

Borough, Bankside and Walworth Community Council

Saturday 1 February 2014

1.00 pm

St Saviour's & St Olave's School, New Kent Road, London SE1 4AN

- Registration from 12.30pm -

Membership

Councillor Martin Seaton (Chair)
Councillor Poddy Clark (Vice-Chair)
Councillor Catherine Bowman
Councillor Neil Coyle
Councillor Patrick Diamond
Councillor Dan Garfield
Councillor Claire Hickson
Councillor Lorraine Lauder MBE

Councillor Rebecca Lury
Councillor Tim McNally
Councillor Darren Merrill
Councillor Abdul Mohamed
Councillor Adele Morris
Councillor David Noakes
Councillor Geoffrey Thornton

Members of the committee are summoned to attend this meeting

Eleanor Kelly

Chief Executive

Date: Friday 24 January 2014



Order of Business

**Item
No.**

Title

- 1. INTRODUCTION AND WELCOME**
- 2. APOLOGIES**
- 3. DISCLOSURE OF MEMBERS' INTERESTS AND DISPENSATIONS**

Members to declare any interests and dispensation in respect of any item of business to be considered at this meeting.

Item No.	Title	Time
4.	ITEMS OF BUSINESS THAT THE CHAIR DEEMS URGENT	
	The chair to advise whether they have agreed to any item of urgent business being admitted to the agenda.	
5.	MINUTES (Pages 1 - 12)	
	The minutes of the meeting held on 16 November 2013 to be agreed as a correct record and signed by the chair.	
6.	BOROUGH, BANKSIDE AND WALWORTH YOUTH COMMUNITY COUNCIL	1.05pm
	Representatives of the youth community council to feed back on their recent activities including a community survey.	
7.	OLDER PERSONS' SLOT	1.25pm
	The chair to feed back on issues raised at the previous meeting.	
8.	PETITIONS AND DEPUTATIONS	1.30pm
	The chair to advise on any deputations or petitions received.	
9.	COMMUNITY ANNOUNCEMENTS	1.45pm
	<ul style="list-style-type: none"> • Revised draft Community Infrastructure Levy (CIL) charging schedule and draft Section 106 planning obligations/CIL Supplementary planning document (SPD) • Elephant and Castle northern roundabout • Health and well-being strategy consultation '1,000 lives' 	
10.	ELEPHANT AND CASTLE SHOPPING CENTRE CONSULTATION	2.05pm
	Representatives from Delancey to address the meeting.	
11.	CLEANER GREENER SAFER FUNDING REALLOCATION (Pages 13 - 18)	2.20pm
	Note: This is an executive function.	
	Councillors to consider the information contained in the report.	

Item No.	Title	Time
12.	CLEANER GREENER SAFER 2014/15: CAPITAL FUNDING ALLOCATION (Pages 19 - 26)	2.25pm
	<p>Note: This is an executive function.</p> <p>Councillors to consider the information contained in the report.</p>	
13.	LOCAL HERITAGE BUILDINGS	2.35pm
	Jeremy Leach (Walworth Society) to address the meeting.	
14.	LOCAL PARKING AMENDMENTS (Pages 27 - 37)	2.50pm
	<p>Note: This is an executive function.</p> <p>Councillors to consider the information contained in the report.</p>	
15.	PUBLIC QUESTION TIME (Pages 38 - 42)	3.00pm
	<p>A public question form is included on page 38.</p> <p>This is an opportunity for public questions to be addressed to the chair.</p> <p>Residents or persons working in the borough may ask questions on any matter in relation to which the council has powers or duties.</p> <p>Responses may be supplied in writing following the meeting.</p>	
16.	COMMUNITY COUNCIL QUESTION TO COUNCIL ASSEMBLY	3.05pm
	<p>Each community council may submit one question to a council assembly meeting that has previously been considered and noted by the community council.</p> <p>Any question to be submitted from a community council to council assembly should first be the subject of discussion at a community council meeting. The subject matter and question should be clearly noted in the community council's minutes and thereafter the agreed question can be referred to the constitutional team.</p> <p>The community council is invited to consider if it wishes to submit a question to the ordinary meeting of council assembly on Wednesday 26 March 2014.</p>	

Item No.	Title	Time
17.	NEIGHBOURHOOD PLANNING	3.10pm

17.1. NEIGHBOURHOOD PLANNING - APPLICATION FOR A NEIGHBOURHOOD DEVELOPMENT AREA AND BUSINESS AREA BY THE SOUTH BANK AND WATERLOO NEIGHBOURHOOD FORUM (Pages 43 - 73)

Councillors to consider the information contained in the report.

17.2. APPLICATION FOR A NEIGHBOURHOOD FORUM BY SOUTH BANK AND WATERLOO NEIGHBOURHOOD FORUM (SBWNF) (Pages 74 - 82)

Councillors to consider the information contained in the report.

OTHER REPORTS

The following items are also scheduled for consideration at this meeting:

18. CLEANER GREENER SAFER REVENUE 2014/2015 ALLOCATIONS

Note: This is an executive function.

Councillors to consider the information contained in the report.

To follow.

19. COMMUNITY COUNCIL FUND 2014/15 ALLOCATIONS

Note: This is an executive function.

Councillors to consider the information contained in the report.

To follow.

Date: Friday 24 January 2014

INFORMATION FOR MEMBERS OF THE PUBLIC

CONTACT: Gerald Gohler, Constitutional Officer Tel: 020 7525 7420 or email: gerald.gohler@southwark.gov.uk
Website: www.southwark.gov.uk

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Disabled members of the public, who wish to attend community council meetings and require transport assistance in order to attend, are requested to contact the Constitutional Officer. The Constitutional Officer will try to arrange transport to and from the meeting. There will be no charge to the person requiring transport. Please note that it is necessary to contact us as far in advance as possible, and at least three working days before the meeting.

BABYSITTING/CARERS' ALLOWANCES

If you are a resident of the borough and have paid someone to look after your children or an elderly or disabled dependant, so that you can attend this meeting, you may claim an allowance from the council. Please collect a claim form from the Constitutional Officer at the meeting.

DEPUTATIONS

Deputations provide the opportunity for a group of people who are resident or working in the borough to make a formal representation of their views at the meeting. Deputations have to be regarding an issue within the direct responsibility of the Council. For further information on deputations, please contact the Constitutional Officer.

**For a large print copy of this pack,
please telephone 020 7525 7420.**



Borough, Bankside and Walworth Community Council

MINUTES of the Borough, Bankside and Walworth Community Council held on Saturday 16 November 2013 at 1.00 pm at Walworth Methodist Church, 54 Camberwell Road, London SE5 0EW

PRESENT: Councillor Martin Seaton (Chair)
Councillor Poddy Clark (Vice-Chair)
Councillor Catherine Bowman
Councillor Neil Coyle
Councillor Patrick Diamond
Councillor Dan Garfield
Councillor Lorraine Lauder MBE
Councillor Rebecca Lury
Councillor Abdul Mohamed
Councillor Adele Morris
Councillor David Noakes
Councillor Geoffrey Thornton

OFFICER Zoe Bulmer (Housing and Community Services)
SUPPORT: Pauline Bonner (Community Council Development Officer)
Gerald Gohler (Constitutional Officer)

1. WELCOME AND INTRODUCTIONS

The chair welcomed councillors, members of the public and officers to the meeting.

2. APOLOGIES

There were apologies for absence from Councillors Claire Hickson, Tim McNally and Darren Merrill; and for lateness from Councillor Catherine Bowman.

3. DISCLOSURE OF MEMBERS' INTERESTS AND DISPENSATIONS

There were none.

4. ITEMS OF BUSINESS THAT THE CHAIR DEEMS URGENT

There were none.

5. MINUTES

RESOLVED:

That the minutes of the meeting held on 2 October 2013 were agreed as a correct record and signed by the chair.

6. BOROUGH, BANKSIDE AND WALWORTH YOUTH COMMUNITY COUNCIL

The chair informed the meeting that, unfortunately, no members of the youth community council were able to attend the meeting, but that he and the vice-chair had met with the youth community council the previous week and had spoken to them about their future plans and projects. The trip to Boston, Massachusetts was still in preparation, but given that the estimated cost of this was £25,000, it was a future project, for which more fundraising would have to be done. In the interim, the members of the youth community council would make links with young people in Southwark's partner cities in the UK and Europe.

This was followed by a dance performance by the "recycled teenagers".

7. BUDGET CONSULTATION - FEEDBACK

The chair drew the meeting's attention to the report contained in the agenda pack which contained highlights of the budget consultation held at the previous meeting.

8. PETITIONS AND DEPUTATIONS

There were none.

9. COMMUNITY ANNOUNCEMENTS

Southwark Clinical Commissioning Group (SCCG)

A local GP informed the meeting that the SCCG, which comprised all the GP surgeries in the area, commissioned, planned and monitored health services for Southwark residents. He encouraged residents to get involved, either through the local participation group at their GP surgery or through the area group. He also encouraged people to attend an event about accessing services on 26 November. Further information at: <http://www.southwarkccg.nhs.uk/pages/home.aspx>.

Camberwell After School Project

Carmen Lindsey from the organisation informed the meeting that the group provided childcare and out-of-school educational services for pupils whose parents were working or studying. This included a breakfast service for 20 children and a holiday play scheme, which ran during the school holidays for up to 70 children, as well as a Saturday school which provided extra tuition. These services were aimed at, and succeeded in, measurably improving attainment. 100 parents were supported in this way, and were, therefore, able to go out to work or study. However, the group had recently lost funding and was now expected to pay commercial rates for one of their premises, which they might be forced to shut. Carmen asked the council for support with the rent for the first site, and for assistance with the repairs at their second site, which was a council building. She also called on the community and on schools to support the organisation. Responding to questions, Carmen explained that the organisation had been liaising with the council's property department and a local councillor. The chair said he would meet with Carmen in between meetings and would report back.

Safer Neighbourhoods Teams

Inspector Richard Barton from the Metropolitan Police Service informed the meeting that there had been a focus on robberies and burglaries in the Borough. Furthermore, operation Neptune, whose aim was to tackle mobile phone thefts on and around East Street, was continuing. The police was also working with local shops to prevent them reselling stolen phones. In East Walworth, the team had focussed on knife searches, to deter knife violence. In Faraday, the teams had focused on squatters on the Aylesbury Estate, while in Cathedrals ward there was a focus on non-residential burglaries. He advised attendees to lock away computers and other electronics they had in residential or business premises. On the riverfront, organised gangs targeted iPhones and iPods. He advised people to use the "find my iPad" app. The teams were also focusing on robberies in Westmoreland Road. A man had recently been arrested in Newington Park with 400 wraps of class A drugs on him. There was also some good news, as burglaries had gone down. The dates of the next ward panels were as follows:

Faraday	–	20 November 2013 6.30pm; Inspire in Liverpool Grove
Newington	–	26 November 2013; Paisley Park Community Centre
Cathedrals	–	16 January 2014 2.00pm; Queensborough Community Centre
Chaucer	–	25 November 2013 7.00pm; Southwark Police Station
East Walworth	-	26 November 2013 – venue tbc

Green Bridge Consultation

The meeting heard that Transport for London (TfL) were consulting about the possible construction of a "green" pedestrian bridge across the River Thames, between Waterloo and Blackfriars Bridge. If approved, the project could be completed by 2017. More information at: <https://consultations.tfl.gov.uk/rivercrossings/garden-bridge>

Miscellaneous announcements

The chair informed the meeting that from the 22 November 2013 to 29 January 2014 there would be urgent works taking place to the war memorial on Borough High Street, which would cause disruption to traffic. There would also be new trees planted in Victory Park on

29 November 2013 between 2pm and 3pm – all volunteers were welcome.

10. OLDER PERSONS' VOICES IN BOROUGH, BANKSIDE AND WALWORTH

Dulwich Helpline

Barbara Scott, from the organisation, informed the meeting that they offered many services including 1-2-1 befriending, social groups and a gardening and handy person scheme. All these activities were staffed by volunteers and Barbara encouraged attendees to volunteer for one of the services. A new dementia project was also about to start. The organisation's overarching aim was to combat isolation among older people. Barbara explained that Dulwich Helpline services were open to all older people who were in contact with the organisation, and that there was no charge for the handyperson scheme.

Southwark Council Services

Zoe Bulmer from Southwark's Housing and Community Services, explained that the main focus of the council's services was: keeping people active, healthy and in their own homes. This involved finding practical solutions that provide everyday support, and specific and higher level support for those who need this. Services spanned the following areas: housing, travel, social care, advice service and supporting the voluntary sector.

In terms of **travel services** which may be relevant to older people, the blue badge scheme, which was used by 1,666 residents in the community council area. 433 residents in the community council area used a disabled Freedom Pass, and taxi cards were used by 4,000 Southwark residents. Further services included Capital Call for taxi card holders which provide further travel services, the 60+ London Oyster card and wheels for well-being.

In terms of **social care**, over 4,800 residents and 1,350 carers were in receipt of services across the borough. In recent years the council had halved the price of meals on wheels. A new centre of excellence for people with dementia or complex needs was going to open in 2015. The council had also introduced a single contact number this year in response to resident feedback: Southwark Information, Advice and Access Service – open 8am to 8 pm, 7 days a week. The Creation trust worked with older people on the Aylesbury estate providing one-to-one support, assisted bidding, assisted viewings of properties, family intervention, mediating with other organizations, as well as help with packing and moving, assistance with changes in benefits and emotional support.

Council-run **sheltered housing** was available in the community council area, as well two extra-care housing blocks with care staff on site 24/7. Three additional extra-care blocks were in the planning phase, as were 50 extra care flats, with 24/7 support, planned as part of Aylesbury regeneration.

The council also had a programme of **housing transfers** to seaside and country homes which is for those in a council/housing association tenancy. The programme managed 3,200 properties along the southwest coast from Cornwall through the countryside from Shropshire to Cambridgeshire and over to Norfolk and Lincolnshire in the east. The council's smart move programme was open to any council or housing association tenant where they are under-occupying by at least one bedroom. Participants in the scheme are included in band 1 straight away, and had support from a dedicated smart move officer,

and might be eligible for financial incentives.

Help was also available with adaptations and home improvements'. The housing adaptations team undertook adaptations for disabled people to enable them to continue to live in their homes, while the council's home improvement scheme offered a service to elderly and disabled homeowners and private tenants who want to repair or adapt their homes. The council's SMART service installed equipment and monitors and responded to alerts from elderly and vulnerable people living in the community. It included pendant alarms and bed and chair sensors to alert to when someone has fallen; property exit sensors for people who are prone to wandering; and smoke, heat and carbon monoxide detectors.

Advice services were jointly provided by Southwark Council and the pension service worked to provide easy access to all benefits and services for people living in Southwark aged 60 or over. The team could help with: Pension Credit, Council Tax Benefit/reductions, Housing Benefit, attendance allowance, disabled badges, taxi card schemes, social services referrals.

Zoe went on to emphasise the importance of staying active, for example by means of groups like Silver Active, which ran chair-based exercise classes for older adults across Southwark. These took place at the London South Bank University Sports Centre, on Sundays from 1.45pm to 2.45pm, and required a £1 contribution. Silver Active sessions in Camberwell were free and ran from 12noon to 1.00pm at the Camberwell Business Centre, 99-103 Lomond Grove, SE5.

Responding to questions from the floor, Zoe explained that there was one number for Adult Social Care, that this number would provide information about both council-run and other sheltered housing. Eligibility for meals on wheels was assessed individually so people could just apply, or call the above number which would provide further information. The seaside and countryside homes scheme was available to Southwark residents over 60, who fulfilled some additional criteria.

Responding to further questions, Zoe explained that she would pass criticisms about certain numbers being engaged or not in service to the Head of Older People's Services. Zoe also explained that staff at the council's library were trained to help people in accessing the internet, and that the council had translation service for people who did not speak English. Zoe went on to explain that the council's number was open from 8am to 8pm, and that she would feed back the suggestion of staffing it 24 hours to Ray Boyce, Head of Older People's Services. The meeting also heard that the council's SMART alarms were too large and so that it took too long to press them. Zoe said that she would feed this back. The meeting heard a suggestion that GP lists should be used to identify vulnerable adults, as these were likely to be more comprehensive. Zoe went on to explain that council services were reachable by email, telephone or by visiting a one-stop shop.

Note: A list containing useful contact information relating to services for older people is appended to this set of minutes.

Southwark People Care Association

Councillor Lorraine Lauder MBE informed the meeting that the charity was founded in the early 1970s by her parents. Their annual Christmas Day event was aimed at people who would normally spend Christmas on their own. On Christmas Day over 400 people

would be collected by bus and taken to Bacons College for the event which was for people of all ages. The event included lunch, entertainment and afternoon tea. Danny Waters, Chair of Southwark People Care Association, encouraged people to pass on information about this event to people who may want to join in or to volunteer. The hall was being set up on 23 December in order to be ready for the event itself on the 25 December.

Southwark Pensioners Centre

Neil White, the centre's director, informed the meeting about the activities and services offered by it for people over 50. These included the pensioners' forum, a visual impairment group, computer classes, supporting people to bid for council housing, help with changing or applying for council housing, assisted cycling at the velodrome, trips to the seaside, and a film club. He encouraged people to join the organisation.

Black Elderly Group

Aubyn Graham from the organisation informed the meeting that the group's aim was combating the loneliness and isolation some elderly BME people experienced by providing a safe, warm and friendly place to meet others. Another aim of the organisation was to connect people with the community, services and new technology at their Elim House daycentre. Other services and activities included: care assessments and home visits, mini-bus to taxi centre users to and from centre, leisure activities, refreshments and luncheon, members and family celebrations, trips to the seaside, as well as one-to-one personal support. At present there were 35 older people using the centre, and 95% of day centre users were supported by social service personal budget financial contributions, which is why the centre could not function without its currently four volunteers. Aubyn Graham said that the group had lost council funding and called on the council to support voluntary sector groups like his.

A question was asked from the floor, why the council was withdrawing funding from groups like the Black Elderly Group. The chair responded that a written answer would be given at a future meeting, and reminded the meeting the council had lost £100m of central government funding over the last few years, which made cuts necessary. He was going to take advice on whether the community council could support local groups, over and above the funds it is responsible for. He reminded the meeting that groups may want to apply for Cleaner Green Safer funding

The chair went on to say that statistically 50 percent of residents in the community council area were over 55, and that of those, 30% relied on help from local or central government. He would, therefore, add a new standing item regarding older people to future community council agendas.

The chair thanked all the presenters for attending.

11. LAUNCH OF THE COMMUNITY COUNCIL FUND

Councillor Neil Coyle informed the meeting that the new round of the Community Council Fund was now open for applications. A total of £122,000 were available across the borough, which translated to just under £30,000 per ward. It was aimed funding local events and activities. Local groups could apply for amounts of £100 - £1,000. The closing

date was 13 December 2013 at 12noon. Decisions on funding were scheduled to be made at the community council meeting on 1 February 2014, while the projects had to take place between April 2014 and March 2015.

In answer to a question from the floor about cuts to grants to voluntary section organisations and senior managers' pay, Councillor Coyle explained that the council had also made cuts of £1m in senior officers' pay in recent years.

12. CLEANER GREENER SAFER - REALLOCATION

Note: This is an executive function.

Councillors considered the information contained in the report.

RESOLVED:

That the following amounts of available Cleaner Greener Safer (CGS) funding be reallocated:

- £3,000 to existing project 106048 - Perronet House TRA works.
- £10,000 to project 106199 – Tower Bridge Road clean up phase 2.
- £15,000 to a new scheme – Comus House playground.

In answer to a question from the floor, the chair said that he would ask for a report back on how much was left in the different funding streams that were the responsibility of the community council.

13. PARKING CHANGES RESULTING FROM THE AYLESBURY PHASE 7 DEVELOPMENT

Note: This is an executive function.

