

Neighbourhood Planning Forum Application Form



This form should be completed electronically.

Important Information:

This application form should be completed using the information provided in the Tower Hamlets [Neighbourhood Planning Guidance Note Stage 1](#).

In order to increase the speed and ease of decision making, and to make the process more manageable for prospective Forums, the Council strongly suggests that this application should be completed and submitted after a Neighbourhood Area application. Once the Neighbourhood Area has been formally designated, a Neighbourhood Forum application can be submitted.

The Council wants to ensure that your applications are approved in a smooth and timely manner. In order to support this process, we encourage interested groups to meet and begin discussions with the Plan Making Team, well in advance of submitting an application.

This meeting will provide advice and guidance on key considerations, which will help to ensure that the Area and Forum, as applied for can be designated without delays.

Email neighbourhoodplanning@towerhamlets.gov.uk or call 020 7364 5009 to set up the meeting.

Contact information

Forum name

Poplar Regen Alliance

Contact details of the Forum (complete as relevant)

Email address	splashcommunity@outlook.com
Website address	www.splashcommunity.com – in progress
Facebook page	Click here to enter text.
Twitter account	Click here to enter text.
Other	1 Wigram House Community Centre, Wades Place, E14 0DA

Public information

Neighbourhood Planning Forum application information

Public information

This section needs to be completed to ensure the Council has the information needed to determine whether the Forum meets the **four conditions** stated in the Localism Act. The four conditions are numbered below.

1

The Forum is established to promote or improve the social, economic and environmental well-being of its neighbourhood.

1a. How will the Forum seek to promote or improve the Neighbourhood Planning Area in terms of its social, economic and environmental well-being?

Social well-being

The forum will address the 7 items on our Charter which have been discussed in many different contexts and at consultation meetings, since 2016. Our social well-being inextricable linked with safe and secure socially affordable housing. We believe that “Houses are homes and neighbourhoods need to be shaped by our vision of community, not simply by the market”. Our key social well-being requirement is the provision of socially affordable housing in the Poplar Regen Alliance (South Poplar OAPF Area). We will work together with existing social housing providers, in particular Tower Hamlets Homes and SWAN Housing seeking to maintain and improve existing stock. We will work with developers to explore other ways of providing socially affordable housing in the area. We will actively involve residents in discussions and workshops around holistic planning and our committee is especially interested in the developments in “human spaces for human and community living”. Our holistic plan will include provision of Schools, Health Centers, healthy play areas and community leisure space. We will also explore ways of involving Community Land Trust in order to identify and develop areas for council new builds.

Economic well-being

Training for employment is high on our list of priorities. We are very aware of the high unemployment in the Poplar Ward (6th highest in Tower Hamlets). Bearing in mind our proximity to Canary Wharf, this is appalling. New developments will bring new jobs in the DLR area, Billingsgate, McDonalds, Poplar High Street New City College Campus and The Workhouse. We are worried that not many local residents will have the training to benefit from these opportunities. Therefore, Training for Employment, apprenticeships and Job Training opportunities are an essential part of the economic growth and well-being of this Ward.

Environmental well-being

We will be working to promote our 4 heritage assets in the area, their environment and their use. Poplar Ward contains four Grade Two Listed buildings. These are: St. Matthias Community Centre, The Old Council Chambers (Lansbury Heritage Hotel), All Saints Anglican Church and Poplar Baths. Some of these would benefit by community planning so that their usage is increased. We also have the fantastic Poplar Park with its open play area, football pitch and extremely well used tennis courts. A newly developed landscape area is about to be opened on Poplar High Street alongside New City College. This will include a planting program which hopefully, later in the year, will become a project for local residents. There are areas in the Ward which require investment and planning in order to be of greater service to people in the local community (Cottage Street Square and Pennyfields). All the Estates on Poplar High Street have environmental well-being possibilities and opportunities and many more would benefit from Gardening Projects.

1b. How will the Forum embed the Council’s guidance and aspirations within the Community Plan, Single Equality Framework, Core Strategy, and Managing Development Document into their activities?

