



DOWNHAM ASSEMBLY

SATURDAY 10TH SEPTEMBER 2016

10.30am – 12.30pm

2 Wesley Halls Community Centre, Shroffold Road, Bromley BR1 5PE

Minutes of the Meeting

Welcome from the Chair – Cllr. Timi Ogunbadewa opened the meeting and welcomed all present, he also introduced Paulette Watson, a member of the Downham Assembly Coordinating Group who had accepted the invitation to Chair this particular meeting.

2015-16 Assembly Fund Priorities – What were they and what projects were funded to address them – Paulette explained the Assembly Fund.

The Assembly Fund is a budget allocated to each ward to meet the local assembly priorities. The programme has been running for seven years.

The purpose of the Assembly Fund is to:

- support chosen assembly priorities for each ward
- help each assembly make decisions and bring about change
- provide 'seed' funding to potentially attract further sources of funding

Assembly Fund value

There is £15,000 available for each ward in 2016-17.

Of this £15,000:

- £12,500 is available to the assembly; and
- £2,500 is a discretionary element for Councillors to spend

The discretionary element is to be decided by all three Cllrs (or two where consensus is not possible) by end of December 2016, and can be spent on any small project that benefits the ward. Cllrs may add their part to the main assembly pot of £12,500 for the assembly to allocate if they wish.

Paulette reminded those present of the 2015-16 Downham priorities chosen by the Assembly.

These priorities set the criteria for all the projects funded last year. They were as follows;

Children & Young People

Health & Wellbeing

Safety, Crime & Anti-social Behaviour

Community Facilities

Unemployment & Skills Development

The projects funded last year and the respective amounts awarded were as follows;

Project	Amount requested	Amount recommended
Academy Achievers Coding Club To be delivered at REAP	£3,000	£2,500
Aliza – A place To Be Me – Creating Music Through Therapy To be delivered at REAP	£2,570	£1,570
Lewisham’s Citizen’s Advice Bureau – To be delivered at DHLC and DWCF+	£3,500 from Downham and £3,500 from Whitefoot	£1,500 Whitefoot agreed to £3,500
Downham Celebrates	£2,000	£1,500
Downham Football Project – Sports for All – Kieran Connolly	£2,000	£1,500
Good Shepherd Youth Club GET TOFF	£1,390	£1,390
Past, Present, Future – Downham and Whitefoot Parade	£1,500 from Downham ward £1,500 from Whitefoot ward	£0.00 from Downham Assembly Fund. Will be funded from Downham Cllr’s Discretionary. Whitefoot agreed to £1,500
REAP Youth Club	£3,900	£1,540
Tommo’s Christmas Cracker	£1,500 from Downham ward and £1,500 from Whitefoot ward	£1,500 Whitefoot agreed to £1,500

Paulette then invited several project leads to take the floor and to present on the successes of their respective projects.

Joe Cobham, one of the Directors of the Downham Celebrates Ltd. – Joe fed back on the success of the Downham Celebrates Summer 2016 festival which included the following entertainment – a DJ playing chart music, free face painting for children, wall

climbing, Surrey Farm presence, children's story telling and play by sing Along Sally & a host of others, fashion & beauty stalls, arts and crafts, tombola, food & nutritional advice and various information stalls.

It was felt that the festival helped Downham Celebrates Ltd. to reach out to parts of the community that are otherwise 'hard to reach'. It was a diverse and cross cultural celebration.

The festival has further helped Downham Celebrates Ltd, to have a better understanding of how such an event can continue to foster social cohesion, create and build trust, engage with the community, learning from and appreciating other cultures.

In addition, the project helped Downham Celebrates Ltd. as an organisation to develop the community spirit further. Downham Celebrates Ltd. believes the project helped create a positive long term impact in the community: new friends have been made, relationships are being built, people have been working in partnership etc.

The turnout on the day was beyond expectation, attendance was full to capacity

Downham Celebrates Ltd. would like to thank the Downham Assembly, Downham Coordinating Group and all those who helped make the summer festival a success.

Simon Boulton of Lewisham's Citizen's Advice Bureau – gave an overview of the Lewisham CAB (LCAB) project. LCAB worked in partnership with the Whitefoot and Downham Community Food Plus (Wdcfplus) project. The project involved the provision of an adviser who attended Wdcfplus' weekly sessions, offering diagnostic/brief advice interviews to their visitors. Where more in-depth advice was needed, visitors were offered an appointment at the LCAB Hub in the Downham Health and Leisure Centre.

It was recognised that some people struggle to take advice offered for a variety of reasons, perhaps due to mental distress or language and literacy difficulties for example. As a result, visitors to the service were given the option of being accompanied by one of Wdcfplus' volunteers, who would sit with the visitor during the advice interview, then support the visitor to take the necessary steps forward. This sometimes meant accompanying the visitor to the housing office or Job Centre Plus etc. or sitting with them and supporting them whilst they wrote a letter.