Councillors considered the information contained in the report.

RESOLVED:

That the following local parking amendments be approved for implementation, subject to the outcome of the necessary statutory procedures:

- Sedan Way (amended location) – provision of 2 car club bays and 3 residents permit bays (Zone M1).
- 'Southern Way' (yet to be formally named road) – provision of 10 residents permit bays (Zone M1).
- When requested allow the alteration of one or more of the resident parking bays

to a disabled bay where residents meet Southwark's criteria for disabled parking spaces.

- Implement a restricted parking zone on the internal estate roads to restrict parking outside of the marked parking bays.

14. WEBBER AND RUSHWORTH STREET STREETScape IMPROVEMENTS

Note: This is an executive function.

Councillors considered the information contained in the report, pointing out that the schemes proposed should complement the projects agreed recently under the community council highways capital investment fund.

RESOLVED:

That the implementation of the scheme outlined in the report and appendices be approved, subject to statutory consultation, and subject to officers ensuring that this scheme complements the community council highways capital investment fund schemes for the same streets agreed by members earlier this year.

Note: At this point Councillor Abdul Mohamed left the meeting.

15. LOCAL PARKING AMENDMENTS - CAMBERWELL VISITOR PARKING

Note: This is an executive function.

Councillors considered the information contained in the report.

RESOLVED:

That the following be approved:

- Implementation of the local parking amendment, detailed in the appendices to this report, subject to the outcome of the statutory consultation.
- The provision of provide visitor (pay by phone) parking at the John Ruskin Street and Dartford Street locations.
- The consultation methods and boundaries detailed in paragraphs 20 to 24 of the report.

16. BOUNDARY LANE AND BRADENHAM CLOSE - TRAFFIC FLOW AND PARKING

Note: This is an executive function.

Councillors considered the information contained in the report.

RESOLVED:

That the following non-strategic traffic and parking arrangements, detailed in the drawing attached to the report, be approved for implementation subject to any necessary statutory procedures:

Boundary Lane and Bradenham Close

- Introduce a restricted parking zone for the full extent of the highway to be adopted under a Section 38 Agreement.
- Reserve parking bays as follows: four for disabled badge holders, fifteen for resident's permit holders and two for car club use.
- Introduce a one-way system, traffic flow to be in an anti-clockwise direction, for the full extent of highway to be adopted, including the already adopted section on Boundary Lane connecting it to Red Lion Row.

17. PUBLIC QUESTION TIME

The following public questions were raised from the floor:

- "What is the council doing to support the attendees at hall committees and to enforce its code of conduct at these meetings?"
- "Why is the council cutting support to groups like the Black Elderly Group?"
- "Footpath in East Street – shop keepers digging holes into the footpath outside their shops. What is the council doing about this?" – Councillor Lorraine Lauder said she would take this on and would report back on this at a future meeting.
- "Why are disabled badge users from other boroughs allowed to park in disabled bays in Southwark, while Southwark-based blue badge holders are not allowed to use bays in boroughs like Chelsea or Westminster?"
- "Why has the council not supplemented the street lighting in the streets (including main roads like Walworth Road and New Kent Road) surrounding the Heygate Estate? For over 40 years, people living in and/or using the streets have had the assistance of ambient lighting (in significant amounts) from the Heygate. Now that the decant has been completed all surrounding streets are too dark for pedestrian safety – hence the violent assault and rape near the Crossway Church on New Kent Road recently. It will be many years before the regeneration is complete. In the meantime please augment lights on the pavements areas for all the surrounding streets." The chair said that he would invite a representative from lendlease and the council's team who are responsible for lighting the area.
- "Will the consultation about the future of Walworth Town Hall be addressing the

need for a library and public meeting space?”

The chair said the above questions would be reported back on at a future meeting.

Furthermore, the following public questions were submitted in writing:

- “On Albany Mews we have communal dustbins. Some of the tenants are temporary and speak little English; some not even knowing ‘blue’ and ‘green’! Two of us have contacted the council for translations of recycling instructions at least in Spanish, Italian and Portuguese. This could be on-line. So far this is not available. There are endless bags of general rubbish in the recycling bins. Please help.”
- “What is going to happen to the rest of the CGS money? Report back.”
- “Can you assure me that [a] feedback will be given at the next community council on the Camberwell After School Project problems and what steps the council is going to take.”

18. COMMUNITY COUNCIL QUESTION TO COUNCIL ASSEMBLY

Following a discussion the community council considered whether to submit a question to the Council Assembly meeting on 22 January 2014 and agreed the following:

“How many community organisations in the Borough, Bankside and Walworth Community Council area have lost funding this financial year?”

Meeting ended at 3.35 pm

CHAIR:

DATED:

Services for older people

Useful telephone numbers

www.southwark.gov.uk

Social Care

Southwark Information, Advice and Access Service

Providing an advice service for older people (and vulnerable adults), signposting to social care services. Open 8am to 8 pm, 7 days a week

0345 155 9033/0845 155 9033

iaa@riverside.org.uk

Older People Services – Access and Information Team

020 7525 3324

ops@southwark.gov.uk

Travel

Blue Badge, Freedom Pass and Taxi Card

020 7525 2306

disabledtravel@southwark.gov.uk

Capital Call

Extra help for Taxi Card holders

020 7275 2445

60+ Oyster

Travel free on bus, Tube, tram, DLR, London Overground and most National Rail services in London for over 60's.

0343 222 1234

Adaptations and repairs

Handypersons

Carrying out small jobs for older people and those with a disability.

020 7525 1863

Home Improvement Agency

Offers a service to elderly and disabled homeowners and private tenants who want to repair or adapt their homes

020 7525 1873

home.ImprovementAgency@southwark.gov.uk

Occupational Therapy (Housing Adaptations Scheme)

Does major and minor adaptations for council tenants and some minor adaptations for private sector occupiers.

0845 600 1287

Housing

Creation Trust - Aylesbury

Working with residents to provide assistance with the regeneration programme.

020 77038923

<http://www.creationtrust.org/resident-support-work>

Seaside and Country Homes

For current Council and Housing Association Tenants, where at least one member of the household is aged 60 or above, who want to move out of London.
www.seaside.housingmoves.org
 08450 21 20 20
housingmobility@london.gov.uk

Sheltered Housing

Purpose built or specially adapted housing designed for older people, which allows them to live independently with support when needed.
 020 7525 4231/4180
Hsg.has@southwark.gov.uk

SMART

Southwark Monitoring, Alarm Response and Telecare Team
 020 7525 2999

Smart Move

For council and housing association tenants under-occupying their property by at least one bedroom, who want to move.
 020 7525 5950
Housing.options@southwark.gov.uk

Sustain

Help social housing tenants to sustain their tenancy when at risk of losing their home due to rent arrears, breach of a court order/tenancy clauses or needs support to manage day to day tenancy issues
 020 7525 4126
sustain@southwark.gov.uk

Tell us once

To register a death.
 020 7525 7651

Southwark Joint Team

Southwark Council and The Pension Service work together to provide easy access to all benefits and services for people living in Southwark aged 60 or over
 020 7525 7434
joint.team@southwark.gov.uk

Other

Item No. 11.	Classification: Open	Date: 1 February 2014	Meeting Name: Borough Bankside and Walworth Community Council
Report title:		Cleaner Greener Safer: Funding Reallocation	
Ward(s) or groups affected:		Cathedrals, Chaucer, East Walworth, Faraday, Newington	
From:		Head of Public Realm	

RECOMMENDATION

1. That Borough Bankside and Walworth community council approves reallocation of £62,909 of available funding from 2013-14 Cleaner Greener Safer programme to 2014-15 Cleaner Greener Safer.

BACKGROUND INFORMATION

2. Cleaner Greener, Safer (CGS) is part of the London Borough of Southwark's capital programme. The decision on allocation to individual projects is delegated to the community councils.
3. In the first 11 years of the programme, a total of £28,513,000 has been awarded to 1890 projects proposed by the community to improve their areas; 1,618 projects have been completed to date. The programme attracts hundreds of proposals ranging from a few hundred pounds for bulb planting to brighten up open spaces to tens of thousands of pounds to create community gardens. These projects often introduce new ideas such as outdoor gyms in public spaces, community gardens, public art and energy saving projects which not only make the borough cleaner, greener and safer but greatly contribute to a sustainable public realm by involving residents in the funding process and in the delivery of projects.
4. It is noted that as a condition of the CGS programme, incomplete projects are reviewed two years after award of funding and if the project is unlikely to progress or complete within a reasonable amount of time, officers will recommend that the project will be completed or cancelled and any underspends reported back to community council for reallocation of funding.

KEY ISSUES FOR CONSIDERATION

5. There is a total of £62,909 available funding to reallocate within the CGS programme, as set out in Appendix 1.
6. The members of Borough, Bankside and Walworth Community Council have decided to apportion annual CGS capital funding on a ward basis. Other funding available from cancelled or completed schemes is added to the appropriate ward budgets. Ward councillors are able to propose schemes to be funded and the community council members present approve awards at public meetings.
7. The members of Borough, Bankside and Walworth Community Council have

considered proposals for potential schemes within the area and on the basis of additional information available have agreed to fund various proposals.

8. The financial position is summarised in Appendix 1 of the report.

Policy implications

9. The Cleaner Green Safer programme is fully aligned with the council's policies around sustainability, regeneration and community engagement.

Community impact statement

10. The roles and functions of community councils include the promotion of involvement of local people in the democratic process. Community councils take decisions on local matters including environmental improvement and community safety as well as consultation on a wide range of policies and strategies that affect the area.
11. An explicit objective within community councils is that they be used to actively engage as widely as possible with, and bring together, Southwark's diverse local communities on issues of shared or mutual interest. The Cleaner Greener Safer programme is an important tool in achieving community participation.
12. In fulfilling the above objectives that Community Councils have of bringing together and involving Southwark's diverse local communities, consideration has also been given to the council's duty under The Equality Act 2010 which requires the council to have due regard when taking decision to the need to:
 - a. Eliminate discrimination, harassment, victimisation or other prohibited conduct;
 - b. Advance of equality of opportunity between persons who share a relevant protected characteristics and those who do not share it;
 - c. Foster good relations between those who share a relevant characteristic and those that do not share it.
13. Of particular regard are issues of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.
14. Having due regard to the need to advance equality of opportunity is further defined in s.149 as having due regard to the need of:
 - a. Remove or minimise disadvantages connected with a relevant protected characteristic;
 - b. Take steps to meet the different needs of persons who share a relevant protected characteristic;
 - c. Encourage persons who share a relevant protected characteristic participate in public life or any other activity in which they are under-represented.
15. All ideas for CGS projects come directly from the local community via a simple project nomination form available in electronic and paper format.

Resource implications

16. The funding for the 2014/15 CGS capital programme was approved by the cabinet and is part of the council's overall capital programme as detailed in the

launch of Cleaner Greener Safer Capital Programme 2014/15 report dated September 2013.

17. All professional fees related to the project are also treated as the capital costs of the project. Where projects are awarded as a grant to organisations, the community council award letter will not include the professional fees which will be charged direct to project costs.
18. CGS projects must be completed within two years of award of funding. Projects that are unlikely to be completed within two years will be reported to community council and available budgets may be reallocated to other projects. Revenue costs not covered by maintenance or the contractual liability period will fall upon the asset owner. The business unit will be notified of the likely costs before the schemes proceeds, in order to secure permission to implement the scheme.
19. After the defects and liability period, or three year maintenance period in the case of planting works, all future maintenance is assumed by the asset owner, for example Housing, Parks, Highways, or in some cases external asset owners. Therefore, there are no revenue implications to the public realm projects business unit as a result of approving the proposed allocation.
20. The total expenditure and sources of funding for the scheme will be monitored and reported on as part of the overall capital programme.

Consultation

21. All Cleaner Greener Safer projects require consultation with stakeholders, including the project applicant, local residents, tenants and residents associations and local community groups where appropriate.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of legal services

22. The allocation of the Cleaner, Greener, Safer capital fund ('CGS') is an executive function, delegated by the leader to community councils.
23. Community councils are 'area committees' within the meaning of the act and executive functions can be delegated to them by the leader.
24. This report is recommending that the Borough Bankside and Walworth Community Council approve the reallocation of available funds from the 2013/2014 programme as specified at Appendix 1 to the 2014/15 capital funding allocation. The power for this function is derived from Part 3H paragraph 11 of the constitution which states that community councils have the power of "Approval of the allocation of funds to cleaner, greener, safer capital and revenue schemes of a local nature, using the resources and criteria identified by the cabinet".
25. The cabinet member for transport environment and recycling approved the funding for the 2013/14 programme in October 2012 and the 2014/2015 programme in October 2013 by exercising his powers under Part 3D paragraph 2 of the Constitution. Where funding needs to be reallocated the community council approval being sought here is therefore the appropriate constitutional

step in the process.

26. Community council members also have powers under paragraph 12 of Part 3H of the Constitution to oversee and take responsibility for the development and implementation of the local schemes.
27. In allocating funding under the CGS community councils must have regard to the council's equality duty set out in section 149 of the Equality Act 2010. The report author has demonstrated how those duties need to be considered in the body of the report at paragraphs 10 to 15 in the community impact statement.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Borough, Bankside and Walworth Community Council minutes, 22 April 2013 26 June 2013 16 November 2013	Cleaner Greener Safer, Public Realm, 160 Tooley Street, London, SE1 2TZ http://modern.gov.southwark.gov.uk/documents/g4318/Printed%20minutes%20Monday%2022-Apr-2013%2019.00%20Dulwich%20Community%20Council.pdf?T=1	Andrea Allen 020 7525 0860

APPENDICES

No.	Title
Appendix 1	Borough, Bankside and Walworth CC available CGS capital funding 2013-2014

AUDIT TRAIL

Lead Officer	Matthew Hill, Public Realm Programme Manager	
Report Author	Andrea Allen, Senior Project Manager	
Version	Final	
Dated	21 January 2014	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Director of legal services	Yes	Yes
Strategic director of finance and corporate services	No	No
Cabinet member	No	No
Date final report sent to Constitutional Team	21 January 2014	

**BOROUGH BANKSIDE AND WALWORTH CC AVAILABLE CGS
CAPITAL FUNDING 2013-14**

APPENDIX 1

Ward	Cathedrals	Chaucer	East Walworth	Faraday	Newington	Total	Comments
Unallocated funding - December 2013	£14,674	£27,834	£2,477	£0	£1,524	£46,509	
106055 James Stroud House screening				£4,700			Underspend from completed scheme
104682 Bronti Close ball court				£7,000			Underspend from completed scheme
105720 Environmental Improvement Fund				£2,700			Underspend from completed scheme
105993 Congreve Garden 2013			£2,000				Underspend from completed scheme
Available funding by ward - January 2014	£14,674	£27,834	£4,477	£14,400	£1,524	£62,909	

Item No. 12.	Classification: Open	Date: 1 February 2014	Meeting Name: Borough, Bankside and Walworth Community Council
Report title:		Cleaner Greener Safer 2014/15: Capital Funding Allocation	
Ward(s) or groups affected:		Cathedrals, Chaucer, East Walworth, Faraday, Newington	
From:		Head of Public Realm	

RECOMMENDATION

1. To approve the allocation of funds for the 2014-15 Cleaner Greener Safer (CGS) capital programme in the Borough, Bankside and Walworth Community Council area from the list of applications set out in Appendix 1.

BACKGROUND INFORMATION

2. The council's CGS capital programme has been running since 2003.
3. In the first eleven years of the CGS programme, £28,513,000 has been allocated to community councils leading to 1,758 projects being approved.
4. In the Borough, Bankside and Walworth Community Council area, £7,176,693 has been allocated to 393 projects, 350 of which have been completed to date.
5. For 2014/15, community councils have also been able to allocate CGS revenue and applications were invited for both capital and revenue ideas. The allocation of revenue is dealt with by a separate report on this meeting's agenda.
6. Examples of the types of projects that have been funded include:
 - Parks, community gardens, landscaping, tree planting and wildlife areas
 - Children's playgrounds, youth facilities, ball courts and cycle tracks
 - Lighting, security measures, pavements, streets, and tackling 'grot spots'
 - Grants to local groups to self-deliver projects.

KEY ISSUES FOR CONSIDERATION

7. There is £447,619 available for the 2014/15 CGS capital programme for new projects in the Borough, Bankside and Walworth Community Council area.
8. Eligible proposals must bring about a permanent improvement and make an area cleaner, greener or safer.
9. Proposals with revenue costs, including salaries or computer equipment, feasibility studies, costs for events, festivals, workshops or other one-off events are not eligible for capital funding. CCTV proposals, internal improvements to housing property, works on schools where there is no access to the general public are also not eligible. Works on private property are not eligible unless

there is a long-term guarantee of public access or a demonstrable public benefit.

10. The application form invited expressions of interest for the applicants to deliver projects themselves. A due diligence exercise to ensure that this is both practical and realistic has been undertaken as part of the feasibility process. In such cases, the council would give the funding allocation to the applicant in the form of a capital grant, with appropriate conditions attached.

Policy implications

11. The Cleaner Green Safer programme is fully aligned with the council's policies around sustainability, regeneration and community engagement.

Community impact statement

12. The roles and functions of community councils include the promotion of involvement of local people in the democratic process. Community councils take decisions on local matters including environmental improvement and community safety as well as consultation on a wide range of policies and strategies that affect the area.
13. An explicit objective within community councils is that they be used to actively engage as widely as possible with, and bring together, Southwark's diverse local communities on issues of shared or mutual interest. The Cleaner Greener Safer programme is an important tool in achieving community participation.
14. In fulfilling the above objectives that community councils have of bringing together and involving Southwark's diverse local communities, consideration has also been given to the council's duty under The Equality Act 2010 which requires the council to have due regard when taking decision to the need to:
 - a. Eliminate discrimination, harassment, victimisation or other prohibited conduct;
 - b. Advance of equality of opportunity between persons who share a relevant protected characteristics and those who do not share it;
 - c. Foster good relations between those who share a relevant characteristic and those that do not share it.
15. Of particular regard are issues of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.
16. Having due regard to the need to advance equality of opportunity is further defined in s.149 as having due regard to the need of:
 - a. Remove or minimise disadvantages connected with a relevant protected characteristic;
 - b. Take steps to meet the different needs of persons who share a relevant protected characteristic;
 - c. Encourage persons who share a relevant protected characteristic participate in public life or any other activity in which they are under-represented.
17. All ideas for CGS projects come directly from the local community via a simple project nomination form available in electronic and paper format.

Resource implications

18. The funding for the 2014/15 CGS capital programme was approved by the cabinet and is part of the council's overall capital programme as detailed in the launch of Cleaner Greener Safer Capital Programme 2014/15 report dated September 2013.
19. All professional fees related to the project are also treated as the capital costs of the project. Where projects are awarded as a grant to organisations, the community council award letter will not include the professional fees which will be charged direct to project costs.
20. CGS projects must be completed within two years of award of funding. Projects that are unlikely to be completed within two years will be reported to community council and available budgets may be reallocated to other projects. Revenue costs not covered by maintenance or the contractual liability period will fall upon the asset owner. The business unit will be notified of the likely costs before the schemes proceeds, in order to secure permission to implement the scheme.
21. After the defects and liability period, or three year maintenance period in the case of planting works, all future maintenance is assumed by the asset owner, for example Housing, Parks, Highways, or in some cases external asset owners. Therefore, there are no revenue implications to the Public Realm projects business unit as a result of approving the proposed allocation.
22. The total expenditure and sources of funding for the scheme will be monitored and reported on as part of the overall capital programme.

