Dear West End Area Forum Member

You are warmly invited to the next Forum on:

Thursday 13th March 2014 from 6:30 – 8:30pm at
Somerset House, West Wing, Main Navy Board Room

At the Forum, as well as being able to talk with your local ward councillors and council officers, we will have presentations and workshops on the following subjects.

- **Utilities in the West End**: A chance to speak to UK power networks representatives and Thames Water
- **Licensed Premises**: Preventing crime and public nuisance
- **Local Neighbourhood Planning**: How you can be a part of the future development of the West End

Area Forums are open meetings and so we encourage you to invite other local residents, businesses, friends and colleagues, who may live, work or learn in the St James’s or West End wards.

I look forward to seeing you at the Area Forum on the 13th March.

Councillor Tim Mitchell
Chairman, West End Area Forum
West End Area Forum
13th March 2014

Agenda & format

Surgery Session

6.30-7.00pm Talk informally with a range of key council officers and local councillors. Refreshments provided. There will also be an information stalls on:

- Westminster’s New Volunteering Strategy
- The roll out of Parking Bay sensors across the West End
- How you can become part of a local Neighbourhood Watch
- Westminster Citizen’s Advice Bureau
- Westminster Adult Education Service

Main meeting

7.00pm Welcome from the Chairman of the West End Area Forum, Councillor Tim Mitchell.

7.05pm Presentation and discussion on utilities and infrastructure in the West End with UK Power Networks representatives and Thames Water

7.40pm A choice of two workshops, which will each run twice with the second workshop starting at 8.05pm:

- **Licensed Premises:** Preventing crime and public nuisance
- **Local Neighbourhood Planning:** How you can be a part of the future development of the West End

8.30pm Meeting ends
Council Officers attending the West End Area Forum – 13th March 2014

These Officers will be available to meet with you on a one-to-one basis.

*Please note this officer list may be subject to change.*

**Lead Chief Officer** – Martin Low, City Commissioner of Transportation

**Benefits**
Gary Few – Benefits Officer

**City and Neighbourhood Planning**
Tom Kimber - Principle Planning Officer

**City West Homes**
Rodney Pedroza – Area Manager

**Development Planning**
Jo Palmer – Area Planning Officer

**Libraries**
Mary Enright - Tri-borough Reference, Information & Archives Manager

**Parking**
Damon Budds – Parking Officer

**Premises Management**
Sharon Bamborough - Assistant Service Manager, Licensing
Yeno Thorli – Environmental Health Officer

**Sport and Leisure**
Sean Stewart - Sports and Leisure Contracts Manager

**Street Management**
John Whelan – Westminster Warden

**Community Protection**
Jim Howard – Community Protection Officer
Darren Pickup – Community Protection Manager

**Transportation**
Peter Wilson - Commissioning Officer, Road Safety Education

**Westminster Citizens Advice Bureau**
Richard Brown - Licensing Advice Project
VENUE DETAILS

Somerset House

Somerset House, West Wing, Main Navy Board Room, Strand, WC2R 1LA.
Entrance via the Seamen’s Hall in the middle of the building

6, 9, 11, 13, 15, 23, 77a, 91 and 176

Temple (district and circle line)
Access arrangements:

Wheelchair access

There are wheelchair accessible toilets

There is an induction loop in the main meeting room.

Please let us know as soon as possible if you require BSL interpreters as these are only booked on request.

Registered assistance dogs are welcome.

Westminster City Council is committed to making this meeting accessible. In order that all attendees can participate fully please let us know about any adjustments you may need and we will do our best to meet your requirements.

If you, or someone you know, would like these details in an alternative format please tell us and we will be happy to provide them.

For these and all other enquiries please contact the Area Forums team on 020 7641 3255 or via email to areaforums@westminster.gov.uk
Presentation

Utilities

Thames Water

Thames Waters will be attending to present an overview of their operations, as well as a more specific focus on recent, current and upcoming works in the West End area. A section of the talk will cover the range of innovative technologies and working methods that Thames Water are harnessing in an ongoing effort to minimise disruption caused to customers. Thames Water will discuss two particular examples from Regents Street and Old Quebec Street. Thames Waters also discuss their approach to engaging their customers both in terms of planned and emergency works communications, and what customers can do to help protect Thames Waters critical assets – for example, the “Bin it, don’t block it” campaign.

