

**Combined Neighbourhood Area and Neighbourhood Forum Application
to the London Legacy Development Corporation as the Local Planning Authority for the
designation of a Neighbourhood Area and Neighbourhood Forum in accordance with Section 61
of the Town & Country Planning Act 1990 and the Neighbourhood Planning (General)
Regulations 2012.**

Name of proposed neighbourhood area

Greater Carpenters Neighbourhood Area

Name of proposed neighbourhood forum

Greater Carpenters Neighbourhood Forum

Contact details

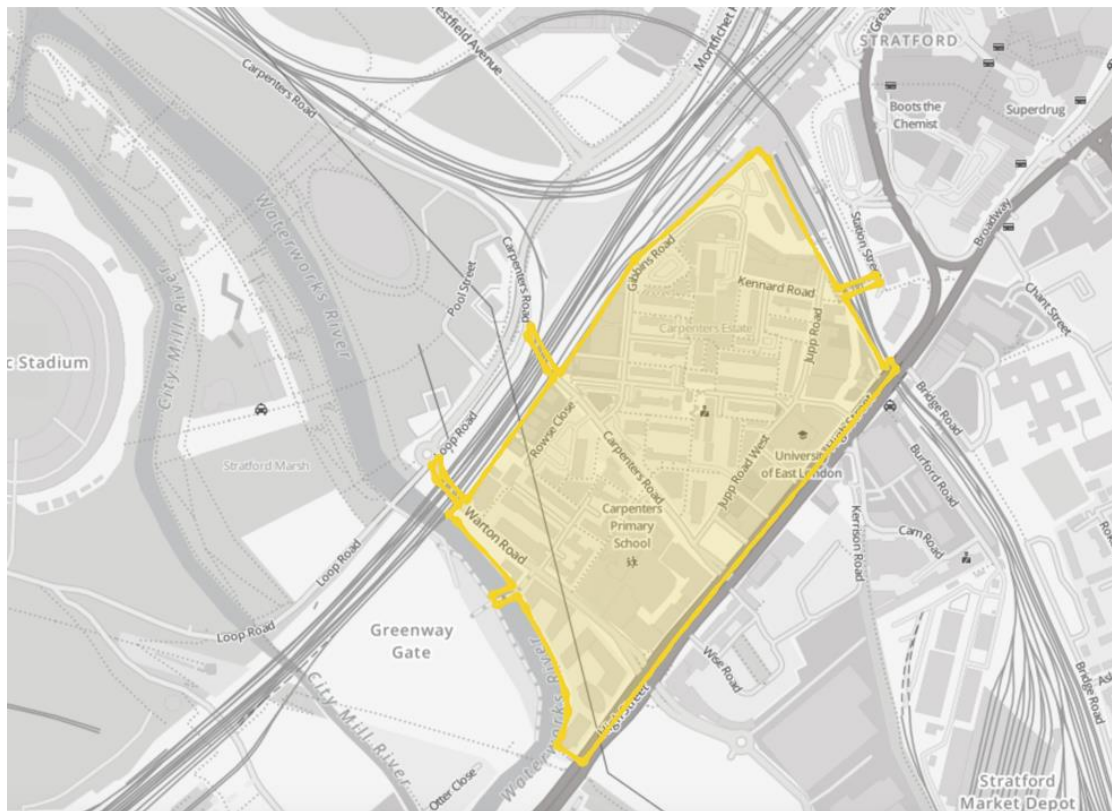
**Secretary Janiz Murray
Greater Carpenters Neighbourhood Forum
Email: greatercarpentersforum@gmail.com
90 Gibbins Road
Stratford
E15 2HU**

The following information is attached to this application form:

Attachment	Included (Y/N)
A) An OS Map at a minimum of 1:10,000 scale showing the proposed neighbourhood area. This map, identifying the area to which this application relates to, is included in section A)	Yes
B) We explain why the area is considered an appropriate neighbourhood area.	Yes
<p>C) We explain that our organisation is a “relevant body” for the purposes of section 61G of the Town and Country Planning Act 1990 (as amended). And how we have drawn our membership so far.</p> <p>As a neighbourhood forum designate, we are:</p> <ul style="list-style-type: none"> • Established to promote or improve the social , economic and environmental wellbeing of the area. • Have membership which is open to: <ul style="list-style-type: none"> o Individuals who live in the area o Individuals who work in the area o Elected members for the area. • Have at least 21 individuals who: <ul style="list-style-type: none"> o Live in the area, o Who work in the area, or o Are elected members for the area. • Have a written constitution • We explain what steps have been taken in order to attempt to secure membership of individuals from different places in the area, and from different sections of the community. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>

	<p>Yes</p> <p>Yes</p>
--	-----------------------

A) The Greater Carpenter Neighbourhood Plan Area: The map identifies the area to which this application relates to.



B) A statement explaining why the area is considered an appropriate neighbourhood area.

At the time of application and to the best of the Neighbourhood Forum’s knowledge no part of the proposed Neighbourhood Plan Area proposed overlaps with any other Neighbourhood Plan Area.

The proposed Greater Carpenters Neighbourhood Area is bound by Stratford Station, the High Street, the Waterworks River and the railway tracks alongside the Olympic Park. These

infrastructures are defining features within the urban landscape of Stratford creating a distinct and 'physical' boundary to the proposed Neighbourhood Area.

The Greater Carpenters Neighbourhood Plan Area is also aligned with Local Planning Authority's boundaries of the Greater Carpenters District (London Legacy Development Cooperation: Local Plan, Sub-area 3, p.197 2014)

The current physical isolation of and/ or lack of attractive gateways to the Neighbourhood Plan Area is widely acknowledged.

In light of this the Neighbourhood Plan Area includes three key gateways so that the community can positively plan for better walking and cycling connections as well as allocate Community Infrastructure Levy monies towards these key gateway projects if found necessary. This is aligned with Policy 3.2: Improving connections around central Stratford London Legacy Development Cooperation: Local Plan, Sub-area 3, p.193 2014)

C) Statements: Relevant Body & Membership

The name of the proposed Neighbourhood Forum is Greater Carpenters Neighbourhood Forum.

The Greater Carpenters Neighbourhood Forum is a relevant body capable of being designated a Neighbourhood Forum for the purposes of section 61G of the 1990 Act. The inaugural AGM took place on the 4th February 2015 at the Carpenters Primary School. An A4 invitation flyer went out to the current membership and local organisations via email with encouragement to spread the word. Additionally, thousands of flyers were printed and distributed to households across the proposed Neighbourhood Plan Area. Social media was used to publish the events as well.

Over 20 people attended the AGM. Subject to some minor amendments, the constitution was adopted (as attached to Annex 2), a secretary and a treasury were elected and the boundaries for the Neighbourhood Plan were agreed as indicated on the map shown under A) and explained under B). It was further agreed to nominate a support team (three people that will sign each cheque, support a website development, a street ambassador coordinator) so that the day-to-day workload over the next phase of the plan making can be shared. The Neighbourhood Forum's bank account is held by St Johns Church.

Growing our membership:

The Greater Carpenters Neighbourhood Forum has currently 39 signed members and is continuously increasing its membership through innovative outreach methods (e.g. planned street ambassadors, training sessions in the public realm, working with Royal College of Art, UCL students, combining cooking and learning about Neighbourhood Planning to reach out to mums and others family members).

All Neighbourhood Forum Members have signed up and provided written evidence for that purpose. Our current list of members, dated 17th April 2015, is attached (Annex 1).

The membership to the Forum is open to anyone (and in any event must comprise at least 21 individuals who are either (a) residents living in the Neighbourhood Area, (b) elected ward councillors for the Area, and/or (c) individuals working in the Area and/or (d) individuals carrying on business within the Area boundary. The Forum has and will continue to take reasonable steps to ensure that its membership includes at least one individual falling within each of (a) (b), (c) and (d). Anyone wishing to become a Forum member must complete a simple application form. A membership list will be kept by the Secretary.