Consultation

23. All Cleaner Greener Safer projects require consultation with stakeholders, including the project applicant, local residents, tenants and residents associations and local community groups where appropriate.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of legal services

24. The allocation of the Cleaner, Greener, Safer capital fund (CGS) is an executive function, delegated by the Leader to Community Councils.
25. Community councils are 'area committees' within the meaning of the act and executive functions can be delegated to them by the leader.
26. This report is recommending that the Borough, Bankside and Walworth Community Council approve the allocation of funds to the individual projects specified at Appendix 1. The power for this function is derived from Part 3H paragraph 11 of the Constitution which states that community councils have the power of "Approval of the allocation of funds to cleaner, greener, safer capital and revenue schemes of a local nature, using the resources and criteria identified by the cabinet".
27. The cabinet member for transport, environment and recycling approved the funding for the 2014/2015 programme in October 2013 by exercising his powers

under Part 3D paragraph 2 of the constitution; and the community council approval being sought here is therefore the next constitutional step in the process.

28. Community council members also have powers under paragraph 12 of Part 3H of the constitution to oversee and take responsibility for the development and implementation of the local schemes.
29. In allocating funding under the CGS community councils must have regard to the council's equality duty set out in section 149 of the Equality Act 2010. The report author has demonstrated how those duties need to be considered in the body of the report at paragraphs 12 to 17 in the community impact statement.

Strategic director of finance and corporate resources

30. This report recommends approval of the allocation of funds for the 2014/15 Cleaner Greener Safer programme in the Borough, Bankside and Walworth Community Council area from the list of applications set out in Appendix 1.
31. The strategic director of finance and corporate resources notes the resource implications contained within the report, and confirms that the capital funding for the CGS programme has been approved as part of the overall council capital programme.
32. Officer time and any other costs connected with this recommendation will be contained within existing budgeted revenue resources.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Launch of Cleaner Greener Safer Capital Programme 2014/15 - September 2013	http://modern.gov.southwark.gov.uk/ieDecisionDetails.aspx?ID=4040	Michelle Normanly 020 7525 0862

APPENDICES

No.	Title
Appendix 1	Borough, Bankside and Walworth Community Council Cleaner Greener Safer Capital programme 2014/15: Applications

AUDIT TRAIL

Lead Officer	Matthew Hill, Public Realm Programme Manager	
Report Author	Michelle Normanly, Senior Project Manager	
Version	Final	
Dated	21 January 2014	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Director of legal services	Yes	Yes
Strategic director of finance and corporate resources	Yes	Yes
Cabinet member	No	No
Date final report sent to Constitutional Team	21 January 2014	

**Borough, Bankside and Walworth Community Council
Cleaner Greener Safer Capital programme 2014/15: Applications**

Reference	Proposal Name	Ward
264340	Borough, Bankside and Walworth bike hangar parking	All Borough & Bankside
400105	Borough, Bankside and Walworth bike hangar parking	All Walworth
264328	Cleaner Greener Walworth	All Walworth
400127	Youth Hub	All Walworth
263926	Cycle Locker Project	Boroughwide
259123	Cathedral Square Community Gardens	Cathedrals
251765	Lamlash Street Community Space	Cathedrals
251766	Elliotts Row Pocket Park	Cathedrals
251768	Hayles Street bike park	Cathedrals
256374	Mawdley House Play Project	Cathedrals
257233	Marlborough Sports Garden improvements	Cathedrals
258106	Gating Cathedral Square Community Gardens	Cathedrals
258419	Cathedral Square Community Gardens	Cathedrals
258549	Cathedral Square Community Gardens	Cathedrals
258597	Cathedral Square Community Gardens	Cathedrals
259137	Cathedral Square Community Gardens	Cathedrals
400011	Greening Cathedral Square Community Gardens	Cathedrals
261280	Amigo House gardening and flower project.	Cathedrals
262727	Dog Gym at Geraldine Mary Harmsworth Park	Cathedrals
263348	Perkins Park Play	Cathedrals
263432	Ewer Street - from grey to green	Cathedrals
263696	Perronet House - stop fly tipping	Cathedrals
263905	Lamlash community space	Cathedrals
264072	GMH - peace playground	Cathedrals
264306	Applegarth House allotment	Cathedrals
264430	Children's playground Lancaster Street	Cathedrals
264431	Scovell estate playground	Cathedrals
264709	Christ Church memorial sign	Cathedrals
400045	Perronet Communal Spaces Project	Cathedrals
400095	(Plant) Pots and (Watering) Cans!	Cathedrals
251999	Hayles TRA windowbox project	Cathedrals
400040	Youth hub	Cathedrals
252246	The Albert McKenzie VC Statue	Chaucer
259004	Tabard Street Planting and Seating Area	Chaucer
261239	Rockingham community allotments	Chaucer
261244	Whitworth and Bramwell house fencing.	Chaucer
261690	Haddonhall TMO, Greening project	Chaucer
262179	1-28 Bath Terrace - derelict sheds	Chaucer
262319	Becket and Selbourne Houses PRAM SHEDS	Chaucer
262993	Meadow Row herb gardens	Chaucer

**Borough, Bankside and Walworth Community Council
Cleaner Greener Safer Capital programme 2014/15: Applications**

Reference	Proposal Name	Ward
263433	Albert Barnes House entrance lobby renovation	Chaucer
263442	Albert Barnes House pram sheds and back yard	Chaucer
263516	Improve Dickens Square	Chaucer
263530	St George's grows	Chaucer
263786	Lawson Estate rubbish improvement	Chaucer
400024	Decima Street TRA community garden	Chaucer
263864	Anti vandal project in TNRA area	Chaucer
264069	Selbourne Becket green roof on the other bin shed	Chaucer
264342	The big Tower Bridge Road clean up - Part 2	Chaucer
264364	Tower Bridge Road Beautiful Bins	Chaucer
400128	More table tennis tables in Chaucer ward	Chaucer
400136	Cycle Locker Project	Chaucer
263014	IntoUniversity Go-For-It Garden	East Walworth
263053	BEMA Estate Adventure Playgrounds	East Walworth
263061	BEMA Estate Landscaping	East Walworth
263069	BEMA Allotment	East Walworth
263299	Mardyke Estate Playground	East Walworth
263820	Asolando makeover	East Walworth
400037	Salisbury Estate and Locksfield SHU green areas improvement	East Walworth
263887	Greening of the Larcom Street conservation area -via CGS Capital funding.	East Walworth
263931	Tree improvements in Larcom Street conservation area - via CGS Revenue funding.	East Walworth
264265	Walworth Estate fencing and gate works	East Walworth
264274	Comus House - garden area improvements	East Walworth
264285	Comus House TRA playground extension and equipment project	East Walworth
264301	Salisbury security measures	East Walworth
264317	Safer East Street	East Walworth
264350	Victory Park playground improvements	East Walworth
400068	Kinglake eco green spaces	East Walworth
400069	Kinglake playground improvements	East Walworth
264857	Naylor House cleaner greener safer	East Walworth
400075	The Robert Browning community gardens	East Walworth
400090	Rodney Road TRA - sports goals	East Walworth
263210	Burgess Park Cricket Academy Development	East Walworth
264305	Pembroke Pocket Garden for all	East Walworth
264318	Pembroke Pocket Garden community mosaic	East Walworth
256883	Making Aylesbury Estate a better place	Faraday
261913	Gaitskell front fence phase 3.	Faraday

**Borough, Bankside and Walworth Community Council
Cleaner Greener Safer Capital programme 2014/15: Applications**

Reference	Proposal Name	Ward
262050	Walworth Estate Refuse and Recycling Improvement Program	Faraday
262360	Bridport wildlife pond	Faraday
263692	Barriers for Burgess Park underpass	Faraday
263735	Date Street bike lockers	Faraday
263737	Date Street speed limits	Faraday
263784	St Peters School community sports ground project	Faraday
400029	Emmanuel project	Faraday
264071	Gateway Estate outdoor sports pitch	Faraday
264074	Gateway Estate children's playground	Faraday
264103	Outdoor gym	Faraday
264302	Octavia Hill Estate - hanging baskets	Faraday
400050	Faraday Gardens and St Peter's churchyard gateway improvements	Faraday
400072	Youth play area roof covering at Northchurch	Faraday
400073	Additional column lighting on pathway between Taplow and Northchurch	Faraday
400114	Safer East Street	Faraday
400124	New Church Road pedestrian safety	Faraday
400125	New Church Road cycle safety	Faraday
400137	Cycle Locker Project	Faraday
263916	2InSpire building improvements	Faraday
264307	Aylesbury Allotment Project	Faraday
400054	St Peter's Monkey Park and Churchyard community space project: Phase 2	Faraday
259845	Pasley Park (Sturgeon Road) entrance upgrade	Newington
260711	Penton Place/Newington Estate Green and Tidy.	Newington
262907	Brandon 2 Play Area	Newington
263282	Pullen's Estate bike lockers	Newington
263426	Jeff Barnett play area - extra equipment	Newington
263454	Brandon Estate garden project	Newington
400036	Hampton Street - space for waste	Newington
264081	Doddington Grove bike lockers	Newington
264195	CoolTan Arts (CA) community bench - Walworth Road	Newington
264330	Greener Draper	Newington
400098	Pelier estate - bright view project	Newington
400099	Planting in the garden at 14-19 Harding Close	Newington
400118	Kennington greener	Newington
264040	Kennington Park extension orchard and food growing beds	Newington
400043	Kennington Park cricket project	Newington

Item No. 14.	Classification: Open	Date: 1 February 2013	Meeting Name: Borough, Bankside and Walworth Community Council
Report title:		Local parking amendments	
Ward(s) or groups affected:		All wards within Borough, Bankside and Walworth Community Council	
From:		Head of Public Realm	

RECOMMENDATIONS

1. It is recommended that the following local parking amendments, detailed in the appendices to this report, are approved for implementation subject to the outcome of any necessary statutory procedures:
 - Steedman Street – change single yellow line to double yellow line between Hampton Street and the railway bridge to remove risk of obstruction at weekends and overnight.
 - Great Dover Street – designate all bays in Great Dover Street (where Southwark Council is traffic authority) as permit holder (D) parking.

BACKGROUND INFORMATION

2. Part 3H of the Southwark constitution delegates decision making for non-strategic traffic management matters to the community council.
3. Paragraph 16 of Part 3H of the Southwark constitution sets out that the community council will take decisions on the following local non-strategic matters:
 - the introduction of single traffic signs
 - the introduction of short lengths of waiting and loading restrictions
 - the introduction of road markings
 - the setting of consultation boundaries for consultation on traffic schemes.
 - the introduction of destination disabled parking bays
 - statutory objections to origin disabled parking bays
4. This report gives recommendations for two local parking amendments, involving traffic signs and road markings.
5. The origins and reasons for the recommendations are discussed within the key issues section of this report.

KEY ISSUES FOR CONSIDERATION

Steedman Street- 1314Q3019

6. The parking design team was contacted by a local resident who raised

concerns about vehicles parking between Hampton Street and the railway bridge causing obstruction to vehicular traffic in the evenings and at weekends.

7. Steedman Street is part of the West Walworth (E) controlled parking zone (CPZ) which operates Monday to Friday 8.30am - 6.30pm.
8. The section of the street that the resident was particularly concerned with has an existing five car permit holder (E) parking bay on the east side. The remaining lengths of the street are protected by a single yellow line which is only in operation during CPZ times.
9. An officer visited Steedman Street on 24 October 2013 and noted that the full width of the carriageway at this location is 6 metres. This is sufficient to allow car parking to take place on one side only (eg. in the permit parking bay). If a car was to be parked on the single yellow line, opposite an occupied permit bay, this would leave just 2m of space for vehicles to pass which is well below the minimum required for emergency services or waste collection vehicles.
10. At the time of the visit there were no vehicles parked causing an obstruction, however the visit took place during CPZ operational hours. The resident has, however, supplied photos that demonstrate the obstructive parking taking place at the weekend, see Appendix 1.
11. Clearly the presence of the single yellow line may mislead motorists into thinking that parking would not cause an obstruction outside of CPZ times and it is therefore considered prudent to change this restriction.
12. The recommendations include double yellow lines on the junction with Hampton Street in vicinity of the dropped kerb. The recommendations will also assist with cyclists who use these streets which are part of the Elephant and Castle bypass route.
13. It is therefore recommended that, as detailed in appendix 2, double yellow lines are installed from Hampton Street to the railway bridge on the west side and at its junction with Hampton Street.

Great Dover Street - 1314Q3045

14. An officer from the parking design team met with representatives from Transport for London (TfL) to discuss the parking layout on Great Dover Street.
15. Great Dover Street is part of the Transport for London Road Network (TLRN) which is also known as the 'red route'. Transport for London (TfL) are the highway and traffic authority for the majority of Great Dover Street where they are responsible for traffic management, enforcement and maintenance.
16. There are, however, exceptions from the TLRN and Southwark Council acts as traffic authority for approximately half of the parking bays in the street. TfL manages the remaining bays.
17. All of TfL's bays on Great Dover Street allow 20 mins loading or 3 hours disabled parking, during 10am to 4pm Monday to Saturday. During peak hours (7 – 10am and 4 – 7pm) no stopping is permitted.

18. The traffic orders for Southwark's parking bays designate a minority of the bays as Controlled Parking Zone (CPZ) D permit holder parking with the remaining majority of bays classified as unrestricted, free parking.
19. It should be noted that Great Dover Street is within the boundary of Newington (D) CPZ and surrounding properties are eligible for a resident or business permit.
20. It has been observed that the Southwark parking bays are heavily parked, presumably by those appreciating this highly unusual arrangement of free, unrestricted parking within zone 1.
21. It is against the council's policy to provide free, unrestricted parking in a CPZ and it is recommended that a new traffic order is advertised and made so that all parking bays in Great Dover Street (where Southwark council is the traffic authority) are designated as D permit holder bays.
22. The proposal is fairer than the current arrangement and will give benefit to existing D CPZ permit holders by reducing pressure in streets where the ratio of permits to space is high (eg. Trinity Street and Cole Street).
23. Community council members were advised of these proposals on 7 January and no comments were received.
24. It is therefore recommended that, as detailed in Appendix 3, all bays in Great Dover Street (where Southwark Council is traffic authority) are designated as permit holder (D) parking.

Policy implications

25. The recommendations contained within this report are consistent with the policies of the Transport Plan 2011, particularly

Policy 1.1 – pursue overall traffic reduction

Policy 4.2 – create places that people can enjoy.

Policy 8.1 – seek to reduce overall levels of private motor vehicle traffic on our streets

Community impact statement

26. The policies within the transport plan are upheld within this report have been subject to an Equality Impact Assessment.
27. The recommendations are area based and therefore will have greatest affect upon those people living, working or traveling in the vicinity of the areas where the proposals are made.
28. The introduction of blue badge parking gives direct benefit to disabled motorists, particularly to the individual who has applied for that bay.
29. The introduction of yellow lines at junctions gives benefit to all road users through the improvement of inter-visibility and therefore road safety.
30. There is a risk that new restrictions may cause parking to be displaced and, indirectly, have an adverse impact upon road users and neighboring properties at

that location. However this cannot be entirely preempted until the recommendations have been implemented and observed.

31. With the exception of those benefits and risks identified above, the recommendations are not considered to have a disproportionate affect on any other community or group.
32. The recommendations support the council's equalities and human rights policies and promote social inclusion by:
 - Providing improved access for key services such as emergency and refuge vehicles.
 - Improving road safety, in particular for vulnerable road users, on the public highway.

Resource implications

33. All costs arising from implementing the recommendations will be fully contained within the existing public realm budgets.

Legal implications

34. Traffic Management Orders would be made under powers contained within the Road Traffic Regulation Act (RTRA) 1984.
35. Should the recommendations be approved the council will give notice of its intention to make a traffic order in accordance with the Local Authorities Traffic Order (Procedure) (England and Wales) Regulations 1996.
36. These regulations also require the council to consider any representations received as a result of publishing the draft order for a period of 21 days following publication of the draft order.
37. Should any objections be received they must be properly considered in the light of administrative law principles, Human Rights law and the relevant statutory powers.
38. By virtue of section 122, the Council must exercise its powers under the RTRA 1984 so as to secure the expeditious, convenient and safe movement of vehicular and other traffic including pedestrians, and the provision of suitable and adequate parking facilities on and off the highway.
39. These powers must be exercised so far as practicable having regard to the following matters
 - a) the desirability of securing and maintaining reasonable access to premises
 - b) the effect on the amenities of any locality affected including the regulation and restriction of heavy commercial traffic so as to preserve or improve amenity
 - c) the national air quality strategy
 - d) facilitating the passage of public service vehicles and securing the safety and convenience of their passengers
 - e) any other matters appearing to the Council to be relevant.

Consultation

40. Where consultation with stakeholders has been completed, this is described within the key issues section of the report.
41. Should the community council approve the items, statutory consultation will take place as part of the making of the traffic management order. The process for statutory consultation is defined by national regulations.
42. The council will place a proposal notice in proximity to the site location and also publish the notice in the Southwark News and the London Gazette.
43. The notice and any associated documents and plans will also be made available for inspection on the council's website or by appointment at its Tooley Street office.
44. Any person wishing to comment upon or object to the proposed order will have 21 days in which do so.
45. Should an objection be made that officers are unable to informally resolve, this objection will be reported to the community council for determination, in accordance with the Southwark constitution.