<p>Community Plan and Single Equality Framework</p>	<p>The Neighbourhood Forum plan to run a series of workshops during the coming summer relating to the community plan themes, which are:</p> <ul style="list-style-type: none"> • A great place to live • A fair and prosperous community • A healthy and supportive community • A safe and cohesive community <p>These themes are very close to our aspirations and allow us to promote inclusive programs open to all. This community, led by SPLASH, has always had inclusion and equality as its core values. Throughout our years we have planned community celebrations and meetings which were inclusive of everyone in the community. The creation and encouragement of a confident community in which people feel both safe and valued and have a voice is an essential part of our vision.</p> <p>The forum supports the aspirations of the councils Single Equality Framework and we have already involved the local Mosque community and the All Saints Congregation in our discussions. We have identified two Primary Schools, one Health Centre, one College, the Poplar DLR Station and St. Matthias Community Centre as being essential partners in our meetings. We will set-up meetings with local residents to study the importance of the opportunity area planning framework (OAPF) and the management development document. We will need time as a Forum to understand the implications of these two documents on our plans and the limitation and possibilities they will allow.</p>
<p>Core Strategy & Managing Development Document</p>	<p>The Isle of Dogs and South Poplar Opportunity Area Planning Framework has identified areas of development within South Poplar, identifying it as “The gateway to the Docklands” with Blackwall and South Poplar designated as “areas of change”.</p> <p>Awareness of the OAPF is placing added importance on the activities we carry out in ensuring that local people who live, study and work in the area have an understanding of the policies and projects proposed for this Ward and which will absorb all our energies over the coming 25-35 years! Workshops looking at the character, issues and opportunities for different places within the neighbourhood, including existing housing estates, will be extremely important. Currently within the area we have five large Tower Hamlets Homes (THH) estates contrasting with Manhattan Plaza and Woodstock Terrace, properties which sell for upwards of £800,000! On the edge of our area is the enormous Blackwall Reach Project with its 1575 Homes, spanning an area of 20 acres, this will change the character of the area, necessitating new schools, health centres and other social amenities. This will also introduce to the area a new community which will need to integrate with the existing communities.</p> <p>One of the activities we will need to carry out is a policy review: looking at the specific policies in the Managing Development Document (MDD) and ensuring that we aren’t duplicating or contradicting these in the local plans. We will ensure that any documents such as these are available for the community to scrutinise and discuss.</p>

1c. How will the Forum envisage engaging with other local forums and groups? (for example, has a Memorandum of Understanding, which could provide the basis for joint working agreements with

other local forums/groups been explored?)

Members of the group have attended several meetings organised by the Isle of Dogs Neighbourhood Forum and were present at the recent Examination of the Plan by an independent examiner. We are also in communication with Canary Wharf PLC who have discussed with us the possibilities of setting up an Neighbourhood Plan. We would hope to continue liaising with both bodies as we are geographically so close to each. The consultation has been in progress for over 2yrs with Estate based groups covering Birchfield, Will Crooks, Cottage Street, Bazley Street and Robinhood Gardens. During the course of this summer it is hoped that the plans will be discussed by residents and community groups. The Primary schools and the College have also been involved and will be much more so during the coming academic year. We have been in touch with the College with a view to have some of their students assist us with the consultation. The group under Churches and people of Faith Together in Poplar have discussed the Vision which have been drawn up by the steering group.

2

The Forum's membership is open to everyone who lives in, works in or represents the area as an elected member.

2a. How have the Forum taken steps to promote the opportunity to be involved in the Forum and engage with local people prior to submitting this application? This may include evidence of discussions, meetings and consultations.

Members of SPLASH registered Charity (1056985) has been meeting since August 2016 when the first draft of our Charter was produced. Since then we have had several meetings, some small community estate based at which residents were able to examine the Charter and make amendments; others were public meetings attended by local Councillors: August 2016, May 2017, July 2017, June 2017 and September 2017. The Mayor attended our June meeting. At the end of April 2018 SPLASH celebrated its 30th Anniversary with a weekend of activities at which the Charter was further discussed. The Charter describes the priorities expressed by the community over the last two year, which would form the basis of our planning.

All our meetings have been inclusive and we have been careful to include residents for whom English is not their first language. During the coming summer months we hope to increase our planning and workshop opportunities, leading to an open public meeting in September. Our new local Councillor, Sufia Alam, has shown strong support for our Plan.

3

The Forum's membership includes a minimum of 21 people, each of whom lives in, works in or represents the area as an elected member.

3b. Does it have a membership of at least 21 people?

Yes No

3b. How have the Forum secured (or taken reasonable steps to attempt to secure) at least one person from those who live in, work in or represent the area as an elected member in its membership? This may include evidence of discussions, meetings and consultations.

