

KILBURN NEIGHBOURHOOD PLAN REFERENDUM INFORMATION STATEMENT

A Referendum relating to the adoption of the Kilburn Neighbourhood Plan will be held on **11 December 2025**.

The question which will be asked in the Referendum is:

‘Do you want the London Boroughs of Brent and Camden to use the Neighbourhood Plan for Kilburn to help them decide planning applications in the neighbourhood area?’

The Referendum area is identified on the map which is included with this information statement.



The Referendum

1. The referendum takes place on Thursday 11 December 2025. It will be organised by Camden Council, as the authority with the larger share of the neighbourhood area, and will be conducted in accordance with procedures which are similar to those used at local government elections. No minimum turnout is required.
2. Voters will be asked to mark a cross (X) in either the 'Yes' or 'No' box on a ballot paper to indicate their preference. Should more than half of those voting at the referendum vote in favour of the neighbourhood plan, then the plan will become part of the development plan and used by Camden and Brent Councils to determine planning applications.

Who can vote in the referendum?

3. A person is entitled to vote in the Referendum if on 11 December 2025,
 - they are entitled to vote in a local government election in the Referendum area; and
 - their qualifying address for the election is in the Referendum area. A person's qualifying address is, in relation to a person registered in the register of electors, the address in respect of which they are entitled to be registered.
4. All those entitled to vote will receive a poll card informing them when and where to vote.

How to vote

Applications to register to vote for this election must be made by the **25 November 2025** – applications can be made at www.gov.uk/register-to-vote

In person: At the designated Polling Station shown on an electors poll card, and voters or proxies will be required to produce an accepted form of photographic identification before they can be issued with a ballot paper.

Applications for a Voter Authority Certificate or an Anonymous Elector's Document valid for this election must reach the Electoral Registration Officer by **5pm on 3 December 2025**. Applications for a Voter Authority Certificate can be made online [Apply for photo ID to vote \(called a 'Voter Authority Certificate'\) - GOV.UK](#)

also as listed on the Neighbourhood Planning Referendum page on the Councils' websites, which can be accessed using the following links:

By post: Existing postal vote arrangements are valid for the referendum. Anyone wishing to apply or change a postal vote must do so by **5pm on the 26**

November 2026 applications can be made online at www.gov.uk/apply-postal-vote

By proxy: Existing proxy voting arrangements are valid for the referendum. Anyone wishing to appoint a proxy must submit their application by **5pm on 3 December 2025** applications can be made online at www.gov.uk/apply-proxy-vote

Voter Registration enquiries can be made to: -

Brent Council

Telephone: 020 89371372

Email: electoral.services@brent.gov.uk

Camden:

Telephone: 020 7974 4444

Email: send an enquiry to electoral.services@camden.gov.uk

Additional Information

5. The referendum expenses limit that will apply is £2,362 + (0.059 x N), where N is the number of entries in relevant register.

At the time of publication of this statement the Electorate (N) is as follows: -

Brent	6866
Camden	9148

6. For further information on the neighbourhood planning referendum, the Councils will make available the following specified documents:
- The referendum version of the Kilburn Neighbourhood Plan
 - The independent examiner's report on the draft Kilburn Neighbourhood Plan
 - A summary of the representations submitted to the independent examiner
 - A statement setting out that the Councils believes that the Kilburn Neighbourhood Plan meets the basic conditions (included within the document known as the 'Decision Statement')
 - A statement setting out general information as to town and country planning (including neighbourhood planning) and the referendum (this document).

These documents will be available for inspection in Camden at:

Location	Opening hours
Pancras Square Library, 5 Pancras Square, N1C 4AG	Mon to Sat 8am to 8pm, Sun 11am to 5pm
Kilburn Library- Camden, 12 – 22 Kilburn High Road, NW6 5UH	Mon – Thurs: 10am - 7pm, Fri: 10am - 5pm, Sat: 11am – 5pm, Sun – closed.