UK Power Networks

A Complete New Team in Central London Keeping the Lights On

UK Power Networks have a new approach for electricity power networks in Central London. We have converted a Central London substation, close to Covent Garden, into a new office. This will house a completely new team of engineers and field teams who will focus on all aspects of maintaining the constant supply of electricity for Central London. This is a significant investment in resources as we are in the process of recruiting over 100 new engineers and field teams to work in Central London. They will be there 24 hours a day on a 3 shift rota. Our London Network Planning team are also being moved to this new office.

Our presentation will focus on:

- The new team structure and their work in Central London
- A new enhanced maintenance regime
- An enhanced inspection of plant and equipment
- Faster response times to incidents to restore supplies in the event of an unexpected network failure
- Our new Customer Coordination team – keeping customers informed

The presentation will last for 15 minutes with a question and answer session.
1. Workshop Brief

Licensed Premises: Preventing crime and public nuisance

The council licenses premises which sell alcohol, provide entertainment or are open late to provide food and drink. To promote the licensing objectives, which are the prevention of crime and disorder, the prevention of public nuisance, public safety, and the protection of children from harm, the council regulates premises in accordance with its licensing policy. This involves scrutinising applications from premises wishing to carry out licensable activities, and monitoring the operation of premises through compliance visits and reviewing licences where appropriate.

Local residents and businesses have a key role to play in informing the decisions the council makes in respect of both proposed and existing premises. This workshop explains how to be involved in this process and ensure that anyone affected by the operation of a licensed premises has the opportunity to have their views considered before decisions are made which will affect them. This might be a proposal for a new late night restaurant yet to be built, or an existing night club causing problems at closing time. The workshop will in particular highlight the unique free, independent, assistance and expertise available to Westminster residents and businesses when having their say, which is provided through the Westminster Citizen Advice Bureau.

Contact Details:
Chris Wroe, Licensing Policy and Strategy Manager, cwroe@westminster.gov.uk
Richard Brown, Licensing Advice Project, Citizens Advice Bureau, licensing@westminstercab.org.uk
Neighbourhood Planning

Background
As introduced by the Localism Act 2011, the concept of ‘neighbourhood planning’ represents a real opportunity for local communities to influence new development within their neighbourhoods.

In order to undertake neighbourhood planning, community groups have to firstly apply to the City Council to formally designate the area that reflects the geographic extent of their neighbourhood. The City Council has received a total of 27 neighbourhood area applications across Westminster. To date, 14 neighbourhood areas have been designated, with a further eight to follow very shortly.

Within the ‘West End’ area, the City Council designated the Soho, Mayfair, and St James’s Neighbourhood Areas in April 2013. The Victoria (Business) Neighbourhood Area was designated in September 2013. A designation decision is anticipated shortly in relation to neighbourhood area applications in Marylebone and Fitzrovia.

Neighbourhood Forums
Once a neighbourhood area has been designated, community groups can apply to become the ‘neighbourhood forum’. These should be representative ‘umbrella’ bodies consisting of a minimum of 21 individuals who live or work in the neighbourhood area (or are elected members of the local authority), with open membership and a written constitution.

The City Council has received two formal neighbourhood forum applications (Mayfair, and Soho), and designated the Mayfair Neighbourhood Forum in January 2014.

Neighbourhood Planning
Once a neighbourhood forum is in place, it can formally undertake ‘neighbourhood planning’, and begin to prepare its neighbourhood plan or neighbourhood development order. The neighbourhood plan is a community-led framework which sets out policies in relation to the development and use of land. The neighbourhood plan will become part of the ‘development plan’ for the area (alongside the City Council’s strategic planning policies) and used by the City Council when deciding planning applications. A neighbourhood development order allows a specified type of development to take place without the need for formal planning permission.

The Area Forum will offer an opportunity for attendees to find out more about neighbourhood planning in your area, and to ask any questions you may have, including in relation to how to get involved.

Contact details
Tom Kimber, Principal Planning Officer; Tel: 020 7641 3478; email: tkimber@westminster.gov.uk
If you would like to comment on anything you have read in this agenda, please fill out the box below and leave in the box at the registration desk or post back to Area Forums at:

Westminster City Council, Area Forums, FREEPOST LON17563, 19th Floor, City Hall, 64 Victoria Street, London SW1E 6QP

Email: areaforums@westminster.gov.uk

Name:

Email Address:

Contact Number:

Comments:
Ward Budgets

Please find below details of all the ward budget projects which have been funded since the last Forum. Ward Members are now considering proposals for this year; if you have any proposals please contact the relevant Officers on the details below.

