

**Minutes of the Fitzwest Executive Committee meeting
3 November 2017 at the New West End Company offices**

Present: Nick Bailey (NB), Sharon Banoff (SB), Yoram Blumann (YB), Barbara Corr (BC), Gwilym Harbottle (GH), Julia Haythorn (JH), Vivien Hughes (VH), Jace Tyrell (JT), Wendy Shillam (WS).

In attendance: Tony Burton

Facilitator: NB

Notes: VH

1. **Apologies:** Chris Shaw (CS)
2. **Declaration of interests:** None
3. **Minutes of last meeting on 10 October** were agreed.
4. **Matters arising:** There were no matters arising not covered by the agenda.
5. **Election of Chair, and re-allocation of tasks:** GH agreed to be Acting Chair for six months. JT kindly offered New West End Company (NVEC) help with social media, website etc, and JH agreed to liaise with the NVEC webmaster. YB will continue as Treasurer. NB will continue as Secretary. SB agreed to lead on events in liaison with JT. CS had offered to continue with the response to the Oxford Street plans. CS and JT will continue to lead on rubbish collection pilot.

GH said there had been very little response to the email he had circulated to members, and suggested we should have an event to re-engage people.

6 (a) and (b): Future development of the Neighbourhood Plan (NP):

NB welcomed TB and thanked him for the Project Plan and overview of the draft NP, both of which had been circulated before the meeting. TB said the timeline showed the dates by which each stage should be completed, the actions needed, and the anticipated costs. TB said the next stage was to implement the work he had identified, including taking Westminster City Council's (WCC) comments into account, engaging with statutory stakeholders, and deciding how ambitious Fitzwest wanted to be. He emphasised the need to maintain a pace that would get the draft Plan through to the Referendum in July 2019. He confirmed that Neighbourhood Plans come into effect immediately after a successful consultation.

GH said we were looking into funding possibilities for the costs indicated, and asked how TB saw his role. TB said he expected to be asked to pull together feedback and identify further work needed; and that Fitzwest would hire Tom Kimber as consultant for the policy drafting. GB will sound out Tom Kimber about his availability.

TB said there were minimum requirements for the public consultation including statutory consultees, and organisations such as Historic England, who could usefully be engaged beforehand. WCC had a statutory duty to support the development of the Plan but it was Fitzwest's responsibility to invite all concerned. It would be useful to ask an external examiner to give the draft Plan a health check, to screen the draft

Plan for the five tests of the Strategic Environmental Impact, namely that it does not breach national planning regulations; is strategically aligned with the Local Plan; supports sustainable development; is not in breach of environmental impact regulations; and is not in breach of human rights legislation.

After the consultation, Fitzwest would have to transparently respond to feedback, showing what had been taken into account and where it had been decided to change things; and giving the reasons why anything had not been taken into account and where it had been decided not to change things. WCC had already given extensive feedback.

TB said the NP should be kept as simple as possible, and worded in positive terms, for example in respect of development it should use expressions such as "We welcome developments that meet the following/developments will be supported which/ We support developments which"

YB reminded the meeting of the need to engage with local landowners eg Langham Estates for which JT offered to provide a contact. It was agreed that YB would liaise with Langham Estates, VH with local Housing Associations, and NB with the University of Westminster. The Ward Councillors should also be engaged. NB said small businesses (SMEs) should be encouraged to register. WS said she had a list of 450 businesses in Fitzwest which she would make available. It was agreed to hold an open day to invite all local businesses, and JT suggested other local forums should also be invited.

6(c) Funding:

GH said that more funding would be needed to pay for a consultant to help with finalising the draft NP. As YB had reported to the last meeting, Fitzwest had secured £5000 from the West End Ward and £2000 from the Marylebone High Street Ward, both could only be claimed against invoices. YB said that the forms had to be filled in.

It was agreed to apply for the following grants:

(a) Further funding from both Wards in Fitzwest.

(b) Locality grant to cover TB's fee and the public consultation. May need to re-apply for funding previously offered as we are now outside the original timeframe.

(c) AWCCom to pay for technical support, the health check, and a policy analysis.

The applications should stress that more people live in Fitzwest than any other ward in the West End, with more people in the north of the area, and the lack of any major landowner funding as was available in other parts of the Wards.

7. Rubbish pilot: JH circulated a draft letter to be sent to everyone in Fitzwest asking for feedback on the new rubbish collection days and times. JT agreed to print copies for distribution.

8. An event to publicise and recruit?

It was agreed that an event should be organised to update all local residents and businesses and encourage new participation in the Executive Committee and the work on the NP.

9. AOB:

1) Oxford Street pedestrianisation proposals: TfL's Consultation on plans for the pedestrianisation of Oxford Street West were to be published on 6 November. YB said that studies clearly show that there would be considerable impact on the environs of Oxford Street East especially Great Portland Street and Mortimer Street. YB will summarise the proposals relating to pollution and congestion, and BC will summarise the proposals on accessibility, and these would be circulated before the next meeting on 21 November. It was agreed that all Fitzwest member should be invited to that meeting.

2) BID: JT circulated copies of the Bid for the Business Improvement District which NVEC was circulating to all its members who have to vote to continue their membership of BID.

Next meetings:

1) Tuesday 21 November, at 6pm at the Fitzrovia Neighbourhood Centre, to discuss the impact on the hinterland of Oxford Street East of TfL's proposed pedestrianisation of Oxford Street West. All Fitzwest members to be invited.

2) Tuesday 12 December at 6pm, Executive Committee meeting, venue tbc.

3) At a date to be determined, an open day for all local businesses and local forums.

The meeting closed at 7.40 pm.