



AGENDA

MAYOR AND CABINET

Date: WEDNESDAY, 22 OCTOBER 2014 at 6.00 pm

**Committee Rooms 1 & 2
Civic Suite
Lewisham Town Hall
London SE6 4RU**

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MEMBERS

Sir Steve Bullock	Mayor	(L)
Councillor Alan Smith	Deputy Mayor - Growth & Regeneration	(L)
Councillor Chris Best	Health, Well-Being & Older People	(L)
Councillor Kevin Bonavia	Resources	(L)
Councillor Janet Daby	Community Safety	(L)
Councillor Joe Dromey	Policy and Performance	(L)
Councillor Damien Egan	Housing	(L)
Councillor Paul Maslin	Children & Young People	(L)
Councillor Joan Millbank	Third Sector and Community	(L)
Councillor Rachel Onikosi	Public Realm	(L)

Members are summoned to attend this meeting

**Barry Quirk
Chief Executive
Lewisham Town Hall
Catford
London SE6 4RU
Date: Wednesday, 22 October 2014**



INVESTOR IN PEOPLE

The public are welcome to attend our committee meetings, however occasionally committees may have to consider some business in private. Copies of reports can be made available in additional formats on request.

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The public are welcome to attend our Committee meetings, however, occasionally, committees may have to consider some business in private. Copies of reports can be made available in additional formats on request.

MAYOR & CABINET		
Report Title	Declarations of Interests	
Key Decision	No	Item No. 1
Ward	n/a	
Contributors	Chief Executive	
Class	Part 1	Date: October 22 2014

Declaration of interests

Members are asked to declare any personal interest they have in any item on the agenda.

1 Personal interests

There are three types of personal interest referred to in the Council's Member Code of Conduct :-

- (1) Disclosable pecuniary interests
- (2) Other registerable interests
- (3) Non-registerable interests

2 Disclosable pecuniary interests are defined by regulation as:-

- (a) Employment, trade, profession or vocation of a relevant person* for profit or gain
- (b) Sponsorship –payment or provision of any other financial benefit (other than by the Council) within the 12 months prior to giving notice for inclusion in the register in respect of expenses incurred by you in carrying out duties as a member or towards your election expenses (including payment or financial benefit from a Trade Union).
- (c) Undischarged contracts between a relevant person* (or a firm in which they are a partner or a body corporate in which they are a director, or in the securities of which they have a beneficial interest) and the Council for goods, services or works.
- (d) Beneficial interests in land in the borough.
- (e) Licence to occupy land in the borough for one month or more.

- (f) Corporate tenancies – any tenancy, where to the member’s knowledge, the Council is landlord and the tenant is a firm in which the relevant person* is a partner, a body corporate in which they are a director, or in the securities of which they have a beneficial interest.
- (g) Beneficial interest in securities of a body where:-
 - (a) that body to the member’s knowledge has a place of business or land in the borough; and
 - (b) either
 - (i) the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
 - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person* has a beneficial interest exceeds 1/100 of the total issued share capital of that class.

*A relevant person is the member, their spouse or civil partner, or a person with whom they live as spouse or civil partner.

(3) Other registerable interests

The Lewisham Member Code of Conduct requires members also to register the following interests:-

- (a) Membership or position of control or management in a body to which you were appointed or nominated by the Council
- (b) Any body exercising functions of a public nature or directed to charitable purposes , or whose principal purposes include the influence of public opinion or policy, including any political party
- (c) Any person from whom you have received a gift or hospitality with an estimated value of at least £25

(4) Non registerable interests

Occasions may arise when a matter under consideration would or would be likely to affect the wellbeing of a member, their family, friend or close associate more than it would affect the wellbeing of those in the local area generally, but which is not required to be registered in the Register of Members’ Interests (for example a matter concerning the closure of a school at which a Member’s child attends).

(5) Declaration and Impact of interest on members’ participation

- (a) Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take no part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine of up to £5000**
- (b) Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph (c) below applies.
- (c) Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- (d) If a non-registerable interest arises which affects the wellbeing of a member, their family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- (e) Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

(6) Sensitive information

There are special provisions relating to sensitive interests. These are interests the disclosure of which would be likely to expose the member to risk of violence or intimidation where the Monitoring Officer has agreed that such interest need not be registered. Members with such an interest are referred to the Code and advised to seek advice from the Monitoring Officer in advance.

(7) Exempt categories

There are exemptions to these provisions allowing members to participate in decisions notwithstanding interests that would otherwise prevent them doing so. These include:-

- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor unless the matter relates particularly to the school your child attends or of which you are a governor;
- (c) Statutory sick pay; if you are in receipt
- (d) Allowances, payment or indemnity for members
- (e) Ceremonial honours for members
- (f) Setting Council Tax or precept (subject to arrears exception)

Agenda Item 2

MAYOR AND CABINET		
Report Title	Minutes	
Key Decision		Item No.2
Ward		
Contributors	Chief Executive	
Class	Part 1	Date: October 22 2014

Recommendation

It is recommended that the minutes of that part of the meeting of the Mayor and Cabinet which were open to the press and public, held on October 1 2014 (copy attached).

MINUTES OF THE MAYOR AND CABINET

Wednesday, 1 October 2014 at 6.00 pm

PRESENT: Sir Steve Bullock (Mayor), Councillors Alan Smith, Chris Best, Janet Daby, Joe Dromey, Damien Egan, Paul Maslin, Joan Millbank and Rachel Onikosi.

ALSO PRESENT: Councillor Liam Curran and Councillor Alan Hall.

Apologies for absence were received from Councillor Kevin Bonavia.

54. Declaration of interests

Councillor Best declared a personal interest in Item 3 as Chair of the Sydenham Local Assembly.

55. Minutes

RESOLVED that the minutes of the meeting held on September 3 2014 be confirmed and signed as a correct record subject to the deletion of the last sentence of Minute 48 on the LIP Annual Spending Submission.

56. Matters Raised by Scrutiny and Local Assemblies

Matter raised by the Sydenham Local Assembly – Greyhound Public House

The Mayor was firstly addressed by Councillor Chris Best in her capacity as Chair of the Sydenham Local Assembly. She reported that the destruction of the Greyhound was a crucial local issue and she referred to the lengthy timeline described in the written submission. She stated that the outcome local people wished to see was the rebuilding of the pub and promised the Council would continue to lend support to efforts to achieve restoration.

Barry Milton of the Sydenham Society stated the current condition of the Greyhound was a blight on the High Street and he recalled the September 2007 meeting of the Mayor & Cabinet when the Mayor designated the Sydenham Conservation Area. He echoed Councillor Best's call for the pub to be rebuilt and he called for support from the Mayor and Chief Executive.

Councillor Curran supported the previous two speakers and described the monumental local frustration over the delay in prosecuting what appeared to be a blatantly criminal act. He called on effective leadership to ensure Sydenham had a pub that was restored, rebuilt and reopened.

In response, the Mayor pledged the Assembly would receive a response to an issue in which a private sector organisation appeared to hold the Council and the feelings of local people in contempt. He said the destruction of the Greyhound did not happen because of any Council failings and that the principal question that had been raised was how could the rule of law be enforced. He asked the Head of Law if it would be possible to receive a report at the next meeting on possible action and she expressed confidence that a progress report could be considered by October 22.

Having considered an officer report, and the presentations by the Chair of the Sydenham Local Assembly, Councillor Chris Best, a local ward Councillor Liam Curran and Mr Barry Milton of the Sydenham Society, the Mayor

RESOLVED that:

- (a) the resolution agreed by the Sydenham Local Assembly be noted;
- (b) the Executive Director for Resources & Regeneration be asked to respond at the October 22 meeting; and
- (c) a response be provided to the Sydenham Local Assembly including updated legal advice and reporting all efforts made by the Council towards securing the rebuilding of the Greyhound.

Matter raised by the Overview & Scrutiny Business Panel – Recycling

The Mayor was addressed by the Chair of the Panel, Councillor Alan Hall, who stated the Panel continued to have concerns about the low recycling rates reported for Lewisham. The Mayor received advice from the Head of Environment, Customer Services Directorate and from Councillor Rachel Onikosi, Cabinet Member for the Public Realm. They indicated that recycling formed part of a larger and more complex waste management strategy that would be comprehensively examined in a review report being prepared for the Sustainable Development Select Committee. In response the Mayor said he looked forward to receiving all relevant information when it was compiled.

Having considered an officer report and a presentation by the Chair of the Overview & Scrutiny Business Panel, Councillor Alan Hall, the Mayor:

RESOLVED that there should be a timeline and date for completion of the strategic review of Waste and Recycling and that the final report to the Sustainable Development Select Committee should make reference to the original comments from the Business Panel.

57. Housing Regeneration Schemes

The Executive Director for Customer Services' representative indicated further consultation responses had been received after publication and although therefore not included in the report, they had been responded to.

Councillor Janet Daby recounted her experience as a Whitefoot Ward Councillor representing the Excalibur Estate and she praised the way in which the lead officer had liaised with affected residents.

Having considered an officer report and a presentation by the Cabinet Member for Housing, Councillor Damien Egan, the Mayor, for the reasons set out in the report:

RESOLVED that:

- (i) the progress of the Heathside and Lethbridge Regeneration scheme be noted;
- (ii) the progress of the Excalibur Regeneration scheme be noted;
- (iii) having considered the responses to the statutory Section 105 consultation, the Council should carry out the decant of Heathside and Lethbridge Phase 5 tenants;
- (iv) where necessary, Notice of Seeking Possession is served and possession proceedings brought against secure tenants in Lethbridge Close Phase 5 blocks under ground 10 of Schedule 2 to the Housing Act 1985;
- (v) secure tenants in Lethbridge Close Phase 5 blocks are re-housed as set out in section 5;
- (vi) any properties in Lethbridge Close Phase 5 blocks which were previously sold under the Right to Buy be repurchased by the Council at market value (plus reasonable professional fees) where agreement can be reached with leaseholders in advance of a Compulsory Purchase order being made by the Council and to delegate authority to the Head of Asset Strategy and Development in consultation with the Head of Law to negotiate and agree the acquisition terms;
- (vii) the voluntary decant of tenants in Excalibur Phases 4 and 5 who wish to move as set out be approved;
- (viii) on Heathside and Lethbridge, home loss and disturbance payments are made to displaced secure tenants and leaseholders where appropriate in accordance with the Land Compensation Act 1973; and
- (ix) on Excalibur, home loss and disturbance payments are made to displaced secure tenants where appropriate in accordance with the Land Compensation Act 1973.

