



**London Borough of Lewisham
Neighbourhood Forum Application | REDESIGNATION**

Name of proposed neighbourhood forum (E.g. Catford Neighbourhood Forum)

Deptford Neighbourhood Action (DNA)

Name of proposed neighbourhood area (E.g. Catford Neighbourhood Area)

Deptford Neighbourhood Action Area (DNA Area) |

Contact details of one member to be made public

Please provide **full name, address, email address, telephone number** and whether the member is a resident in the area, a worker in the area, or an elected member for the area.

By submitting this form you are agreeing to make this information publicly available.

*Deptford Neighbourhood Action (DNA)
C/o Pepys Resource Centre
Deptford Strand
Deptford, SE8 3BA
CONTACT: Joyce Jacca – Chair
Phone number:07903 352741 email:deptfordaction@gmail.com*

PLEASE TURN OVER

The following information should be attached to this application form:

Attachment	Included (Y/N)
A copy of the written constitution of the proposed forum.	Y
An OS Map at a minimum of 1:10,000 scale showing the proposed neighbourhood area.	Y
A statement explaining how the proposed forum is established to promote or improve the social, economic and environmental wellbeing of the area.	Y
A statement explaining that membership is drawn from different places in the neighbourhood area, and from different sections of the community. The statement should explain that membership is open to those who live in the area, work in the area, or are elected members for the area. The statement should 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.	Y
A list of at least 21 members of the proposed forum. For each member, please detail: <ol style="list-style-type: none"> 1. Their name 2. Their address 3. Their status: whether they are a resident in the area, a worker in the area, or an elected member for the area. 4. Preferred contact details e.g. email address (we reserve the right to contact each member to confirm their membership of the proposed Forum) 	Y We feel that this information should not be published on the website if possible to protect privacy.
A statement confirming that members of the proposed forum have all agreed to have their name, status and postcode published (their full address and preferred contact details will be redacted).	Y We feel that this information should not be published.

Please return this form to with all the required attachments to:

**Emma Talbot
Head of Planning
London Borough of Lewisham
Laurence House
Catford
SE6 4RU**

Alternatively, please email the completed form with all the required attachments, marked for the attention of Emma Talbot, Head of Planning, to:

Planning.policy@lewisham.gov.uk

An OS Map at a minimum of 1:10,000 scale showing the proposed neighbourhood area | No change

