

## Statement of Representations Procedure for the St James's Neighbourhood Plan (Regulation 16)

St James's Neighbourhood Forum (the forum) has submitted a proposed neighbourhood plan (the plan) to Westminster City Council (the council). The council is now seeking views and comments from residents, businesses and interested stakeholders on the proposed plan, in line with regulation 16 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

### Title of Document:

St James's Neighbourhood Plan 2022-2040 Submission Version.

### Subject Matter and Area Covered:

The forum and neighbourhood area were designated by the council in 2015, with the forum being again re-designated in 2020 (owing to neighbourhood forum's being designated for a period not exceeding five years).

The neighbourhood plan being consulted upon sets out new planning policies for the development and use of land in the St James's Neighbourhood Area (as shown in the map below) to the year 2040. It includes policies on a range of matters including character and design, land use, public spaces and sustainability.

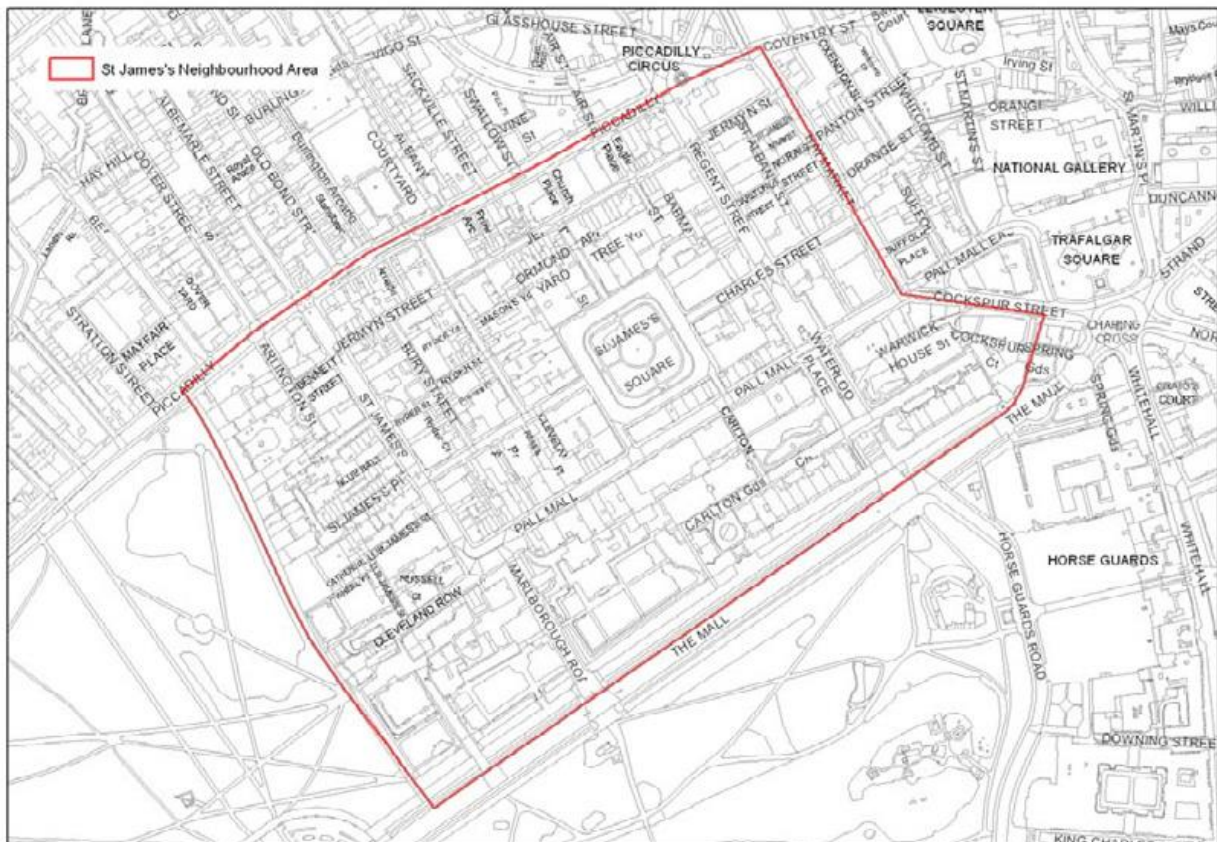


Figure 1 - St James's Neighbourhood Area Map

**Period within which representations must be made:**

Representations on the plan and supporting documents must be made between 2<sup>nd</sup> December 2024 and 28<sup>th</sup> January 2025.