58. Housing Regeneration Schemes - Heathside & Lethbridge Phase 4B CPO

Having considered an officer report and a presentation by the Cabinet Member for Housing, Councillor Damien Egan, the Mayor for the reasons set out in the report:

RESOLVED that

- (i) a Compulsory Purchase Order be made in accordance with Section 17 of Part II of the Housing Act 1985 and the Acquisition of Land Act 1981, for the compulsory acquisition of all interests in the land and buildings known as Melville House, Heathside and Lethbridge Estate, Lewisham, the site of which is shown verged in black on the plan attached as Appendix 1, other than those interests already in the ownership of the Council;
- (ii) authority be delegated to the Director of Director of Regeneration and

Asset Management, in consultation with the Head of Law, to determine the final extent of the land to be included within the Compulsory Purchase Order provided that the Compulsory Purchase Order shall not include any additional land outside the area shown verged in black on the plan attached as Appendix 1;

(iii) the appropriate Officers be authorised to take such other action as may be necessary to make, obtain confirmation and effect the Compulsory Purchase Order and to acquire all interests under it; and

(iv) authority be delegated to the Executive Director for Resources and Regeneration (in the event that the Secretary of State notifies the Council that it has been given the power to confirm the Compulsory Purchase Order) to confirm the Compulsory Purchase Order if the Executive Director is satisfied that it is appropriate to do so.

59. Management Report

Having considered an officer report, and a presentation by the Cabinet Member for Policy and Performance, Councillor Joe Dromey, the Mayor:

RESOLVED that the Management Report be noted.

60. Instrument of Government Watergate

Having considered an officer report, and a recommendation by the Cabinet Member for Children & Young People, Councillor Paul Maslin, the Mayor:

RESOLVED that;

(i) the Instrument of Government for Watergate School be made by Local Authority order dated 1 October 2014; and

(ii) the nomination of Councillor Carl Handley be approved for appointment by the governing body.

61. Matter referred by the Sustainable Development Select Committee - Preserving public houses and community assets of value

Councillor Liam Curran presented the report and recognised that the council did have a good pub protection policy but that a review and update would be worthwhile in an evolving context in which attempts were being made to circumvent existing safeguards.

Having considered an officer report, and a presentation by the Chair of the Sustainable Development Select Committee, Councillor Liam Curran, the Mayor:

RESOLVED that the views of the Sustainable Development Select Committee

be received and that the Executive Director for Resources and Regeneration be asked to provide a response to the comments made.

62. Exclusion of Press and Public

RESOLVED that in accordance with Regulation 4(2)(b) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 and under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs [3, 4 and 5] of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

10. Housing Regeneration Schemes Budgets and Financial Structures

63. Housing Regeneration Schemes Budgets and Financial Structures

Having considered a confidential officer report, and a presentation by the Cabinet Member for Housing, Councillor Damien Egan, the Mayor, for the reasons set out in the report:

RESOLVED that:

- (1) the financial information provided be noted;
- (2) the changes to the proposed budget requirements as set out be approved.

The meeting closed at 6.44pm.

Agenda Item 3

MAYOR AND CABINET		
Report Title	Report Back On Matters Raised By The Overview And Scrutiny Business Panel or other Constitutional bodies	
Key Decision	No	Item No.
Ward		
Contributors	Head of Business & Committee	
Class	Open	Date: October 22 2014

Purpose of Report

To report back on any matters raised by the Overview and Scrutiny Business Panel following their consideration of the decisions made by the Mayor on October 1 2014 or on other matters raised by Select Committees or other Constitutional bodies.

MAYOR AND CABINET		
Report Title	Call-in of Mayoral Decision – Making of Instrument of Government – The Governing Body of Watergate School	
Key Decision	Yes	Item No.
Ward	All	
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: 22 October 2014

1. Summary

This report informs the Mayor and Cabinet of a call-in and associated comments agreed by the Overview & Scrutiny (Education) Business Panel on 14 October 2014 in accordance with Paragraph 18 of the Overview and Scrutiny Procedure Rules.

2. Purpose of the Report

To inform the Mayor & Cabinet of the reasons agreed for the call-in.

3. Recommendation

The Mayor is requested to respond to the call-in made by the Overview & Scrutiny (Education) Business Panel as described in paragraph 5 below.

4. Background

4.1 At a meeting of the Mayor & Cabinet held on 1 October 2014 the Mayor & Cabinet considered a report entitled ‘Making of Instrument of Government – The Governing Body of Watergate School’.

4.2 The Mayor considered an officer report and in accordance with the Constitution, his decision was notified to all members of the Education Business Panel within 2 days of being made.

5. Overview & Scrutiny (Education) Business Panel – Reasons for Call-in

5.1 The Overview and Scrutiny Education Business Panel considered the Mayoral decision, and the original officer report.

5.2 Following the presentation from the Head of Standards & Achievement, and advice from the Senior Lawyer, the Education Business Panel resolved to call in the Mayor’s decision, asking the Mayor to consider the issues described below:

- i. Education Business Panel was informed the decision was taken without following the proper consultation process, which included consultation with Trustees of Watergate School. On the basis of inadequate consultation, the Mayor's decision should be void on an error of procedure.
- ii. Education Business Panel requests that the Mayor asks officers to resubmit the instrument once it has complied with proper consultation processes, and a report taken back to Mayor & Cabinet for reconsideration.

6. Legal Implications

- 6.1 The Council's Constitution provides that where the Overview & Scrutiny (Education) Business Panel requests that the Mayor & Cabinet reconsider a decision it shall not become effective until it has been done. There may be no further call-in of the decision.
- 6.2 It is essential that a decision is made on a consideration of all relevant considerations and ignoring irrelevancies. On this basis a decision must not be one which no reasonable authority could come to.

7. Financial implications

None for the purposes of this report.

BACKGROUND PAPERS

Making of Instrument of Government – The Governing Body of Watergate School, Mayor & Cabinet 1 October 2014.

If you have any queries on this report, please contact Olga Cole Senior Committee Manager, 0208 3148577 or Kevin Flaherty, Head of Business and Committee, 0208 3149327.

MAYOR AND CABINET		
Report Title	Lewisham Theatre – Health and Safety	
Key Decision		Item No. 3
Ward	All	
Contributors	Chief Executive/Head of Business and Committee	
Class	Part 1	Date: 22 October 2014

1. Recommendation

To note the concerns raised by the Health and Safety Committee regarding health and safety issues at the Lewisham Theatre.

2. Background

- 2.1 On 6 October 2014, the Health and Safety Committee discussed health and safety issues raised following an independent audit that had been carried out at the Broadway Theatre.
- 2.2 It was agreed that members should receive an urgent briefing paper and that the Mayor and Cabinet be alerted to members' concerns about the issues raised.
- 2.3 The situation at the Theatre will continue to be monitored by Health and Safety Officers.

BACKGROUND PAPERS

Minutes Health & Safety Committee - 6 October 2014

If you have any queries on this report, please contact Clare Weaser
Committee Officer, 0208 3147369 or Kevin Flaherty, Head of Business and
Committee, 0208 3149327

Agenda Item 4

MAYOR & CABINET			
Report Title	Outstanding Scrutiny Matters		
Key Decision	No		Item No.
Ward			
Contributors	Head of Business and Committee		
Class	Part 1	Date: 22 October 2014	

1. Purpose of Report

To report on items previously reported to the Mayor for response by directorates and to indicate the likely future reporting date.

2. Recommendation

That the reporting date of the item shown in the table below be noted.

Report Title	Responding Author	Date Considered by Mayor & Cabinet	Scheduled Reporting Date	Slippage since last report
Matters raised by Sustainable Development Select Committee – Preserving Public Houses and Community Assets of Value	ED Res. & Regen.	1 October 2014	3 December 2014	No

BACKGROUND PAPERS and AUTHOR

Mayor & Cabinet minutes October 1 2014 available from Kevin Flaherty 0208 3149327.

Agenda Item 5

Chief Officer Confirmation of Report Submission Cabinet Member Confirmation of Briefing

Report for: Mayor

Mayor and Cabinet

Mayor and Cabinet (Contracts)

Executive Director

Information Part 1 Part 2 Key Decision


Date of Meeting: 22nd October 2014

Title of Report: Greyhound Public House – response to Sydenham Local Assembly

Originator of Report: Gavin Cooper 49271

At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	Yes	
Legal Comments from the Head of Law	Yes	
Crime & Disorder Implications		No
Environmental Implications		No
Equality Implications/Impact Assessment (as appropriate)	Yes	
Confirmed Adherence to Budget & Policy Framework	Yes	
Risk Assessment Comments (as appropriate)		No
Reason for Urgency (as appropriate)		No

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 14/10/14

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

Mayor and Cabinet		
Report Title	Greyhound Public House – response to Sydenham Local Assembly	
Key Decision	No	Item No.
Ward	Sydenham	
Contributors	Executive Director of Resources & Regeneration	
Class	Part 1	Date: 22 October 2014

1. Summary

- 1.1 The Sydenham Local Assembly requested that a full report go to Mayor and Cabinet, including what options are available to the Council to progress the rebuilding on The Greyhound.
- 1.2 This report sets out a response to the matters raised by the Sydenham Local Assembly.

2. Purpose

- 2.1 To respond to the matters raised by the Sydenham Local Assembly in a report to Mayor and Cabinet on 1 October 2014.

3. Recommendation

- 3.1 The Mayor is recommended:
 - (1) To note the content of the report and request that a further report is prepared by the end of January 2015 to update progress.

4. Policy Context

- 4.1 The content of this report is consistent with the Council's policy framework. Planning decisions are made on the basis of compliance with the development plan. The development plan for the borough consists of the London Plan and adopted Lewisham local plans including the Core Strategy, Lewisham Town Centre local plan, and the Site Allocation local plan. The Development Management local plan is due for adoption by the Council in November. The development plan for Lewisham is part of the Council's policy framework and is the spatial implementation mechanism for the Sustainable Community Strategy (SCS). It has a central role in implementing the six strategic objectives of the SCS.

5. Background

- 5.1 The Sydenham Local Assembly requested that a full report go to Mayor and Cabinet, including what options are available to the Council to progress the rebuilding of The Greyhound.
- 5.2 At the Mayor and Cabinet meeting on 1 October 2014, it was agreed that the Executive Director for Resources & Regeneration be asked to respond at the October 22nd meeting.
- 5.3 The Sydenham Local Assembly requested that the report should include the following key areas:
- A timeline of key dates in relation to the site, including the creation of the Conservation Area;
 - A description of the decisions made and information used to arrive at the granting of planning permission in April 2013;
 - The rationale for agreeing that homes on the site could be let before completion of the full scheme;
 - Legal views on the options now available to the Council;
 - All of the above information should be provided within the context of the Council's policies on public houses.