The Forum aims to draw and further grow its membership from different places in the Neighbourhood Area and from different sections of the community in our area. For instances,

people that have the right to return to the area can become affiliated members of the forum. We will regularly assess any apparent disproportionate representation within the Forum and will positively attempt to remedy this situation.

What steps have we taken so far in order to attempt to secure membership of individuals from different places in the area, and from different sections of the community?

In total 3 widely publicised public meetings, including the inaugural Forum AGM, were held between July 2014 and February 2015 and at different locations in the Neighbourhood Plan Area (22/07/ 2014 at Building Crafts College/ 30 people signed in); 11 November 2014 at Building Crafts College /19 attendees signed in; the inaugural AGM at Carpenters Primary School/ 23 signed in). In preparation of the AGM there have been two public Neighbourhood Planning meetings.

Each meeting including the AGM were widely publicised. The TMO and London Tenants Federation kindly printed 6000 leaflets for this purpose and volunteers ensured at some 1100 households within the area received an invitation through their letterbox. Leaflets and posters were also placed at the local school, the Builders Arms pub, the Dockland Centre, the Tesco, the TMO and the Doctors Surgery. Further invitations went to all shop/ local businesses. For the 1st meeting on the 22 July 2014, we were also able to distribute invitations at the Fun Day.

At these public meetings attendees learnt and discussed the possibilities of Neighbourhood Planning, received support and advice from our Locality Advisor Angela Koch and heard detail accounts from invited London Neighbourhood Forums (Chair Stephen Kenny/Grove Park NF, Chair David Powell/ Camley Street NF). Further, methods and responsibilities for outreach activities and learning about the Neighbourhood Planning process were agreed and the formation process of becoming a member of the emerging Neighbourhood Forum progressed by signing up via a membership form.

A twitter account and a dedicated email address were created. Additional funding from Locality was secured in February 2015. The grant funding will be used to develop a website and provide Neighbourhood Planning training activities during spring 2015. A working group for the purpose of producing a draft constitution was formed and met between the public meetings.

Invitations to join the Neighbourhood Forum activities and the Neighbourhood Forum itself are provided to (a) residents living in the Neighbourhood Area, (b) elected ward councillors for the Area, and/or (c) individuals working in the Area and/or (d) individuals carrying on business within the Area boundary. We are delighted to have attracted already a good mix of residents, businesses and workers and continue our considerable efforts to grow our membership further. As soon as the plan-making work proper starts we hope to get more and more local people involved. The Neighbourhood Forum as whole is disappointed that none of the elected councillors have been able to join the Forum yet, however, the Carpenters Neighbourhood Forum will continue to send out invitations and hopes in due course to be able to welcome one or indeed all of the elected councillors as signed and proactive members.

The Neighbourhood Forum is delighted and welcomes Darren Johnson AM, a London Assembly Member, as an active member of the Carpenters Neighbourhood Forum.

Establishing the Neighbourhood Forum in principal:

The above mentioned public meetings and conversations led to the establishment, in principle, of the Greater Carpenters Neighbourhood Forum for the purpose of producing a Neighbourhood Plan and other provisions made under the Localism Act 2011.

Agreeing the Neighbourhood Plan Area:

At each of the public meetings the proposed boundaries of the Neighbourhood Plan Area were shown on a large scale map and discussed in detail. The possibility of a smaller and a

larger than currently proposed area were elaborated upon.