Our members have come from the local community which has included members of our local Round Table (a quarterly meeting of Police, Housing Officers, Council Officers, New City College, the local Health Directorate and community groups) ; DLR Reps, with whom we are discussing the "adoption" of the Poplar DLR Station; Woolmore Primary School and Our Lady and St. Joseph's School; Hale Street Mosque and All Saints Health Centre. We have had estate based meetings on St. Vincent's, Birchfield, Will Crooks, Cottage Street, Holmesdale House and Robin Hood Gardens.

3c. Do members come from different places within the neighbourhood and do they reflect the diversity of the people within the neighbourhood? Please provide the name, postcode and interests

& relevant background of each member.

#	Name	Postcode	Interests & relevant background
1	Muna Ali	E14 0AS	School Governor
2	Moksud Choudhury	E14 0DB	Housing Officer
3	Christine Frost	E14 0BX	School Governor
4	Lucy McLagan	E14 0HE	Teaching Assistant
5	Rene Felici	E14 8ES	Neighbours In Poplar
6	Ann Leafold	E14 8ES	Chair Birchfield TRA
7	Sultana Begum	E14 0AT	Teacher
8	Denis Glackin	E14 0BT	Resident
9	Junur Wahab	E14 0BX	Accountants
10	Soyful Ahmed	E14 0BT	Youth Representative
11	Asma Begum	E14 0HG	Resident
12	Mary Stackable	E14 0HG	Nurse
13	Manna Mahmudur	E14 8HS	Legal Advisor
14	Patrick Devereux	E14 0DB	Head Teacher
15	Abdullah Hossain	E14 0HG	SWAN Housing
16	James Turner	E14 9YQ	T.H.H Housing – resigned post May 2018
17	Sufia Alam	E14 1SA	Poplar Ward Councillor
18	Nick Steward	E14 0AF	New City College
19	Faruk	E14 0BT	Chair Hale Street Mosque
20	Rev Jane Hodges	E14 0FZ	Rector All Saints Church – workplace
21	Martina Logan	E14 0HF	New City College
22	Sophie James	E14 8HS	Resident
23	Stacey Haig	E14 8HS	Resident
24	Abdul Faruk	E14 0HF	Resident
25	Alpona Begum	E14 0DH	Resident
26	Sadia Begum	E14 0DH	Resident
27	Yvone Taylor	E14 0AA	Chair Cottage Street TRA
38	Sherrill Evarschu	E14 0AE	Retired University Lecturer
29	Hassan Miah	E14 0BB	Hotel Owner
30	Thufayel Hasan	E14 0BT	Apprentice Youth Rep
31	Alkhad Ali	E14 0AF	Manager Workhouse
32	Claire Kick	E14 8AU	Resident
33	Mohammed Iqbal Hussain	E14 0DA	Resident
34	Chris Ley	E14 0EY	LAP 7 Health Director

4a. Has the Forum completed and attached a written constitution?

Yes No

4b. Has the written constitution been developed in a correct and proper manner? (in accordance with Locality Guidance)

Yes.

Meeting Log: Please provide dates of your meetings with the Plan Making Team

11th October 2017
12th February 2018
16th May 2018

Applicant name

Christine Frost

Date

21st June 2018

Please note: Forums will be required to inform the Council of any change to the original content and intentions detailed in its application form. Specifically, any change to the membership of the Forum and written constitution will require the Forum to immediately notify the Council of these changes, in writing to the neighbourhood planning email address.

Poplar Regen Neighbourhood Planning Forum Constitution Summer 2018

1. Background

The Neighbourhood Forum area (the Neighbourhood Area) is situated between East India Dock Road E14 and Aspen Way, The Westferry Junction and Leamouth. 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 secure.

It has a mix of homes including over 2,000 local and ex Local Authority homes (now being managed by Tower Hamlets Homes THH) 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 in the area; two primary schools, New City College, community centres, nurseries, play areas, three shopping areas, two Mosques, one Church and a Health Centre being well used by all residents.

The Ward has seen years of development and regeneration as part of the LDDC, with the growth of Canary Wharf. The Ward has not always benefitted positively from the Wharf development.

Currently we see the development of Manhattan Plaza & Blackwall Reach with its promise of over 1,500 homes, how many of these will be socially affordable?

2. Aims

The Poplar Regen is a neighbourhood forum defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act')

The aim of the Forum is to further social, economic and environmental well-being of all who live and work in the designated area.

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 expertise and exuberance of the younger generation;
- To honour the spirit of Poplar's Legacy!

Our Vision is to encourage and nurture an inclusive community in which everyone has a voice and all share a concerned ownership and responsibility for the Poplar Regen area. All are united in campaigning and working for a replacement of our 500 socially affordable Council Homes lost in the 1990s to the Limehouse Link, Docklands Light Railway and the regeneration managed by the London Docklands Development Corporation.