5.4 A response to these key areas is given in Section 6 below

5.5 **Chronology**

- 5.5.1 Planning permission and conservation area consent were granted in May 2010 for partial demolition of the pub with full restoration to provide pub/restaurant use, a new public square, residential and commercial units with parking and access provision. This was part of a wider scheme affecting not only the pub but also adjoining land. The S106 agreement was signed by those with an interest in the land in the development site.
- 5.5.2 .Between January and March 2012, the pub was substantially demolished, apart from the front elevation. The Council then prosecuted, and in March 2013, Purelake New Homes Limited were convicted of the offence of substantial demolition of the pub without conservation area consent and were fined.
- 5.5.3 From the 1 March 2012 the registered owners of the area of land on which the pub is situated is Barnett Waddingham Trustees Scotland Limited, Barry John White, Gerald Anthony Dowd and Linda Sollitt as trustees of Purelakes New Homes Director's Pension Scheme.
- 5.5.4 The planning obligations attached to the 2010 consents required the restoration and refurbishment of the pub.
- 5.5.5 A new application was submitted in September 2012 for the rebuilding of the public house. In April 2013 Planning Committee (C) granted permission subject to the variation of the original Section 106 agreement. This required

the consent of the signatories to the original agreement, or their successors in title.

- 5.5.6 Planning officers were hopeful that a resolution may be found, however subsequent to negotiations between the registered owners, Hexagon's solicitors, and the legal representatives of both the commercial and residential owners, they failed to reach an agreement to enable the Deed to be signed. The Council unfortunately is not in a position to influence this process as it is a matter for the relevant potential signatories to resolve. Planning officers have made efforts with all parties in an attempt to establish the reasons why this has stalled.
- 5.5.7 The Head of Planning met with Purelake on 28th February 2014, and following a meeting with Hexagon, Cllr Chris Best and the Council's relevant officers, on the 13th June 2014, Purelake indicated they would be submitting a fresh planning application for the Greyhound building, which would be different from the outstanding submission. This application has not been submitted to date.

6. Key areas identified by the Sydenham Local Assembly

6.1 A timeline of key dates in relation to the site, including the creation of the Conservation Area

- 6.1.1 At its meeting on 5 September 2007 Mayor & Cabinet agreed to designate the Cobb's Corner area, which includes the Greyhound Pub, as a Conservation Area. The decision became effective two days later on 7 September 2007. At the same meeting Mayor & Cabinet also agreed to extend the existing Sydenham Thorpes Conservation Area to include parts of Sydenham Road (the adjacent high street), and to locally list the Greyhound Pub and Postal Sorting Office in Silverdale.

6.2 A description of the decisions made and information used to arrive at recommending the granting of planning permission in April 2013

- 6.2.1 Subsequent to the unlawful demolition works undertaken to the Greyhound, construction works commenced in 2012 to rebuild external walls. The retention of the works, including an enlarged basement area, required a retrospective planning application, which was formally submitted in September 2012 (DC/12/81431). The application also proposed the construction of a new roof, a bay element to the western elevation, first floor function rooms, an internal refuse store and associated landscaping works. The use would be for A3/ A4 purposes.
- 6.2.2 The proposal was similar to the 2010 consented scheme, albeit with some amendments to the internal layout. Apart from the western bay, the external footprint would be the same as the previous approval. The new roof would be similar in appearance to the original building but of a slightly greater height.

- 6.2.3 It was proposed that salvaged facing brick and traditional materials would be used to the external envelope to replicate the historic appearance of the former Greyhound building, whilst a restored glazed timber screen would be reinstated at ground floor to the east elevation of the building. The proposal also included the reuse of tiles from the former drinking corridor to an internal bay area.
- 6.2.4 The enlarged basement was considered to improve the viability and potential for a drinking establishment to operate as it would accommodate a kitchen, office and storage rooms, thereby maximising the usable floorspace for customers on the upper floors.
- 6.2.5 Officers considered that whilst the rebuilding of the Greyhound could not be expected to reproduce the historic character of its predecessor, the reconstruction of the building would serve to reinstate a significant local landmark feature and reference point to the area. The proposed works would contribute to a new Greyhound building befitting of the prominent location, whilst preserving and enhancing the Cobbs Corner Conservation Area. For these reasons, permission was recommended and authorised by the Council's Planning Committee, subject to appropriate conditions and agreement upon a Deed of Variation.

6.3 The rationale for agreeing that homes on the site could be let before completion of the full scheme

- 6.3.1 Conditions (21) and (22) of the 2010 consent required that details be submitted to and approved in writing by the local planning authority in respect of the rear tiled wall of the Greyhound Public House and the internal drinking corridor. Subsequently, they should be implemented prior to first occupation of the residential units. The conditions were as follows:

- (21) Details of the construction, including materials and exact design of the proposed rear tiled wall of the refurbished public house shall be submitted to and approved in writing by the local planning authority and the rear tiled wall shall be constructed in accordance with the approved details before any of the residential units hereby approved are occupied, unless the local planning authority has given written consent for any variation.
- (22) Details of a scheme for the reuse of the salvaged tiles from the former 'drinking corridor', including location and exact design, to be used in a location within the refurbished public house shall be submitted to and approved in writing by the local planning authority and the rear tiled wall shall be constructed in accordance with the approved details before any of the residential units hereby approved are occupied, unless the local planning authority has given written consent for any variation.

- 6.3.2 Following significant works on site including the substantial demolition of the Greyhound pub and completion of the housing element of the scheme, Purelake in July 2012 submitted a Section 96a non-material planning

application to the Council proposing an amendment to the wording of Conditions (21) and (22). The aim of this application was to avoid any potential delay in the hand-over to Hexagon Housing Association of the completed residential units. It was therefore proposed the two conditions should refer to first occupation of the commercial units, rather than the residential units as originally stated. This would still give the Council some form of control to encourage the scheme to be completed as envisaged.

- 6.3.3 As part of the discussions with the applicant, it was clear that Hexagon Housing Association had undertaken significant preparatory work during 2011 and 2012 to ensure that residents were ready to move into the building on its completion and these arrangements were at a late stage when the unlawful demolition works were undertaken to the Greyhound. It was also clear from site inspections that significant construction works were required to complete the Greyhound building.
- 6.3.4 Officers were aware that Hexagon Housing had tenants ready to occupy the 40 residential units and that any delay would result in a significant housing issue for the tenants concerned, Hexagon and the Council. The timely release of the units for tenants who required accommodation was the primary consideration in the application being granted permission. The application was subsequently approved under delegated powers in September 2012.
- 6.3.5 The new conditions still retained the requirement that details were submitted prior the occupation of the commercial units.. The new conditions read as follows:

21) Details of the construction, including materials and exact design of the proposed rear tiled wall of the refurbished public house shall be submitted to and approved in writing by the local planning authority, and the rear tiled wall shall be constructed in accordance with the approved details before any of the commercial units (A1/A3/A4) hereby approved are occupied.

22) Details of a scheme for the reuse of the salvaged tiles from the former 'drinking corridor', including location and exact design, to be used in a location within the refurbished public house shall be submitted to and approved in writing by the local planning authority, and shall be constructed in accordance with the approved details before any of the commercial units (A1/A3/A4) hereby approved are occupied.

6.4 Legal views on the options now available to the Council

- 6.4.1 In response to the significant delays encountered in redeveloping the Greyhound, and the signing by all interested parties regarding the Deed of Variation, the Council has now sought advice from Leading Counsel in relation to what options are available to progress matters.
- 6.4.2 Counsel advised that the provisions of the original S106 Agreement relating to the 2010 consent, namely the 'Restoration and Refurbishment Works' referred

to in the provisions of Schedule 10 are still capable of being enforced against the current owners of the relevant part of the land.

6.4.3 Schedule 10 of the Agreement places an obligation on the Owner of the land to 'construct and complete the Restoration and Refurbishment Works, in accordance with details to be approved by the Council.

6.4.4 'Restoration and Refurbishment Works' are defined as 'the works to the Greyhound Public House including the reinstatement of the former drinking corridor tiles within the building in a scheme to be agreed with the Council and the design and implementation of a new ceramic rear elevation to the building in accordance with the plans and Design & Access Statement submitted as part of the Application.'

6.4.5 The Council have written to the registered proprietors of the Greyhound site advising that due to the unsatisfactory state of the site, and the significant time that has passed without the Deed of Variation having been signed since the outcome reached at the April 2013 Committee, they are requested to provide officers with a detailed schedule setting out their proposals for compliance with the provisions of Schedule 10 of the S106 Agreement.

6.4.6 If such details are not submitted within an agreed timescale, the Council will seek to commence appropriate legal proceedings against the owners of the site to ensure compliance with the S106 Agreement.

6.5 A timeline and description of the Council's policies on public houses

6.5.1 The Planning Service first suggested a specific policy designed to protect local pubs, from a change of use, as part of the preparation of the Development Management Local Plan (DMLP). The DMLP, as with all statutory plans, has to be produced according to regulations. This involves public consultation at several stages including 'issues and options'; 'preferred options'; 'further options' and proposed 'submission document'.

6.5.2 The first draft policy on protecting local pubs was included at the 'further options' stage of preparing the DMLP. The Mayor approved the Further Options DMLP for public consultation at his meeting held on 14th November 2012 and Full council approved it at the meeting held on 28th November 2014. The public consultation on this document took place from 2nd December 2012 up to 31st January 2013.

6.5.3 The pubs policy was again included in the 'proposed submission' document which was recommended for submission to the Secretary of State for an independent examination by the Mayor at his meeting held on 22nd May 2013 and approved for submission by the Full Council on 26th June 2013. The submission plan was subject to statutory consultation for six weeks and the representations made were summarised and submitted to the Secretary of State on 15th November 2013. The Public Examination was held on 26th February 2014 and the Inspector Report received on 23rd July 2014. The Mayor received a report recommending adoption at his meeting held on 3rd

September 2014 and as required by regulations it is due to go to the full Council meeting on 26th November for formal adoption.

- 6.5.4 When adopted by resolution of the Full Council the DMLP will become part of the development plan for the borough and then full weight can be given to its policies in the decision making process. The National Planning Policy Framework (NPPF) states that 'decision takers may also give weight to relevant policies in emerging plans according to the stage of preparation of the emerging plan (the more advanced the preparation, the greater the weight that may be given)'.
- 6.5.5 The Council policy on pubs did not change from the Further Options version to that contained in the adoption version which is set out below:

Pubs policy for Adoption DMLP: DM Policy 20 Public houses

1. The Council will only permit the change of use or redevelopment of a public house (A4) after an assessment of the following:
 - a. a viability report that demonstrates to the Council's satisfaction that the public house is no longer economically viable, including the length of time the public house has been vacant, evidenced by the applicant of active and appropriate marketing for a constant period of at least 36 months at the existing use value
 - b. the role the public house plays in the provision of space for community groups to meet and whether the loss of such space would contribute to a shortfall in local provision, including evidence that the premises have been offered to use or to hire at a reasonable charge to community or voluntary organisations over a 12 month period and there is no longer a demand for such use
 - c. the design, character and heritage value of the public house and the significance of the contribution that it makes to the streetscape and local distinctiveness, and where appropriate historic environment, and the impact the proposal will have on its significance
 - d. the ability and appropriateness of the building and site to accommodate an alternative use or uses without the need for demolition or alterations that may detract from the character and appearance of the building.
2. Where the evidence demonstrates to the Council's satisfaction that a public house is not economically viable, but where the building is assessed as making a significant contribution to the local townscape and streetscape, or is assessed as making a positive contribution to the historic environment, the Council will require the building to be retained, and for the ground floor to remain in use for a range of non-residential uses, including D1, as appropriate.