Background Documents

Background Papers	Held At	Contact
Transport Plan 2011	Southwark Council Environment and Leisure Public Realm projects Parking design 160 Tooley Street London SE1 2QH Online: http://www.southwark.gov.uk/info/200107/transport_policy/1947/southwark_transport_plan_2011	Tim Walker 020 7525 2021

APPENDICES

No.	Title
Appendix 1	Steedman Street - photograph of obstructed highway
Appendix 2	Steedman Street - install new double yellow lines
Appendix 3	Great Dover Street - install new permit holder (D) bays

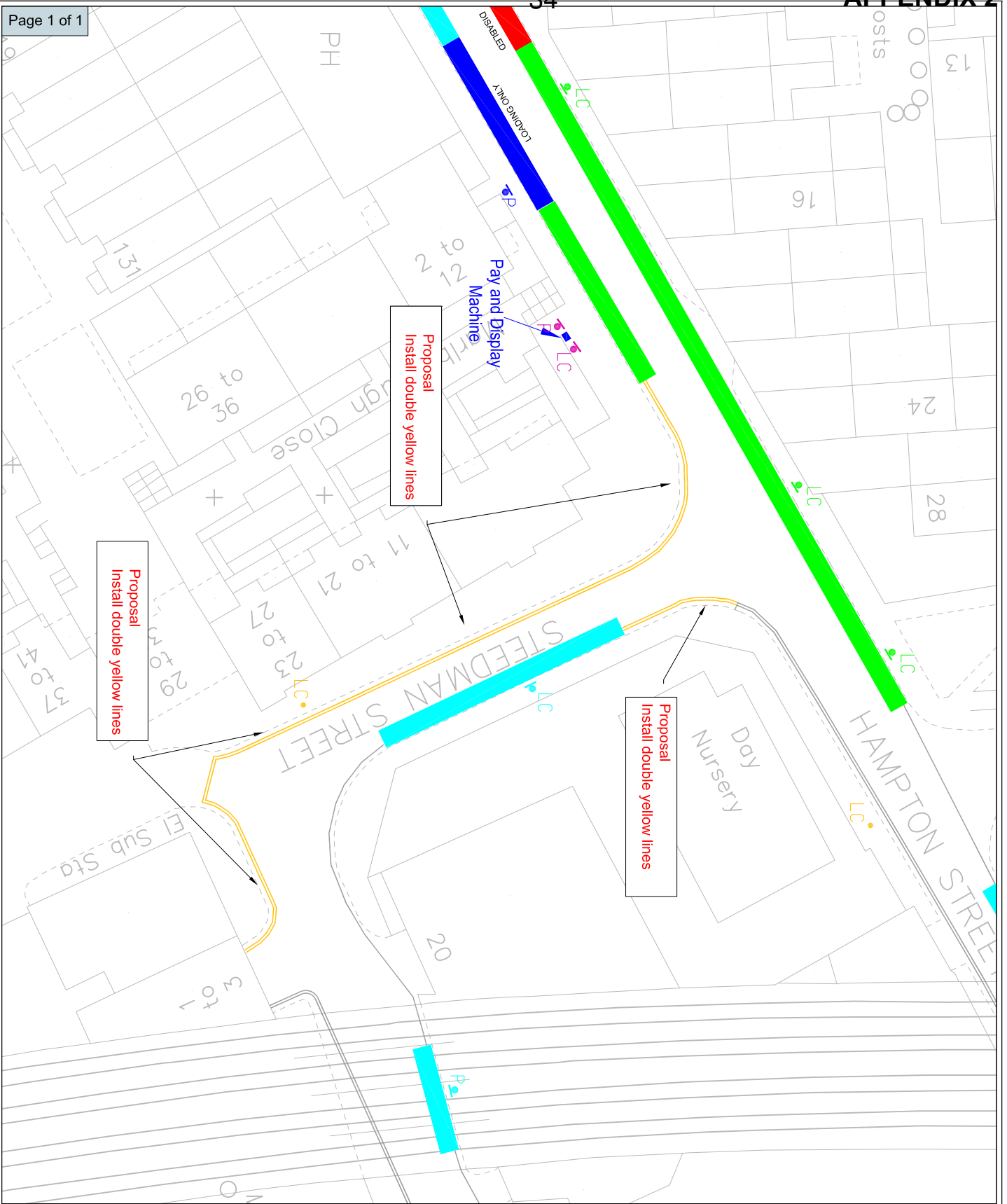
AUDIT TRAIL

Lead Officer	Des Waters, Head of public realm	
Report Author	Tim Walker, Senior engineer	
Version	Final	
Dated	22 January 2014	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Director of legal services	No	No
Strategic director of finance and corporate services	No	No
Cabinet Member	No	No
Date final report sent to Constitutional Team	22 January 2014	

Appendix 1

View of Steedman Street with vehicles parked on both sides of street. 26 October 2013





PUBLIC REALM PROJECTS (PARKING DESIGN)



LEGEND

- Single Yellow Line
- Double Yellow Line
- Pay & Display
- Motorcycle Bay
- Permit Holders
- Shared Use
- Disabled Bay
- DOCTORS BAY

Revision details	By	Date	Suffix
			A
			B

Project ID / name
131403_LOCAL_PARKING_AMENDMENTS

Drawing title
STEEDMAN STREET
PROPOSED AAT WAITING RESTRICTIONS
Layout

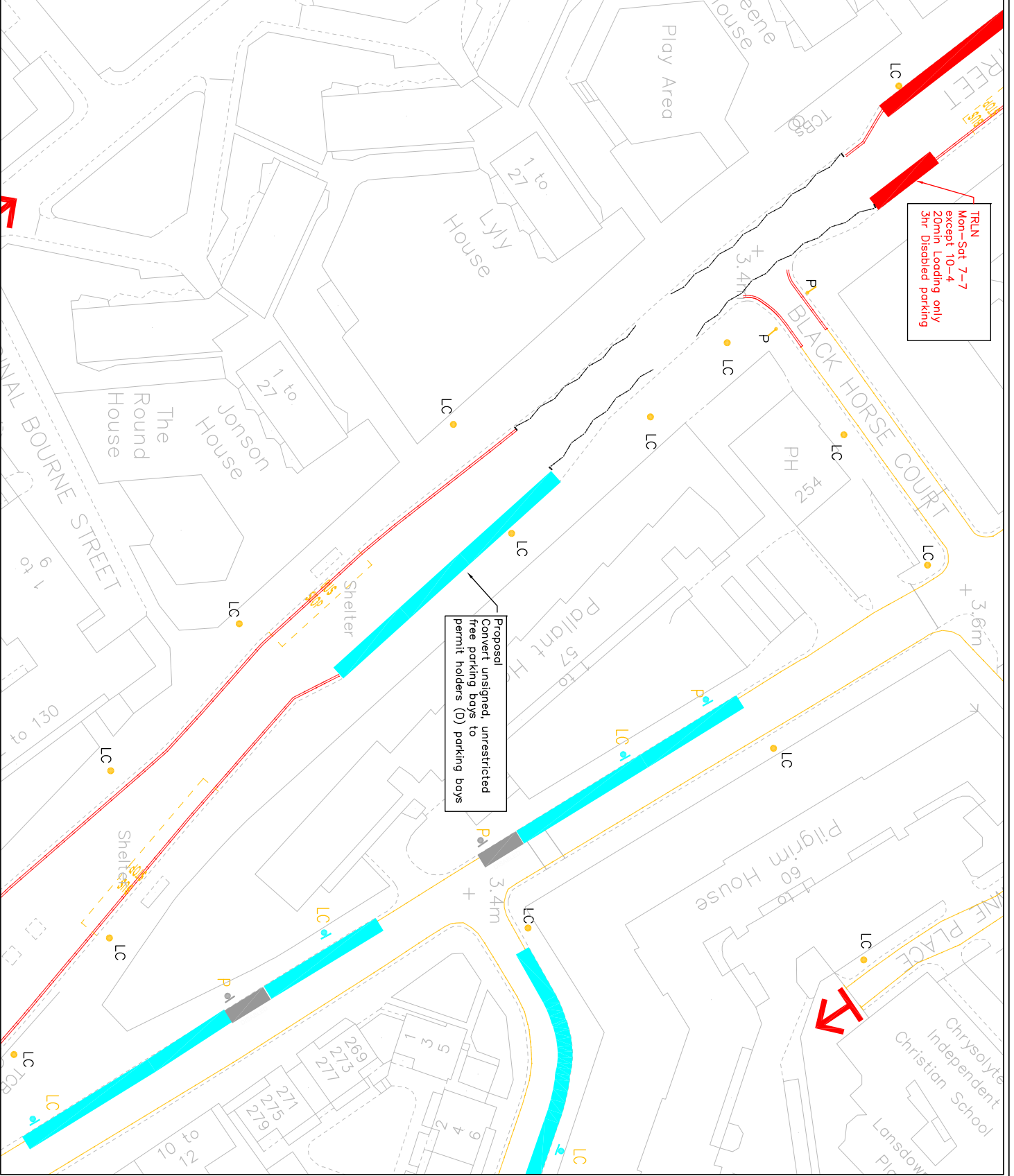
APPENDIX_2

Scale
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File name
131403_019

Drawn	Designed	Checked	Approved
MH	MH	TW	TW
12/11/13	12/11/13	03/12/13	03/12/13

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PUBLIC REALM PROJECTS (PARKING DESIGN)



LEGEND

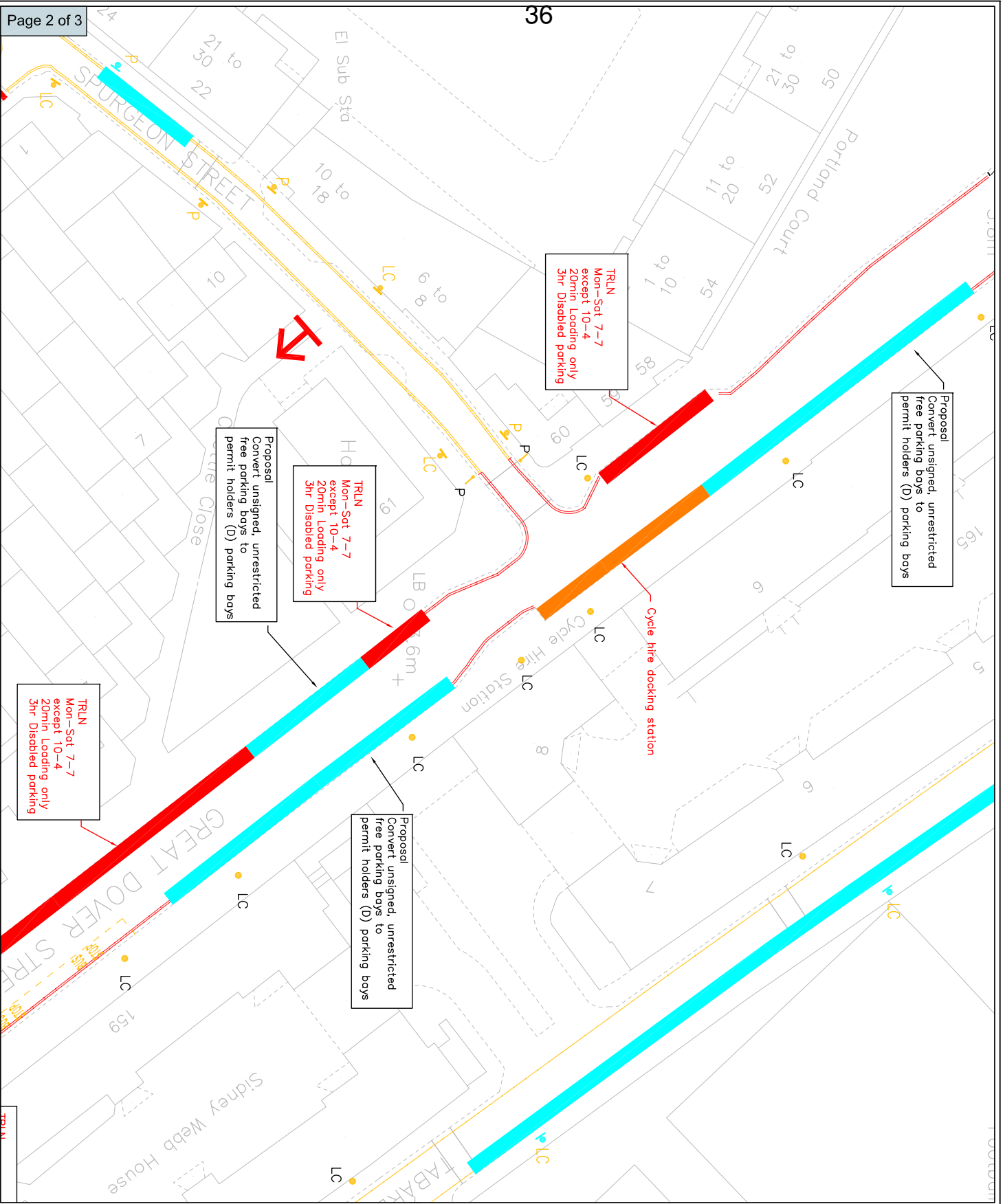
- Red route SRL
- Red route DRL
- Red route Loading/disabled
- Zone waiting restriction
- At any time waiting restriction
- Loading only bay
- Time restricted free bay
- Permit holders only
- 4hr shared use
- Doctors permit only
- Disabled persons parking
- Solo motorcycles only

Revision details		
By	Date	Suffix
		A
		B

Project ID / name	
1314Q3_LOCAL_PARKING_AMENDMENTS	
Drawing title	
GREAT_DOVER_STREET PROPOSED PERMIT HOLDERS (D) BAYS Layout	
APPENDIX_3	
Scale	
1:500_AT_A3	
File Name	
1314Q3_045	

Drawn	Designed	Checked	Approved
MH	MH	TW	TW
06/01/14	06/01/14	07/01/14	07/01/14

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PUBLIC REALM PROJECTS (PARKING DESIGN)



Environment and Leisure, Public Realm
 PO Box 64529, London SE1 5LX

LEGEND

- Red route SRL
- Red route DRL
- Red route Loading/disabled
- Zone waiting restriction
- At any time waiting restriction
- Loading only bay
- Time restricted free bay
- Permit holders only
- 4hr shared use
- Doctors permit only
- Disabled persons parking
- Solo motorcycles only

Revision details		
By	Date	Suffix
		A
		B

Project ID / name
 1314Q3_LOCAL_PARKING_AMENDMENTS

Drawing title
 GREAT_DOVER_STREET
 PROPOSED PERMIT HOLDERS (D) BAYS
 Layout

APPENDIX_3

Scale
 1:500_AT_A3

File Name
 1314Q3_045

Drawn	Designed	Checked	Approved
MH	MH	TW	TW
06/01/14	06/01/14	07/01/14	07/01/14

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Environment and Leisure, Public Realm
PO Box 64529, London SE1 5LX

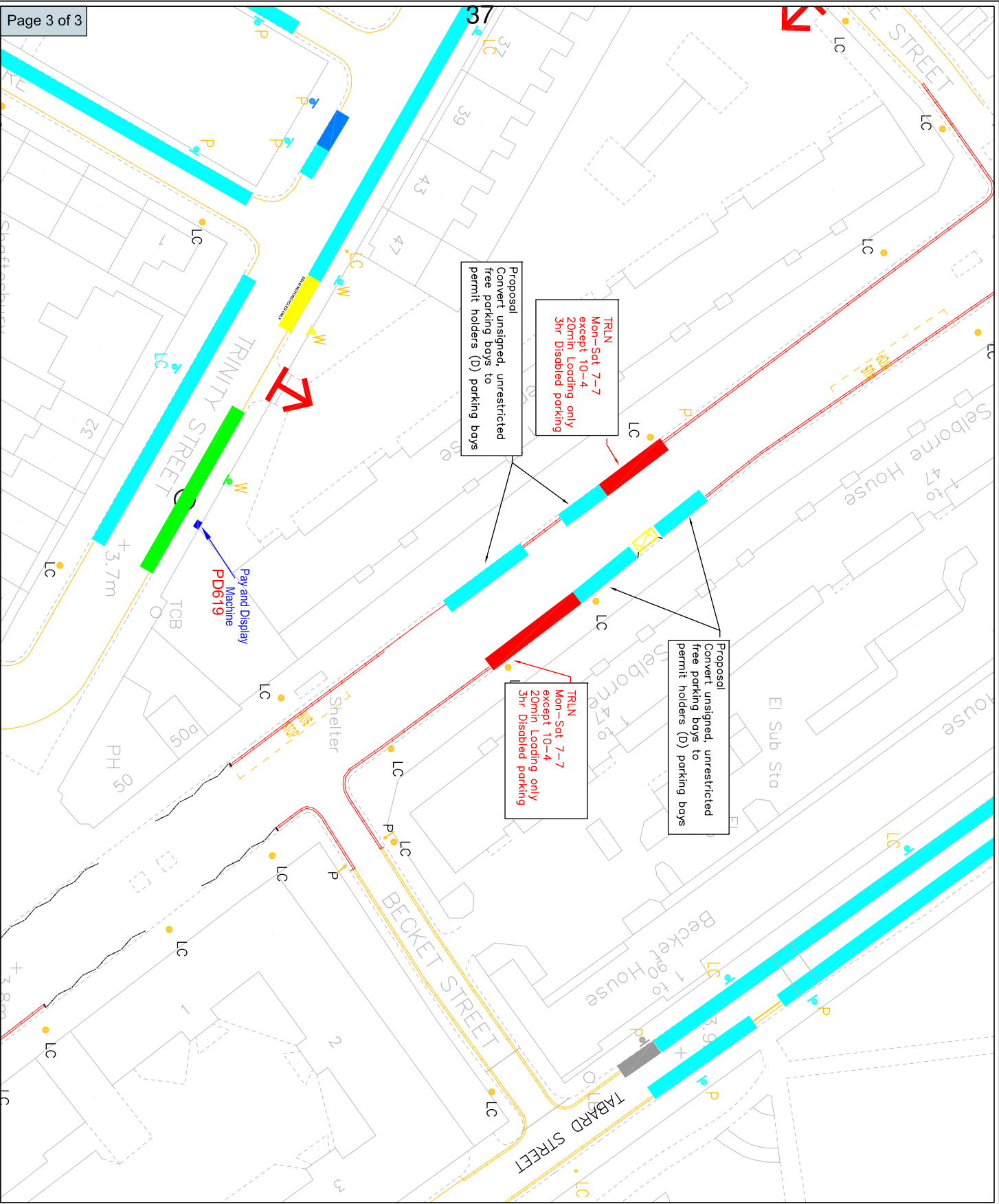
LEGEND

- Red route SRL
- Red route DRL
- Red route Loading/disabled
- Zone waiting restriction
At any time waiting restriction
- Loading only bay
- Time restricted free bay
- Permit holders only
- 4hr shared use
- Doctors permit only
- Disabled persons parking
- Solo motorcycles only

Revision details		
By	Date	Suffix
		A
		B

Project ID / name			
1314Q3_LOCAL_PARKING_AMENDMENTS			
Drawing title			
GREAT DOVER STREET PROPOSED PERMIT HOLDERS (D) BAYS Layout			
APPENDIX_3			
Scale			
1:500_AT_A3			
File Name			
1314Q3_045			
Drawn	Designed	Checked	Approved
MH	MH	TW	TW
06/01/14	06/01/14	07/01/14	07/01/14

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Borough, Bankside and Walworth Community Council

Public Question form

Your name:

Your mailing address:

What is your question?

Please give this form to Gerald Gohler, Constitutional Officer.

