The Cleaner Greener Safer (CGS) Programme 2014/15

Application form

September 2013
www.southwark.gov.uk/cleanergreenersafer

Dear resident,
Now’s your chance to make a real difference to your community.

What is CGS? CGS is funding awarded to ideas put forward by local people to improve their local environment. The decisions are taken at public meetings of Southwark’s five community councils.

Who can apply? Individuals or someone on behalf of a group – but you must live or work in the community council area where you are proposing the scheme.

How to apply? You can apply using this form or online at www.southwark.gov.uk/cleanergreenersafer

Please submit one form per idea. Applicants can submit more than one idea.

Groups that can deliver the scheme themselves can be considered for a grant.

Deadline for completed applications: Friday 8 November 2013

Ideas submitted after this date will not be considered.

What ideas will be considered? Any idea that makes your area cleaner greener or safer. Projects can make a permanent or temporary improvement. All projects are subject to permissions being granted.

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<table>
<thead>
<tr>
<th>Examples of suitable ideas</th>
<th>Examples of unsuitable ideas</th>
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</thead>
<tbody>
<tr>
<td>Security measures (e.g. lighting and fencing)</td>
<td>Works on private property</td>
</tr>
<tr>
<td>Gardening courses / Community challenge days</td>
<td>Internal works on housing property</td>
</tr>
<tr>
<td>Parks, gardens and wildlife areas</td>
<td>Extra street sweeping on high streets</td>
</tr>
<tr>
<td>Children’s playgrounds, youth facilities, ball courts, cycle tracks</td>
<td>CCTV unless there is money to meet ongoing costs</td>
</tr>
<tr>
<td>Reusable shopping bags</td>
<td></td>
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</tbody>
</table>
Q1: What would you like your idea to be called?

Q2: What is your idea? Please include a brief description of the idea and what issue your idea will solve.

Q3: How will your idea benefit the area and wider community?

Q4: Location of your idea? Please be as specific as you can.

Q5: Cost – how much do you think your idea would cost? (if you wish to apply for a grant, please read advice in guidance notes)

Q5A: If you can deliver the scheme yourself and would like to be considered for a grant please tick box □

Q6: How does your idea make your area cleaner and / or greener and / or safer?
Q1: What would you like your idea to be called? This should be about five words detailing the works requested and the location e.g. children’s playground on Beehive Estate / lighting at Penrose Street / planting and greening at Trinity Park.

Q2: What is your idea? Please include a brief description of the idea, and what issue your idea will solve or what you hope to achieve through your idea.

Please submit separate applications for different ideas.

There are two types of available funding:
• CGS Capital funding for permanent, physical improvements
• CGS Revenue funds small, one off schemes – see Q3 for possible ideas

Ideas may be a combination of capital and revenue

You do not have to say which funding you are applying for – all eligible ideas will be considered.

What is NOT eligible for funding:
• CCTV unless revenue costs have been secured.
• Internal works on housing property – e.g. security doors, door entry systems, internal communal area decorations. Outside areas open to the general public e.g. play areas ARE eligible for funding.
• Works on schools where there is no access to the general public.
• Works on private property unless there is a long-term guarantee of public access or a demonstrable public benefit.

Q3: How will your idea benefit the area? We would like to know how your idea will benefit the local area, residents and, if applicable, the wider community. Groups can apply for revenue CGS for street cleaning; Community Challenge days where volunteers can get together to brighten up their streets or communal areas e.g. clearing overgrown areas or paths; building planters and window boxes; removing debris from disused land; brightening up areas to make them visible and safe. All necessary permissions e.g. owner’s consent, planning permission will need to be secured before the project begins.

Q4: Location of your idea
Please try to give as much information as possible about where your idea is to be located e.g. outside house number _x_, street name, park entrance where your idea is in a park.

Q5: Cost – how much do you think your idea would cost?
• If you have an estimate of costs or quotes for your idea, please provide these.
• With most capital funding awards, council officers will be responsible for carrying out the work. After the closing date council officers will assess final costs. We will undertake a feasibility study and as a result may amend the costs that you have submitted.
• With grant requests, you are responsible for assessing costs.

Q5A: Grants can be awarded to organisations that are able to arrange the work themselves. Terms and conditions apply to grant awards and these are available on request.