3. The proposed change of use of a public house for residential use will only be acceptable where:
 - a. the proposal has been assessed against parts 1c and 1d of this policy and the impact of the proposal on these features; and
 - b. where the Council is satisfied that residential use is acceptable, the accommodation to be provided is to be of the highest quality and meet the requirements outlined in DM Policy 32 (Housing design, layout and space standards).

7. Legal Implications

- 7.1 The legal advice received from leading counsel is summarised in paragraph 6.4 of this report.
- 7.2 The Local Authorities (Functions and Responsibilities)(England) Regulations 2000 specifies those functions that are not to be the responsibility of an authority's executive. This includes the function of determining whether, and in what manner, to enforce—
 - (a) any failure to comply with an approval, consent, licence, permission or registration granted as mentioned in paragraph (2)(a);
 - (b) any failure to comply with a condition, limitation or term to which any such approval, consent, licence, permission or registration is subject; or
 - (c) any other contravention in relation to a matter with regard to which the function of determining an application for approval, consent, licence, permission or registration would not be the responsibility of an executive of the authority,

Paragraph (2) (a) of those regulations includes the functions of imposing any condition, limitation or other restriction on an approval, consent, licence, permission or registration granted in the exercise of a function specified in [column \(1\) of Schedule 1](#). Schedule 1 encompasses the functions relating to town and country planning and development control and in particular the powers in relation to agreements under S106 and enforcement provisions.

- 7.3 Therefore whilst the Sydenham Local Assembly is permitted to refer this matter to the Mayor. The Mayor may only note the information contained within the report. Any decisions relating to the issues contained within this report, including any potential legal proceedings can only be taken by Council, its Planning Committees or officers with the relevant delegated authority.
- 7.4 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

7.4.1 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

7.4.2 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

7.4.3 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

7.4.4 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

7.4.5 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:

<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

8. Financial Implications

- 8.1 There are no specific financial implications arising from this report although there are costs being incurred by the Council in terms of officer time and external legal opinions on the matters raised, however these are currently being contained within existing budgets. These costs and any future costs arising may need to be considered in light of any enforcement action should it be required.

9. Crime and disorder implications

- 9.1 There are no specific crime and disorder implications in this case.

10. Equalities implications

- 10.1 *Shaping our future*, Lewisham's Sustainable Community Strategy for 2008-2020, sets out a vision for Lewisham;-

“Together we will make Lewisham the best place in London to live work and learn.”

This is underpinned by hard-edged principles for:

- **reducing inequality** – narrowing the gap in outcomes for citizens
 - **delivering together efficiently, effectively and equitably** - ensuring that all citizens have appropriate access to and choice of high quality local services
- 10.2. The Council's Comprehensive Equality Scheme for 2012-16 provides an overarching framework and focus for the Council's work on equalities to support the Sustainable Community Strategy and to ensure compliance with the Equality Act 2010.
- 10.3 A full Equality Analysis Assessment (EAA) (previously known as Equality Impact Assessment) was carried out for the policies in the Council's Core Strategy in February 2009. The overall assessment was that the policies in the Core Strategy would not discriminate and that most policies have a positive impact. Three potential adverse impacts were identified: protection of employment land; designation of mixed use employment locations; and concerns of community groups about the amount of new housing development putting undue stress on the existing network of facilities (shops, transport, health facilities, community facilities and other services) particularly in the Deptford/New Cross area.
- 10.4 The Site Allocations DPD followed on from the Core Strategy and identifies sites, usually 0.25 hectares and above which area likely to be developed during the lifetime of the LDF (2011 – 2026). The Core Strategy sets out the policy context and principles for the development of the allocated sites.

- 10.5 An EAA of the Site Allocations DPD was undertaken in 2011 to identify the positive and negative impacts of the Core Strategy DPD and as a consequence the Site Allocations DPD, on three protected characteristics that were not included in the earlier EIA as it pre-dated the Equality Act 2010. This EAA also provided an update on the Core Strategy EIA.
- 10.6 The Development Management Local Plan proposes specific objectives and policies to help ensure that new development complies with inclusive design principles to ensure that the town centres are safe, attractive and inclusive places. Planning applications for development will need to demonstrate how proposals meet these objectives and policies. The DMLP was the subject of an EAA in 2012.
- 10.7 *Shaping our future*, Lewisham's Sustainable Community Strategy for 2008-2020, sets out a vision for Lewisham;-

“Together we will make Lewisham the best place in London to live work and learn.”

This is underpinned by hard-edged principles for:

- **reducing inequality** – narrowing the gap in outcomes for citizens
- **delivering together efficiently, effectively and equitably** - ensuring that all citizens have appropriate access to and choice of high quality local services

- 10.8 The Council's Comprehensive Equality Scheme for 2012-16 provides an overarching framework and focus for the Council's work on equalities to support the Sustainable Community Strategy and to ensure compliance with the Equality Act 2010.

11. Environmental implications

- 11.1 There are no specific environmental implications from this report.

12. Conclusion

- 12.1 The Greyhound site has remained in a poor condition since the stalling of development in 2013, which has resulted in an adverse and unacceptable impact upon the character of the Cobbs Corner Conservation Area and the streetscene generally.
- 12.2 The current impasse with regard to the completion of the Deed of Variation has prevented the commencement of building works in connection with the 2012 planning application. Despite the undertaking of negotiations between officers and interested parties, this matter has not progressed, and the condition of the site continues to deteriorate. It is therefore appropriate that

the Council commences appropriate legal proceedings against the proprietors of the site to ensure compliance with the S106 Agreement that seeks the restoration and refurbishment of the Greyhound building.

Background documents

Short Title Document	Date	File Location	File Reference	Contact Officer	Exempt
Development Management Local Plan	2014	Laurence House	Planning Policy	Brian Regan	No

If you have any queries on this report, please contact Gavin Cooper, Development Management, 3rd floor Laurence House, 1 Catford Road, Catford SE6 4RU – telephone 020 8314 8774.

Chief Officer Confirmation of Report Submission			
Cabinet Member Confirmation of Briefing			
Report for:	Mayor	<input type="checkbox"/>	
	Mayor and Cabinet	<input checked="" type="checkbox"/>	
	Mayor and Cabinet (Contracts)	<input type="checkbox"/>	
	Executive Director	<input type="checkbox"/>	
Information	<input type="checkbox"/>	Part 1	<input checked="" type="checkbox"/>
		Part 2	<input type="checkbox"/>
		Key Decision	<input type="checkbox"/>

Date of Meeting	22 nd October 2014
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Title of Report	The enlargement of Holbeach Primary School: Nursery provision and play space arrangements
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Originator of Report	Chris Threlfall	Ext. 49971
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	√	
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		X
Environmental Implications	√	
Equality Implications/Impact Assessment (as appropriate)	√	
Confirmed Adherence to Budget & Policy Framework		X
Risk Assessment Comments (as appropriate)		X
Reason for Urgency (as appropriate)		X

Signed: _____ Executive Member



Date: 9.10.14

Signed: _____ Executive Director



Date: 9.10.14

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

MAYOR AND CABINET			
Report Title	The enlargement of Holbeach Primary School: Nursery provision and play space arrangements		
Key Decision	No	Item No.	
Ward			
Contributors	Executive Director for Children and Young People Executive Director Resources and Regeneration Head of Law		
Class	Part 1	Date:	22 October 2014

1. Summary

- 1.1 This report sets out the work undertaken to agree the provision to be made at Holbeach Primary school for nursery pupils and to maximise the play space to be provided once the school is enlarged to 3 forms of entry in September 2015.

2. Purpose

- 2.1 This report fulfils the Mayor's request for a further report confirming nursery provision and play space arrangements.

3. Recommendation

- 3.1 The Mayor and Cabinet are recommended to note the report.

4. Policy Context

- 4.1 The proposals within this report are consistent with 'Shaping Our Future: Lewisham's Sustainable Community Strategy' and the Council's corporate priorities. In particular, they relate to the Council's priorities regarding young people's achievement and involvement, including inspiring and supporting young people to achieve their potential, the protection of children and young people and ensuring efficiency, effectiveness and equity in the delivery of excellent services to meet the needs of the community.
- 4.2 The Local Authority has a duty to ensure the provision of sufficient places for pupils of statutory age and, within financial constraints, accommodation that is both suitable and in good condition.
- 4.3 In aiming to improve on the provision of facilities for primary education in Lewisham which are appropriate for the 21st century, the implementation of a successful primary places strategy will contribute to the delivery of the

corporate priority Young people's achievement and involvement: raising educational attainment and improving facilities for young people through partnership working.

- 4.4 It supports the delivery of Lewisham's Children & Young People's Plan (CYPP), which sets out the Council's vision for improving outcomes for all children and young people, and in so doing reducing the achievement gap between our most disadvantaged pupils and their peers. It also articulates the objective of improving outcomes for children with identified SEN and disabilities by ensuring that their needs are met.

5. Background

- 5.1. Holbeach Primary School is a 2FE primary school located in Primary Place Planning Locality 3 (Central Lewisham, Brockley & Telegraph Hill) .It was one of the first schools to admit additional pupils, offering 90 Reception places in 2008 and 2009. Demand has continued to rise in the area and consequently a consultation was held in autumn 2013 and spring 2014 on a proposal to enlarge the school to 3FE.
- 5.2 At the meeting of Mayor & Cabinet held April 9th 2014, the Mayor agreed the proposal to enlarge Holbeach Primary School from 2 to 3 forms of entry with effect from September 2015 and requested a further report be received confirming nursery provision and play space arrangements.
- 5.3 Following the Mayor's decision, a further series of workshops was arranged to finalise the design proposals. The school was represented by the Governors, the Executive Headteacher and the Head of School. The meetings were chaired by the Head of Education Infrastructure and were supported by the scheme architects and project manager.
- 5.4 A number of options were discussed and developed in the course of those meetings.
- 5.5 Pre-Application meetings have been held with planning officers including the conservation officer, who has also been the point of contact with English Heritage.
- 5.6 The discussions centred around ways of maintaining nursery provision, maximising play space and developing an appropriate landscaping scheme.
- 5.7 After consideration of options to retain the nursery on site, it was agreed that this would mean that the site was over-developed and would have an impact on the amount of play space available.
- 5.8 It was agreed that the nursery should be re-located to the Early Years centre at Ladywell where space and improved facilities are available. The nursery moved in the summer holidays after a short programme of re-decoration and refurbishment. It is proposed that the nursery should stay at this location until the space proposed as part of the development of the Catford Dog Stadium is handed over.

