

Terms of Reference

Lancaster West Neighbourhood Vision

Project Board

Neighbourhood Vision Background

The Lancaster West Neighbourhood Team has secured funding from the One Public Estate programme to help deliver a Neighbourhood Vision for the Lancaster West Estate and beyond in 2021-22. This plan is to support the broader goals:

- Our goal for Lancaster West Estate to become a model 21st century social housing estate and future neighbourhood by 2030.
- Help move towards carbon neutrality, create London's largest eco-neighbourhood by 2030, and become a "garden estate"
- Co-design with residents a Neighbourhood Vision for Lancaster West and the wider area, to ensure new developments and services are joined up, better meeting the needs of expectations of residents

Neighbourhood Vision Objectives

The objectives of this Neighbourhood Vision is to:

- **Join up services** provision in the area to better meet the needs of residents
- Bring a holistic approach to **coordinating investment, new homes at social rent, and improving the public realm** in the area
- **Improve transport, connectivity and accessibility** across the ward
- Help establish a **framework of ongoing health interventions** in partnership with the NHS; and
- Place a **green recovery** at the heart of Grenfell recovery.

Note that these objectives will be further defined through significant amount of consultation and meaningful engagement with residents, Lancaster West Residents Association (LWRA), community and voluntary sector, stakeholders within the estate and beyond encompassing the wider Notting Dale ward as the Neighbourhood Vision develops.

Project Board Purpose

To oversee and shape the development of the Lancaster West Neighbourhood Vision:

- Provide a forum for representatives of the local community to meet to discuss any issues of concern in relation to the development of the neighbourhood vision, ensuring services are mapped, partnerships are formed and the use of neighbourhood assets maximised.
- Monitor the management and implementation of the neighbourhood vision and to allow members to receive reports on the progress.
- Inform and involve residents and key stakeholders in the decision-making process and ensure that the views of local people are adequately considered in the evolving design and development of the neighbourhood vision. Ensuring mechanisms are in place for the involvement of individuals with diverse needs, as well as channels for children and young people.
- Advise and guide partners on the approach to community consultation and engagement to ensure the views of the local community on progress are recorded and taken into consideration.
- To report progress, discuss and make recommendations to the OPE Programme Board for how other local funding could support other initiatives in Notting Dale.

Project Board Membership

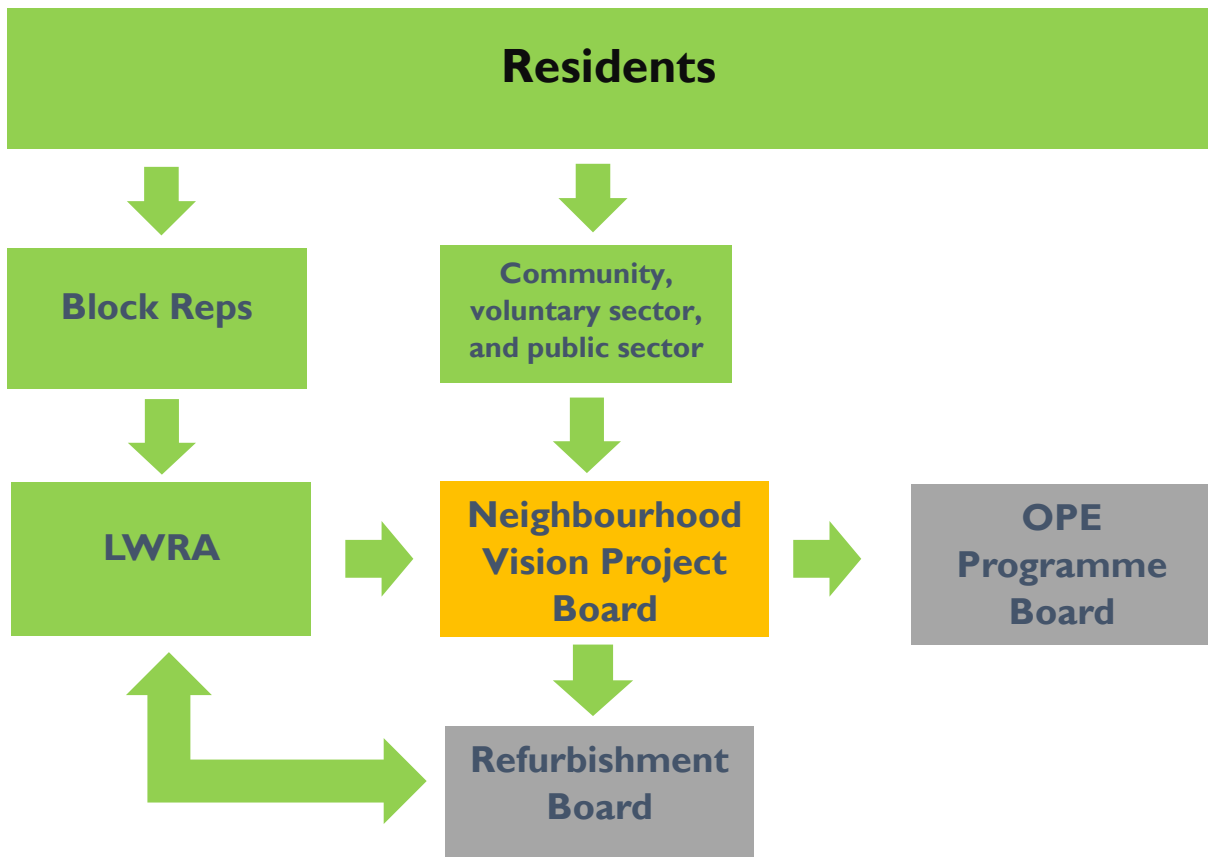
The Lancaster West Neighbourhood Vision Project Board is made up of statutory and non-statutory stakeholders working in the Lancaster West and beyond. Members include, but are not limited to representatives of:

- Lancaster West Residents Association (LWRA)
- Royal Borough of Kensington and Chelsea (RBKC)
- Lancaster West Neighbourhood Team (LWNT)
- One Public Estate (OPE)
- National Health Service (NHS)
- London Fire Bridge (LFB)
- Transport for London (TFL)
- St Francis of Assisi School
- Metropolitan Police Force
- Clement James
- Ministry of Housing, Communities & Local Government

Governance Structure

The governance structure for the Lancaster West Neighbourhood Vision Project Board:

Chair: Lancaster West Neighbourhood Team Director (or delegate)



Project Board will not be quorate without the presence of one representative of the Lancaster West Residents Association.

OPE Programme Board

The Kensington and Chelsea One Public Estate (OPE) Programme Board manages the delivery of the Programme funded by OPE grant, and reports to the KC OPE Partnership Board. It provides support to the Project Delivery teams and ensures all monitoring and reporting requirements are

fulfilled. The Programme Board membership is drawn from the Partner organisations – RBKC, TfL, NHS (3 key subdivisions) and OPE London Region. Other officers of the Partner organisations attend as needed, with standing invitations to RBKC Adult/Children’s Social Care.

The OPE grant funding means that the LWN Vision project would have an agreed project lead (LWN Director, James Caspell). By agreement with the LWN Vision Project Board, an outline programme, project status updates and risk matrix would be provided to the Programme Board, with the project lead attending Programme Board as needed to discuss any issues requiring attention and support.

LWE Programme Board

The Lancaster West Neighbourhood Vision will also report into the Lancaster West Refurbishment Programme Board. The role of the Programme Board is to:

- Take direction and guidance from the Council Leadership Team.
- Ensure the refurbishment project progresses as it should.
- Consider and agree options given by the Refurbishment Delivery Team.
- Ensuring key stakeholders are committed to the project and adequately represented.
- Update the Council’s Leadership Team on the refurbishment.

Timescale

The current timeframe for this piece of work is approximately 12 months from April/May 2021 until April/May 2022.

Key dates are expected to be:

- Masterplanner submissions received - 28 May 2021
- Review, moderation and interviews - 30th June 21
- Masterplanners appointed - 1st July 21
- Engagement commences - Late July 21
- Initial feasibility study developed - 1st October 21
- Draft masterplan ready for review - 1st December 21
- Residents and stakeholder feedback - 1st January 22
- Resident and Project Board Sign Off - 1st February 22
- Finalisation and Publication - 31st March 22

Any deviation from this timeline will be communicated with and agreed by this Project Board.

Reporting Requirements

Findings, reports and outputs from the Lancaster West Neighbourhood Vision Project Board will also be shared with Lancaster Estate residents and stakeholders through:

- existing communications channels including newsletters, social media
- updates in appropriate related forums including Lancaster West Estate Programme Board, OPE Programme Board etc.
- a targeted engagement strategy with residents of the Lancaster West Estate with the masterplanners