We are committed to working to ensure no one has to leave this area because of excessive exorbitant rents and service charges.

“It takes a community to grow a child”

3. 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 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 and all records will be kept according to GDPR regulations.

The Forum's membership is representative of the diversity of the neighbourhood area and is fully representative of the entire area.

The forum's membership should be representative of the diversity of the neighbourhood area.

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

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.

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.

The Forum is non-party politically affiliated.

Ceasing to be a member

Members may resign at any time in writing to the secretary.

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive

way or breaking the equal opportunities policy may be asked not to attend further meetings or to resign from the group if an apology is not given or the behaviour is repeated. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made.

4. Equal opportunities

Poplar regen management will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political beliefs, marital status or age.

5. Officers and committee

The business of the Forum will be carried out by a committee elected at the Annual General Meeting (AGM). The committee will meet as necessary and not less than 4 times a year.

The committee will consist of 8 members and be composed of 4 officers and 4 committee members. Up to 2 additional members may be co-opted on to the committee at the discretion of the committee.

The officers' roles are as follows:

- Chair, who shall chair both general and committee meetings
- Secretary, who shall be responsible for the taking of minutes and the distribution of all papers.
- Membership secretary, who shall be responsible for keeping records of members
- Treasurer, who shall be responsible for maintaining accounts.

In the event of an officer standing down during the year a replacement will be elected by the next General Meetings of members.

Any committee members not attending a meeting without apology for three months will be contacted by the committee and asked if they wish to resign.

The committee meetings will be open to any member of the Forum wishing to attend, who may speak but not vote.

6. Meetings

6.1 Annual general meetings

An AGM will be held within 15 months of the previous AGM. All members will be notified in writing at least 3 weeks before the date of the meeting giving the venue, date and time. Nominations for the committee may be made to the secretary before the meeting,

or at the meeting. The quorum for the AGM will be 10% of the membership or 10 members whichever is the greater number.

At the AGM:

- The committee will present a report of the work of the forum over the year.
- The committee will present the accounts for the previous year.
- The officers and committee for the next year will be elected.
- Any proposals given to the secretary at least 7 days in advance of the meeting, will be discussed.

6.2 Special General Meetings

The secretary will call a Special General meeting at the request of the majority of the committee or at least 8 other members giving a written request to the chair or secretary stating the reason for their request.

The meeting will take place within twenty one days of the request.

All members will be given 2 weeks notice of such a meeting, giving the venue, date, time and agenda and notice may be telephone, email or post.

The quorum for the Special General Meeting will be 10% of the membership or 10 members, whichever is the greater number.

6.3 General Meetings

General meetings are open to all members and will be held at least once every 3 months or more often if necessary.

All members will be given 2 weeks notice of such a meeting, giving the venue, date, time and agenda and notice may be by telephone, email or post.

The quorum for the General Meeting will be 10% of the membership or 10 members, whichever is the greater number.

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.

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

6.4 Rules of procedure for meetings

Decisions are made by consensus. If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present.

If the number of votes cast on each side is equal the chair of the meeting will have an additional casting vote.

The aim is to ensure that we work hard and carefully to achieve:

- The greatest possible levels of inclusion and community
- The greatest possible benefit for the local community
- The strongest possible voice for the community within the Neighbourhood Planning Forum Area.

7. 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.

- For other payments such as BACS payments, cash withdrawals, debit card payments or cash payments, (a requisition note will be signed by 2 signatories and held by the treasurer).

All money raised by or on behalf of the Forum can only be used to further the aims of the Forum as specified in item 2 of this constitution.

8. Amendments to the Constitution

Amendments to the Constitution may only be made at the AGM or a special general meeting. Any proposal to amend the Constitution must be given to the secretary in writing. The proposal must then be circulated with a notice of meeting. Any proposal to amend the

Constitution will require a 2 thirds majority of those present and entitled to vote.

9. Dissolution

If a meeting by simple majority decides that it is necessary to cease the work of the Forum, it may call a special general meeting to do so. The sole business of this meeting will be to dissolve the Forum.

If it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

This Constitution was agreed at the SPLASH Committee meeting on:

Date 02/07/2018

Name and position in Forum MUNA ALI C (CHAIR)

Signed M. Ali, S. Christine, L. Neeson, A. Lyall

Name and position in Forum S. CHRISTINE FROST (SECRETARY)

Signed S. Christine Frost