- 5.9 The proposals agreed by Governors for the development of the school to 3 forms of entry include 2 play decks, on top of the Early Years building and on top of the dining hall. These proposals have been discussed with Planners who have paid particular attention to sight lines and privacy.
- 5.10 The landscaping has been carefully designed to create a variety of spaces for active and quieter play. Planting schemes have been designed to increase bio-diversity but to be low maintenance. All proposals have been discussed and agreed with Governors.
- 5.11 A pre-application consultation meeting was held at the school to which residents in the consultation area and parents were invited. The proposals were generally well received.
- 5.12 A Planning Application number DC/14/89225 has been submitted which requests permission for the following work:
- "Expansion of Holbeach Primary School, Doggett Road, SE6 comprising the demolition of existing single storey extensions and internal alteration and refurbishment of the main school building; erection of single storey extension with rooftop play deck to northern elevation; erection of single storey classroom building with rooftop play space; re-configuration of accesses including new main entrance from Nelgarde Road; and associated landscape and external works."
- 5.13 The planning determination period is 8 weeks and will include further consultation with nearby residents.
- 5.14 Governors will continue to be involved in the process through tender interviews. There will also need to be joint planning to ensure that the school is able to function satisfactorily during the anticipated period of intensive development.
- 5.15 The Governing Body discuss the programme at their meetings and have recently raised a number of queries about the timeline and scope of the programme. These are currently being addressed by the Project Manager and the Employer's Agent.
6. Financial implications
- 6.1 There are no direct financial implications arising from this report
- 6.2 Revenue Financial Implications
All revenue costs from the expanded school will be met from the resources of the Dedicated Schools Grant.
7. Legal Implications
- 7.1 Section 14 of the Education Act 1996 places a general duty on local authorities to ensure that there are sufficient schools to provide primary and secondary school education. The Act also gives powers to local

authorities alter school premises including nursery facilities and making improvements, extensions or additions to the premises.

7.2 There are no direct legal implications arising out of this Report.

8. Crime and Disorder Implications

8.1 There are no Crime and Disorder Implications arising from this report

9. Equalities Implications

9.1 This report supports the delivery of the Council's Equalities programme by ensuring that all children whose parents/carers require a place in a Lewisham school will be able to access one. An Equalities Impact Assessment was prepared in support of the proposal to enlarge Holbeach School and the relocation of the nursery class off site at the Ladywell Early Years Centre.

10. Environmental Implications

10.1 Every effort will be made to enhance rather than detract from school environments in the solutions to providing additional primary places.

11. Conclusion

11.1 This report summarises the stages which have led to the development of a proposal for the enlargement of Holbeach Primary School in line with the Mayor's commitment. The proposals have been agreed by the Governing Body. Families and residents have had an opportunity to comment before the submission of the Planning Application. There will be further consultation during the determination period.

Background Documents

Children and Young People Select Committee January, 2014

<http://councilmeetings.lewisham.gov.uk/documents/s26896/06PrimaryAndSecondarySchoolPlacesPlanning29012014.pdf>

Mayor & Cabinet April 9 2014 (including Equalities Impact Assessment)

<http://councilmeetings.lewisham.gov.uk/ieListDocuments.aspx?CId=139&MId=2855&Ver=4>

If there are any queries arising from this report, please contact
Margaret Brightman 0208 3148034

Agenda Item 7

Chief Officer Confirmation of Report Submission		<input type="checkbox"/>
Cabinet Member Confirmation of Briefing		<input checked="" type="checkbox"/>
Report for: Mayor		<input type="checkbox"/>
Mayor and Cabinet		<input checked="" type="checkbox"/>
Mayor and Cabinet (Contracts)		<input type="checkbox"/>
Executive Director		<input type="checkbox"/>
Information <input type="checkbox"/>	Part 1 <input checked="" type="checkbox"/>	Part 2 <input type="checkbox"/>
		Key Decision <input checked="" type="checkbox"/>

Date of Meeting	22 nd October 2014
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Title of Report	Mayor of London's 'London Infrastructure Plan 2050' Consultation Response
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Originator of Report	Brian Regan	Ext.	48774
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	✓	
Legal Comments from the Head of Law	✓	
Crime & Disorder Implications	✓	
Environmental Implications	✓	
Equality Implications/Impact Assessment (as appropriate)	✓	
Confirmed Adherence to Budget & Policy Framework	✓	
Risk Assessment Comments (as appropriate)	N/A	
Reason for Urgency (as appropriate)	N/A	

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 14/10/14

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

Mayor and Cabinet		
Report Title	Mayor of London's 'London Infrastructure Plan 2050' Consultation Response	
Key Decision	Yes	Item No.
Ward	All	
Contributors	Executive Directors of Resources and Regeneration and Customer Services	
Class	Part 1	Date: 22 October 2014

1. Summary

- 1.1 The Mayor of London is consulting on London's Infrastructure needs over the period to 2050. This is the first time anyone has tried to identify and cost the infrastructure needed to maintain London as a leading world City. This is an ambitious undertaking and a great many questions remain unanswered. However, the plan should be seen as a start on a difficult journey and not the end. As well as identifying infrastructure projects new arrangements for delivery are suggested. Many of these will require legislative as well as cultural changes for delivery.
- 1.2 The report summarises some of the infrastructure needed as grouped under the headings of: transport; green infrastructure; digital connectivity; affordable energy and water and waste. This list does not include social infrastructure such as health and this will need to be considered in the future.

2. Purpose

- 2.1 The Mayor of London has published a consultation document entitled 'London Infrastructure Plan 2050'. This report provides a summary of the content, sets out some of the implications for Lewisham and provides a response to the consultation.
- 2.2 This current report also seeks to provide an answer to the questions posed by the Mayor of London as part of the consultation. These are set out in appendix 1 to this report.

3. Recommendations

- 3.1 The Mayor is recommended to send the contents of this report to the Mayor of London as the official response to the consultation.
- 3.2 The Mayor is recommended to delegate authority to the Executive Director for Resources and Regeneration to make final changes to the consultation response prior to the closing date of 31st October 2014.

4. Policy Context

4.1 The Mayor of London has certain statutory functions including to produce a spatial strategy for London that he calls the London Plan. There have been various versions of the London Plan but none have ever been accompanied by a document that sets out the infrastructure needed in the future to deliver the spatial strategy. The London Infrastructure Plan 2050 (LIP 2050) is the first ever strategic attempt to state exactly what infrastructure London needs, roughly how much it will cost and how it can be delivered.

5. Background

5.1 The LIP 2050 consultation period ends 31st October 2014. The aim of the LIP 2050 is to better prepare for London's population growth which is based on the assumption that the population of London will grow by 3.1 million people between 2011 and 2050.

5.2 The LIP 2050 is structured as follows: It is divided into 7 sections. Section A (chapters 1-5) sets the context and provides the population growth assumptions. Section B (chapters 6-8) deals with the impact of technology. Section C (chapters 9-13) deals with the factors necessary to deliver the infrastructure including political and regulatory changes. Section D (chapters 14-19) sets out the strategic infrastructure needed, including chapters on transport, green infrastructure, digital connectivity, affordably and sustainable energy supply, water and waste. Section E (chapters 20-21) deals with the spatial pattern of growth across the city and the impact on the wider south east. Section F (chapters 22-24) sets out estimates of the cost, the funding gap and options for finding the money needed. Section G (chapters 25-26) sets out the consultation questions and next steps.

5.3 The LIP 2050 sets out a range of measures to meet demand across each of the infrastructure types listed in Section D. However, the plans for transport are the most comprehensive and include key projects and proposals, while those for other forms of infrastructure focus more on the approach to infrastructure planning.

5.4 The LIP 2050 definition of infrastructure is broad but does not include some key social infrastructure such as health, housing, schools, or cultural infrastructure. If London is to be a sustainable City social infrastructure needs to also be considered. The omission of social infrastructure from the Plan is considered a serious weakness and should be addressed in future updates as a matter of urgency.

6. Summary of Infrastructure Proposals

6.1 Transport

6.1.1 The LIP 2050 sets out three overarching objectives for long-term strategic transport investments for the capital, to:

1. support London and the UK's economy
2. serve a growing population
3. make London more liveable.

1 Support London and the UK's economy

- 6.1.2 The LIP 2050 identifies a range of rail and road-based measures which will support London and the UK's economy. The rail measures focus on providing high-capacity radial public transport, such as Crossrail and the Bakerloo Line Extension, and calls for a modernisation of the existing tube and rail network, as well as main interchange stations.
- 6.1.3 LB Lewisham would welcome such measures, and it is particularly encouraging to see the strong references to the **Bakerloo Line Extension**, which will transform the connectivity of this area of South London. LB Lewisham will be providing a full and detailed response to TfL's forthcoming public consultation with its support for the proposals. Given the criticality of the proposal to sustaining future growth in south east London, every effort should be made to bring forward the delivery of the project to the earliest possible date, targeting 2030 rather than the 2040s.
- 6.1.4 There are a broad range of road-based measures proposed in the plan. This includes improvements in traffic signal technology and predictive traffic management which together with a re-design of London's major junctions and pinchpoints, would tackle **congestion**. LB Lewisham would encourage this kind of investment and, through the Road's Task Force, has identified opportunities for improvement of TfL's network in the borough.
- 6.1.5 There is also a proposal to enhance the **bus network**, including increased priority, new links to growth areas, and expanded capacity to serve the growing population. LB Lewisham would welcome further investment in bus services, but in addition to serving growth areas, would urge a renewed focus on those areas that still suffer from poor levels of accessibility, such as in the south of the borough. Areas such as Downham and Whitefoot are poorly served by buses, and attempts to extend services such as the 225 have not been brought forward. LB Lewisham would also encourage increased investment in the bus fleet, and would stress the importance of a higher proportion of modern hybrid buses at similar levels as in central London, to improve air quality.
- 6.1.6 The plan recommends a series of new **river crossings** in East London (in addition to the proposed Silvertown tunnel) to overcome the major barrier effect of the Thames. This is the subject of another TfL consultation and the Council will be responding in support of the principle of increasing capacity across the river to unlock economic potential in south-east London.
- 6.1.7 One of the more eye-catching proposals is a **new inner orbital tolled road tunnel** that would reduce congestion and improve the environment in central London. It should be noted that this refers to the city centre and is not a proposal for the South Circular. The plan also proposes a new world class four-runway **hub airport to the east of London**. However, the government's Airports Commission recently announced that the Thames Estuary Airport had been ruled out. LB Lewisham has significant concerns about the environmental impact of expansion at Heathrow, and the direction is unclear on a new airport, which would have required a great deal of further

investigation of the opportunities and risks for the borough and the wider sub-region.

