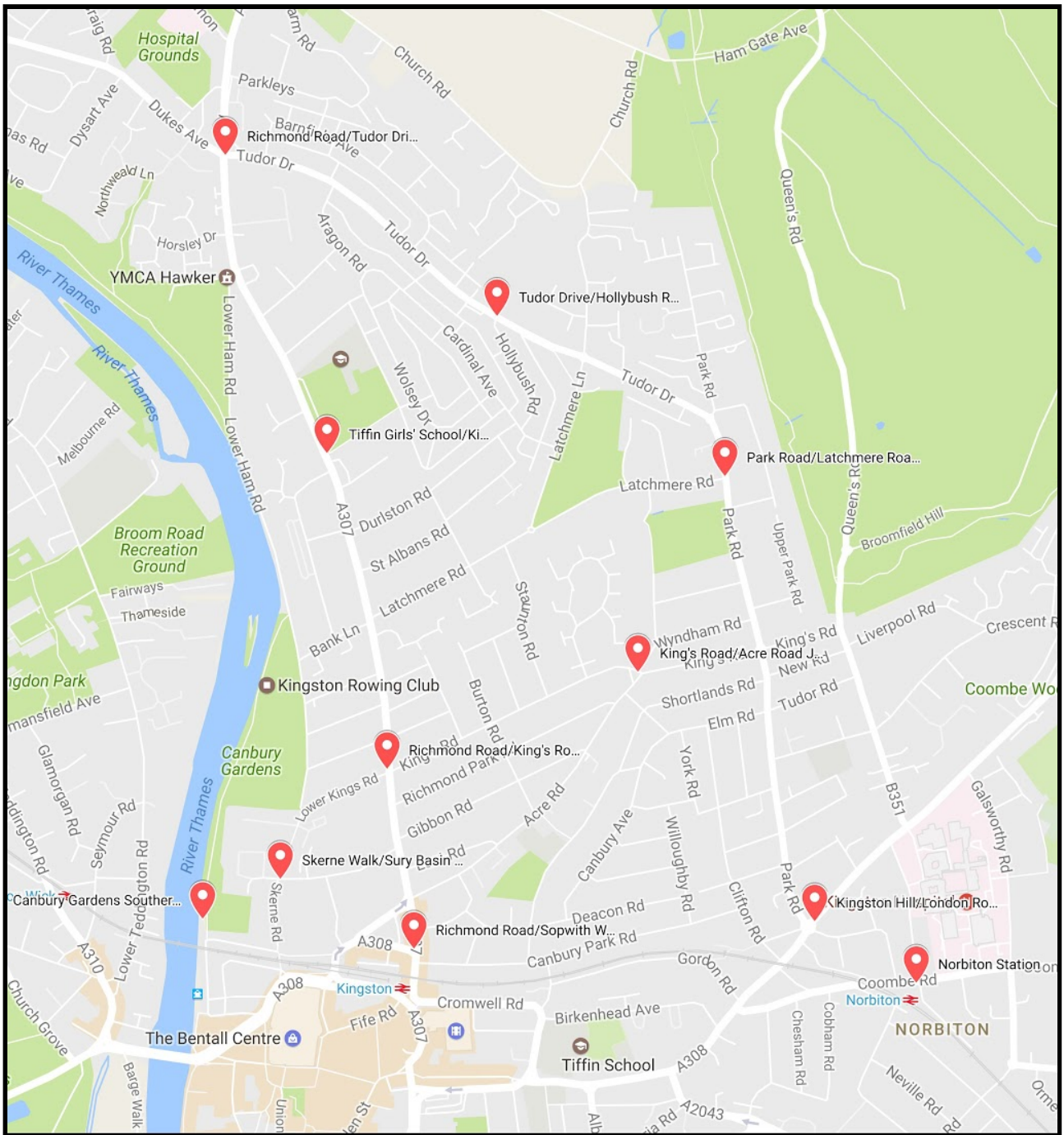
- Email: localplan@kingston.gov.uk
- Post: Strategic Planning Team, The Royal Borough of Kingston upon Thames, Guildhall 2, High Street, Kingston upon Thames, KT1 1EU

The consultation period runs from **Wednesday 21 June to Thursday 03 August 2017**.

Lisa Fairmaner - Group Manager for Strategic Planning
The Royal Borough of Kingston upon Thames

Dated: 21 June 2017

Appendix 4 - Map showing locations where site notices were put up in the North Kingston Neighbourhood Area



Appendix 5 - Submitted Comments and Council Responses

Comments received during the initial consultation period (12th April to 25th May 2017):