Feedback on queries raised at previous Walworth Community Council meetings

Question	Response
<p>On Albany Mews we have communal dustbins. Some of the tenants are temporary and speak little English; some not even knowing “blue” and “green”! Two of us have contacted the council for translations of recycling instructions at least in Spanish, Italian and Portuguese. This could be on-line. So far this is not available. There are endless bags of general rubbish in the recycling bins. Please help.</p>	<p>Officers believe that the most effective way to communicate to a community that has such a diverse range of spoken languages as Southwark, is to follow the pictorial/graphic route, in the first instance. Southwark’s leaflets and posters are designed with a focus on self-explanatory imagery and limited text in order to make the messages they contain as understandable as possible regardless of the language spoken by the observer.</p> <p>Possibly the simplest, graphical representation of the materials that can be recycled in Southwark, is the ‘What can I recycle?’ poster, which can be found on and downloaded from Veolia’s website at www.veoliaenvironmentalservices.co.uk/Southwark/About-us/Publications-and-reports/ along with other generic leaflets and guides.</p> <p>Officers would be happy to send leaflets to the residents on Albany Mews, and/or send posters, if there is a suitable place for them.</p> <p>If the demand for leaflets etc. in other languages rises, officers will, of course, reassess the position.</p> <p>To request any leaflets or posters, residents can contact our call centre on 020 7252 2000 or e-mail: EnvironmentalCustomerServices@southwark.gov.uk.</p>
<p>Footpath in East Street – shop keepers digging holes into the footpath outside their shops. What is the council doing about this?</p>	<p>The site has been inspected and the council’s highways department have provided information about what it will cost to reinstate pavement as it was previously. The council’s roads and street works team is dealing with this, including liaising with the shopkeeper, in order to schedule the works and recoup the costs. The works are scheduled to take place on Monday 3 February 2014.</p>
<p>What is going to happen to the rest of the CGS money? Report back.</p>	<p>Please see information contained in the reports accompanying items 11, 18 and 19 on this agenda.</p>

<p>Can you assure me that [a] feedback will be given at the next community council on the Camberwell After School Project problems and what steps the council is going to take.</p>	<p>Feedback will be given at the meeting.</p>
<p>Why has the council not supplemented street lighting in the streets (including main roads like Walworth Road and New Kent Road) surrounding the Heygate Estate? For over 40 years, people living in and/or using the streets have had the assistance of ambient lighting (in significant amounts) from the Heygate. Now that the decant has been completed all surrounding streets are too dark for pedestrian safety – hence the violent assault and rape near the Crossway Church on New Kent Road recently. It will be many years before the regeneration is complete. In the meantime please augment lights on the pavements areas for all the surrounding streets.</p>	<p>The streets surrounding the Heygate Estate are lit in full accordance with current British standards, as they have been for many years. Now that the estate buildings are un-occupied/demolished, there is a dark space which road user perceive as being inadequate street lighting when this is not the case. Unfortunately, no matter how many street lights we install in the road, the large estate area will still appear to be dark. This is the same scenario as in streets that directly adjoin unlit parks.</p> <p>Council's street lighting team are satisfied that the current provision of street light provides sufficient lighting for pedestrian safety. The removal of ambient of lighting from the Heygate Estate is an inevitable consequence of the demolition and redevelopment process. The housing and regeneration north team have worked hard in ensuring safety and security of the local community throughout the past year that has included the erection of the security fence around the Heygate perimeter to ensure that pedestrians do not accidentally get lost within the empty estate and trapped. The presence of 24-hour security patrolling the estate has also been successful in preventing a regular occurrence of incidents on the estate. Unfortunately the incident, as referred to in the above question, actually occurred outside of the estate on an open staircase that could not be secured, as it is required to allow pedestrian access to the first floor of the Crossway's Church. Since the incident occurred a significant amount of new security lighting has been installed to ensure that such a dark spot has been removed.</p>
<p>Why is the council cutting support to groups like the Black Elderly Group?</p>	<p>The council is committed through its Fairer Future promises to ensure that the most vulnerable residents in the borough are given choice and support to live their lives as independently and dignified as possible, despite the challenging financial circumstances in which it operates. This has resulted in the council transferring money away from block contracts and allowing elderly and disabled people who are eligible under national statutory guidelines, to purchase the support that is most appropriate for their needs.</p> <p>The council also remains committed to supporting organisation such as Black Elderly Group, through this</p>

	<p>transformation process, and has provided the organisation with a number of transitional funding packages over the last couple of years to help them to develop their business model and funding base as a result of the changes.</p> <p>The council is also committed to supporting older people, who have lower level need and continues to invest over £700,000 per annum in such services delivered by local charities. The council has also provided additional funding to the sector through a number of adult social care innovation funds. There is currently an innovation fund worth £300,000 per annum over three years open to local charities, where the council is seeking bids in three priority areas: projects to address social isolation, those that promote co-production and user engagement, and initiatives that will help expand the market in Southwark for personal assistants to support elderly and disabled people, so that they receive the support that is best suited to their individual circumstances.</p>
<p>What is the council doing to support the attendees at hall committees and to enforce its code of conduct at these meetings?</p>	<p>Tenant and resident association (TRA) constitutions contains a whole section on acceptable behaviour, and how committees should be dealing with this: ”</p> <p>6. It shall be a condition of membership that members at all times conduct themselves in a reasonable manner at meetings or in premises used by the Association. Any member may be excluded for breach of condition, or for any other conduct contravening the objectives of the Association, by a majority of those present and voting at any Committee or General Meeting. Any member so excluded shall have a right of appeal to the following General Meeting.”</p> <p>TRA representatives delegated to attend hall management committee meetings are covered by their TRA code of conduct for any and all meetings they attend at the TRA's request.</p> <p>Whichever meeting the misbehaviour occurs in, the chair/committee of that meeting should enforce the code of conduct at the time and adjudicate actions as deemed necessary by the committee and as stated in the code of conduct or hall management constitution.</p> <p>If action is taken by the committee at the meeting, following on from that the TRA may also wish to take action and elect a new delegate to attend future meetings (pending the right to appeal).</p>

<p>Why are disabled badge users from other boroughs allowed to park in disabled bays in Southwark, while Southwark-based blue badge holders are not allowed to use bays in boroughs like Chelsea or Westminster?</p>	<p>The City of Westminster, Royal Borough of Kensington and Chelsea, the City of London, and the southern parts of the London Borough of Camden are zones in which blue badges do not apply. This is due to specific traffic management concerns that exist in these areas. These four boroughs offer their own individual parking concessions to disabled people who live or work in these boroughs. They do, however, provide a number of bays for blue badge holders. Badge holders are advised to contact the borough first, if they are not sure about parking restrictions in the area.</p>
<p>Will the consultation about the future of Walworth Town Hall be addressing the need for a library and public meeting space?</p>	<p>At its July 2013 meeting, cabinet agreed the following priorities for the town hall:</p> <ul style="list-style-type: none"> • an enhanced library space • a cafe • a space for the display of the Cuming collection and potentially a Southwark museum • a flexible space that could be used for a variety of purposes including community and civic events, exhibitions and performances • facilities for marriage, civil partnership and citizenship ceremonies undertaken by the Southwark registrar's service <p>These have been the subject of a programme of public consultation which closed at the end of November.</p>

Item No. 17.1	Classification: Open	Date: 1 February 2014	Decision Taker: Bankside, Borough and Walworth Community Council
Report title:		Neighbourhood Planning – Application for a Neighbourhood Development Area and Business Area by the South Bank and Waterloo Neighbourhood Forum	
Ward(s) or groups affected:		Cathedrals	
From:		Chief Executive	

RECOMMENDATION

1. That the community council comment on the application from the South Bank and Waterloo Neighbourhood Forum for the designation of the South Bank and Waterloo Development Area and Business Area (Appendices A-C of the report) with reference to the criteria set out in the council's Neighbourhood Planning Decision Making Report dated 13 September 2012 in accordance with Regulation 6 of the Neighbourhood Planning Regulations 2012 No.637.

BACKGROUND INFORMATION

2. The Localism Act 2011 (by amending the Town and Country Planning Act 1990) ("the 1990 Act") introduced new provisions which empower parish councils and designated Neighbourhood Forums to initiate a process for making Neighbourhood Development Plans and Neighbourhood Development Orders in relation to designated Neighbourhood Areas. The powers came into force on 6 April 2012 when the Neighbourhood Planning (General) Regulations 2012 came into force.
3. A Neighbourhood Development Plan is a plan which sets out policies in relation to the development and use of land in the whole or part of a Neighbourhood Area. It may contain a range of policies or proposals for land use development that will carry weight in the determination of planning applications. Neighbourhood development orders grant planning permission in relation to a particular Neighbourhood Area for development (or for a class of development) specified in the Order. Both neighbourhood development plans and neighbourhood development orders must be in general conformity with the strategic policies in the development plan for the relevant area.

Neighbourhood Planning Preparation Stages

4. Section 61F of the Town and Country Planning Act 1990 ('the 1990 Act') provides that a local planning authority may designate an organisation or body as a Neighbourhood Forum if certain conditions are satisfied. These conditions are considered in a separate report.
5. Section 61G of the 1990 Act sets out the powers and duties of local planning authorities in relation to the designation of Neighbourhood Areas. Sub-section (4) sets out a number of considerations which the local planning authority must have regard to in determining an application for the designation of a specified

area as a Neighbourhood Area. The local planning authority is not obliged to designate the entire area specified in the application, but if it refuses to do so, it must give its reasons for that decision and must use its powers to secure that some or all of the specified area forms part of one or more designated Neighbourhood Areas.

6. If a body or organisation is designated as a Neighbourhood Forum for a particular Neighbourhood Area, it is authorised to act in relation to that area for the purposes of promoting a Neighbourhood Development Plan/Order.
7. Once a Neighbourhood Area and Neighbourhood Forum have been designated, the Neighbourhood Forum may submit a proposal to the local planning authority for the making of a Neighbourhood Development Plan or Neighbourhood Development Order which will then be submitted to independent examination. If following that examination the council is satisfied that the draft plan/order meets the requisite conditions, the council must hold (and pay for) a referendum on the making of the plan/order.
8. The area in which the referendum takes place must, as a minimum, be the Neighbourhood Area to which the proposed plan/order relates. The independent examiner considering the proposal must also consider whether the area for any referendum should extend beyond the neighbourhood area to which the draft plan/order relates.
9. If more than 50% of people voting in the referendum support the plan or order, then the local planning authority must bring it into force.
10. The council can only designate one organisation or body as a neighbourhood forum in respect of each neighbourhood area (Section 61F (7)(b)).
11. Areas designated as neighbourhood areas must not overlap with each other (Section 61G (7)).
12. The council may, in determining an application for a neighbourhood area, modify designations already made (Section 61G (6)), but it must have regard to the desirability of maintaining the existing boundaries of areas already designated as Neighbourhood Areas (Section 61G (4) (b)).
13. Regulation 6 of the Neighbourhood Planning (General) Regulations 2012 requires local planning authorities, as soon as possible after receiving an application for a neighbourhood area to publish details of the application and of how to make representations in respect of the applications on its website and in such other manner as they consider is likely to bring the application to the attention of people who live, work and carry on business in the area to which the application relates. A period of at least six weeks (from the date on which the application was first publicised) must be allowed for the receipt of representations in relation to the application.

Consultation

14. Consultation on the South Bank and Waterloo application for a Neighbourhood Area was carried out from 18 October 2013 and 29 November 2013. The South Bank and Waterloo Neighbourhood Forum consulted with a wide range of organisations, local groups and residents. On behalf of the forum, the London Borough of Southwark wrote to around 1,000 consultees on our database. In all,

the application for the area and forum was available for comments over a period of 6 weeks.

15. The application to designate the NA in South Bank and Waterloo were available to view at:
 - The Council's website:
www.southwark.gov.uk/info/200413/neighbourhood_planning
 - At John Harvard Library - 211 Borough High Street, SE1 1JA
(Monday - Friday 9am to 7pm, Saturday 9am to 5pm)
 - Documents were available on request at the Council's offices at 160 Tooley Street, SE1 2QH (Monday – Friday, 9am-5pm)
16. The application was also presented to the planning committee on 5 November 2013. The planning committee made the following comments;
 - The Bankside neighbourhood forum was agreed in June 2013, the boundaries of which overlap with the proposed South Bank and Waterloo neighbourhood forum. It is felt that this will prove ineffective for decision-making. The committee also expressed concerns that the new proposal will undermine the existing forum.
 - The proposed South Bank and Waterloo neighbourhood forum cuts down the middle of Blackfriars Road. The area action plan has a cohesive view for the whole of the road, and having a forum dealing solely with one side of it will be inappropriate.
 - The proposed South Bank and Waterloo neighbourhood forum covers land in both Southwark and Lambeth. It is not considered advisable to have a cross-boundary area.
17. The council received comments from 104 respondents and a further 11 responses were sent to Lambeth council directly. The majority of comments received were in support of the South Bank and Waterloo Neighbourhood Area.
18. Only one neighbourhood forum can be designated in respect of a single neighbourhood area. Southwark already has an agreed neighbourhood area and neighbourhood forum for Bankside, which would overlap with the proposed South Bank and Waterloo neighbourhood area boundary.
19. The neighbourhood planning regulations do not permit different neighbourhood areas to overlap. Therefore, the council will determine which neighbourhood area(s) are most appropriate for neighbourhood planning following the closure of the consultation period and the consideration of the responses received.

South Bank and Waterloo neighbourhood area

20. The main comments in support of the application are summarised below;
 - The application is regarded as the appropriate boundary setting out the area generally accepted as South Bank and Waterloo
 - The area has been covered by numerous local organisations, business and community, in many years of neighbourhood-based working and collaboration
 - The area respects the traditional boundary of the community at Blackfriars Road
 - St John's with St Andrew's Churches cover both Lambeth and Southwark councils

- The Bankside plan will add to existing complexities around area management, particularly along The Cut
 - Waterloo Quarter is one of only two cross-borough Business Improvement Districts (BID) in the country and has a particular remit to work on a cross-borough basis to address inconsistencies in terms of planning and area management. The South Bank and Waterloo NA will avoid reinforcing existing divisions
21. The main comments objecting to the application are summarised below;
- There is no history of the area to the east of the borough boundary being planned by anything other than Southwark council.
 - Drawing a boundary line down the middle of any road demonstrates an administrative and shallow approach to an area. Blackfriars Road requires a consistent and coherent approach if development is to be properly steered and initiatives are to be properly coordinated
 - The proposal ignores the historic parish structure of Bankside
 - There is a very long history of its residents shaping and changing the very nature of this ancient neighbourhood

KEY ISSUES FOR CONSIDERATION

The requirements of Section 61G

22. Section 61G (1) of the 1990 Act provides that a Neighbourhood Area is an area within the area of the local planning authority which has been designated by the authority as a Neighbourhood Area. The power to designate a neighbourhood area is only exercisable where a 'relevant body' has applied to the authority for the area to be designated and the authority are determining the application.
23. Section 61G (2) (b) defines a 'relevant body' as an organisation or body which is capable of being designated as a neighbourhood forum (on the assumption that, for this purpose, the specified area is designated as a neighbourhood area).
24. Regulation 5 of the Neighbourhood Planning (General) Regulations 2012 contains a number of requirements in respect of the Neighbourhood Area application, which the council considers have been satisfied in the present case. The application must include:
- (a) A map which identifies the area to which the application relates;
 - (b) A statement explaining why this area is considered appropriate to be designated as a Neighbourhood Area;
 - (c) A statement that the organisation or body making the area application is a relevant body for the purpose of Section 61G of the 1990 Act;
 - (d) A map which identifies the area to which the application relates;
 - (e) A statement explaining why this area is considered appropriate to be designated as a Neighbourhood Area; and
 - (f) A statement that the organisation or body making the area application is a relevant body for the purpose of Section 61G of the 1990 Act.
25. Section 61G(4) of the 1990 Act provides that in determining an application for a Neighbourhood Area the authority must have regard to:-

- (a) the desirability of designating the whole of the area of a parish council as a Neighbourhood Area, and
 - (b) the desirability of maintaining the existing boundaries of areas already designated as Neighbourhood Areas.
26. Where the local planning authority refuses to designate an organisation as a Neighbourhood Forum, it must give reasons for its decision. Section 61G(9)) and Section 61G(5) provides that if (a) a valid application is made to the authority and (b) some or all of the specified area has not been designated because they consider that the specified area is not an appropriate area to be designated as a neighbourhood area, the authority must exercise their power of designation so as to secure that some or all of the specified area forms part of one or more areas designated (or to be designated) as neighbourhood areas.
27. Section 61G (6) provides that the authority may, in determining any application, modify designations already made.
28. In regards to the designation of a Business Area, Section 61H of the 1990 Act provides that the power of a local planning authority to designate an area as a Business Area is exercisable by the authority only if, having regard to such matters as may be prescribed, they consider that the area is wholly or predominately business in nature. Further, Section 61H (4) states that the map published by a local planning authority under Section 61H(8) must state which Neighbourhood Areas (if any) are for the time being designated as Business Area.
29. The Council considers that these formalities are satisfied in relation to this application, such that it has the power to designate the proposed area as a Neighbourhood Area should it consider it appropriate to do so.

Decision making

30. The Neighbourhood Planning Decision Making Report of 13 September 2013 sets out the Council's agreed criteria for decision making. The proposed area and boundary of the South Bank and Waterloo Neighbourhood Development and Business Area needs to be considered against this criteria. An extract of the report is set out in Table A below.

TABLE A

<p>Decision 1 Forum application Application for designation of a Neighbourhood Area</p>
<p>Process</p> <p>Where a neighbourhood forum submits an application to the local planning authority. It must include:</p> <ul style="list-style-type: none"> • A map identifying the area <i>See Appendix A</i> • A statement explaining why this area is considered appropriate to be designated <i>See Appendix B</i>

- A statement that the organisation or qualifying body is relevant for the purposes of the 1990 Act (as applied by section 38A of the 2004 Act)

See Appendix C

Criteria for decision making

- Has the map been submitted identifying the area?
Yes
- Has the statement explaining why this area is considered appropriate to be designated been submitted?
Yes
- Has the statement that the organisation or body is relevant for the purposes of the 1990 Act been submitted?
Yes
- Is there already a neighbourhood plan covering this area?
Yes
- How do the boundaries relate to current and proposed planning designations?
The proposed South Bank and Waterloo Neighbourhood area is predominantly in the London Borough of Lambeth however, the eastern boundary runs along Blackfriars Road in Southwark down to St George's Circus in the south. This area is within the Bankside, Borough and London Bridge Opportunity Area and the Central Activities Zone. It also falls within the Strategic Cultural area and covers part of the Thames Policy Area.
- Is the proposed area appropriate?
This is being determined by this consultation.
- Should the area be a business area?
Yes
- Would a business referendum be required?
Yes

31. The proposed South Bank and Waterloo Neighbourhood Development and Business Area overlaps with an area which has already been designated as a neighbourhood area. The Bankside Neighbourhood and Business Area was designated as a neighbourhood area by the council on 3 May 2013 and the Bankside Neighbourhood Forum confirmed as the appropriate Neighbourhood Forum on 6 June 2013.
32. The South Bank and Waterloo Neighbourhood Forum submitted an application for an overlapping boundary on 30 April 2013. The Council can only designate one organisation or body as a neighbourhood forum in respect of each neighbourhood area. As mentioned above areas designated as neighbourhood areas must not overlap with each other.
33. The community council is by this report being asked to comment on the application for the proposed South Bank and Waterloo Neighbourhood Area and

Business Area in accordance with Regulation 6 of the Neighbourhood Planning Regulations.

34. A separate report has been prepared in relation to a proposed application for a Neighbourhood Forum by the South Bank and Waterloo Neighbourhood Forum.

Financial implications

35. There are no immediate new financial implications arising from this report. Each neighbourhood plan may require a referendum, which is estimated to cost approximately £25,000 per referendum. This estimate is based on the known cost of a ward election and assumes a similar level of funding would be required.
36. If required a referendum would be an unavoidable cost to the council and would be funded from existing revenue budgets, where possible. If revenue funding is not available the costs would be met from the financial risk reserve.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS (RMK)

Director of legal services

37. The recommendation of the report requests that the Bankside, Borough and Walworth Community Council comment upon the application for the proposed designation of South Bank and Waterloo Development and Business Area as a Neighbourhood Area in line with the criteria set out in paragraph 17 (decision 1) of the Council's Neighbourhood Planning Decision Making Report dated 13 September 2012 pursuant to Regulation 6 of the Neighbourhood Planning Regulations 2012.
38. In accordance with the report presented to the leader of the council, Councillor Peter John, on 24 September 2012, Community Council's must be consulted both upon applications to designate an area as a Neighbourhood Area and a Neighbourhood Forum. The recommendation is also consistent with the usual consultative functions of community councils in respect of policy/plan related documents.
39. On 28 April 2013 the applicant, the South Bank and Waterloo Neighbourhood Forum, submitted an application to the Council for the designation of the land identified on the plan annexed to this report and titled 'Neighbourhood Area' as an Neighbourhood Area.
40. As stated in this report, neighbourhood planning is intended to empower local communities and local groups to draw up neighbourhood development plans and neighbourhood development orders. The function of a neighbourhood forum is to act as the vehicle for progressing such plans in respect of a particular geographically defined neighbourhood area.
41. The legislative provisions concerning neighbourhood planning are set out in the Neighbourhood Planning (General) Regulations 2012 No.537 ("the Regulations"), Neighbourhood Planning (Referendum) Regulations 2012 No.2031, the Localism Act 2011 and the 1990 Act).
42. Regulations 5 to 12 (Part 3) set out the requirements that must be satisfied by the applicant body/organisation in making an application for designation of a Neighbourhood Area or Neighbourhood Forum. The documents submitted to the

Council in support of the application satisfy the initial qualifying criteria for the acceptance of the application for consultation. Following this initial qualifying stage, there is a statutory requirement for applications for Neighbourhood Areas to be publicised for a period of at least six weeks (Regulation 6). It is only after the publicity period that the local planning authority will be in a position to consider the representations received and determine the application.