2 Serve a growing population

- 6.1.8 The LIP 2050 identifies a range of interventions aimed at addressing the predicted growth in the capital's population, and providing the transport infrastructure needed to support areas of intensified development.
- 6.1.9 Extensions to the existing rail network would provide connections to areas with major development potential. Again the plan highlights the potential of the **Bakerloo Line Extension** which could support the regeneration of areas such as Old Kent Road, New Cross, Lewisham, Catford and other locations on the existing Hayes rail line, as well as supporting development in Outer London locations. As part of LB Lewisham's response to TfL's forthcoming consultation on the extension, the Council will be commenting on the resulting development opportunities in the borough.
- 6.1.10 The proposal for new and improved stations to act as **focal points for development** is of interest to LB Lewisham. The stations in Lewisham and Catford have a variety of design and functionality issues and fail to enhance the public realm in the town centres. The opportunity to remodel these stations, potentially as part of a Bakerloo Line Extension, is something that will be considered as part of our response to the consultation.
- 6.1.11 Following the success of London Overground, **further devolution of suburban rail routes into London** is recommended to improve services and fully integrate journey planning and ticketing systems. LB Lewisham has benefitted from the East London Line and would be supportive of proposals for further devolution, in particular an extension of the London Overground from New Cross to Bromley via Hither Green.
- 6.1.12 For those lines which are retained as National Rail, a **South London Metro** service is proposed to ensure that no area of London is without fast, frequent and high quality metro-style services. By 2030, around three quarters of rail stations in the capital should offer a service running at least every ten minutes during peak hours. This would be greatly welcomed, especially where current frequencies are very poor, such as the Catford Loop Line, or where capacities are inadequate particularly in the peak periods.
- 6.1.13 The Catford Loop line does not have sufficient frequency of trains, sufficient carriage length of trains and the rolling stock is poor. Plans to improve this service should be prioritised, and direct services to St Pancras should be extended to weekends. The increased service and train capacities are necessary both now and to future-proof the service as the population and demand increases. It is extremely disappointing that the recent Thameslink re-franchise is set to fail to deliver this much needed frequency improvement on this under-utilised infrastructure and the Council would recommend an urgent re-consideration.

6.1.14 However, the general improved level of service envisaged by a South London Metro is compatible with the Bakerloo Line Extension, which would unlock capacity on the rail network.

6.1.15 In order to support the densification of existing suburbs, **enhancements in public transport accessibility** would be proposed alongside the embedding of more sustainable travel options such as **cycling and walking**. The kind of enhancements required would include further bus priority and capacity (much needed in the south of Lewisham), a major expansion of Dutch-style cycling and walking infrastructure (LB Lewisham would welcome further roll-out of TfL funded Cycling Quietways) and capacity enhancements to existing rail services such as an upgrade of the Overground to six cars (much needed on the East London Line). The suggestion of additional orbital rail connections in outer London, where feasible, is a topic on which we would welcome further discussion.

6.1.16 In order to support more intense **development in town centres**, the report proposes a programme of targeted investments to help town centres adapt to their changing role as locations for city living, including improved stations, gyratory removal, improved public spaces and high streets. Further to the regeneration of Lewisham Town Centre and major transport scheme in Deptford High Street, this is likely to include a review of the south circular in Catford, which TfL are currently reviewing, in consultation with the Council.

3 Make London more liveable

6.1.17 The LIP 2050 also aims to improve quality of life for residents and visitors to London through a range of measures including:

- enhanced **accessibility programmes** to meet the needs of older and younger people, with two thirds of public transport journeys to be step free by 2050. . LB Lewisham would urge that every opportunity is taken to stretch the target so that all journeys are step-free before 2050.
- a comprehensive **network of cycle routes** for all types of journey and cyclist, including 200 kilometres of new Dutch-style cycle highways
- A pollution-free transport system, including an **Ultra-Low Emission Zone** supported by incentives for the uptake of ultra-low emission vehicles, based on electricity, hydrogen and other technologies. LB Lewisham would encourage discussions about a wider zone across the London area.
- **'Minimal impact freight'**, including out of hours, consolidation, last mile bike freight and zero-emission vehicles as the norm.

6.1.18 And finally, the LIP 2050 targets at least **an 80% reduction in fatal and serious accidents** on London's road network by 2040, moving towards the elimination of all such accidents. LB Lewisham is supportive of all these proposals.

6.2 Green Infrastructure

6.2.1 The Plan highlights the importance of green infrastructure in making London a 'liveable' city and proposes that it could be better planned, designed and managed to deliver benefits beyond leisure and recreation including mitigating flooding, improving air quality and cooling the urban environment.

- 6.2.2 It sets out the importance of access for Londoners to high-quality green spaces even as the city increases in density in the future. To keep pace with the projected population increase, the equivalent of an additional 9000 ha of accessible green space will need to be created to meet existing standards.
- 6.2.3 The plan argues for better co-ordination and use of green space, with the Mayor of London establishing a Green Infrastructure Task Force to consider new options for governance and funding for green spaces in London. This could have significant implications for London boroughs, given they are major funders and managers of green space. Further details regarding the potential membership and terms of reference is needed and serious consideration needs to be given to the impact of funding pressures on Lewisham's budget.
- 6.2.4 In line with these principles, Lewisham has undertaken a significant amount of work already, including working with other boroughs over many years on the south-east London Green Chain, working with the Environment Agency on Waterlink Way, and working on the North Lewisham Links programme of work to enhance open spaces and connectivity for walking and cycling.

6.3 Digital connectivity

- 6.3.1 The plan states that broadband is now considered a 'fourth utility' and is vital for London's economic competitiveness. However, parts of London still have no or poor internet connectivity. The Plan suggests the following to improve digital connectivity in London:
- establishing a Connectivity Advisory Group to oversee city-wide mapping of high-speed connectivity, and identify ways to improve connectivity in the short term
 - improving the regulatory environment around communications, including bringing planning applications for communications infrastructure within the Mayor's strategic responsibility and encouraging London boroughs to have planning rules that support improving connectivity.
- 6.3.2 Lewisham supports the priority given to digital connectivity and the establishment of a Connectivity Advisory Group to oversee the city-wide mapping of high speed connectivity. A world class city needs world class connectivity; the Mayor of London should lobby for this and should provide financial support if necessary to ensure top speed access.
- 6.3.3 As a borough with a large number of micro-enterprises, improving digital connectivity and access will facilitate an expanded market place for these groups and in turn help strengthen the local economy.
- 6.3.4 The Mayor should push to ensure that Broadband providers and other infrastructure providers work more closely together and regulations should be changed to make it easier for people to change broadband provider. Our railway infrastructure is an important element of this and we believe that free broadband should be provided on all railway services and built into the franchise agreements.

- 6.3.5 While supporting the improvement in speed of digital connectivity, this must be coupled with an acknowledgement that certain groups are currently more likely to be digitally excluded, this includes elderly residents and those from lower incomes.¹ While the level of digital exclusion is reducing over time, any improvements must recognise this exclusion and mitigating actions put in place. In helping to reduce this exclusion and achieve universal digital connectivity the plan should recognise the role of the voluntary and community sector in supporting many digitally excluded citizens.
- 6.3.6 The Mayor of London should also push all providers to work together to provide proper access for those potentially digitally excluded through poverty with the security built in to ensure that the people who use it are identifiable. In addition all people being able to access digital service should be a priority and should be considered as part of new developments, with roll out to properties not just areas.
- 6.3.7 The Council recognises the importance of Open Data and the London Data Store for bringing together information that can help to shape the delivery of public and voluntary sector services. Alongside the range of data an equal emphasis must be placed on how this information is presented. The use of new technologies such as geomapping and data visualisation tools to present information should be promoted to ensure data is easily accessible to a wide audience.
- 6.3.8 While the Council appreciates the need to keep pace with technological advances, there must be recognition that there are significant cost implications and that role of Local Authorities in this development will be impacted by current reductions in funding. If high speed broadband is to be considered as a 'fourth utility' then VAT should also be added to the cost.

6.5 Resilient, secure water

- 6.5.1 Demand for water in London is predicted to exceed supply by 2016. The plan aims to improve the security and sustainability of London's water supply by investing in new technologies to use existing water more efficiently and reduce leakage, and by encouraging longer term investment by water companies. The Mayor of London will lobby to make 25 year plans for wastewater and drainage a legal requirement for Thames Water and ensure that London receives a (risk based) 'share' of the national flood budget to reduce flood risk.
- 6.5.2 The Plan sets out a number of actions that need to be taken by water companies and central government as well as by the GLA:
- improving the water efficiency of existing developments
 - incentivising people to become more water efficient through the use of tariffs and measures
 - encouraging leakage detection and fixing/developing a sustainable drainage action plan

¹ National Statistics – Office of National Statistics, Internet Access Quarterly Update.

- working with water companies to encourage them to develop longer-term plans for the sustainable supply of water and also in relation to drainage
- 6.5.3 The plan proposes a sustainable drainage action plan for London and further information and clarity is required regarding its connection to existing proposals by the Drain London Board and the plans and responsibilities of individual boroughs.
- 6.6 Moving from waste to reuse**
- 6.6.1 The Mayor of London anticipates an increase in the reuse and recycling of materials, both domestically and in the economy. The plan sets out measures to encourage better resource management – in particular, encouraging the development of a ‘circular economy’ using London’s waste. A circular economy is described as being where goods are designed in order to be reused or recycled. This means that waste is designed out of products, which are made to be disassembled and reused with the minimum of effort and energy. It should be noted however, that this transition to a circular economy isn’t without risk and relies upon there being realistic markets for the materials collected for recycling. The LIP states that this will also require working with London waste authorities to introduce more consistent collection and recycling.
- 6.6.2 The LIP 2050 states that there is likely to be around 40 new facilities to help reuse and recycle materials, however the report does not detail the size, location, material streams needed or the cost of these facilities. Further information is required to comment on this. There is little information as to whether this is to target existing waste streams or be more ambitious and target newer waste streams and local schemes such as turning used cooking oil into biodiesel. The Plan makes no reference to Energy from Waste (EfW) and the role that that has to play in managing London’s growing waste nor the role that EfW can play in providing energy to homes and the potential for district heating.
- 6.6.3 The LIP 2050 states that improved waste collection is needed both under the current system and to support the circular economy. However, there are costs associated with provision of ‘additional’ services. Whilst a move to the circular economy is commendable, the approach needs to be clear as to the role that local authorities will play. Local authorities collect the waste / resource that householders, and in some instances businesses, throw away. There are costs to this and if local authorities are the ones collecting this resource, then the financial costs associated with the collection needs to be passed to local authorities. Lewisham has in the past looked, and continues to look at the feasibility of reuse projects and services. As of yet, whilst having numerous social and environmental benefits, the financial case has not stacked up.
- 6.6.4 Further, consideration will have to be given to the role of behaviour change and getting householders and businesses to alter habits and participate in services provided, but also with thinking about waste prevention. Many incentive schemes have been tried and tested with varying degrees of

success, but these are often costly and the cost often does not correspond with the often little gain.