Camden Town Hall, Judd Street, London WC1H 9JE	Mon – Fri 9am to 5pm
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These documents will be available for inspection in Brent at:

Location	Opening hours
Wembley Library, Brent Civic Centre, Engineers Way, Wembley, HA9 0FJ	Mon – Fri: 10:30am - 8pm Sat: 10:30am - 5pm Sun: 12pm to 5pm
The Library at Willesden Green, 95 High Road, Willesden, NW10 2SF	Mon – Fri: 10:30am - 8pm Sat: 10:30am - 5pm Sun: 12pm to 5pm

The Planning System

7. The planning system manages the use and development of land and buildings. It exists to ensure that development is in the public interest and contributes to the achievement of sustainable development. This means ensuring that meeting the needs of the present do not compromise the ability of future generations to meet their own needs. It also means allowing growth that balances supporting the economy and community needs for homes, jobs, transport and infrastructure while protecting and enhancing the built and natural environment.
8. The planning system has two main parts:
 - Plan making – setting out proposals for development and policies to guide development over time; and
 - Managing development – where development is agreed through the granting of planning permission.
9. Not all forms of development require planning permission as some building operations, depending on their scale and type, are covered by permitted development rights. For development that requires planning permission, Brent and Camden Council are responsible for deciding whether development proposals within their areas should be approved. Decisions on planning applications are made having regard to national planning policy, the London Plan, the Local Plan and neighbourhood plans where relevant.

National Planning Policy Framework

10. The National Planning Policy Framework (NPPF) was updated in February 2024. It sets out the Government's planning policies for England and how these are expected to be applied. The framework gives guidance to local councils in drawing up local plans and on making decisions on planning applications. It includes a presumption in favour of sustainable development. The NPPF is available as an on-line resource, together with associated planning practice guidance, at the following link:

<http://planningguidance.planningportal.gov.uk/>

Local Plans

11. Local planning authorities must prepare a local plan which sets planning policies within the local authority area. Local plans must be prepared with the objective of contributing to the achievement of sustainable development. They must be positively prepared, justified, effective and consistent with national policy in accordance with the Planning and Compulsory Purchase Act 2004 (as amended) and the NPPF.
12. The Kilburn Neighbourhood Plan is a cross-borough plan covering parts of Camden and Brent. Its policies are in general conformity with the Councils' respective Local Plans. This is discussed further under the 'Neighbourhood Planning' sub-heading.
13. Planning decisions are made in accordance with the Council's development plan unless material considerations indicate otherwise. The Local Plan forms part of the development plan.

Camden's Development Plan comprises:

- London Plan (March 2021)
- Camden Local Plan (2017)
- Camden Site Allocations (2013)

Brent's Development Plan comprises:

- London Plan (March 2021)
- Brent Local Plan (2022)
- West London Waste Plan (2015)

Neighbourhood Planning

14. Neighbourhood planning was introduced under the Localism Act 2011 to give local communities a more hands-on role in the planning of their neighbourhoods. It introduced rights and powers to allow local communities to shape new development in their local area. It enables communities to develop a shared vision for their neighbourhood and deliver the sustainable development they need through planning policies relating to the development and use of land.
15. Neighbourhood plans can be prepared by designated neighbourhood forums (or parish councils, where they exist). The local community can decide what to include in a neighbourhood plan but the plan must meet the 'basic conditions', meaning it must:
 - have regard to national planning policy and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with strategic policies in the development plan for the local area (i.e. the Local Plan); and
 - be compatible with EU obligations and human rights requirements.

16. Neighbourhood plans should not promote less development than set out in the Local Plan or undermine its strategic policies.
17. There is a statutory process that must be followed for the making of a neighbourhood plan. The neighbourhood area, that is the area to which the plan relates, must be designated by the local authority and there can only be one neighbourhood plan for each neighbourhood area. The neighbourhood plan must also specify a period for which it is to have effect.
18. The draft neighbourhood plan must be prepared by the Forum through a process of consultation with local residents, businesses and other stakeholders. The final draft plan is subject to a set 'publicity period' where the public is given an opportunity to review the plan and submit comments (referred to as "representations") on the proposals. Next, the draft plan undergoes a public examination, where an independent examiner reviews the representations and considers whether the neighbourhood plan meets the basic conditions and other statutory requirements. The examiner then reports on whether any modifications should be made to the plan and if it should proceed to referendum.
19. Camden and Brent Councils have now considered the plan Examiner's Report and its recommendations to progress the Kilburn Neighbourhood Plan to referendum. Further details are set out in the 'Decision Statement' published by each Council. As the decision has been taken to proceed to a referendum, the Councils are responsible for organising this. The referendum will consider whether Camden and Brent Councils, as the local planning authorities, should use the neighbourhood plan for the area concerned to help them decide planning applications.
20. The neighbourhood plan will become part of the development plan if it is approved at referendum.
21. Additional information in relation to neighbourhood planning is available from the national planning practice guidance, which can be accessed at the following website:

<http://planningguidance.planningportal.gov.uk/blog/guidance/neighbourhood-planning/>

Dated: 3 November 2025

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