43. In order to progress the neighbourhood planning process the comments of the respective Community Council's are sought in respect of the proposed Neighbourhood Area and Business Area applications. These comments, alongside those received from the public as part of statutory consultation process, will then be fully considered by Cabinet or the relevant Cabinet Member to assist in making a final determination upon the application following the closure of the statutory consultation period.
44. Members will note from the report that part of the proposed area overlaps with an existing Neighbourhood Planning area. Section 61G (7) of the 1990 Act provides that areas designated as neighbourhood areas must not overlap with each other. Further, Section 61 (G) (4) provides that a local planning authority must have regard to the desirability of maintaining the existing boundaries of areas already designated as neighbourhood areas. A local planning authority does however have powers under Section 61G (6) of the 1990 Act to modify designations already made and to this extent it could modify the boundary of the existing Neighbourhood Area in the event that such an amendment was considered necessary and appropriate at the relevant stage of the Neighbourhood Planning process.
45. Paragraph 17 of the report advises that the council considers that the statutory criteria which a Neighbourhood Forum must adhere to pursuant to Regulation 5 of the Neighbourhood Planning (General) Regulations 2012 in respect of the application have been satisfied in the present case.
46. Paragraph 4 (Part 3H: Community Councils) of the Southwark constitution 2012/13 provides that it is the role and function of community council's 'to be a focal point for discussion and consultation on matters that affects the area'.
47. Neighbourhood planning is a new legal process, which the council has a statutory duty to facilitate and administer. The constitution is therefore silent as to the express reservation of consultative decisions in respect of decisions concerning this area. Consideration has been given to the appropriate level at which comments upon any proposals to designate a neighbourhood area may be made and it is considered that this function is analogous with community councils' usual consultative functions in respect of policy/plan related documents and therefore falls within the role and functions delegated to it.
48. The recommendation sought in this report therefore falls within the Bankside, Borough and Walworth Community Council's decision-making remit

Strategic director of finance and corporate services

49. This report seeks planning committee comment on an application from the South Bank and Waterloo Neighbourhood Forum. The financial implications are shown in paragraphs 35 and 36.

50. The strategic director of finance and corporate services notes the potential costs, which cannot be fully established at this stage. In the event that costs arise and cannot be contained within revenue budgets then the financial risk reserve is a suitable funding source. Subject to approval, it contains sufficient capacity and can be used for revenue costs of this nature.
51. Officer time to effect the recommendation will be contained within the existing budgeted revenue resources.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
The Localism Act	http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted	Kate Johnson 0207 525 5345
The Neighbourhood Planning Regulations	http://www.legislation.gov.uk/uksi/2012/637/contents/made	Kate Johnson 0207 525 5345

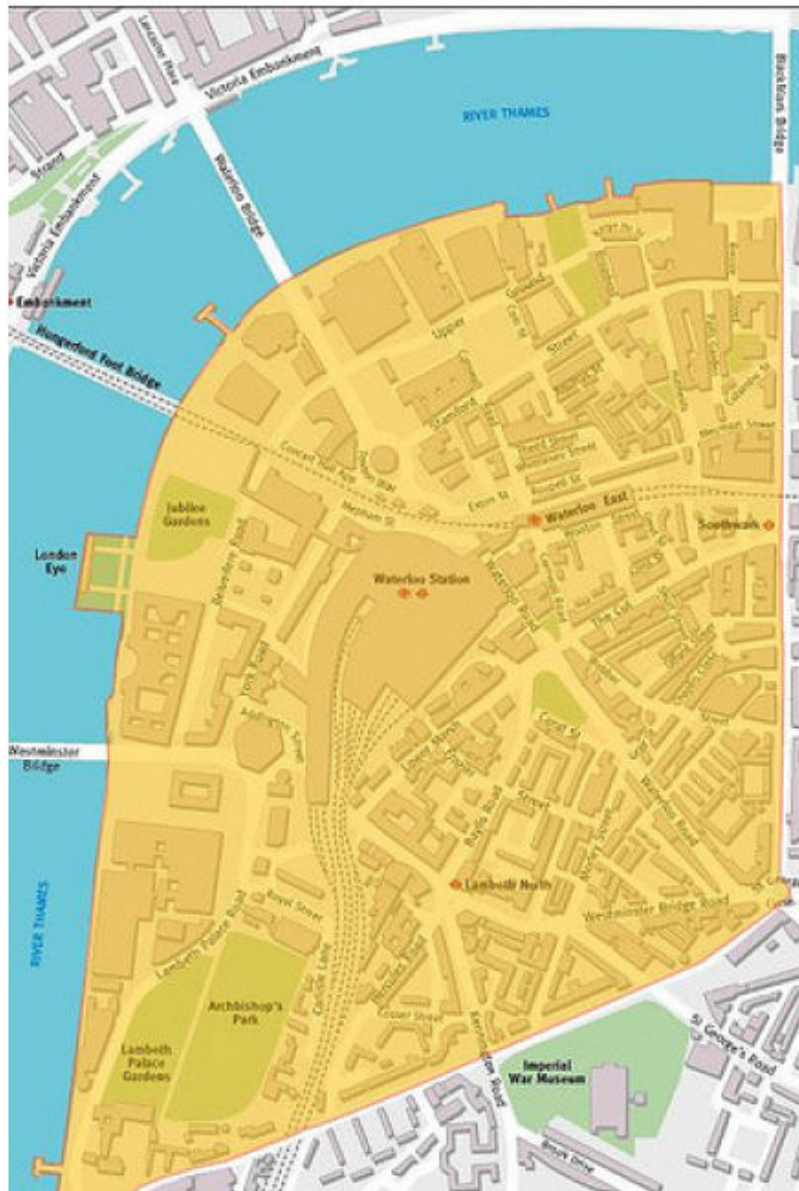
APPENDICES

No.	Title
Appendix A	Map of the proposed area
Appendix B	Area Statement
Appendix C	Constitution

AUDIT TRAIL

Lead Officer	Eleanor Kelly, Chief Executive	
Report Author	Juliet Seymour, Planning Policy Manager	
Version	Final	
Dated	22 January 2014	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of legal services	Yes	Yes
Strategic director of finance and corporate services	Yes	Yes
Cabinet Member	Yes	No
Date final report sent to Constitutional Team		22 January 2014

Appendix A – South Bank and Waterloo Neighbourhood Area



Ms Juliet Seymour
Planning Policy
London Borough of Southwark
Chief Executive's Department
PO Box 64529
London SE1P 5LX

28 April 2013

Dear Ms Seymour,

Re: South Bank and Waterloo neighbourhood plan - area designation

Please find enclosed an application for designation of the Southwark section of the South Bank and Waterloo neighbourhood area.

Prior to and since the Department for Communities and Local Government's approval of the South Bank as a frontrunner in March 2012, we have undertaken significant local consultation. This builds on 20 years of cross-borough local engagement in the South Bank neighbourhood.

Now a group of residents, businesses and local organisations has formed in such a way as to constitute a qualifying body under the regulations of the Act. I have been asked to submit the application on behalf of that group, the interim neighbourhood forum. This application comprises:

- A map identifying the area (this can be found in Appendix 1)
- A statement explaining why this area is considered appropriate to be designated (see Appendix 2)
- A statement that the organisation or qualifying body is relevant for the purposes of the 1990 Act (as applied by section 38A of the 2004 Act) (please see Appendix 3)
- A draft Neighbourhood Forum constitution (see Appendix 4)

Please note that the application for designation of neighbourhood forum status is to follow. However, you have previously advised us that you would wish to see a draft constitution for the neighbourhood forum and I wish to emphasize that what is attached at Appendix 4 remains a draft.

You will note from the attached map that the area we seek to be designated falls across two boroughs, reflecting the neighbourhood area in which we have collectively operated for the past 20 years. Therefore we will make a simultaneous application to the London Borough of Lambeth.

Since the area is predominantly commercial in nature, the involvement of businesses as well as residents is essential and we would therefore seek to secure a designation of the neighbourhood as a business area, enabling businesses as well as residents to vote in referenda on the neighbourhood plan.

Do get in contact if you require anything else at this stage and I look forward to hearing from you care of:

South Bank Employers' Group,
Capital Tower,
91 Waterloo Road,
London SE1 8RT

Yours sincerely,

Ted Inman OBE

On behalf of the South Bank and Waterloo Interim Neighbourhood Forum

Neighbourhoodplan@southbanklondon.com

020 7202 6900

APPENDIX 1 – NEIGHBOURHOOD AREA



APPENDIX 2 - STATEMENT EXPLAINING WHY THE AREA IS CONSIDERED APPROPRIATE

The area above has been carefully chosen and widely consulted upon among the local community. This consultation has confirmed the widely-held view that the neighbourhood boundary as submitted reflects the natural neighbourhood, in the following ways:

- 1) The area includes the South Bank and Waterloo commercial, cultural and residential area, including streets and public realm with the highest footfall, as well as sites of greatest development potential and places and facilities in greatest need of improvement. It reflects the aspiration of people across the neighbourhood to develop and improve the public realm.
 - 2) The area also incorporates key social and community infrastructure including libraries, schools and colleges, health centres, community centres some needing improvement and extension in response to densification - and reflects the remit of many well established neighbourhood groups and structures, for example Association of Waterloo Groups, Waterloo Community Coalition, Coin Street Community Builders, Waterloo Action Centre, South Bank Employers' Group, Waterloo Quarter Business Improvement District. It also reflects the area covered by the South Bank Partnership, the regular meeting of elected representatives and South Bank stakeholders, and the area which is the subject of the consensus about the priorities for the neighbourhood expressed in the Partnership's Manifesto and Action Plan to which the leadership of both Southwark and Lambeth is signed up. These groups treat the neighbourhood as defined above as a 'natural neighbourhood'.
 - 3) Of the many millions of people annually that visit the area or work here, Waterloo Station is the key transport node and the surrounding area to the boundary is the extent to which onward journeys are continued on foot. Our research suggests that those accessing the South Bank riverside, Blackfriars Road offices, or St Thomas' Hospital travel on foot from Waterloo Station. Therefore, the area indicated is an appropriate catchment area for visitors and workers since it represents the core area of their experience.
 - 4) The South Bank Forum, which has been engaging with local people for 20 years, operates across the catchment area. Invitations and agendas for each meeting are delivered to every household in the area. It attracts 80-120 people to its quarterly meetings and attendees (and others in the neighbourhood) have been widely consulted about their aspirations for the area across this period.
 - 5) The IPSOS MORI survey of residents, employees and visitors commissioned on behalf of the South Bank Partnership in 2008-09 also covered this area and generated clear evidence of shared aspirations among these groups. The results of this and other research, including much work on the public realm, urban design, community facilities, and open spaces by various local organisations form the basis of our bid to write a neighbourhood plan. In almost all cases these studies cover the area which is put forward in this submission.
 - 6) The cross-borough element of the application is particularly important and precedent is emerging in London that cross borough plans are appropriate. In the South Bank case this is consistent with the view of the local community that the natural neighbourhood crosses the borough boundary. Since the neighbourhood planning process will be community-led, the borough boundary should not be the principal factor in determining the neighbourhood. .
 - 7) The cross-border nature of the neighbourhood plan is further reflected in the work of SBEG, the South Bank Forum, South Bank Partnership, Waterloo Quarter BID and WaCoCo. These structures were developed specifically to address the deficiencies in cross borough engagement which are likely to be exacerbated by any decision to designate a neighbourhood plan area along the borough boundary. The potential of the area is only likely to be fully realised by greater cross-border collaboration.
 - 8) We have consulted widely on the boundary – including efforts to inform every resident and business (both within and to some degree outside the proposed boundary via a letter drop, open and one-to-one meetings to discuss it. This area reflects the consensus agreed within the community as to what constitutes the South Bank area.
-

APPENDIX 3 – QUALIFYING BODY STATEMENT

This application is made on behalf of a qualifying body in accordance with the Act. We are a body capable of becoming a neighbourhood forum, currently comprising the following 45 members:

Ward Cllr representatives	
Name	Status
Cllr Peter Truesdale	Bishop's Ward Councillor
Business representatives	
Name	Organisation/Address
John Rushton	Small Back Room
Crystal Lawrence	Crystal Lawrence, Oxo Tower
Gudde Skyrme	Studio Fusion, Oxo Tower
Doreen Gittens	Archipelago Textiles, Oxo Tower
Rebecca Hook	J-ME, Oxo Tower
Teresa Collins	Teresa Collins, Oxo Tower
Josef Koppmann	Josef Koppmann, Oxo Tower
Angelica Mastronado	Blade-Blum, Oxo Tower
Donna Uden	ITV
Michael Johnson	Waterloo Quarter BID/Nagan Johnson
Crispin Jones	Mr Jones Watches, Oxo Tower
Paul Ridyard	3 Fish In a Tree, Oxo Tower
Mark Beckett	The Thirsty Bear, Stamford Street
Resident representatives	
Name	Address
Iain Tuckett	Whittlesey St
Ken Hamilton	The Cut
Juliet Heap	Windmill House
Judith Bryan	Stamford Street
Sarah-Jane Lucas	Windmill House
Christopher Baggott	Windmill House
Robin Dahlberg	White House Apartments
Jenny O'Neil	Upper Ground
Giles Goddard	Secker Street
Mike Tuppen	Ufford Street
Mlela Matandara-Clarke	Blake House, Hercules Road
Fred Webb	Whittlesey Street
Audrey Webb	Whittlesey Street
Sue Lynch	Redwood (Oxo Tower)
Barbara Zanditon	Pearman Street
Richard Wollard	Pearman Street
Vicky Wollard	Pearman Street
Jane Chelliah-Manning	The Cut
Russell Bratermann	White House Apartments

Cllr Lorna Campbell	Stamford Street
Organisational representatives	
Name	Address
Helen Santer	Waterloo Quarter BID, Lower Marsh
Clare Millett	Coin Street Community Builders, Stamford Street
Ashley Hargreaves-Smith	Colombo Centre, Colombo Street
Jenny Stiles	Waterloo Action Centre
Ted Inman	South Bank Employers' Group, Waterloo Road
Richard Bridge	WaCoCo
David Clarson	Waterloo Community Development Group
Liz Clarson	Friends of St John's Garden
Chris Clements	Oasis UK
John Langley	National Theatre
Ian Caldwell	King's College London

Consultation with the community to establish the group has been extensive and every effort has been made to contact all residents, businesses and community groups in the neighbourhood. An open invitation to join the body capable of becoming a neighbourhood forum has been issued on local websites (including SBEG and Waterloo Quarter Business Improvement District, Waterloo Community Coalition), on the South Bank Forum email list, Twitter, and in the local press.

In addition to the list above a further 39 representatives qualifying under the Act as being eligible to join the Interim Neighbourhood Forum have expressed an interest in doing so.

Representation

Efforts have been made to ensure that the group is representative of the demographic mix in the area. The IPSOS MORI research was used to gain an understanding of this mix, including age, gender, ethnicity, language, size of household, duration of residence, work status etc. Where it was noted that young people were underrepresented, special efforts were made to redress this balance, e.g. by contacting SE1 United.

Governance

A draft constitution for the neighbourhood forum is attached. This has not yet come into effect as we propose to first seek designation of the boundary in case changes to this trigger changes to the neighbourhood forum membership.

Draft South Bank and Waterloo Neighbourhood Forum Constitution

Purpose

1. The purpose of the Forum shall be to produce a Neighbourhood Plan to further the social, economic and environmental well-being of individuals working, living in the area of shown on the attached plan (or as amended by agreement with the local authorities) and such other purposes as the Neighbourhood Forum may from time to time decide.

Name and Area

2. The name of the group shall be 'South Bank and Waterloo Neighbourhood Forum', hereafter known as the 'Neighbourhood Forum'.
3. The Neighbourhood Area shall be decided by the Forum and statutorily designated by the London Borough of Lambeth and the London Borough of Southwark. The area is shown in Appendix One.

Interim Neighbourhood Forum

4. An Interim Neighbourhood Forum shall be established in order to manage the process of establishing the Neighbourhood Forum.
5. The Interim Forum shall be a 'body capable of becoming a neighbourhood forum' as described in 11) below.
6. The Interim Neighbourhood Forum shall elect a chair.
7. The Interim Neighbourhood Forum shall be dissolved as soon as is practicable at the first AGM of the Neighbourhood Forum
8. The Interim Neighbourhood Forum will for the purposes of establishing the Neighbourhood Forum, communicate an open call for Neighbourhood Forum members from any of the constituent groups described in 10) below, via a variety of media.

Neighbourhood Forum

9. The status of the Neighbourhood Forum shall initially be that of an unincorporated association, with consideration given to incorporation at an early stage, established for the purpose of neighbourhood planning as defined in Schedule 9 of the Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012.
10. Membership of the Neighbourhood Forum shall be open to:
 - I. Individuals who live in the neighbourhood area concerned,
 - II. Individuals who work there (whether for businesses carried on there or otherwise), and
 - III. Individuals who are elected members of Lambeth or Southwark Council
11. The Neighbourhood Forum must have at least 21 representatives and reflect the character and diversity of the neighbourhood area. Membership shall include:
 - I. a minimum of three members resident within the neighbourhood boundary, and
 - II. a minimum of one Ward Councillor representing a ward in the neighbourhood area.
12. The Neighbourhood Forum shall elect a Chair and Vice Chair.
13. The Neighbourhood Forum shall establish a Steering Group to manage business on its behalf and to oversee the plan production process as described in 21) – 26) below.
14. Experts, local authority officers and others not eligible for membership of the Forum may attend and participate in meetings by invitation but do not have voting rights.

Neighbourhood Forum meeting frequency and business

15. A meeting of the Neighbourhood Forum shall take place a minimum of every six months following the first meeting.
16. An Annual General Meeting shall take place once a year at which the business of presenting the Annual Report and Accounts and agreeing the officer positions and membership of the Steering Group should take place.

17. The first meeting of the Neighbourhood Forum shall be an Annual General Meeting.
18. A minimum of 10% of the total Neighbourhood Forum membership must be present for meetings to be quorate and voting to be valid.
19. In order to amend the constitution, a minimum of 20% of the total Neighbourhood Forum membership must vote in favour of the amendments.

Steering Group

The Neighbourhood Forum will elect a Steering Group to oversee the production of the neighbourhood plan. In order to reflect the complex balance of stakeholders in the South Bank, this Steering Group shall be equally constituted from four main groups, residents, businesses, large public organisations, community organisations, together with ward councillors and MPs if they wish.

20. Members of the Neighbourhood Forum shall volunteer to sit on the Steering Group, which manages the development of the Neighbourhood Plan.
21. The Steering Group will be comprised of:
 - I. Four business representatives, consisting of
 - I. Two representatives from businesses of over 250 employees based in the area
 - II. Two representatives from businesses of under 250 employees based in the area
 - II. Four residents and residents' organisations representatives, consisting of
 - I. Two individuals residing in the area
 - II. Two people representing tenants or residents associations based in the area
 - III. Four representatives of large charities, cultural organisations or public service providers based in the area
 - IV. Four representatives of neighbourhood organisations based in the area
 - V. Up to six ward councillors and (if they wish) the two MPs representing constituents in the neighbourhood area
22. In addition the Steering Group may co-opt non-voting members to provide additional expertise as decided by the steering group
23. Meetings may be attended by officer representatives of the local authorities as observers.
24. If there are volunteers for more than the number proposed to represent each of the membership groups at I-IV above, each group shall elect the number of representatives specified, in a manner of election approved by the Neighbourhood Forum.
25. The Steering Group shall elect its own officers (Chair, Vice Chair and Treasurer) and shall meet as often as is agreed to fulfil its role as set out in para. 25).
26. If vacancies occur they will be filled, by election if necessary from nominations from within the appropriate membership group. .
27. The purpose of the Steering Group shall be to oversee:
 - I. General administration of the Neighbourhood Forum including proper financial arrangements
 - II. Administration of the plan-production process, such as arranging consultation events
 - III. Other such tasks as may be agreed by the Neighbourhood Forum.
28. The Steering Group may also establish thematic sub-groups to progress sections of the plan. Membership of these sub groups can include non-voting members such as experts, council officers and others.

