

# The Cleaner Greener Safer (CGS) Programme 2014/15

## Application form

September 2014/15

[www.southwark.gov.uk/cleanergreenersafer](http://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](http://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**. This year, ideas that result in a temporary improvement as well as those that make a permanent physical improvement can be considered.



### Examples of suitable ideas



Security measures  
(e.g. lighting and fencing)



Gardening courses



Parks, gardens and wildlife areas



Extra street sweeping on high streets



Children's playgrounds, youth facilities, ball courts, cycle tracks



Reusable shopping bags



### Examples of unsuitable ideas



Works on private property



Internal works on housing property



CCTV

**Application form Q1 – 6** (continues on page 4)

**Q1:** What would you like your **idea** to be called?

**Q2: What** is your idea?

Please include a detailed 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?**

## Guidance notes: please read carefully to help you when filling in this application form

**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 detailed 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.**

**This year, 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 – eg security doors, door entry systems, internal communal area decorations. Outside areas open to the general public eg 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 eg 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 eg 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 officers will be responsible for carrying out the work. After the closing date council have an estimate of costs or quotes for your idea, please provide these.
- With most capital funding awards, 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.

## Application form Q7–12 (continued)

**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**?

- |   |  |
|---|--|
| <input type="checkbox"/> Website                | <input type="checkbox"/> Poster        |
| <input type="checkbox"/> Leaflets               | <input type="checkbox"/> Local press   |
| <input type="checkbox"/> Southwark Life         | <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> 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: \_\_\_\_\_

**Guidance notes: please read carefully to help you when filling in this application 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](http://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](http://www.southwark.gov.uk/info/200152/section_106) and [www.southwark.gov.uk/info/856/planning\\_policy](http://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, eg 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

# Cleaner Greener Safer monitoring form

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.

1. What is your gender? \_\_\_\_\_

2. Do you consider yourself to have a disability or long term illness? (PLEASE TICK)

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

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

0 -15	16 – 24	25 - 29	30- 34	35-39	40-44	45-49	50-54	55-59	60-64	65+
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. What is ethnic group? (PLEASE TICK)

White		Black or Black British		Mixed		Asian		Other ethnic group	
British	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	White/Black Caribbean	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
Irish	<input type="checkbox"/>	African	<input type="checkbox"/>	White/Black African	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	Latin American	<input type="checkbox"/>
Other white background	<input type="checkbox"/>	Any other black background	<input type="checkbox"/>	White/Asian	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>	Traveller	<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>	Any other mixed background	<input type="checkbox"/>	Any other Asian background	<input type="checkbox"/>	Other ethnic group	<input type="checkbox"/>

5. What is your religion or belief if any? \_\_\_\_\_

6. Sexual orientation? (PLEASE TICK THE BOX THAT BEST DESCRIBES YOU)

Heterosexual	<input type="checkbox"/>	Bisexual	<input type="checkbox"/>	Gay	<input type="checkbox"/>	Lesbian	<input type="checkbox"/>	Prefer not to say	<input type="checkbox"/>
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Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Mobile \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

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

The community council team also regularly sends out information about community council and other local meetings and events.

By completing this form you will be indicating your consent to your personal data being used for equalities monitoring purposes unless you have indicated an objection by ticking the following box

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](mailto:cgs@southwark.gov.uk)

Thank you for completing this form

Please return by  
**Friday 8 November 2013** to:

**Cleaner Greener Safer**  
**PO BOX 64529**  
**London SE1P 5LX**

## 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](http://www.southwark.gov.uk/communitycouncil)

To find out more about services  
in your area please go to:  
[www.southwark.gov.uk/inmyarea](http://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](mailto:cgs@southwark.gov.uk)