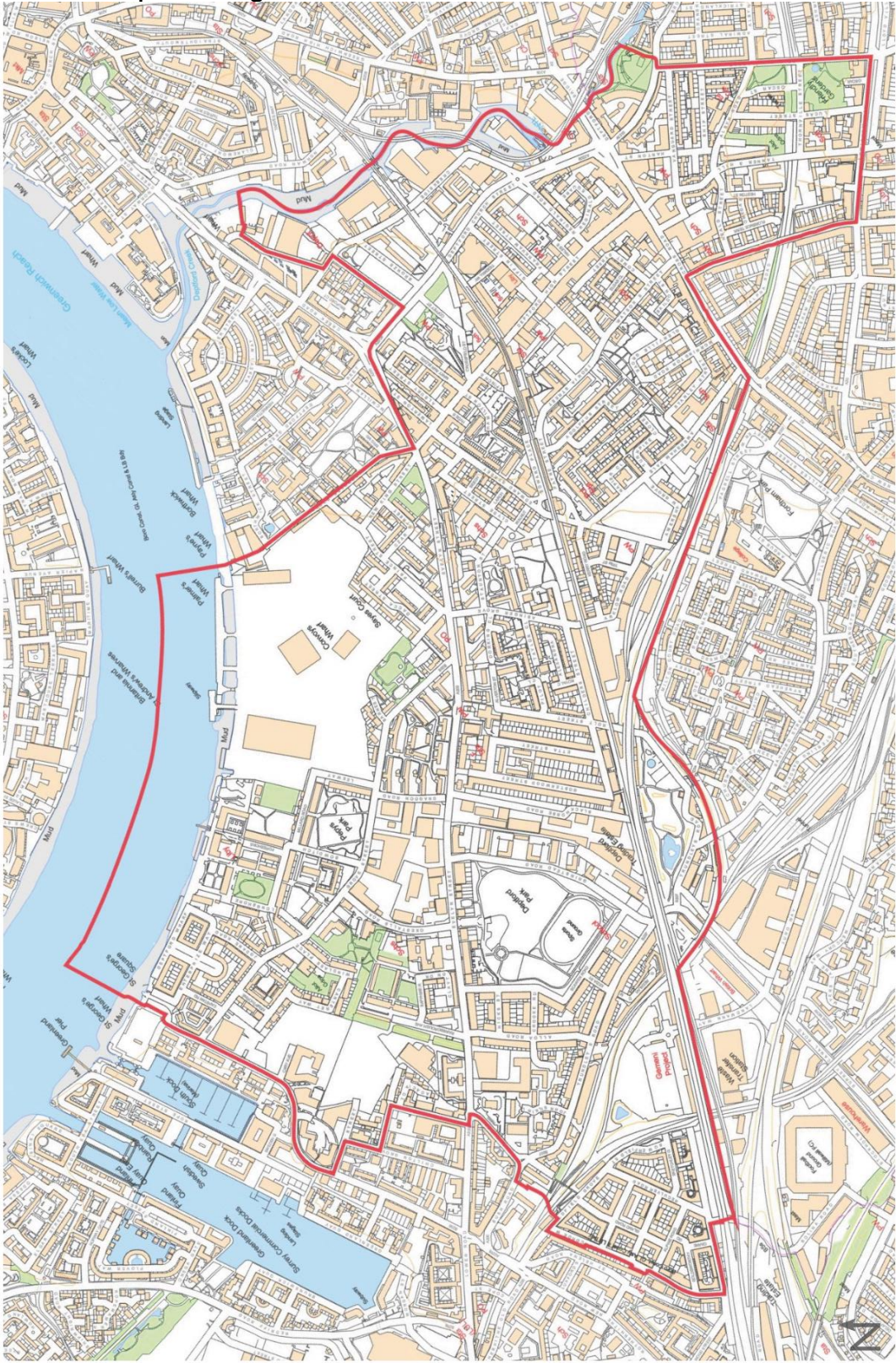


Figure 1: Deptford Neighbourhood Plan Area

500m

Re-application of Deptford Neighbourhood Action (DNA) | February 2021

Statement explaining that your organisation is a “relevant body” for the purposes of section 61G of the Town and Country Planning Act 1990 (as amended):

The name of the Neighbourhood Forum is Deptford Neighbourhood Action (DNA). Deptford Neighbourhood Action (DNA) is the relevant body capable of being redesignated as Neighbourhood Forum for the purposes of section 61G of the 1990 Act. Our current list of members which agreed to have their details disclosed, dated 11th February 2021, is attached (Annex 1).

We have grown our membership over the last 5 years substantially and actively seeking to further grow our membership in time, and with every community engagement event we run and other outreach and awareness building activities such as questionnaires, social media involvement, on street engagement, online meetings and phone calls, we intend to carry out throughout our plan-making. Recently, we have commissioned a short video to explain the draft plan to the many communities in Deptford.

Many public meetings and workshops were held since 2015 at the Albany, Deptford Lounge and the Peeps Resource Centre, attended in by hundreds of local people. We revised and update our website and Facebook page and are pro-actively working with organisations and developers.

We attach a copy of the DNA’s written Constitution (Annex 2). The constitution was further discussed during a public meeting at the Albany on 16 May 2015. All current members of DNA have signed up in agreement with the constitution and provided written evidence for that purpose.

We are currently consulting on our Regulation 14 draft neighbourhood plan. Through extensive outreach work, the online survey has so far attracted over 200 submissions which is very encouraging.