ID	Respondent	Comment	Kingston Council Response
1	Brian Gaff - Kingston Talking Newspaper (sent via email on 12/04/2017)	<p>I do trust you are aware that many blind people will not have web access. I am also pretty sure that most residents do not know what this is even about, as there has been little publicity in an accessible format about it.</p> <p>I will leave that to yourselves, but as the council has no doubt an Equality statement for how they make reasonable adjustments to the access to information and service for minorities and disabled people, its always worth us reminding yourselves of the lack of access to the printed word in any form is a consequence of vision loss.</p> <p>We cannot give you a plug until after Easter as the post will be in severe distress and people are away this week, and we obviously rely on people. Let me have a direct link to download the file as obviously, we would need to be able to have an offline copy, most cannot use the internet. As I've said before, I can only lead people to your water hole but not make them drink. If the few of us who do get involved did every single thing we would not have a life!</p> <p>If you are looking for VI involvement in such committees, it might be worth talking to the VI Parliament folk at KCIL, about it.</p> <p>I'm not in North Kingston myself and off the top of my head I'd not be able to suggest anyone able to do it there, though we do have many listeners, many are now quite elderly and do not get involved much.</p>	Comment noted. The Council responded to the email and produced an audio summary of the consultation for the website and made sure that alternative formats of the document were available to those that needed it.
2	Margaret Malcolm - Indigo Pearl Consulting (sent via email 12/04/2017)	<p>Thank you for your email about the proposed North Kingston Neighbourhood Forum.</p> <p>I have viewed the application and appendices and have tried looking at the website for the forum to no avail.</p> <p>I would like more information on the composition of the forum and the key personnel before making comment – contact information on the application has been redacted.</p>	Comment noted. Following receipt of this the Council undertook a further consultation, which include the information that was requested.
3	Glen Keywood (sent via email on 14/05/2017)	I would like to support the designation of the North Kingston Forum group. It is only by involving motivated local individuals in planning decisions that we may go some way to creating a neighbourhood that truly works on both a structural, visual and social level.	Support noted.
4	Sharon Jenkins - Natural England (sent via email on 16/05/2017)	Provided general information about risks and opportunities to the environment of neighbourhood planning. They also identified sources of information that the Forum could utilise.	Comments noted.
5	Janice Burgess -	Having examined the above documents, we do not offer any comments at this time.	Comment noted.

	Highways England (sent via email on 18/05/2017)		
6	Richard Mobbs (sent via email on 24/05/2017)	As a resident of North Kingston) I fully support the North Kingston Forum.	Support noted.

Comments received during the initial consultation period (21st June to 3rd August 2017):

ID	Respondent	Comment	Kingston Council Response
5	Janice Burgess - Highways England (sent via email on 21/06/2017)	Having examined the above documents, we do not offer any comments at this time.	Comment noted.
7	David English - Historic England (sent via email on 22/06/2017)	<p>On the basis that the boundaries are the same as those previously consulted upon, please accept our earlier advice letter as our response to this consultation:</p> <p>Historic England notes that the Liverpool Road Conservation Area is only partially located within the proposed Neighbourhood Forum area. Historic England normally advocates that Neighbourhood Plans should respect pre-defined boundaries such as those for conservation areas. This is because the boundaries of conservation areas cover clearly defined character areas. As such respecting these boundaries in the plan making process is important in ensuring a consistent application of planning policies for the historic environment. This in turn will better protect local character and identity from piecemeal change. For these reasons we would encourage you to consider the possibility of amending your proposed boundaries to take in, or omit, all of the Liverpool Road Conservation Area.</p>	<p>Comments noted.</p> <p>The Council responded to comments in relation to amending the boundary for the North Kingston Neighbourhood Area as part of the neighbourhood area application consultation.</p>
4	Elizabeth Ball - Natural England (sent via email on 05/07/2017)	Provided general information about risks and opportunities to the environment of neighbourhood planning. They also identified sources of information that the Forum could utilise.	Comments noted.
8	Bature Ali - Equality and Human Rights Commission (sent via email on 10/07/2017).	No comments.	Response noted.
9	Charles Muriithi - Environment Agency (sent via email on 03/08/017).	Flooding from the river has historically been largely contained to Kingston upon Thames town centre, within which both the River Thames and the River Hogsmill have broken their banks, inundating property and disrupting livelihood. According to the borough Strategic Flood Risk Assessment (SFRA) the approximate number of properties	<p>Comments noted.</p> <p>The Council will encourage the North Kingston Neighbourhood Forum to liaise with the</p>

	<p>in Kingston Town Centre which are at risk of fluvial flood risk are 57 in zone 3b, 1144 in zone 3a and 1103 in Zone 2.</p> <p>The river corridor has become increasingly constrained by urban development. Flooding has occurred within the Borough as recently as July 2007, during which a number of roads and rail connections were severely disrupted. There is a risk to properties as a result of groundwater flooding, exacerbated by high river levels. Localised flooding as a result of local catchment runoff and/or sewer system failure following heavy rainfall is also a known risk to properties.</p> <p>The Council as the Lead Local Flood Authority is responsible for coordinating the management of flooding from groundwater, surface water and ordinary water courses within the borough. We would recommend the Neighbourhood Forum to refer to the Local Flood Risk Management Strategy which describes how flood risk will be managed across the borough. It considers the risk of flooding from ordinary watercourses, groundwater and surface water.</p> <p>We are aware that Royal Borough of Kingston are exploring a flood alleviation scheme for the Acre Road area of North Kingston. We would recommend opportunities to consider ways of integrating any flood alleviation measures with enhancements to amenity and biodiversity.</p> <p>All our maps and data sets are regularly reviewed and updated so it's important you are using the latest data as part of the evidence base for the emerging Neighbourhood Development Plan. The latest data and maps are available to download from http://environment.data.gov.uk/ds/partners/index.jsp#/partners/login</p>	<p>Environment Agency where needed and ensure they are aware of the Local Flood Risk Management Strategy as part of the preparation of a Neighbourhood Plan.</p>
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