The project provided Wdcfplus' volunteers with a day's training, covering interviewing skills, an overview of the benefits system, the kinds of problems people present with and how to help others to access information using Advice Guide. (The Advice Guide website is the main public information service of Citizens Advice, providing information on their rights, including welfare benefits, housing, employment, debt, consumer and legal issues.)

The provision of a LCAB advisor at the Food + Project enhanced the services provided to visitors to the Project and assisted in addressing the underlying causes of poverty and hardship in the lives of individuals.

The aim of Wdcfplus is to "alleviate poverty and build community" and the provision of the CAB advisor at the Project on a regular basis helped individuals take the necessary steps to move forward in their lives. In addition the training of the volunteers as befrienders had an impact outside the project as they are able to transfer these skills into the wider community and other roles that they may have.

Paulette Watson – of Academy Achievers Learning code, the language used to instruct computers, a a crucial skill for the 21st century - The project aimed to help young people develop their problem solving skills by creating algorithm to help solve a particular problem. Algorithm- a process or set of rules to be followed in calculations or other problem-solving operations, especially by a computer.

Over the last four months the young people in the group worked to develop their coding skills and create a coding programme where they developed an online game to help encourage younger children to eat healthily. They were able to analyse the problem of young, obese, primary age children in Downham and look at different solutions to help combat this problem. Now these young people are coding ambassadors and are able to use their skills to volunteer at the next coding workshop.

The beneficiaries were 12- 16 years old, the outcomes were confident coder and programmer and the impact of this is improved aspirations and confidence in seeking employment with big companies like Google, IBM, and Apple– this should contribute to increasing employment in Downham within the next few years.

Another outcome was the games created at the coding club benefitted those young primary school children who attend the centre and who are recognised as obese. It has raised awareness among this cohort as when playing the computer online at the club it prompts them to make better choices when eating. This, it is hoped, will have an overall impact on reducing obese rates among Year 6 students. Paulette thanked the Assembly for the opportunity to run the workshop.

Damien Cooke from Aliza- A place to be me - Aliza- A place to be me is an organisation that offers support to children, adolescent and adults on a difficult journey, through counselling, mentoring workshops and life coaching.

It was found, via counselling sessions, that a high percentage of clients had difficulties articulating themselves, whether that be in school, amongst friends and/or with family members.

The young people that engaged in the project had the opportunity to explore their thoughts, feelings and emotions through music. They produced their own musical sounds, wrote spoken words, produced pieces of rap using their written words and then they sang and recorded them, everybody working as a team.

The project also delivered one-to-one counselling sessions by a qualified counsellor where young people were able to express their concerns in a safe and non-judgemental space.

There were also small mentoring group sessions with discussions based on 'feeling words' allowing students the opportunity to explain what a particular 'feeling word' card meant to them.

The project targeted youth aged 11+ in the Downham area. The proposed impact of the project was to take away the stigma of counselling. A positive atmosphere was fostered where all students were equals and had the right to share their opinions and be heard. The aim was also to develop an awareness around cognitive thoughts by encouraging positive writing about feelings to help those involved in the project gain an understanding that how they think and feel about themselves will show in their actions to self and their attitude towards life in general.

The unexpected impact of the project was working with young people who had been diagnosed with a disability. There were students with ADHD, Asperger syndrome, dyslexia

and selective mutism. Although they initially started the project with personal fears they were given the opportunity to explain the impact of their disability to the group which lead to greater understanding and support from all those within the project. The creating music through therapy project gave all students with and without a disability a chance to be heard and not judged.

Below is a link to a short video of the project;

<https://www.youtube.com/watch?v=vlG0YjgSVEg>

Following the presentations from the four projects Paulette explained the exercise to be conducted during the break which would determine the ward priorities for the 2016/17 Assembly Fund. The results of the exercise were as follows;

2016-17 Priorities for Downham

- Children and Young People
- Older People and Intergenerational Projects
- Connecting Communities
- Creating A High Quality Living Environment

The 2016-17 Downham Assembly Fund will now be launched on Wednesday 14th September 2016.

How much is available - There is £12,500 available for Downham and the maximum amount that you can apply for is £2,000.

What can it be spent on – It must be linked to at least one of the Downham Assembly priorities. Projects that hope to address the Connecting Communities priority will be projects that bring Downham residents together and foster a sense of community spirit, mutual understanding and respect. These could include projects that are Art, Music, Drama and Sports based. We are also keen to open up the criteria to include ideas around exciting intergenerational projects.

For the Creating a High Quality Living Environment priority we are looking for proposals that will help improve our local living environment and make Downham a safer, cleaner and greener place to live, work and learn. We also want proposals that seek to create development opportunities for Downham residents.