6.6.5 For many years, the way that waste and recycling collection services have operated have been through identifying the needs of the householder at a local level. There are a number of factors that would need to be considered for a consistent pan-London approach including political will, financial constraints, existing contracts, collection and disposal infrastructure, socio-demographic considerations and governance. This has been looked at and debated in the past, and there is no concrete evidence that a pan-London approach would actually achieve higher recycling and composting rates. That is not to say that there are no opportunities for providing cross borough services, and Lewisham for example, has led on the procurement of textile recycling at bring banks for 11 London authorities.

7. Governance arrangements, finance & other issues

7.1 The LIP2050 report states the Mayor of London will establish a 'London Infrastructure Delivery Board' composed of senior representatives from all the main infrastructure providers. There is very little detail in the report on the status, role or function of this board.

7.2 London Councils in their response to the consultation have asked that the London Boroughs are appropriately represented on the Board, reflecting their position in London government. They raise the issue of how the proposed board will fit alongside related forums such as the Homes for London Board and the London Waste and Recycling Board and others and how any disputes might be addressed. They also raise the issue of delivery requiring the proposed board to sit alongside arrangements for devolved decisions to be made by boroughs and groups of boroughs. Finally they ask for serious consideration to be given to establishing the Board on a statutory basis. It is recommended that the Mayor of Lewisham support London Councils on these issues.

7.3 The estimated cost of delivery of the infrastructure needs are £1.3 trillion between 2016 and 2050. This figure includes capital costs as well as maintenance cost. Assuming that existing funding arrangements continue there is a projected £4.5 bn annual average funding gap for public sector funding. It is noted that the cost does include a substantial element related to housing and yet this does not appear in the main report. The LIP 2050 therefore argues that to meet London's infrastructure needs funding arrangements will need to change. The Plan suggests:

- Fiscal devolutions set out in the London finance Commission, including retaining business rates and some property taxes;
- Greater use of private sector sponsorship and institutional investors;
- Change arrangements so some projects can sit outside the public sector's balance sheet and removal of borrowing caps;
- Exploring new sources of local funding including regional or London income tax and other taxes.

7.4 The LIP 2050 is an ambitious project that raises a number of important issues for the Capital. However, there is an issue about simply generating projects

rather than see how various infrastructure might work together. While the LIP 2050 stresses the importance of integrated delivery of infrastructure, the needs are still presented in silos with little reference between the different types of infrastructure. For example, the plan refers to how transport can open up opportunities for housing growth but there is limited discussion in the transport section on how this integrated approach might work. Various boards and governance structures are proposed without any detail of the remit, membership and responsibilities. Further detail is needed on all these issues.

8. Consultation Questions

- 8.1 As part of the consultation the Mayor of London has asked 26 questions. The Lewisham response to these is set out at appendix 1 to this report. Given the complex nature of supplying infrastructure and the lack of detail at this stage it is not always possible to give an answer to the consultation questions.

9. Comments from Overview and Scrutiny Committee

- 9.1 At their meeting held on 29th September 2014, the Overview and Scrutiny Committee, considered and discussed a report on the LIP 2050 consultation. The committee made a number of points and suggestions for inclusion in the report to Mayor and Cabinet. Officers have now included these comments in this report.

- 9.2 A summary of the main issues raised by Overview and Scrutiny Committee are set out below:

General

The lack of any detailed mention of social infrastructure such as schools and health facilities is a serious omission and should be corrected;

The governance arrangements for the Delivery Board need to be clearly set out and include Local authority involvement at every level;

Meaningful, detailed consultation with local people should take place at an appropriate early stage in the development of all infrastructure improvement projects;

Transport

Bakerloo Line Extension to Lewisham is very welcome but should be a priority and brought forward;

Catford Loop line does not have sufficient frequency of trains, sufficient carriage length of trains and the rolling stock is poor;

further detail should be sought on plan to extend a new rail route from Waterloo to Heathrow;

Step free access to stations needs to be a priority and brought forward in the plan;

SE London and south Lewisham in particular are poorly served by buses routes and this should be addressed in the plan;

There are too few hybrid buses in Lewisham;

Further information is needed about cycle route options.

Digital Connectivity

A world class city needs world class connectivity; the Mayor of London should lobby for this;

This section of the plan needs to also consider digital inclusion;
Broadband providers and other infrastructure providers need to work more closely together;
Free broadband should be provided on all railway services;
If high speed broadband is to be considered as a utility, then VAT should be added to the cost.

Energy, water & Waste

The fact that demand for water in London is set to outstrip supply in less than 2 years is extremely concerning. The Mayor London needs to do more to address this as an urgent priority;

Aged water and sewage infrastructure also needs to be replaced by Thames water as a matter of urgency;

Thames Water need to be forced to deal with leaks and infrastructure issues effectively;

Fuel poverty needs to be addressed;

More should be done to encourage local energy production.

10. Legal Implications

- 10.1 There are no specific legal implications arising from this report. The Mayor of London is suggesting a number of options for funding the infrastructure needs of London and many of these suggestions will require legal changes. If they are taken forward there will be consultation and the Council will be able to respond at the appropriate time.
- 10.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 10.3 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 10.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 10.5 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code

of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

10.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

10.7 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:

<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

11. Financial Implications

11.1 There are no specific financial implications arising from this report.

12 Crime and disorder implications

12.1 There are no specific crime and disorder implications from this report.

13. Equalities implications

13.1 This is a consultation about ensuring that London has the infrastructure it needs to remain one of the best cities in the world to live, work and do business.

13.2 *Shaping our future*, Lewisham’s Sustainable Community Strategy for 2008-2020, sets out a vision for Lewisham;-

“Together we will make Lewisham the best place in London to live work and learn.”

This is underpinned by hard-edged principles for:

- **reducing inequality** – narrowing the gap in outcomes for citizens

- **delivering together efficiently, effectively and equitably** - ensuring that all citizens have appropriate access to and choice of high quality local services

13.3 The Council's Comprehensive Equality Scheme for 2012-16 provides an overarching framework and focus for the Council's work on equalities to support the Sustainable Community Strategy and to ensure compliance with the Equality Act 2010.

14. Environmental implications

14.1 There are no specific environmental implications from this report.

15. Conclusion

15.1 The LIP 2050 is an ambitious plan that raises important questions for London's future. The scale of infrastructure need and the projected cost are at such a level that new governance arrangements will be required for successful implementation. The consultation is a start on the issues that need to be addressed and it is acknowledged that more work is required. Not least on the serious omission of social infrastructure from the Plan. The Mayor of Lewisham welcomes the plan as a start on a difficult journey and considers that the Mayor of London should continue to involve the London boroughs as the Plan develops.

Background documents

Short Title Document	Date	File Location	File Reference	Contact Officer	Exempt
London Infrastructure Plan 2050	2014	Laurence House	Planning Policy	Brian Regan	No

If you have any queries on this report, please contact Brian Regan, Planning Policy, 3rd floor Laurence House, 1 Catford Road, Catford SE6 4RU – telephone 020 8314 8774.

Appendix 1: Mayor of London's 'London Infrastructure Plan 2050' Consultation Questions

1. ***Do you agree with the need for an infrastructure plan for the capital? Do you support our approach? If not, why?***

Yes, a coordinated approach to the provision of infrastructure for London is needed.

2. ***Is any of the infrastructure identified unnecessary – if so why? What (if any) infrastructure do you think London will need in addition to what we have identified? Why?***

It is acknowledged that, given the uncertainty around health care provision, it is difficult to plan for future need. Whatever arises will require close working between the NHS, GLA and

local authorities and is of sufficient strategic importance to London to merit consideration as part of this Infrastructure Plan.

Delivering school places to meet demand is critical and should be addressed at a regional level, across London. It should form part of London's infrastructure planning.

The Plan should give more consideration to cultural infrastructure. Lewisham's budgets face significant financial pressure over the short to medium term, which impacts on the ability to invest locally, and cultural infrastructure alongside wider social infrastructure is an essential part of making a city liveable.

Additional and or replacement flood defence will be needed in the period up to 2050 and this issue should be addressed.

3. ***We have identified a significant funding gap with regard to the infrastructure that we think London will need. We have also set out a menu of options to help close the gap. Which of these should we pursue and why? Which not and why? Are there other options we haven't considered which you think need to be addressed?***

We note the menu of funding options set out in the consultation document and would welcome the use of any funding surplus arising after Crossrail 1 has been paid for. It should be noted however, that there is little detail in the plan on the role and function of the various boards proposed and the legislative changes needed to address the funding issue. More detail of the menu of options available is needed to ensure that local authorities are put in the best position possible to take a considered view. It should be noted that Lewisham along with London local authorities more generally, are facing significant budget pressures over the short to medium term. This is further compounded by the fact that local authorities are now placed in a position where there is a need to grow their local business infrastructure to support their funding positions going forward. It is important that the devolving of national taxes to the region or locally carefully considers equity issues. Local authorities like Lewisham which have a relatively low business rate base could be adversely affected.

4. ***Will the London Infrastructure Delivery Board be enough to ensure best-practice joined-up delivery of infrastructure in London? What more could the Mayor do?***

Further information is needed about the Board, particularly in terms of Borough's representation and how the Board will fit with other existing forums.

5. ***Where do you think London's growth would be best accommodated (please explain why)? Are there alternative spatial scenarios we need to analyse?***

The spatial strategy relies heavily on that proposed in the London Plan. While this may work for certain types of infrastructure it would not be suitable for all. For example, flood alleviation infrastructure needs to be located where it is needed and digital connectivity needs to consider the needs of the poor as well as that of business.

6. ***Do you agree that incentives on utility providers should be amended to enable investment costs for growth to be shared more widely? How practically can this be achieved? If not, why?***

Further explanatory detail is needed to understand the implications for moving risk from developers to local authorities in relation to the cost of new energy infrastructure.

7. ***Regarding technological change, do you agree with the proposed approach? What technological advances should London be taking account of or be leading?***

No comment at this stage

8. ***How can we change behaviours to reduce demand for key infrastructure? To what extent could demand side changes affect, for example, our energy needs or overcrowding on London's transport?***

Although reducing demand for energy is identified in the consultation there is little reference to the planning system and the potential role this has to play for new developments. In relation to existing properties there is a gap between ambitions for home retrofit and the resources to deliver and the proposals do not explain how this work is going to be resourced.