General administration and operations

29. The Steering Group shall appoint and the Neighbourhood Forum shall approve a suitable incorporated body to be the administrative and accountable body for the Neighbourhood Forum and its sub groups, responsible for:
 - I. Administering and taking minutes of Neighbourhood Forum and Steering Group and other meetings,
 - II. Establishing a Neighbourhood Forum website and other official communications, and
 - III. Administering funds and producing an Annual Report and Accounts.

- IV. Maintaining accurate records of membership of the Neighbourhood Forum and the contact details of members
30. The Neighbourhood Forum and sub-groups shall not be affiliated to any political party or organisation. All representatives of the Neighbourhood Forum and sub groups shall act in the best interests of the neighbourhood and shall follow the good governance guidelines set out in the guidance (or any updating thereof) to be found at: <http://www.goodgovernancecode.org.uk/>.
31. The Neighbourhood Forum and sub groups shall act in accordance with best practice in the preparation of neighbourhood plans and in accordance with Government guidance for such preparation and shall seek to work collaboratively with the Local Planning Authority or Authorities to achieve this.
32. The Neighbourhood Forum and sub groups shall operate according to equal opportunities principles and shall not discriminate against any persons on grounds of race, nationality, gender, sexuality, religion, or age.

Additional clauses to be added covering:

- **Conduct of meetings**
- **Provisions for the termination of membership should it become necessary**
- **Conflicts of interest**
- **Appointment/election of officers and termination of such appointments**
- **Communications protocols**
- **Dissolution**
- **Membership duration and renewals**

CONSTITUTION OF
THE SOUTH BANK AND WATERLOO NEIGHBOURHOOD FORUM

CONSTITUTION OF
THE SOUTH BANK AND WATERLOO NEIGHBOURHOOD FORUM

adopted on the 2nd day of July 2013

1. NAME

The name of the charity shall be the South Bank and Waterloo Neighbourhood Forum (hereinafter called "the Forum").

2. OBJECTS

The objects of the Forum are to:

- (a) Produce a Neighbourhood Development Plan for the South Bank and Waterloo neighbourhood under the provisions of the Localism Act (2011);
- (b) promote and improve the social, economic and environmental well-being of those who live work conduct business study in or visit the South Bank and Waterloo Neighbourhood (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- (c) Promote such other charitable purposes as may from time to time be determined.

The Forum shall be non-party in politics and non-sectarian in religion.

3. POWERS

In furtherance of the said objects, but not otherwise, the Forum shall have power to:

- (a) co-operate with other voluntary organisations, statutory authorities and individuals;

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- (b) establish or support a local forum of representatives of community groups, voluntary organisations; statutory authorities and individuals involved in community work;
- (c) promote and develop or to assist in the promotion and development of community organisations and community social enterprises in the area of benefit;
- (d) arrange and provide for, either alone or with others, the holding of exhibitions, meetings, lectures, classes, seminars or training courses, and all forms of recreational and other leisure-time activities;
- (e) collect and disseminate information on all matters relating to its objects, and to exchange such information with other bodies having similar objects whether in the United Kingdom or elsewhere;
- (f) write, print or publish, in whatever form, such papers, books, periodicals, pamphlets or other documents, including films and recorded material, as shall further its objects, and to issue or circulate the same whether for payment or otherwise;
- (g) purchase, take on lease or in exchange, hire or otherwise lawfully acquire such property or other rights and privileges as may be necessary for the promotion of its objects, and to construct, maintain or alter the same, SUBJECT TO the provisions of Clause 16 hereof;
- (h) make regulations for the proper supervision, control and management of any property which may be so acquired;
- (i) sell, let, dispose of or turn to account all or any of its property or assets SUBJECT TO such consents as may be required by law;
- (j) raise funds and invite or receive donations and contributions, whether by subscription or otherwise, PROVIDED THAT the Forum shall not undertake or in any way engage in any substantial permanent trading activities except as allowed under current Charity Law and shall conform to any relevant requirements of that law;
- (k) support any charitable trusts, associations or institutions formed for all or any of the objects;
- (l) receive money on deposit or loan or overdraft, in such manner as the Forum may think fit, SUBJECT TO such consents or on such conditions as may be required by law;
- (m) invest money not immediately required for its objects in or upon such

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- investments, securities or property as the Forum may think fit, SUBJECT NEVERTHELESS to such conditions (if any) as may for the time being be imposed by law;
- (n) borrow money, and SUBJECT TO such consents as may be required by law, to charge all or any of the property of the Forum with the repayment of money so borrowed;
 - (o) subject to clause 12 hereof, employ such persons as are necessary for the proper pursuit of the objects and make all reasonable and necessary provision for the payment of pensions and superannuation for staff and their dependants;
 - (p) subject to the prior written consent of the Charity Commission remunerate any member of the Steering Group for services rendered to the Forum PROVIDED THAT:
 - (i) such member shall not be present at or take part in any discussions or decision relating to such remuneration;
 - (ii) any decision to remunerate such member shall be taken unanimously by the other members present and voting at the meeting at which the decision is made;
 - (iii) the other members are satisfied that the level of remuneration is reasonable and proper having regard to the services rendered by such members to the Forum;
 - (iv) the other members are satisfied that the services rendered to the Forum are of special value to the Forum having regard to such member's ability, qualifications, or experience and/or to the level of remuneration for which he/she has agreed to provide them;
 - (v) the number of such members for the time being in receipt of remuneration shall not exceed a minority of members of the Steering Group.
 - (q) insure and arrange insurance cover and to indemnify its employees and voluntary workers from and against all such risks incurred in the course of the performance of their duties as may be thought fit;
 - (r) provide indemnity insurance for the members of the Steering Group (or any of them) out of the funds of the Forum PROVIDED THAT the Steering Group has identified the need for such insurance and has obtained the prior written consent of the Charity Commission and that any such insurance shall not extend to any claim arising from any act or omission which the members of

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the Steering Group (or any of them) knew to be a breach of duty or breach of trust or which was committed by members of the Steering Group (or any of them) in reckless disregard of whether it was a breach of duty or breach of trust or not;

- (s) do all such other lawful things as shall further the charitable objects of the Forum.

4. MEMBERSHIP

- (a) Membership shall be open, irrespective of sex, sexual orientation, nationality, age, disability and race or of political, religious or other opinions.
- (b) There shall be the following classes of membership:
- (i) Individuals who live in the area of benefit
 - (ii) Individuals who work in the area of benefit
 - (iii) Individuals who are elected members (national regional or local government) for the area of benefit or any part of it
 - (iv) Residents associations, tenants associations or housing co-operatives operating in the area of benefit, and which wish to support the Objects
 - (v) Companies which operate solely or in part within the area of benefit, with over 250 employees and which wish to support the Objects
 - (vi) Companies which operate solely or in part within the area of benefit, with under 250 employees and which wish to support the Objects
 - (vii) Public and third sector bodies, associations and organisations, which operate solely or in part within the area of benefit, have over 100 employees, are voluntary or non-profit-distributing and which wish to support the Objects
 - (viii) Public and third sector bodies, associations and organisations, which operate solely or in part within the area of benefit, have under 100 employees, are voluntary or non-profit-distributing and which wish to support the Objects Individuals who are elected members (national regional or local government) for the area of benefit or any part of it
- (c) Each member organisation as set out in Clause 4 (b) (iv) – (viii) above shall appoint one individual person being a member thereof to represent it and vote on its behalf at General Meetings of the Forum; and may appoint an alternate being a member thereof to replace its appointed representative as an observer at such meetings if the appointed representative is unable to attend. In the event of such individual person resigning or leaving a member organisation he or she shall forthwith cease to be a representative thereof. The member organisation concerned shall have the right to appoint a new representative, informing the Secretary in writing.

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- (d) Individual members admitted under Clause 4(b) (i) - (iii) or appointed as voting representatives under Clause 4 (c) shall hereinafter referred to as 'members with power to vote'.

5. SUBSCRIPTIONS

Members shall pay such subscriptions as the Steering Group may from time to time determine.

6. RESIGNATION AND TERMINATION OF MEMBERSHIP

- (a) Any member of the Forum may resign his/her membership and any representative of a member organisation may resign such position, by giving to the Secretary of the Forum written notice to that effect.
- (b) The Steering Group, by resolution passed at a meeting thereof, may terminate or suspend the membership of any member, if in its opinion, his/her conduct is prejudicial to the interests and objects of the Forum, PROVIDED THAT the individual member or representative of the member organisation (as the case may be) shall have the right to be heard by the Steering Group before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

7. GENERAL MEETINGS OF THE FORUM

The Forum shall meet at least two times a year inclusive of Annual General Meetings but exclusive of Special General Meetings.

(a) **Annual General Meetings:**

Once in each calendar year an Annual General Meeting of the Forum shall be held at such time and place as the Steering Group shall determine, being not more than fifteen months after the adoption of this constitution and thereafter the holding of the preceding Annual General Meeting. The Secretary shall give at least twenty-one days' notice of the Annual General Meeting to all members which shall be in writing or posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit.

The business of each Annual General Meeting shall be:

- (i) to receive the Annual Report of the Steering Group, which shall incorporate the accounts of the Forum referred to below, and give an account of the work of the Forum and its activities during the preceding year;

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- (ii) to receive the accounts of the Forum for the preceding financial year;
- (iii) to appoint one or more qualified auditors or independent examiners for the coming year to audit or examine the accounts of the Forum in accordance with the Charities Act 2011 (or any statutory modification or re-enactment of that Act);
- (iv) to consider and vote on proposals to alter this constitution in accordance with Clause 21 hereof;
- (v) to consider any other business of which due notice has to be given.

(b) **Special General Meetings:**

The Chair of the Steering Group may at any time at his/her discretion and the Secretary shall within 21 days of receiving a written request so to do signed by not less than 15 members with power to vote and giving reasons for the request, call a Special General Meeting of the Forum to consider the business specified on the notice of meeting and for no other purpose. The Secretary shall give at least fourteen days' clear notice to all members which shall be in writing or posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit.

8. HONORARY OFFICERS

- (a) At its first meeting after the Annual General Meeting the Steering Group shall elect from among its members a Chair and Vice Chair of the Forum and shall appoint by election or co-option a Secretary and a Treasurer.
- (b) Such Honorary Officers may be appointed as members of any sub-committee established in accordance with Clause 10 hereof.
- (c) An Honorary Officer shall cease to hold office if he/she notifies the Secretary of the Forum in writing of his/her resignation.
- (d) If a vacancy occurs by death, resignation or disqualification among the Honorary Officers of the Forum, the Steering Group shall have the power to fill it from among its members.
- (e) Subject to sub-clause (d) of this clause, all Honorary Officers shall hold office until the conclusion of the next Annual General Meeting of the Forum and shall be eligible for re-election.

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9. THE STEERING GROUP

Subject to the provisions of Clause 7 hereof the policy and general management of the affairs of the Forum shall be directed by a Steering Group which shall hold at least four ordinary meetings each year. As the charity trustees, the Steering Group shall have power to enter into contracts for the purposes of the Forum on behalf of all members and may exercise on behalf of the Forum any or all of the powers enumerated in Clause 3 hereof.

- (a) In exercising its powers on behalf of the Forum, the Steering Group shall:
- (i) have regard to views expressed at meetings of the Forum where such views reflect a consensus of those present at such meetings;
 - (ii) use all reasonable means, including electronic communication, to communicate the business of the Steering Group to members of the Forum and to facilitate feedback by Forum members on the execution of its policies by the Steering Group
 - (iii) use reasonable endeavours to engage and communicate with those who live and work in the area of benefit, whether members of the Forum or not, through events, a website and other means of engagement and communication.
- (b) The Steering Group shall consist of:
- (i) Up to 4 persons elected by those members who are individuals aged 18 and above who live in the area of benefit
 - (ii) Up to 3 persons elected by those members who are individuals aged 18 or above who work in the area of benefit
 - (iii) Up to 4 persons elected by those members who are residents associations, tenants associations or housing co-operatives operating in the area of benefit, and which wish to support the Objects
 - (iv) Up to 3 persons elected by those members who are Companies which operate solely or in part within the area of benefit, with over 250 employees and which wish to support the Objects
 - (v) Up to 3 persons elected by those members who are Companies which operate solely or in part within the area of benefit, with under 250 employees and which wish to support the Objects
 - (vi) Up to 3 persons elected by those members who are Public and third sector bodies, associations and organisations, which operate solely or in part within the area of benefit, have over 100 employees, are voluntary or non-profit-distributing and which wish to support the Objects
 - (vii) Up to 3 persons elected by those members who are Public and third sector bodies, associations and organisations, which operate solely or in part within the area of benefit, have under 100 employees, are voluntary or non-profit-distributing and which wish to support the Objects
 - (ix) persons co-opted individually by the Steering Group who shall serve on the

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Steering Group until the conclusion of the next Annual General Meeting PROVIDED THAT the number of co-opted members shall not exceed one quarter of the total number of members elected and appointed to the Steering Group in accordance with the provisions of this sub-clause and enumerated above.

- (c) Any individuals who are elected members (national, regional or local government) for the area of benefit or any part of it shall be invited to attend all meetings of the Steering Group, shall be entitled to speak at such meetings and shall be sent all papers relating to the business of the Steering Group.
- (d) All members of the Steering Group shall retire from office at the conclusion of the Annual General Meeting next after the date at which they came into office but they may be re-elected or re-appointed as provided for in Clause 9 (b).
- (e) If casual vacancies occur among the elected members of the Steering Group they shall be filled by election from the relevant membership class as provided for in Clause 9 (b).
- (f) It shall be the duty of the members of each membership class to establish fair and transparent procedures for the election of representatives from its membership class to the Steering Group and the Steering Group shall be entitled to review such procedures.
- (g) In electing members to the Steering Group the members of each membership class shall use their best endeavours to ensure a broad geographical spread of members of the Steering Group across the area of benefit.
- (h) The proceedings of the Steering Group shall not be invalidated by any failure to elect or any defect in the election, appointment, co-option or qualification of any member.
- (i) A member of the Steering Group shall cease to hold office if he or she:-
 - (i) is disqualified from holding office by virtue of section 178 of the Charities Act 2011 (or any statutory modification or re-enactment of that provision) or
 - (ii) becomes incapable by reason of mental disorder, illness or injury of managing his or her own affairs, or
 - (iii) is absent without the permission of the Steering Group from all its meetings held within a period of six months and the Steering Group resolves that he/she shall cease to hold office, or
 - (iv) notifies the Steering Group in writing of his/her resignation.

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The provisions of paragraphs (i) and (ii) of this sub-clause also apply to any individual holding trustee who may be appointed in accordance with Clause 16 (a) below.

10. SUB-COMMITTEES

The Steering Group may appoint one or more sub-committees for supervising or performing any activity or service. In each such case:

- (a) the Steering Group shall define the terms of reference of the sub-committee and may also determine its composition and the duration of its activities;
- (b) all acts and proceedings of the sub-committees shall be reported as soon as possible to the Steering group.

11. STEERING GROUP MEMBERS NOT TO BE PERSONALLY INTERESTED

Except as provided in sub-clauses 3(p), 3 (q) and 3 (s):

- (a) no member of the Steering Group (otherwise than as a trustee for the Forum) shall acquire any interest in property belonging to the Forum;
- (b) no members of the Steering Group (otherwise than as a members of the Steering Group) shall be interested in any contract entered into by the Steering Group;
- (c) no members of the Steering Group shall receive remuneration.

12. PAID EMPLOYEES

- (a) The Steering Group shall have the sole right in exercise of the power conferred by Clause 3 (p) hereof of appointing, dismissing, and determining the terms and conditions of service of all employees of the Forum;
- (b) An employee of the Forum shall not be eligible to be a member of the Steering Group or any sub-committee of the Forum, but may be invited to attend such committees as a non-voting adviser.

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13. RULES OF PROCEDURE AT ALL MEETINGS**(a) Voting:**

Subject to the provisions of Clause 21, all questions arising at a meeting of the Forum or one of its committees shall be decided by a simple majority of those present and voting. No member shall exercise more than one vote but in case of an equality of votes the Chair shall have a second or casting vote.

(b) Quorum:

(i) Steering Group and committee meetings: one third of the members with power to vote shall form a quorum at meetings of the Steering Group and all other committees and sub-committees of the Forum.

(ii) General Meetings: twenty five members with power to vote or one third of the members with power to vote, whichever is the less, shall form a quorum at General Meetings of the Forum. In the event that no quorum is present at an Annual General Meeting of the Forum, or the meeting has to be abandoned, the meeting shall stand adjourned and be reconvened 14 days later, and those members with power to vote present at that meeting shall be deemed to form a quorum.

(c) Minutes:

Signed minutes shall be kept by the Forum and all its committees and the respective Secretary shall enter therein a record of all proceedings and resolutions.

(d) Register of Members:

The Secretary shall keep a register of all members of the Forum.

14. STANDING ORDERS AND RULES FOR THE CONDUCT OF BUSINESS

The Steering Group shall have power to adopt and issue Standing Orders and/or Rules for the conduct of Forum business. Such Standing Orders and Rules shall come into operation immediately, provided always that they shall be subject to review by the Annual General Meeting and shall be consistent with the provisions of this constitution. This shall include provisions for establishing a register of interests of Steering Group members and provisions for resolving any conflicts of interest.

15. FINANCE

(a) All money raised by or on behalf of the Forum shall be applied to further the objects of the Forum and for no other purpose, PROVIDED THAT nothing herein contained shall prevent the payment in good faith of reasonable and

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proper remuneration to any employee of the Forum or the repayment of reasonable out-of-pocket expenses incurred on behalf of the Forum by employees and volunteers.

- (b) An account shall be opened in the name of the Forum at such a bank or such other financial institution as the Steering Group shall from time to time decide. The Steering Group shall authorise in writing the Treasurer, the Secretary of the Forum and two members of the Steering Group to sign cheques on behalf of the Forum. All cheques must be signed by not less than two of the four authorised signatories.
- (c) The Honorary Treasurer shall keep proper accounts of the finances of the Forum.

16. TRUST PROPERTY

- (a) **Land and Buildings:**

Subject to the provisions of sub-clause (b) of this clause, the Steering Group shall cause the title of all land (which is not vested in the Official Custodian for Charities) and all investments held by or in trust for the Forum to be vested in either a corporation entitled to act as custodian trustee or in not less than three nor more than four named individuals (not being members of the Steering Group) appointed by the Steering Group as holding trustees. Holding trustees shall act in accordance with the lawful directions of the Steering Group. PROVIDED THAT they act only in accordance with such lawful directions, holding trustees shall not be liable for the acts and defaults of the members of the Steering Group. Holding trustees may be removed by the Steering Group at its pleasure and shall otherwise cease to hold office in accordance with the provisions of Clause 9(i) above.
- (b) **Investments:**

If a corporation entitled to act as custodian trustee has not been appointed to hold the property of the Forum, the Steering Group may permit any investments held by or in trust for the Forum to be held in the name of a clearing bank, trust corporation or any stockbroking company which is a members of the International Stock Exchange (or any subsidiary of any stockbroking company) as nominee for the Steering Group and may pay such nominee reasonable and proper remuneration for acting as such.

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17. ACCOUNTS

The Steering Group shall comply with its obligations under the Charities Act 2011 (or any statutory modification or re-enactment of that Act) with respect to:

- (a) The keeping of accounting records for the Forum;
- (b) the preparation of annual statements of the accounts for the Forum;
- (c) the auditing or independent examination of the statements of account of the Forum;
- (d) the transmission of the statements of accounts to the Charity Commission for England and Wales.

18. ANNUAL REPORT AND RETURNS

The Steering Group shall comply with its obligations under the Charities Act 2011 (or any statutory modification or re-enactment of that Act) with respect to the preparation of an annual report and an annual return and their transmission to the Charity Commissioners for England and Wales.