> A statement explaining why the area is considered an appropriate neighbourhood area:

The Neighbourhood Area this relates to is the proposed Deptford Neighbourhood Action Area. The above map shows the proposed area of the Neighbourhood Forum, called Deptford Neighbourhood Action (DNA). It is considered that this is the appropriate area for our DNA Neighbourhood Forum because it is the area widely regarded as “Deptford” by those who live and work in the area. The production of a Neighbourhood Plan enables us to positively develop planning policies that are expected to have a positive impact on the social, economic and environmental well-being of the people that live, work and visit the area.

The rationale that led to the proposed boundaries for the Deptford Neighbourhood Action Area can be described through four lenses:

- Natural barriers such as waterways
- Human made physical boundaries such as railways, major roads (A2) and green spaces
- Administrative boundaries (existing ones such as borough and ward boundaries, Evelyn, New Cross and Brockley Ward as well as historic ones such as the one Old Deptford Borough).

These three key dimensions of developing a rationale for a boundary in our build-up urban area have been discussed and tested through publishing earlier versions of the here presented map via DNA's initial two public meetings, our website, the facebook page and a further invitation to comment on the draft boundaries sent and shared widely prior to our initial Application to become designated in 2015. This mix of methods aimed to engage a broad range of local residents, businesses and organisations in this boundary making process as required for defining the boundaries for the purpose of making a Neighbourhood Development Plan and/or Neighbourhood Development and Community Right to Build Orders. All these engagement activities were focused on initiating/facilitating meaningful conversations on what area can confidently be considered as Deptford and active members can be engaged. As highlighted in DNA's constitution identity is at the heart of the neighbourhood plan making and activities Deptford Neighbourhood Action.

As illustrated on the map above the northern boundary follows the River Thames before it bends south up Watergate Street along the boundary with the LB of Greenwich, along Creekstreet before it turns south again into Deptford Church St east into Creekside, Copperas St towards the River Ravensbourne and along Deptford Creek all the way south along the borough boundary beyond Deptford Bridge to Friendly Street to the Friendly Gardens which forms the southern tip at the point of the boundary where it meets Lewisham Way. Following Lewisham Way in a north westerly direction to Florence Road includes Tanners Hill within the Deptford Area. The proposed boundary for the DNA area then follows Florence Road back down to the Deptford Broadway (A2), meeting the Royal Albert Pub, before following the New Cross Road east to the railway line and New Cross Station. The National Rail line traces the proposed boundary most the western boundary, a strong physical feature separating Deptford from the New Cross area. The south and north westerly boundary is follows the existing Evelyn Ward boundary, around the Silwood estate along Concorde Way before crossing the railway and onto Bestwood then Croft Street. It also takes in parts of Brockley and New Cross wards. The railway crossing and the whole northern proposed DNA boundary also marks the borough boundary between Lewisham and Southwark, which leads us onto Plough Way all the way down to the River Thames again.

> A statement explaining that your organisation is a “relevant body” for the purposes of section 61G of the Town and Country Planning Act 1990 (as amended):

The name of the Neighbourhood Forum is Deptford Neighbourhood Action (DNA). Deptford Neighbourhood Action (DNA) is a relevant body capable of being designated a Neighbourhood Forum for the purposes of section 61G of the 1990 Act. **We were originally designated by Mayor Steve Bullock in February 2016.** We currently have around 140+ members, however for the purposes of this re-designation we are supplying a list of 28 DNA members who have explicitly provided an email confirming they are happy to be contacted for the purposes of the RE-DESIGNATION.

DNA have grown our membership numbers from an initial 40 or so people since we began this Neighbourhood Planning process in 2015 to just over 140 members in 2021. DNA are now at Reg 14 of the Neighbourhood Planning Process, and intend to complete this stage of consultation by the end of February 2021. We launched our Reg 14 consultation in October 2019, but have been hampered in our consultation efforts due to the Covid-19 Outbreak from March 2020.