**Where have the documents been made available, and the places and times at which they can be inspected?:**

The plan and supporting documents are available for inspection at the following locations:

- On the council's website via this link: <https://www.westminster.gov.uk/planning-building-control-and-environmental-regulations/planning-policy/neighbourhood-areas-forums-and-plans>
- Via appointment at the council's offices located at 64 Victoria Street, London, SW1E 6QP during normal business hours. Please email [bavery@westminster.gov.uk](mailto:bavery@westminster.gov.uk) to arrange inspection.
- At the Westminster Reference Library located at 35 St. Martin's Street, London, WC2H 7HP and the Charing Cross Library located at 4 Charing Cross Road, London, WC2H 0HF during normal operating hours.

**Making a representation:**

When making your representations please make clear which document your comment relates to and, if possible, the paragraph or specific policy you are referring to and its page number.

You should consider in particular whether the plan meets the 'Basic Conditions' (set out below). The Basic Conditions Statement submitted by the forum, alongside the plan, explains how the plan has sought to meet statutory requirements.

All of the representations received within the consultation period will be forwarded to the appointed Examiner to consider during the independent examination of the plan. The Examiner will decide if oral representations are necessary, and who has a right to be heard, or if the examination can be conducted solely through written representations.

*Please state in your representation whether you wish to participate in a public hearing if one is held.*

Following the examination, the council will consider the Examiner's recommendations and decide whether any changes are necessary to ensure the plan meets the Basic Conditions. If these changes are approved, the plan will then go to two separate referendums for residents and businesses of the neighbourhood area to decide if it should be used by the council when making planning decisions. If approved, it will then become part of the council's statutory development plan and will be used alongside the council's own planning documents such as the City Plan 2019 – 2040 and the Mayor's London Plan (2021) in determining planning applications in the neighbourhood area.

Please state in your representation if you wish to be notified of the Councils' final decision in relation to the plan.

Comments must be received by **Tuesday, 28<sup>th</sup> January 2025**.

Representations can be made via the following means:

- **Email:** [neighbourhoodplanning@westminster.gov.uk](mailto:neighbourhoodplanning@westminster.gov.uk)
- **Post:** Neighbourhood Planning, Policy and Strategy, Westminster City Council, 6<sup>th</sup> Floor, 5 The Strand, London, WC2N 5HR

If you have any further queries, please do not hesitate to contact us at [neighbourhoodplanning@westminster.gov.uk](mailto:neighbourhoodplanning@westminster.gov.uk)

**Further background information:**

**St James's Neighbourhood Plan timeline:**

The key stages in the plan's production are set out below:

Stage	Dates
Draft consultation by the St James's Neighbourhood Forum (Regulation 14)	8 <sup>th</sup> December 2016 - 15 <sup>th</sup> February 2017
Publicising the plan proposal by Westminster City Council (Regulation 16)	2 <sup>nd</sup> December 2024 – 28 <sup>th</sup> January 2025
Appointment of the Examiner by Westminster City Council	Following Regulation 16 consultation
Examination	Following Regulation 16 consultation – dates of any hearings yet to be confirmed
Referendum	Dates yet to be confirmed (subject to outcome of examination)

**What has been submitted to Westminster City Council?:**

The documents in St James Neighbourhood Forum's submission are:

- St James's Neighbourhood Plan 2022-2040 (Submission Version)
- Basic Conditions Statement
- Consultation Statement
- Strategic Environment Assessment & Habitat Regulations Assessment Screening Report
- Neighbourhood Area Map

The **Basic Conditions Statement** sets out how the forum consider the plan meets the requirements set out in legislation, which are tested through the independent examination process. In order to meet the Basic Conditions, a plan must:

- Have regard to national policies and advice contained in guidance issued by the Secretary of State;
- Contribute to the achievement of sustainable development;
- Be in general conformity with the strategic policies of the development plan for the area;
- Be compatible with EU obligations (including the Strategic Environmental Assessment (SEA) Directive) and human rights requirements; and
- Ensure the prescribed conditions are met and prescribed matters have been complied with in connection with the proposal for the order.

Further information on this can be found on the National Planning Practice Guidance website: <https://www.gov.uk/government/collections/planning-practice-guidance>

The **Consultation Statement** contains details of the persons and bodies who were consulted about the plan; explains how they were consulted; summarises the main issues and concerns raised; and describes how these issues and concerns have been considered and, where relevant, addressed in the plan.