19. INDEMNITY

In the execution of trusts hereof no member of the Steering Group shall be liable:

- (i) for any loss to the property of the Forum by reason or any improper investment made in good faith (so long as he/she shall have sought professional advice before making such investment); or
- (ii) for the negligence or fraud of any agent employed by him/her or by any other members of the Steering Group in good faith (provided reasonable supervision shall have been exercised);

and no member of the Steering Group shall be liable by reason of any mistake or omission made in good faith by any member of the Steering Group other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member who is sought to be made liable.

20. DISSOLUTION

If the Steering Group by a simple majority decides at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Forum the Secretary shall give at least twenty-one days' notice of the Special General Meeting

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to all members which shall be in writing or posted in a conspicuous place or places in the area of benefit and/or advertised in a newspaper circulating in the area of benefit, and given in writing to the Charity Commissioners for England and Wales.

If such decision shall be confirmed by a simple majority of those present and voting at such meeting the Steering Group shall have power to dispose of any assets held by or in the name of the Forum.

Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards such charitable purposes for the benefit of the inhabitants of the area of benefit as the Steering Group may decide subject to the prior approval in writing of the Charity Commissioners for England and Wales, or other authority having charitable jurisdiction.

21. ALTERATIONS TO THE CONSTITUTION

Any proposal to alter this constitution must be delivered in writing to the Secretary of the Forum not less than 28 days before the date of the meeting at which it is first to be considered. Any alteration will require the approval of a two thirds majority of members with power to vote present and voting at a General Meeting.

No alteration should be made to this constitution which would cause the Forum to cease to be a charity at law. No alteration to Clause 1 (Name), Clause 2 (Objects), Clause 11 (Personal Interests), Clause 20 (Dissolution) or to this Clause shall take effect until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained.

22. INTERIM STEERING GROUP

- (a) In the period immediately following the first Annual General Meeting this constitution shall take effect as if references in it to the Steering Group were references to an Interim Steering Group comprising those members of the Forum volunteering to be members of such a Group.
- (b) The Interim Steering Group shall as soon as reasonably practical make all necessary arrangements for the election of the Steering Group as set out in Clause 9 and shall otherwise undertake only such tasks as are urgently necessary to further the objects of the Forum.

Item No. 17.2	Classification: Open	Date: 1 February 2014	Decision Taker: Bankside, Borough and Walworth Community Council
Report title:		Neighbourhood Planning – Application for a Neighbourhood Forum by South Bank and Waterloo Neighbourhood Forum (SBWNF)	
Ward(s) or groups affected:		Cathedrals	
From:		Chief Executive	

RECOMMENDATION

1. That the community council comment upon the application from the South Bank and Waterloo Neighbourhood Forum for qualifying body status as a Neighbourhood Forum for the South Bank and Waterloo Neighbourhood Development Area and Business Area with reference to the criteria set out in the council's Neighbourhood Planning Decision Making Report dated 13 September 2012 (Appendices A-C of the report) and in accordance with Regulation 9 of the Neighbourhood Planning Regulations 2012 No.637.

BACKGROUND INFORMATION

2. The Localism Act 2011 (by amending the Town and Country Planning Act 1990) ("the 1990 Act") introduced new provisions which empower parish councils and designated Neighbourhood Forums to initiate a process for making Neighbourhood Development Plans and Neighbourhood Development Orders in relation to designated Neighbourhood Areas. The powers came into force on 6 April 2012 when the Neighbourhood Planning (General) Regulations 2012 came into force.
3. A neighbourhood development plan is a plan which sets out policies in relation to the development and use of land in the whole or part of a neighbourhood Area. It may contain a range of policies or proposals for land use development that will carry weight in the determination of planning applications. Neighbourhood development orders grant planning permission in relation to a particular neighbourhood area for development (or for a class of development) specified in the order. Both neighbourhood development plans and neighbourhood development orders must be in general conformity with the strategic policies in the development plan for the relevant area.

Neighbourhood Planning Preparation Stages

4. Section 61F of the 1990 Act provides that a local planning authority may designate an organisation or body as a neighbourhood forum if the conditions in subsection (5) are satisfied. In deciding whether to designate an organisation/body the local planning authority must have regard to the matters set out in subsection (7). Subsections (5) and (7) are considered at paragraphs 11,14 and 15 below.

5. Section 61G of the 1990 Act sets out the powers and duties of local planning authorities in relation to the designation of Neighbourhood Areas. Sub-section (4) sets out a number of considerations which the local planning authority must have regard to in determining an application for the designation of a specified area as a Neighbourhood Area. If a body or organisation is designated as a Neighbourhood Forum for a particular Neighbourhood Area, it is authorised to act in relation to that area for the purposes of promoting a neighbourhood development plan/order.
6. Once a neighbourhood forum and neighbourhood area have been designated, the neighbourhood forum may submit a proposal to the local planning authority for the making of a neighbourhood development plan or neighbourhood development order which will then be submitted to independent examination. If following that examination the council is satisfied that the draft plan/order meets the requisite conditions, the council must hold (and pay for) a referendum on the making of the plan/order.
7. The area in which the referendum takes place must, as a minimum, be the neighbourhood area to which the proposed plan/order relates. The independent examiner considering the proposal must also consider whether the area for any referendum should extend beyond the neighbourhood area to which the draft plan/order relates.
8. If more than 50% of people voting in the referendum support the plan or order, then the local planning authority must bring it into force.
9. The council can only designate one organisation or body as a neighbourhood forum in respect of each neighbourhood area (Section 61F (7)(b)).
10. Regulation 9 of the Neighbourhood Planning (General) Regulations 2012 requires local planning authorities, as soon as possible after receiving an application for a Neighbourhood Forum application, to publish details of the application and of how to make representations in respect of the applications on its website and in such other manner as they consider is likely to bring the application to the attention of people who live, work and carry on business in the area to which the application relates. A period of at least six weeks (from the date on which the application was first publicised) must be allowed for the receipt of representations in relation to the application.

Consultation

11. Consultation on the South Bank and Waterloo application for a Neighbourhood Forum was carried out from 18 October 2013 and 29 November 2013. The South Bank and Waterloo Neighbourhood Forum consulted with a wide range of organisations, local groups and residents. On behalf of the forum, London Borough of Southwark wrote to around 1,000 consultees on our database. In all, the application for the area and forum was available for comments over a period of 6 weeks.
12. The application to designate the NF in South Bank and Waterloo was available to view at:
 - The council's website:
www.southwark.gov.uk/info/200413/neighbourhood_planning
 - At John Harvard Library - 211 Borough High Street, SE1 1JA
(Monday - Friday 9am to 7pm, Saturday 9am to 5pm)

- Documents were available on request at the Council's offices at 160 Tooley Street, SE1 2QH (*Monday – Friday, 9am-5pm*)
13. The application was also presented to the planning committee on 5 November 2013. The Planning Committee made the following comments;
 - a. The Bankside neighbourhood forum was agreed in June 2013, the boundaries of which overlap with the proposed South Bank and Waterloo neighbourhood forum. It is felt that this will prove ineffective for decision-making. The committee also expressed concerns that the new proposal will undermine the existing forum.
 - b. The proposed South Bank and Waterloo neighbourhood forum cuts down the middle of Blackfriars Road. The area action plan has a cohesive view for the whole of the road, and having a forum dealing solely with one side of it will be inappropriate.
 - c. The proposed South Bank and Waterloo neighbourhood forum covers land in both Southwark and Lambeth. It is not considered advisable to have a cross-boundary area.
 14. The Council received comments from 104 respondents and a further 11 responses were sent to Lambeth Council directly. The majority of comments received were in support of the South Bank and Waterloo Neighbourhood Area.
 15. Only one neighbourhood forum can be designated in respect of a single Neighbourhood Area. Southwark already has an agreed neighbourhood area and neighbourhood forum for Bankside, which would overlap with the proposed South Bank and Waterloo Neighbourhood Area boundary.
 16. The Neighbourhood Planning Regulations do not permit different neighbourhood areas to overlap. Therefore, the council will determine which neighbourhood area(s) are most appropriate for neighbourhood planning following the closure of the consultation period and the consideration of the responses received.

South Bank and Waterloo Neighbourhood Forum

17. The main comments in support of the application are summarised below;
 - a. South Bank & Waterloo Neighbours is a broad-based and representative body with 200 residents, businesses and community groups, drawn from across the area
 - b. The constitution and structure of the neighbourhood forum provides a broad and democratic reflection of the mixed make-up of the neighbourhood.
 - c. The scale of interest and numbers attracted to South Bank & Waterloo Neighbours is a solid basis for the broadest possible input into a plan by all interested members of the community.
18. The main comments objecting to the application are summarised below;
 - a. The existence of an existing Forum, the Borough Characterisation work and Draft Blackfriars SPD undertaken by Southwark, and the need for Neighbourhood Plans to be consistent with Local Plan policies would suggest that the existing Bankside Forum should be considered to have priority

KEY ISSUES FOR CONSIDERATION

19. Section 61F (5) of the 1990 Act provides that local authorities may designate an organisation or body as a Neighbourhood Forum if the following conditions are satisfied:
 - a) It is established for the express purpose of promoting or improving the social, economic and environmental wellbeing of the area;
 - b) Its membership is open to individuals who live or work in the Neighbourhood Area or are elected members of the London borough council whose area falls in the Neighbourhood Area concerned;
 - c) Its membership includes a minimum of 21 individuals, each of whom live or work in the Neighbourhood Area or are elected members of the London borough council whose area falls in the Neighbourhood Area concerned; and
 - d) It has a written constitution.

20. The council considers that these conditions are satisfied in relation to this application, such that it has the power to designate the Neighbourhood Forum, should it consider it appropriate to do so.

21. Regulation 8 of the Neighbourhood Planning (General) Regulations 2012 contains a number of requirements in respect of the application, which the Council considers have been satisfied in the present case. The application must include:
 - a) The name of the proposed neighbourhood forum;
 - b) A copy of the written constitution of the proposed neighbourhood forum;
 - c) The name of the neighbourhood area to which the application relates and a map which identifies the area;
 - d) The contact details of at least one member of the proposed neighbourhood forum; and
 - e) A statement which explains how the proposed neighbourhood forum meets the conditions contained in Section 61F (5) of the 1990 Act.

22. Section 61F (5) does not require a local planning authority to designate an organisation as a neighbourhood forum in the event that the conditions in subsection (5) are satisfied. It simply provides that if those conditions are satisfied, the local planning authority 'may' designate such an organisation as a Neighbourhood Forum.

23. Section 61F (7) provides that in determining whether to designate an organisation/body under subsection (5), the local planning authority must have regard to the desirability of designating an organisation or body:
 - i) Which has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of subparagraphs (i) to (iii) of subsection (5)(b) (i.e. a person who lives in the area, a person who works in the area and a person who has been elected in respect of the area);
 - ii) Whose membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area; and
 - iii) Whose purpose reflects (in general terms) the character of that area.

24. Where the local planning authority refuses to designate an organisation as a Neighbourhood Forum, it must give reasons for its decision (Section 61F (7) (d)).

Decision making

25. The Neighbourhood Planning Decision Making Report of 13 September 2013 sets out the Council's agreed criteria for decision making. The proposed South Bank and Waterloo Neighbourhood Development Forum needs to be considered against these criteria. An extract of the report is set out in Table A below.

TABLE A

<p>Decision 1 Forum application Application for designation of a Neighbourhood Area</p>
<p>Process</p> <p>Where a neighbourhood forum submits an application to the local Planning authority. It must include:</p> <ul style="list-style-type: none"> • A map identifying the area <i>See Appendix A</i> • A statement explaining why this area is considered appropriate to be designated <i>See Appendix B</i> • A statement that the organisation or qualifying body is relevant for the purposes of the 1990 Act (as applied by section 38A of the 2004 Act) <i>See Appendix C</i>
<p>Criteria for decision making</p> <ul style="list-style-type: none"> • Has the map been submitted identifying the area? Yes • Has the statement explaining why this area is considered appropriate to be designated been submitted? Yes • Has the statement that the organisation or body is relevant for the purposes of the 1990 Act been submitted? Yes • Is there already a neighbourhood plan covering this area? Yes • How do the boundaries relate to current and proposed planning designations? <i>The proposed South Bank and Waterloo Neighbourhood area is predominantly in the London Borough of Lambeth however, the eastern boundary runs along Blackfriars Road in Southwark down to St George's Circus in the south. This area is within the Bankside, Borough and London Bridge Opportunity Area and the Central Activities Zone. It also falls within the Strategic Cultural area and covers part of the Thames Policy Area.</i>

- Is the proposed area appropriate?
This is being determined by this consultation.

- Should the area be a business area?
Yes

- Would a business referendum be required?
Yes

26. On the 30 April 2013, the South Bank and Waterloo Neighbourhood Forum submitted an application for a Neighbourhood Development and Business Area which is considered in a separate report. This application overlaps with the boundary of a neighbourhood area which has already been designated as a Neighbourhood Area. The Bankside Neighbourhood Area and Business Area was designated as a neighbourhood area by the council on 3 May 2013 and the Bankside Neighbourhood Forum confirmed as the appropriate Neighbourhood Forum for this area on 6 June 2013.
27. The council can only designate one organisation or body as a neighbourhood forum in respect of each neighbourhood area. As mentioned above areas designated as Neighbourhood Areas must not overlap with each other.
28. The community council is by this report being asked to comment the South Bank and Waterloo Neighbourhood Forum application for designation as a Neighbourhood Forum for the South Bank and Waterloo Development Area and Business Area.
29. A separate report has been prepared in relation to the application for a proposed South Bank and Waterloo Development Area and Business Area.

Financial implications

30. There are no immediate new financial implications arising from this report. Each neighbourhood plan may require a referendum, which is estimated to cost approximately £25,000 per referendum. This estimate is based on the known cost of a ward election and assumes a similar level of funding would be required.
31. If required a referendum would be an unavoidable cost to the council and would be funded from existing revenue budgets, where possible. If revenue funding is not available the costs would be met from the financial risk reserve.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Director of legal services

32. The recommendation of the report requests that the Bankside, Borough and Walworth Community Council comment upon the application by the South Bank and Waterloo Neighbourhood Forum to become the Neighbourhood Forum for the South Bank and Waterloo Neighbourhood Development Area and Business Area in accordance with the criteria set out in the council's neighbourhood

planning decision making report dated 13 September 2012 and in accordance with Regulation 9 of the Neighbourhood Planning Regulations 2012.

33. In accordance with the report presented to the leader of the council, Councillor Peter John, on 24 September 2012, Community Council's must be consulted both upon applications to designate a neighbourhood forum or neighbourhood area. The recommendation is also consistent with the usual consultative functions of community councils in respect of policy/plan related documents.
34. On 28 April 2013 the applicant, the South Bank and Waterloo Neighbourhood Forum, submitted an application to the council for qualifying body status as a Neighbourhood Forum for the land identified on the plan annexed to this report and titled 'Neighbourhood Area'.
35. As stated in this report, Neighbourhood Planning is intended to empower local communities and local groups to draw up neighbourhood development plans and neighbourhood development orders. The function of a neighbourhood forum is to act as the vehicle for progressing such plans in respect of a particular geographically defined neighbourhood area.
36. The legislative provisions concerning neighbourhood planning are set out in the Neighbourhood Planning (General) Regulations 2012 No.537 ("the Regulations"), Neighbourhood Planning (Referendum) Regulations 2012 No.2031, the Localism Act 2011 and the 1990 Act).
37. Regulations 5 to 12 (Part 3) set out the requirements that must be satisfied by the applicant body/organisation in making an application for designation of a Neighbourhood Area or Neighbourhood Forum. The documents submitted to the Council in support of the application satisfy the initial qualifying criteria for the acceptance of the application for consultation. Following this stage, there is a statutory requirement for applications for Neighbourhood Forums to be publicised for a period of at least 6 weeks (Regulation 9). It is only after the publicity period that the Local Planning Authority will be in a position to consider the representations received and determine the application.
38. In order to progress the neighbourhood planning process the comments of the respective community councils are sought in respect of the proposed neighbourhood forum. These comments, alongside those received from the public as part of the statutory consultation process, will then be fully considered by cabinet or the relevant cabinet member to assist in making a final determination upon the application, following the closure of the statutory consultation period.
39. Paragraphs 13 and 14 of the report set out the statutory qualifying criteria which a Neighbourhood Forum must satisfy. Regulation 8 of the Neighbourhood Planning (General) Regulations 2012 contains a number of requirements in respect of the application, which the Council considers have been satisfied in the present case.
40. Paragraph 4 (Part 3H: Community Councils) of the Southwark constitution 2012/13 provides that it is the role and function of community councils '*to be a focal point for discussion and consultation on matters that affects the area*'.
41. Neighbourhood planning is a new legal process, which the council has a statutory duty to facilitate and administer. The Constitution is therefore silent as

to the express reservation of consultative decisions in respect of decisions concerning this area. Consideration has been given to the appropriate level at which comments upon any proposals to designate a Neighbourhood Area and/or Neighbourhood Forum may be made and it is considered that this function is analogous with community councils' usual consultative functions in respect of policy /plan related documents and therefore falls within the role and functions delegated to it.

42. The recommendation sought in this report therefore falls within the Bankside, Borough and Walworth Community Council's decision-making remit.

Strategic director of finance and corporate services

43. This report seeks planning committee comment on an application from the South Bank and Waterloo Neighbourhood Forum. The financial implications are shown in paragraphs 30 and 31.
44. The strategic director of finance and corporate services notes the potential costs, which cannot be fully established at this stage. In the event that costs arise and cannot be contained within revenue budgets then the financial risk reserve is a suitable funding source. Subject to approval, it contains sufficient capacity and can be used for revenue costs of this nature.
45. Officer time to effect the recommendation will be contained within the existing budgeted revenue resources.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
The Localism Act	http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted	Kate Johnson 0207 525 5345
The Neighbourhood Planning Regulations	http://www.legislation.gov.uk/uksi/2012/637/contents/made	Kate Johnson 0207 525 5345

APPENDICES

No.	Title
Appendix A	Map of the proposed area (please see Appendix A, agenda item 17.1)
Appendix B	Area statement (please see Appendix B, agenda item 17.1)
Appendix C	Constitution (please see Appendix C, agenda item 17.1)

AUDIT TRAIL

Lead Officer	Eleanor Kelly, Chief Executive	
Report Author	Juliet Seymour, Planning Policy Manager	
Version	Final	
Dated	22 January 2014	
Key Decision?	No	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments sought	Comments included
Director of legal services	Yes	Yes
Strategic director of finance and corporate services	Yes	Yes
Cabinet member	Yes	No
Date final report sent to Constitutional Support Services	22 January 2014	

**BOROUGH, BANKSIDE AND WALWORTH COMMUNITY COUNCIL AGENDA DISTRIBUTION
LIST (OPEN)
MUNICIPAL YEAR 2013-14**

NOTE: Original held by Constitutional Team (Community Councils) all amendments/queries to Gerald Gohler Tel: 020 7525 7420

Name	No of copies	Name	No of copies
To all Members of the Community Council			
Councillor Martin Seaton (Chair)	1	Others	
Councillor Poddy Clark (Vice-Chair)	1		
Councillor Catherine Bowman	1	Elizabeth Olive, Audit Commission	1
Councillor Neil Coyle	1		
Councillor Patrick Diamond	1		
Councillor Dan Garfield	1	Total:	99
Councillor Claire Hickson	1	Dated: 5 June 2013	
Councillor Lorraine Lauder MBE	1		
Councillor Rebecca Lury	1		
Councillor Tim McNally	1		
Councillor Darren Merrill	1		
Councillor Abdul Mohamed	1		
Councillor Adele Morris	1		
Councillor David Noakes	1		
Councillor Geoffrey Thornton	1		
Press			
Southwark News	1		
South London Press	1		
Members of Parliament			
Simon Hughes, MP	1		
Officers			
Constitutional Officer (Community Councils) 2 nd Floor Hub 4, 160 Tooley St.	80		