Q6: Please specify how your project is cleaner and / or greener and / or safer

• Ideas for cleaner: bin storage, schemes to deter fly tipping, designing out grotspots, more street sweeping in shopping areas, education campaign around dog fouling.
• Ideas for greener: tree and flower planting, community gardens, wildlife areas, gardening workshops for local people.
• Ideas for safer: lighting, fencing, bicycle storage to prevent theft, food handling training for small food retail premises, personal self defence courses.
• Or a mixture of all three: children’s playgrounds (works to existing or new playgrounds), ball courts, picnic areas, hard and soft landscaping to improve an area. Any idea will be considered that makes your area cleaner greener and safer.
Q7: Have you approached any other organisations for funding for your proposed project? If yes, please provide details including whether or not you were successful.

Q8: Have you talked to any council officer about your idea and if so, who?

Q9: Do you have support for your project? If so, please give details.

Q10: How did you hear about CGS?

- [ ] Website
- [ ] Poster
- [ ] Leaflets
- [ ] Local press
- [ ] Southwark Life
- [ ] Word of mouth
- [ ] SLHN
- [ ] Other (please specify) ________________________________

Q11: About you: please complete this section, if you do not your idea will not be considered. Please tell us if you hold a position in a community organisation and are applying on their behalf (e.g. Chair of TRA, board member for a not for profit organisation etc)

Name: __________________________________________________________________________

Address: __________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Position (where applicable) __________________________________________________________________

Organisation (where applicable) __________________________________________________________________

Telephone: ________________________  Email: ____________________________

Please continue to page 6 and 7 to complete this form
Q7: Have you approached any other organisation / group for funding? We would like to know if you have applied to any other organisations / groups for funding of your proposed idea. If yes, who did you apply to and were you successful? We welcome any projects that might have part funding from elsewhere. Please note this is desirable but not essential. Please also tell us if you or your organisation has received any funding from Southwark Council or elsewhere in the last 12 months.

Q8: Have you talked to any council officer about your idea and if so, who? We would like to know if you have spoken to council officers about your project already and if they support your idea. Please give the name(s) and department(s), if known, of all contacts.

Q9: Please tell us if you have support for your idea and if so, from whom? You must show some evidence of support such as a signed letter or petition etc. Support can come from your neighbours, tenants or residents association, housing office, police, faith group, youth club, other groups or individuals. Please DO NOT include this evidence with your application, we will be in touch should we require this evidence at a later date.

Q10: Where did you hear about CGS? Please tell us where you heard about CGS. This information helps us to make sure we are reaching as many people in Southwark as possible. We may contact you to discuss your views on CGS.

Q11: About you
Please give your name and contact details, including your contact phone number, as we may need to speak to you to discuss the details of your idea. Please also tell us if you are applying on behalf of an organisation and, if so, tell us what position you hold (e.g. Chair of TRA, board member of not for profit organisation or any other organisation).

Data Protection Act statement:
London Borough of Southwark holds and manages data in strict accordance with the Data Protection Act 1998. Southwark Council is the data controller for the purposes of the Data Protection Act. No personal information you have given us will be passed on to third parties for commercial purpose.

If you need more help with your application for capital funding, please contact the CGS team by:

Telephone on: 020 7525 1607
or email: cgs@southwark.gov.uk

If you need more help with your application for revenue funding, please contact the community engagement team by:

Telephone on: 020 7525 3326
or email: benta.pilch@southwark.gov.uk

By post:
Public realm projects team
Third floor
Hub 1
Department of environment and leisure
PO Box 64529
London SE1P 5LX
What happens next?

1. When we receive your application, council officers will look into your idea in more detail. They will check:
   - The idea is feasible and fits the CGS criteria
   - How and when the idea might be implemented
   - How much the idea might cost
   - If the idea is sustainable for capital projects (revenue funded ideas are typically those that only take place once or for a fixed time)
   Sometimes, proposals may have to be adapted to meet local requirements or split into more than one application (we will contact you if your idea needs any changes).

2. Your idea is then considered by your local ward councillors
   It is your local elected councillors who decide which proposals receive funding and how much. Results will be announced at community council meetings. You will be sent details including time and place of the relevant community council meeting in case you would like to attend.

3. If your idea is funded, you will be notified by letter
   Your idea is then implemented as follows:
   - Council officers will consult with everyone affected by the idea.
   - Southwark procurement guidelines will be used to commission the best company to deliver your idea.
   - Average delivery time is 10 months. However, complex proposals may require extra consultation, planning permission or other consents or may be restricted by seasons or other unexpected circumstances such as discovery of contaminated land or archaeological remains.
   - If we are unable to deliver your idea within two years, we will undertake a review and councillors may reallocate the funding to other ideas.
   - You will be kept updated of the progress of your project throughout.
   - If you are awarded a grant you will be notified by letter of the conditions of grant and how you will be paid the grant. You should aim to deliver your scheme within one year of award.