How to apply –Complete the application form which is available to download at <http://www.lewisham.gov.uk/getinvolved/localassemblies/Downham-Assembly/Pages/default.aspx> and send it to Ali.williams2@lewisham.gov.uk or post a hard copy to Ali Williams - Cultural & Community Development Officer| London Borough of Lewisham | 2nd Floor, Laurence House, Catford. SE6 4RU

Please read the important information on page eight of the form.

The deadline date for applications is **Wednesday 12th October 2016 at 5pm.** The Coordinating Group will meet to assess all applications received on 17th October 2016 and recommendations regarding which projects to fund will be taken to the 10th November 2016 Downham Assembly which will be held at the REAP Centre, 5 Oakridge Rd, Downham, BR1 5QW from 7–9pm.

Timescale

Assemblies must agree how they wish to spend their Assembly Fund by the end of December 2016. This allows enough time for formal approval to be given, paperwork issued and returned and payment made to the projects before the end of the financial year.

Projects must be fully delivered by 30 November 2017. If this is not possible then project must contact the local assemblies' team as early as possible.

The decision-making process

The Downham Assembly adopts a commissioned approach to the allocation of assembly funds. The Assembly gives the Coordinating Group the mandate to assess each application to determine which projects best meet the set priorities and to make recommendations. These recommendations are then taken back to the Assembly for approval, they are also subject to formal approval by the Council.

When deciding the suitability of potential delivery partners Council officers and coordinating groups will take on board whether they have received funding from other Council grant schemes or been funded previously by the assembly (or other assemblies).

In most cases formal approval is decided under delegated authority by the Executive Director for Community Services.

Funding restrictions

The Assembly Fund cannot be spent on activities that require ongoing revenue support (unless funding for this has been identified elsewhere). Projects need to be self-contained or be able to demonstrate how they will become self-financing - the Assembly Fund is one-off funding.

The Assembly Fund cannot fund worship or activities that promote the views of a religious organisation.

The Assembly Fund cannot fund activities that promote the views of a political party.

The Assembly cannot fund activities and projects that have already taken place; i.e. no retrospective funding.

Organisations that have received funding previously and not fulfilled their monitoring requirements will not be eligible for further funding from the Assembly Fund.

Making Council Business More Relevant to Residents - An invitation to experience a Council Committee Meeting – Joe Cobham high-lighted the Co-group's aims to bring council business closer to residents of Downham explaining that most Committee meetings were open to the general public, however, if a group from the Assembly would like to go to a meeting together to see how such meetings operate and how council business is conducted then he would coordinate the group and make the necessary arrangements. A calendar of committee meetings for September and October was circulated so that a meeting could be selected.

Anybody interested in joining the group should contact the Assembly Coordinator, [Ali Williams at Ali.williams2@lewisham.gov.uk](mailto:Ali.Williams2@lewisham.gov.uk) or by post at [Ali Williams, Cultural & Community Development Officer | London Borough of Lewisham | 2nd Floor, Laurence House, Catford. SE6 4RU.](#)

[Joe Cobham](#) also high-lighted the aims of the group known as the [Downham Action & Engagement Group](#) explaining it was primarily a campaigning group that believed in the adage 'strength in numbers'. Anybody wishing to join the group or get more information should contact [Joe Cobham at jcobham@et4g.co.uk](mailto:jcobham@et4g.co.uk)

Community Safety Update – Selvin Reid of the Council's Community Safety, Licencing, Trading Standards and Enforcement Team gave an update on community safety on behalf of PC Chris Wren and PCSO Lee Forster. The key points from the last quarter are as follows;

- A slight increase in burglaries (theft from homes)
- A slight increase in theft from motor vehicles
- An increase in Hate Crime following the Referendum result and BREXIT
- An increase in Anti-social behaviour, specifically unlicensed motor-scooters and bonfires on estates, the latter is due to increase during the next quarter due to the advent of Halloween and Guy Fawke's night.
- A decrease in robbery (theft from person)
- A decrease in personal assault

Selvin went on to say that with the nights 'drawing in' homes are at increased risk of burglaries as many are left in complete darkness until the occupants return home from work/study in the early evening. It is especially important, at this time of the year when it gets darker sooner to set timers on lights etc. Selvin advised he had a variety of free aids to assist with securing your home. If anybody wants to secure any of these aids they should contact Selvin at Selvin.Reid@lewisham.gov.uk or via mobile number 07730 637 174.

