

### **Appendix 3: Criteria for designating neighbourhood forums set out in the Regulations.**

The application for designation of the Headington Neighbourhood Forum includes all the following information, as required by the Regulations:

- the name of the proposed neighbourhood forum;
- the name and contact details of one key member of the proposed forum;
- a copy of the written constitution of the proposed neighbourhood forum ;
- the name of the neighbourhood area to which the application relates and a map of this area;
- a statement which explains how the proposed neighbourhood forum meets the conditions contained in section 61F(5) of the 1990 Act.

The Regulations say that a local planning authority may designate an organisation or body as a neighbourhood forum if the authority are satisfied that it meets the following conditions—

- It is established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area).
- Its membership is open to—
  - individuals who live in the neighbourhood area concerned;
  - individuals who work there (whether for businesses carried on there or otherwise); and
  - individuals who are elected members of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned.
- Its membership includes a minimum of 21 individuals each of whom—
  - lives in the neighbourhood area concerned;
  - works there (whether for a business carried on there or otherwise); or
  - is an elected member of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned.
  - it has a written constitution.

This page is intentionally left blank