4. If your idea is not funded, you will be notified by letter.

For other possible sources of funding go to: www.open4community.info/southwark

5. The council is always looking for ideas for future projects
   Suitable and eligible ideas for other sources of council funding are welcome and all submitted ideas will be considered for inclusion in the Community Infrastructure Project List (CIPL).

For more information go to www.southwark.gov.uk/info/200152/section_106 and www.southwark.gov.uk/info/856/planning_policy

Checklist

1. Have you answered ALL 11 questions on the application form AND checked that your answers comply with the guidance notes?
   - Please tick to confirm

2. Have you filled in ALL your contact details?
   - Please tick to confirm

3. Have you gathered evidence of support for your project, e.g. letter or petition etc (if applicable)?
   - Please tick to confirm

4. Have you included details of other funding applied for (if applicable)?
   - Please tick to confirm

5. Have you completed the monitoring form (on page 7)?
   - Please tick to confirm
Southwark Council holds equality as central to the day-to-day delivery of its services and engagement with our diverse communities and to deliver on our commitment to a fairer future for all we need to collect equality information. This also forms part of our legal responsibilities under the Public Sector Equality Duty of the Equality Act (2010).

We would therefore appreciate it if you could spend a few minutes filling in the details below, this information helps us to measure and analyse how well we are engaging with all those who live and work in the borough.

Please do remember that whilst this information is very useful for our work, you are not obliged to answer or complete any or all of the information.

Cleaner Greener Safer monitoring form

1. What is your gender?    □ Male □ Female □ Other ________________

2. What is your age group? (PLEASE TICK)

<table>
<thead>
<tr>
<th></th>
<th>under 16</th>
<th>16 – 17</th>
<th>18 - 24</th>
<th>25- 34</th>
<th>35-44</th>
<th>45-54</th>
<th>55-64</th>
<th>65-84</th>
<th>85 and above</th>
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</table>

3. Do you consider yourself to have a disability □ Yes □ No

4. Please tick the box below to indicate your cultural background

<table>
<thead>
<tr>
<th>White or White British</th>
<th>Mixed</th>
<th>Asian or Asian British</th>
<th>Black or Black British</th>
<th>Other ethnic group</th>
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</thead>
<tbody>
<tr>
<td>British</td>
<td>White and Black Caribbean</td>
<td>Indian</td>
<td>Caribbean</td>
<td>Arab</td>
</tr>
<tr>
<td>English</td>
<td>White and Black African</td>
<td>Pakistani</td>
<td>African</td>
<td>Roma</td>
</tr>
<tr>
<td>Scottish</td>
<td>White and Asian</td>
<td>Bengali</td>
<td>Somali</td>
<td>Romany</td>
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<tr>
<td>Welsh</td>
<td>Other</td>
<td>Chinese</td>
<td>Sierra Leonean</td>
<td>Latin American</td>
</tr>
<tr>
<td>Northern Irish</td>
<td></td>
<td>Vietnamese</td>
<td>Nigerian</td>
<td></td>
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<tr>
<td>Irish</td>
<td></td>
<td>Other</td>
<td>Ghanaian</td>
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<tr>
<td>Gypsy or Irish Traveller</td>
<td></td>
<td>Other</td>
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<tr>
<td>Turkish</td>
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<td>Kurdish</td>
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<td>Eastern European</td>
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<tr>
<td>Spanish</td>
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<tr>
<td>Other</td>
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Religion or belief

<table>
<thead>
<tr>
<th>What is your religion or belief</th>
<th>Sikh</th>
<th>Pagan</th>
<th>Jewish</th>
<th>Other, please state</th>
<th>Hindu</th>
</tr>
</thead>
<tbody>
<tr>
<td>No religion</td>
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<tr>
<td>Christian</td>
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<tr>
<td>Muslim</td>
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<tr>
<td>Buddhist</td>
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Sexual Orientation

<table>
<thead>
<tr>
<th>Are you:</th>
<th>Bi-sexual</th>
<th>Heterosexual</th>
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</thead>
<tbody>
<tr>
<td>Gay woman/lesbian</td>
<td>Other, please state</td>
<td></td>
</tr>
<tr>
<td>Gay man</td>
<td></td>
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Community councils in Southwark

There are five community councils in Southwark. These are:
- Bermondsey and Rotherhithe
- Borough, Bankside and Walworth
- Camberwell
- Dulwich
- Peckham and Nunhead

For more information and details of future meeting dates please go to: www.southwark.gov.uk/communitycouncil

To find out more about services in your area please go to: www.southwark.gov.uk/inmyarea

If at any time you would like to us to stop sending you information or to remove your details from our databases please email cgs@southwark.gov.uk