Selvin further advised that 'thieves' were opportunistic and needed three elements to generally be in place before committing a burglary, namely;

- Opportunity- e.g. a window open, a weak door, a well-hidden entry point
- Something worth stealing – something of value that can be seen from the road etc.
- Absence of doubt – if a house is in darkness and it looks as if no-one's home it becomes a potential target – by putting lights on a timer or leaving a radio on loud it enters an element of doubt which could be enough to deter the burglar

Lastly, Selvin highlighted the free service to make your home safer if you are deemed one of

Lewisham's vulnerable residents. The service includes a home security survey, advice and improvements such as extra locks, door chains, window locks, SmartWater kit and keysafe facilities. If you have a keysafe box it can be fitted for you.

To be eligible for this service you must live in Lewisham and be either:

- a victim of burglary
- a victim of domestic abuse
- a vulnerable adult (for example, if you are over 65 or have a disability).

A member of the audience asked Selvin if he and his team could attend events to disseminate information on how people and their homes can be made safer. Selvin advised they could providing enough notice was given. Again, please contact Selvin directly at Selvin.Reid@lewisham.gov.uk or via mobile number 07730 637 174 if you would like any more information.

AOB

PAST, PRESENT AND FUTURE - The story of our heritage is the story of our past, present and future – Matthew of the Theatre Project gave an overview of the Project, Past, Present and Future which is an intergenerational heritage project uncovering the hidden stories of WW1 in South Lewisham and they want your help.

The Working Party Theatre Company, in partnership with Phoenix Community Housing, are starting a six month project to uncover the hidden World War One heritage of Downham and Bellingham.

They will begin by creating a team of Heritage Curators from Phoenix residents. They will search out real stories from the war, and the impact it had on the area and its residents. This material will form the basis of a new living archive that will preserve this fast disappearing area of our shared heritage.

The next step will be to create a workshop for local schools. The aim is to inspire the next generation to create their own works of fiction based on their community's heritage.

Past, present and future will be woven together in an exciting piece of community-owned sound art that will be unveiled at a public event at The Green Man at the start of 2017.

If you love stories, if you are passionate about your local area and if you want to be involved in an inspiring artistic project just contact Matt at matthew@theworkingpartyuk.org or 07922 758 164 or Yvette at correspondence@phoenixch.org.uk or 0800 0285 700.

<http://www.theworkingpartyuk.org/past-present-and-future>

Speeding on Downham Way – A member of the Assembly raised the issue of recurrent speeding on Downham Way citing two, recent, serious accidents. There is particular concern for the Lollipop Lady and the children crossing at the designated crossing. Not only are they competing with speeding vehicles but also the location of the bus stop which it is felt, needs to be re-located.

Cllr. Bourne advised that the Downham Councillors are pursuing this issue and intend asking a question relating to it at the next full Mayor & Cabinet meeting.

Another query from the floor related to how Lewisham Council and the police propose to enforce the recently introduced 20 mph Borough-wide speed zone (excluding TFL roads). Cllr. Bourne explained that it would be enforced the same way any other speed limit is enforced and those caught driving over the limit would be dealt with accordingly.

Fly-tipping – The issue of fly-tipping on the Downham Estate is ever-present. It was suggested that the Council should consider exempting Downham residents from having to pay for large items to be removed stating that evidence and statistics would bear out the fact that Downham suffers a higher than average amount of fly-tipping.

Another member of the Assembly felt it was less cost-effective charging for the removal of large items than the cost of the many council vans deployed to deal with the fly-tipping. If residents were allowed to put out large items for collection once a month, free of charge, it would possibly work out cheaper than the deployment of vans to collect the tipped items.

Community Round Ups

Downham Celebrates Christmas Festival – will be on Sunday 11th December 2016 at the Downham Health and Leisure Centre, 7-9 Moorside Road BR1 5EP

Feedback Forms and Co-group Membership – Paulette encouraged all present to complete their feedback forms especially Question 9 which invites attendees to make suggestions for future topics at assemblies.

Paulette also gave a brief overview of the role of the Coordinating Group which is to plan assembly meetings and to ensure the assembly is representative of the Downham ward explaining that co-group members should be familiar with their local area and should play a key role in promoting the Downham Assembly.

An Additional task of the group is to scrutinise funding applications to ensure that they meet the criteria set. The criteria will include the ward priorities, however the group may decide to look at other restrictions such as bid limits and targeting certain priorities.

An ideal Coordinating Group will have the following:

- Diverse age range, ethnic background and representative of the ward profile
- Representative from the third sector
- Local business
- Local community group or society
- Local residents
- Ward councillors

If you are interested in becoming a member of the Coordinating Group or would like more information then please contact the Downham Local Assembly Coordinator is Ali Williams at

Ali.williams2@lewisham.gov.uk or

Tel: 020 8314 6293 or Mobile: 07834 145 007

Date and Time of Next Assembly – Monday 10th November 2016 – 7.00pm – 9.00pm at REAP Centre, 5 Oakridge Rd, Downham, BR1 5QW