Prior to Designation in 2016, four public meetings were held in March, April, May & June 2015 at the Albany and Deptford Lounge and were attended by over 40 local people. We set up a website and Facebook page, contacted a broad range of local organisations and individuals, invited our elected members, have spoken at the local Assembly and had an article put on the front of the local news paper (Facebook group of Deptford Neighbourhood Forum)/ (Website of Deptford Neighbourhood Action). This led to the establishment, in principle, of the Deptford Neighbourhood Action (DNA) and aim to produce a Neighbourhood Plan, the agreed constitution, the area boundaries and a successful application for direct support from Locality. Locality has during this process also supported us with various technical packages in order to help us get to Reg 14 of our Neighbourhood Plan: AECOM Character and Heritage Study; & Site Allocation study and Design Codes for Convoys Wharf site by AR Urbanism. We also have currently received funding from the Trust for London to help us get our Neighbourhood Plan to Referendum.

We attach a copy of the DNA's written Constitution (Annex 2). The constitution was further discussed further during a public meeting at the Albany on 16 May 2015. We held three consultation events to look at Deptford Identity, and to capture people's views on DNA objectives from January to March 2016 – at the Armada Centre, CAC2000 (with the Vietnamese Society) and the Evelyn Tenants and Residents Association Community Centre. All current members of DNA have signed up in agreement with the constitution and provided written evidence for that purpose. Our first AGM was held on 10th September 2016. We have held AGM's in 2017 (14th October), 2018 (17th November), & 17th February 2020. Our next AGM is planned for April 2021 (online event). We have been attending New Cross, Evelyn Ward and Brockley Ward Local Assembly meetings; and going regularly along to other community group meetings to raise awareness of DNA and to give talks about Neighbourhood Planning and what the opportunity is in doing a Neighbourhood Plan for local people e.g. Voice4Deptford; Deptford Folk; Twinkle Park; Health Improvement Group; VAL; LRMN etc.

We received funding from the Trust for London to conduct the Regulation 14 consultation and complete all other necessary steps, processes and documents to submit our Plan to referendum by the October 2021.

Currently, we are consulting on our Reg 14 draft version of the Plan and taking an active role in Lewisham's new local Plan consultation. We held a launch event with exhibition in October 2019, used leaflets (sent to all households), made the plan accessible online and Deptford Lounge and Peeps Resource Centre, provide an online survey, made summary video, build a mobile exhibition for street engagement, held a 'fish & chip' engagement session and have commissioned a specialist community outreach worker conducting telephone interviews with to hear from seldom heard people from all walks of Deptford Life. We have received representations from Lewisham Council, TfL, GLA, Environment Agency, Natural England and Convoys Property Limited. We have held two positive online meetings with the developers of Convoys Wharf to establish a working relationship and explore opportunities to work more collaboratively.

Annex 1 DNA Members who have given their explicit support in writing for Re-Designation

28 names submitted - removed due to GDPR and can be obtained with the permission of the forum and council.

DNA's written Constitution (Annex 2).

DEPTFORD NEIGHBOURHOOD ACTION CONSTITUTION



AN IDENTITY FOR DEPTFORD

1. NAME Deptford Neighbourhood Action referred to elsewhere in this Constitution as “DNA”, is the name of our neighbourhood forum as defined in the Town and Country Planning Act 1990, as amended by the Localism Act 2011.

2. NEIGHBOURHOOD AREA

The DNA neighbourhood area is shown on the attached map, referred to elsewhere in this constitution as the neighbourhood area. The DNA neighbourhood area falls within the boundaries of two London Boroughs, Lewisham & Greenwich.

3. PURPOSE and OBJECTIVES

The purpose of DNA is to promote and improve the social, economic and environmental well-being of its residents and businesses. Our overarching objectives of DNA are:

To encourage, empower and enable the involvement of all communities living and working in the defined neighbourhood area in the preparation, production and implementation of the Neighbourhood Development Plan which will aim to:

4. POWERS

In furtherance of these overarching objectives the Forum Committee of DNA may exercise the power to:

- _Invite and receive contributions and raise funds where appropriate, to finance its work
- _and to open a bank account to manage such funds.
- _Set up working groups with terms of reference to undertake tasks in furtherance of its objectives. All such working groups must include at least one management committee member.
- _Publicise and promote the work of DNA and organise meetings, training courses, events or seminars relevant to its work.
- _Work with groups of complementary nature and exchange information, advice and knowledge with them: including cooperation with other voluntary bodies; charities; statutory, and non-statutory organisations ,who want to affiliated with DNA; and elected members
- _Employ staff (who shall not be members of the Management Committee) as necessary to conduct activities that meet the objectives of DNA.
- _Take any lawful form of action which is necessary to achieve the overarching objectives of DNA, including taking out any contracts agreed by the Management Committee; for instance the acquisition of premises either short or long term.

5. AFFILIATIONS

The Forum shall not be affiliated to any political party.

6. MEMBERSHIP

Membership is open to all people aged 16 years and over who meet any one of the following criteria, in that they:

1. live in the neighbourhood area;
2. work in the local area either on a paid or voluntary basis;

3. are an elected Lewisham or Greenwich London Borough Council member representing a ward in the neighbourhood area;

The Forum Committee members shall be drawn from different places in the neighbourhood area and different sections of the community. DNA shall have a minimum of 21 (twenty one) members, and the Forum Secretary shall maintain a register of members at all times and make it available to any DNA member or the public who requests it. Members will apply for membership and the Forum Committee shall have the power to accept members. Members of the Forum must be 16 (sixteen) years of age and over.

Any DNA member may resign from membership by providing the Forum Committee Secretary with written notice.

The Forum Committee may refuse membership, or may terminate or suspend the membership of any member by resolution passed at a Forum Committee meeting where it is considered membership would be detrimental to DNA's objectives and activities.

7. FORUM COMMITTEE

The DNA Forum Committee shall be elected at the DNA. Annual General Meeting and shall consist of a minimum of 5 (five) members up to a maximum of 15 (fifteen). The quorum for the Committee will be 5 members.

DNA will elect the following officers of the Forum from its membership: Chair, Deputy Chair, Secretary, Treasurer and Media Officer and any other role that is deemed necessary.

The general term of Office is 1 year.

The Chair of the Forum Committee shall be responsible for:

→ Calling and chairing meetings of the D.N.A. Forum Committee, General Meetings and Annual General meetings of the D.N.A. membership (unless specifically delegated to another Forum Committee member in writing).

→ Exercising a casting vote on elections and resolutions at meetings of the Forum and its Committee.

→ Taking decisions on day-to-day matters between meetings of the Forum Committee after electronic consulting with other committee member. The Deputy Chair shall be responsible for:

→ Standing in for the Chair during any period of absence of the Chair due to holidays, illness or time away for

personal reasons. The Treasurer shall be responsible for:

→ Establishing a DNA bank account and acting as a joint signatory on the account with one or more other member of the Forum Committee. Maintaining the DNA financial records.

→ Setting out a draft budget in the first year, and ensuring that DNA stays within its budget

→ Preparing and presenting an annual budget, at the DNA Annual General Meeting

→ Submitting a detailed summary of all the DNA received and spent at every Committee meeting. The Secretary shall be responsible for:

→ Organising all DNA meeting dates, times and venues.

→ Taking and circulating the minutes of all DNA meetings - making them available to all members.

→ Maintaining a register of DNA and keeping a copy of the DNA Constitution for inspection by members of the public and DNA members.

The Media Officer shall be responsible for:

→ Maintaining and updating the DNA website

→ Preparing and presenting draft materials for the promotion of DNA through its organised events and activities, and for promotion in the neighbourhood area e.g. posters and leaflets.

→ Actively encouraging promoting and advertising DNA via social media e.g. Twitter and Facebook.

All decisions at DNA meetings shall be made on a show of hands of members who are entitled to vote at the meeting. a) General meetings

General Meetings of DNA members shall take place at least twice a year.

Notice and an agenda for a DNA General Meeting to DNA members shall be 14 (fourteen) days. The quorum required for a General Meeting to conduct business shall be 5 (five) DNA members.