Annex 1 : Membership register, 17 April 2015

(collated via filled and signed membership form)

Number	Name	name2	Type of Membership	Work where or Company
1	Mrs Sheva	Williams	Resident	
2	Osita	Madu	Resident	
3	Janiz	Murray	Resident	
4	Joseph	Alexander	Resident	
5	Nikita	Romankin	Business	BMA Construction
6	Delores	John-Phillip	Resident	
7	Mrs Mary	Finch	Resident	
8	David Ben	White	Business	Acme Artist/Rowse Close
9	Ben	North	Business	Carp & Docklands
10	Clare	Davison	Business	Lantern Health
11	Mrs Mano	Saravanamuth	Resident	
12	Arte	Herrert	Resident	
13	Sazzad	Khan	Resident	
14	Urmin	Khan	Resident	
15	Kerina	O'Shea	Resident & work	Carpenters Arms
16	Andrew	Wernick	Work	Landlord
17	Jenny	Wernick	Work	Landlord
18	Jerry	Leport	Work- Com Fair	Computer Fair
19	Nicola	Hodgson	Ex-Resident & work	Building Crafts College
20	Pauline	Pappoe	Work	Carpenters TMO
21	Mr Liu	Tao	Resident	
22	Osedebamln	Okujie	Resident	
23	Wife	Okujie	Resident	
24	Doreen	Ward	Resident	
25	Fitzroy	Williams	Resident	
26	Abdul	Conseh	Work	Icona Point, 58 Warton Rd
27	Andrew	Hughes	Resident	
28	David	Howells	Resident	
29	Sharon	Hayward	Work	London Tenants F
30	Tee	Fabikun	Resident	
31	Eddie	Benn		
32	David	Richards	Vicar	
33	Maudlane	Byles	Work	Carpenters School
34	Steven	Skconarski	Resdient	
35	William	Mitchell	Resident	
36	Denise	Barnes	Work	
37	Kirsty	Tinkler	Work	Acme Artist/Rowse Close
38	Darren	Johnson AM	Elected Member	London Assembly
39	Anuj	Dr. Patel	Business	Dentist , High street

Annex 2 Constitution (17 Feb 2015)

Greater Carpenters Neighbourhood Forum Constitution

1. Background

The Neighbourhood Forum area (the Neighbourhood Area) is situated on the border of the Queen Elizabeth Park, It has a strong and supportive community. It comprises diverse residents of different religious, ethnic and cultural backgrounds. It is a community built on strong relationships; some over generations where adults and children feel safe and secure.

It has a mix of homes including older local and ex local authority homes and newer homes all of which are occupied by tenants, leaseholders and freeholders. There is also a mix of property sizes.

There is a wealth of community assets; school, colleges, community centres, play areas and a doctor's surgery being well used by all residents.

There are existing concentrations of businesses here in construction, maintenance and refurbishment as well as the Building Crafts College and artists' studios. There are also excellent training facilities in the Building Crafts College and the Docklands Centre.

2. Aims

The Greater Carpenters Neighbourhood Forum ('the forum') is a neighbourhood forum as defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act').

The purpose of Forum is to further social, economic and environmental well-being of the designated area, as defined in section 3 below ('the Area'), by acting for the 'Area' under the provisions of the Act.

To achieve this we aim:

- to produce a shared vision for the area;
- to produce a Neighbourhood Plan,
- to positively build the future for the next generation amalgamating the wealth of experience of our older community members with the exuberance of our younger people;
- to honour the spirit of a genuine Olympic Legacy!

3. Name and Area

The name of the organisation is 'Greater Carpenters Neighbourhood Forum' ('the Forum').

The Neighbourhood Area is that defined by the London Legacy Development Corporation (in policy SA3.4 of the examination draft of the Legacy Corporation's Local Plan) as the Greater Carpenters District.

4. General Policies and Principles

The Forum will

- encourage involvement and membership of the Forum by residents, local representative groups and /or societies, and businesses in the area;
- respect differences including gender, age, ethnicity, religion, sexual orientation, disability and income;
- foster community spirit;
- generally support actions generating employment and supporting local businesses in the area;
- promote sustainable development and environmental improvement;
- publicise and promote the work of the Forum;
- work with other Neighbourhood Forums and exchange information, advice and knowledge
- draw up any codes and policies it feels necessary to support its work

The Forum is non-party politically affiliated.

5. Neighbourhood Forum Membership

The membership is open to anyone (and in any event must comprise at least 21 individuals who are either (a) residents living in the Neighbourhood Area, (b) elected ward councillors for the Area, and/or (c) individuals working in the Area and/or (d) individuals carrying on business within the Area boundary. The Forum will take reasonable steps to ensure that its membership includes at least one individual falling within each of (a) (b), (c) and (d).