St James's
Janis Best - email: jbest@westminster.gov.uk – tel: 020 7641 3255

West End
Anne Pollock – email: apollock@westminster.gov.uk – tel: 020 7641 3411

St James’s

Noise Enforcement Officer
Provider: Noise Team; Contribution: £35,000
To address issues with noise in the ward, councillors have used funding to provide an additional Noise Officer.

South Westminster Community Choir
Provider: South Westminster Community Choir; Cost: £1,093.05
Alongside the Churchill, Tachbrook, Vincent Square and Warwick wards, funding has been allocated to ensure the continuation of the community choir.

Chinese New Year
Provider: Chinese Community Centre; Contribution: £1,647.50
The West End and St James Wards have contributed to the Chinese New Year Celebrations in the area.

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West End

Lunch Club
Provider: All Souls’ Clubhouse; Cost: £2,246.52
To ensure the continuation of the lunch club for senior residents, funding has been allocated to All Souls’ Clubhouse.

Friends of St George’s Summer Fair
Provider: Friends of St George’s; Cost: £2,046
The group’s successful Summer Fair has again received funding from the West End Ward Budget.
**Soho CAF Administrator**  
**Provider: West End Community Trust; £2,500**  
The Soho Caring Agencies Forum has been awarded funding for a part-time administrator to support Forum meetings until March 2014.

**Art Alive at Soho Art Fair**  
**Provider: Art Alive; Cost £6,000**  
Ward Members have again chosen to support this worthy project, where disadvantaged young people are given the opportunity to enter their works into Soho Art Fair.

**Soho Pride Parking Support**  
**Provider: Parking; Cost: £5,000**  
To alleviate parking issues for residents during the Pride Parade, ward members have contributed towards costs.

**Soho Village Fete**  
**Provider: The Soho Society; Cost: £2,000**  
Support funding has been allocated to Soho Village Fete.

**Summer Fete**  
**Provider: Chinese Community Centre; Cost: £500**  
Alongside the St James’s councillors, the West End ward members have funded the Chinese Community Centre’s Village Fete.

**Expansion Support**  
**Provider: Fitzrovia Community Centre; Cost: £3,976.50**  
Support from the West End ward budget will enable the centre to expand its services beyond the ward boundaries.

**Dean Street Premises Refurbishment**  
**Provider: Centrepoint; Cost: £6,050**  
Funding for the project will convert 54 Dean Street from the accommodation layout to a layout that is fit for its current use as a Health Living Centre. The purpose built facility will enhance the work undertaken at the site and enable improved outcomes and better engagement.

**Under 11 Playwriting Programme**  
**Provider: Soho Theatre; Cost £4,134**  
Soho Theatre’s Under 11 Playwriting Programme has been supported by the Ward Members, whose funding has been put towards inspiring local children to learn more about the theatre.

**Hanging Baskets**  
**Provider: Windowflowers; Contribution: £886.10**  
To provide hanging baskets on various streets in the ward, the West End ward has provided match funding.

**West End Timebank**  
**Provider: West End Community Trust; £3,020**  
The West End Community Trust has been awarded funding to encourage volunteering in the ward.
Chinese New Year
Provider: Chinese Community Centre; Contribution: £1,647.50
The West End and St James Wards have contributed to the Chinese New Year Celebrations in the area.

Chinese Lessons
Provider: Chinese Community Centre; Contribution: £2,475
To provide adults and children with the opportunity to learn Chinese Mandarin, the West End councillors have funded lessons through the Chinese Community Centre.

Soho Hanging Baskets
Provider: Window flowers; Contribution: £186.90
Ward members have match-funded winter hanging baskets on Dean and Meard Street.

STEM Robotics Course
Provider: Excsitec; Contribution: £1,207
17 gifted and talented pupils from St George’s Hanover Square and Soho Parish Primary Schools will attend a one-day Beginners’ Maths course to further support their learning ahead of secondary school.

Additional KS2 Books
Provider: St George’s Hanover Square PS; Contribution: £3,100
The Key Stage 2 pupils of St George’s Hanover Square Primary School will receive additional books to their library thanks to funding from the West End ward budget.

Lunch Club
Provider: All Souls’ Clubhouse; Cost: £2,406.52
To ensure the continuation of the lunch club for senior residents, funding has been allocated to All Souls’ Clubhouse for September 2013 until March 2014.

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As there will be no ward budget session at the Forum if you would like to comment on this, please fill out the box below and leave in the box at the registration desk or post back to Area Forums at: Westminster City Council, Area Forums, FREEPOST LON17563, 19th Floor, City Hall, 64 Victoria Street, London SW1E 6QP or email to areaforums@westminster.gov.uk

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