The Secretary will make minutes of the General and Committee meetings available to members of the Forum within two weeks of the meeting unless impracticable. Organisations which are affiliated to DNA will be encouraged to communicate such information to their membership.

b) Annual General Meetings/Special Meetings

An Annual General Meeting of DNA members shall take place once in every calendar year. Notice and an agenda for an Annual General Meeting to DNA members shall be 21 (twenty-one) days. The quorum required for an Annual General Meeting to conduct business shall be 12 (twelve) DNA Members.

The Annual General meeting shall:

- _Elect the DNA Forum Committee.
- _Receive a report from the Forum Committee of the DNA activities that have
- _taken place in that year.
- _Receive a Financial report and statement from the Treasurer Elections to the Forum

Committee shall take place as follows:

a) DNA members shall notify the DNA Secretary of their intention to stand for a place on the Forum Committee in writing and at least 7 (seven) days before the Annual General Meeting takes place.

b) At the Annual General Meeting elections shall be held on the basis of a show of hands for each candidate.

Special Meetings may be called from time to time by the Forum Committee to consider amendments to the constitution or dissolution of the Forum. These shall be subject to the same notice and quorum as Annual General Meetings.

The Committee may co-opt up to three additional members to the Committee in any year, and may also co-opt an appropriate replacement for any Committee Member who stands down for any reason during the year. Co-opted members will have the same voting rights as other Committee members. A co-opted member may be elected as an officer. The Committee may remove from the Committee any member who fails to attend two consecutive meetings of the Committee without good reason.

8. DNA FINANCES

Any money acquired by DNA including donations, contributions and bequests, shall be paid into an account operated by the Forum Committee in the name of DNA Neighbourhood Forum.

All funds must be applied to the DNA objectives and for no other purpose.

Any deeds, cheques etc relating to DNA's bank account shall be signed by at least 2 (two) Management Committee members, 1 (one) of whom must be the Treasurer.

Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are utilised effectively and that the Forum stays within its budget.

Official accounts shall be maintained, and will be examined annually by an independent accountant who is not a member of the DNA. Forum.

An annual financial report shall be presented by the Treasurer at the DNA Annual General Meeting.

9. DECLARATION OF INTERESTS

The Secretary will keep a Register of Committee members' Interests detailing financial interests in the neighbourhood area or any other interest which could be deemed to have an influence on decisions likely to come before the Forum Committee. Members will abstain from voting on any matter in which they have a financial interest.

Any participant in any meeting of the Forum, including committees, sub-committees and working parties, will disclose to the meeting any financial interest s/he has in any topic under discussion, and will not discuss or vote on such topic except with the express approval of the meeting.

AMENDMENTS TO THE CONSTITUTION

Any changes to this constitution must be agreed by a majority vote at a special general meeting, called specifically for the purpose under the same conditions that apply to Annual General Meetings specified above, with the exception that such a vote will only be carried if supported by 75% or more of those voting.

Proposed amendments to this Constitution of DNA must be conveyed to the Secretary formally in writing. The DNA Secretary and other DNA officers shall then decide whether to put the proposed amendments to a DNA special general meeting for discussion and decision.

DISSOLUTION

DNA may be dissolved if deemed necessary by the members in a majority vote at a special meeting, with the exception that such a vote will only be carried if supported by 75% or more of those voting.

Any assets or remaining funds after debts have been paid shall subject to the agreement of the Members at a General Meeting, be allocated to one or more nominated organisations set up to continue the work of DNA or in the absence of any such organisation and subject to any statutory regulations, be distributed equally to the constituent local organisations who are its members (but not to individual members).

In accordance with the Localism Act, a formal review of the functions and achievements of DNA will be carried out five years after its formation. Following such review, and consultation with its members, DNA will decide to continue, amend or dissolve itself as considered appropriate.

This constitution was adopted at the Inaugural Meeting of the Deptford Neighbourhood Action held at Deptford Lounge on 18th July 2015

Signed

Andrea Hughes / Acting Chair