Anyone wishing to become a Forum member must complete a simple application form. A membership list will be kept by the Secretary.

The Forum's membership is representative of the diversity of the Neighbourhood area and is fully representative of entire area. The Forum aims to draw its membership from different places in the Neighbourhood Area and from different sections of the community in that area.

People that have the right to return to the area should be made affiliated members of the forum.

Any person under 18 years old is required to have parental consent to join.

The Forum will regularly assess any apparent disproportionate representation within the Forum and will positively attempt to remedy this situation.

6. Meetings

Forum general meetings are usually held bi-monthly, but may be held more or less frequently to reflect the requirements of the Forum's business.

8 members (one of whom must be the Secretary, the Treasurer or their substitute nominated by them in the event they cannot attend a meeting) constitute a quorum for Forum general meetings.

A proper record of meetings is kept by the Secretary or agreed minute-taker.

Dates of Forum meetings and notices of the agenda, venue and time for such meeting will be circulated directly to members and publicised through community websites at least [7 days] in advance of each meeting. Minutes of each meeting will be circulated directly to members of the Forum and published on the community website within [fourteen] days following each meeting.

Annual General Meetings are held to elect the Treasurer and Secretary and to present the annual accounts. If the elected Treasurer or Secretary resign or is otherwise unable to carry out their duties, a special general meeting may be held to elect a replacement.

General meetings co-ordinate, implement and monitor the work of the Forum including the development of a Neighbourhood Plan for the area. Meetings will prioritise, schedule and publicise the work of the Forum.

7. Decision Making

Decisions are made by consensus. There is no voting except for election of Secretary and Treasurer at the Forum AGMs and on any resolution to dissolve the Forum.

This aim is to ensure that we work hard and carefully to achieve -

- the greatest possible levels of inclusion from our community
- something that is agreed by everyone and
- the strongest possible voice for the community within the Neighbourhood Area.

Members attending Forum meetings can allocate tasks between meetings and can set up sub-groups.

The active work of making the Neighbourhood Plan is undertaken by sub-groups on the key themes identified by the Forum and then brought back to a general meeting of the Forum for agreement.

8. Officers/ Facilitators

A Secretary is elected at the Annual General Meeting of the Forum to serve for a period of 12 months.

Each meeting, including sub-groups, are facilitated by 2 members (chair and vice-chair) and will be appointed at the end of the previous meeting. This aims to encourage people to acquire skills and to take an active part the process. It aims to help everyone feel they have equal contributions to make.

9. Finance

A bank account may be opened with the agreement of a Forum meeting.

A Treasurer will be elected at the Annual General Meeting of the Forum to serve for a period of 12 months. The Treasurer maintains financial records and presents annual accounts.

A Forum account must always have three signatories for cheques. All cheques must be signed by at least 2 unrelated signatories.

10. Code of Conduct:

It is expected that everyone will be treated with respect and each will treat others with respect and equality and 'everyone's views will be respected'.

11. Conflicts of interest

Members must declare any potential conflict of interest prior to the start of the Forum or sub-group meetings. For the avoidance of doubt, a conflict of interest may exist where a member of the Forum has other interests or loyalties outside the Forum (whether personal, professional or financial) which may conflict with the aims of the Forum.

The Secretary will keep a register of interests.

12. Term of the Forum and dissolution

The duration of the Forum shall be for 5 years from the date of designation by the London Legacy Development Corporation, unless it is previously wound up or extended by resolution at a Forum meeting, 28 days' notice of the resolution must be given to all members. The resolution must attain a two-thirds majority of those present.

13. Data Protection

All personal data acquired by GCNF from the membership form shall only be used for the purposes of contacting members by email or phone for GCNF business only. No personal information or pictures shall be published on any website without the permission/consent of the individuals involved and shall not be further processed or disclosed to any other party in accordance with the principles of The Data Protection Act 1998.