Specific questions:

Housing

9. *Do you have other suggestions for how we could more effectively unlock housing sites with the help of infrastructure?*

Housing is a good example of the need to consider social infrastructure in the Plan. Schools, health facilities and leisure facilities are all essential for a sustainable city and their omission from the Plan is a serious weakness.

Transport

10. *Are there any other strategic projects we have not considered?*

No comment at this stage

11. *Given funding constraints, what projects do you think we need to prioritise?*

The LIP 2050 is right to emphasise the importance of high-capacity, high-frequency radial links, and highlights the Bakerloo Line Extension as a leading option to deliver such enhancements. The BLE would provide a new strategic corridor from north-west to south-east London. This would also free up capacity on the rail network, and utilise the spare capacity on the existing section of the Bakerloo Line. This makes the BLE excellent value for money, and one of the most deliverable major rail schemes in London. LB Lewisham therefore strongly urges that the BLE is developed and delivered as one of the highest priority schemes.

12. *Which transport innovations do you think will have the most impact and why? How can we encourage their development?*

Electric vehicles offer great potential for improved air quality, reduced carbon emissions, and improved health. The development and implementation of charging points is a complex matter which requires a London-wide approach.

13. *How clear is our approach to tackling road congestion? How significant do you think promoting walking and cycling could be as part of the solution?*

Cycling and walking is absolutely essential to tackling road congestion, as well for as the many other positive outcomes for the environment and public realm. LB Lewisham supports the provision of well-considered purpose built cycle routes, particularly the wider roll-out of the Quietways model, which need to be well-designed and integrated with the public realm.

14. *What do you think of the vision for increasing step-free access on public transport?*

Step-free access must be an essential element of design and infrastructure planning. While it is understood that making two thirds of public transport journeys step-free is ambitious, LB Lewisham would urge that every opportunity is taken to stretch the target so that all journeys are step-free by 2050.

Green infrastructure

15. *Are there strategic green infrastructure objectives that should be prioritised? If so, are there any specific initiatives needed?*

No comment at this stage

16. *What are the key issues that the proposed Green Infrastructure Task Force need to consider?*

This could have significant implications for London boroughs, given they are major funders and managers of green space. Further details regarding the potential membership and terms of reference is needed and serious consideration needs to be given to the impact of funding pressures on Lewisham's budget.

Digital

17. *What else can we do to ensure we achieve universal digital connectivity?*

While supporting the improvement in speed of digital connectivity, this must be coupled with an acknowledgement that certain groups are currently more likely to be digitally excluded, this includes elderly residents and those from lower incomes. While the level of digital exclusion is reducing over time, any improvements must recognise this exclusion and mitigating actions put in place. In helping to reduce this exclusion and achieve universal digital connectivity the plan should recognise the role of the voluntary and community sector in supporting many digitally excluded citizens.

The Council recognises the importance of Open Data and the London Data Store for bringing together information that can help to shape the delivery of public and voluntary sector services. Alongside the range of data an equal emphasis must be placed on how this information is presented. The use of new technologies such as geomapping and data visualisation tools to present information should be promoted to ensure data is easily accessible to a wide audience.

While the Council appreciates the need to keep pace with technological advances, there must be recognition that there are significant cost implications and that role of Local Authorities in this development will be impacted by current reductions in funding.

18. *Are you able to suggest examples of alternative ways of providing digital connectivity to local areas with poor or no broadband provision?*

No comment at this stage

Energy

19. *Do you agree with our approach in stimulating locally produced energy? If not, why?*

Proposals to stimulate locally produced energy should be supported but more could be done, including better integration of housing and planning policies to reinforce energy generation and demand reduction objectives.

Lewisham's Housing Select Committee is to undertake a scrutiny review of communal heating in 2014/15. The outcome of this review will help shape the Council's approach to communal heating going forward.

In particular the GLA are well positioned to drive the development of higher energy efficiency standards across London. The latest definition of 'zero carbon' will see lower carbon reduction levels on-site than are currently being delivered so there is clearly scope for the standards to be met within technical and financial viability considerations. The development of 'Allowable Solutions' funding where sites cannot meet standard should be retained by the local authorities and used to support delivery of energy efficiency measures. In particular this has the potential to connect energy generation and supply at a local level.

In Lewisham almost all waste is disposed of through the facility at South East London Combined Heat and Power (SELCHP) helping to deliver energy and carbon benefits and significantly reducing the environmental impact of waste disposal. More focus should be made on use of waste for energy generation, including anaerobic digesters.

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significantly reducing the environmental impact of waste disposal. More focus should be made on use of waste for energy generation, including anaerobic digesters.

20. *What else should we consider to ensure London's energy supply is affordable, sustainable and secure?*

The proposals should state more clearly the inter-relationship between housing and energy infrastructure and the role of planning to deliver policy objectives. These issues need greater consistency in the way planning applications are dealt with on a local and regional basis. A strongly enforced policy would send a clear message to developers that they need to ensure policy compliance as a minimum for any proposals they are developing.

More detail is needed on proposals to deliver energy efficiency retrofitting measures across London on existing properties in both the residential and commercial sectors.

The Landlords Accreditation Scheme could be used to drive standards in the private rental sector and take up retrofit works.

There should be a stronger push for proven technologies such as solar photovoltaics that work well in urban built up areas like London. In particular area and stock-wide schemes should be supported where they create opportunities to support residents at risk of fuel poverty.

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Put in place 'green leases' for all rental properties the GLA and other organisations the Mayor has responsibility for such as TfL. This would be a way of encouraging organisations to reduce their energy demand and also send out a strong signal to the market in relation to the increasing importance of energy demand reduction and the role of tenants and landlords in delivering reductions in energy consumption.

Link together mitigation and adaptation work more cohesively throughout the document and plans. There is a concern that there is going to be an increased energy demand to cool buildings so they can adapt to increased temperatures as well as more energy for desalination processes to supply water at the same time as there will be pressure to reduce energy demand.

Lewisham council, along with a number of other local authorities and others have established highly effective delivery mechanisms for retrofit works. The GLA could assist this by pressing Government to address the current problems with energy obligations that are restricting funding particularly in relation to work for vulnerable residents at risk of fuel poverty. With the energy obligation contributing very little, the level of Government support on fuel poverty is insufficient.

Water

21. *Have we identified the correct water management challenges? How do you feel they rank against the other issues in the London Infrastructure Plan 2050?*

Lewisham has a number of areas which have been classified as facing a high flood risk and proposals to work with central government and water companies to address this are welcomed.

The water management issues that have been identified are correct, however we would suggest some others too, some of which have been picked up as challenges more generally elsewhere within the document:

- The issues around water management are not contained within geographical, sector or administrative boundaries. Many organisations are involved in addressing the challenges and responding when issues arise but this creates many gaps in cover and accountability
- Allied to the above, there is a lack of clarity in relation to roles and responsibilities – eg the role of local authorities as lead local authority for flood management has still not been fully clarified, particularly in relation to their role around SUDS
- A general lack of awareness of the issues and challenges London faces in relation to water management

Access to a safe and consistent supply of water and energy underpins all of the other elements of the Plan and these two items are closely linked, particularly in relation to mitigation and adaptation issues and should be considered of fundamental importance. In particular the threat of a lack of supply of water as demand exceeds supply should be given the strongest possible priority. More needs to be done to address this threat with resources identified to ensure Londoners continue to have access to water.

22. *How do you think water supply and demand should be balanced?*

- Increased water efficiency standards in new build properties
- Water efficiency ratings for properties with requirements to increase the water efficiency ratings
- Better value for money delivery by water companies to drive a higher level of upgrades and maintenance from the funding they already receive
- Year on year targets for water companies to reduce the amount of water lost through leakages in the supply system
- Smarter tariffs which incentivise water saving measures
- Integration of water saving measures into the specifications for home retrofit schemes

23. *Do you think enough is being done to protect London from flooding?*

No.

There is a need for a more visible priority given to flooding risk at the very highest levels in organisations at a regional and local level.

More action is needed in the following areas:

- Addressing climate change risks so as to reduce the likelihood of extreme weather events creating the circumstances for flooding to happen
- Assessing the impact of extreme weather events on critical infrastructure such as schools, hospitals etc and ensuring they are built and maintained so as to enable them to mitigate and adapt to risks
- Understanding vulnerability of different communities and targeting resources accordingly
- Higher water efficiency standards in new build properties – both in terms of water consumption and also SUDS
- Better understanding of the interaction between different stands– eg one way to address the gap between supply and demand is through the use of energy intensive water desalination which is counter-productive to mitigation measures in that sphere

Waste

24. *Do you think the name 'circular economy' is best to describe the approach or will it confuse consumers and businesses? Can you suggest other names?*

Circular Economy is an industry term, and may need to be adapted to enable consumers and businesses to understand its ideology. The authority cannot think of an alternative, and if it is

to be widely accepted maybe focus groups could be run to identify an appropriate name, or failing that, the Mayor should lead on a publicity campaign to aid the better understanding of the terminology to householders and businesses.

25. Do you agree with our proposed approach? If not, why?

The authority agrees with the proposed approach, however, there are a number of points that should also be considered.

Whilst waste and other materials have to be managed there should also be an emphasis on waste prevention, which sits at the top of the EU Waste Hierarchy, and is not mentioned as part of the approach taken. This should be the adopted approach along with the Circular Economy.

Further, for this approach to work, there needs to be leadership from a national as well as regional level. There has been a lack of leadership on waste issues recently from Defra, and the Mayor should call upon Government to review this decision. Given the involvement of the private sector to lead on this change, then it may be prudent to look at involvement from BIS as well as Defra.

Local authorities should also be considered as a key partner, as it is often left to local authorities to provide services to householders and in some case businesses, often with no additional funding or not a sufficient economic model to implement such schemes. Packaging should be considered to follow a similar model to WEEE whereby the Producer Pays, and to ensure future recycling schemes success this approach should be seriously considered.

Finally, it is important that individuals and organisations are brought along together to ensure behaviour change is embedded into society as a whole and waste prevention sits at the top as priority.

26. How can we incentive businesses and households to reuse and recycle more?

There is no one size fits all approach to this and often schemes have to be targeted to particular audiences.

The authority has run a number of campaigns and initiatives to encourage behaviour change with varying degrees of success. The Love Food Hate Waste campaign is a scheme which can show the financial benefits of reducing food waste to householders. Real Nappy voucher schemes on the other hand, often only favour those that can afford an upfront investment rather than people on lower incomes, who in the longer term would benefit from the use of real nappies but can't afford the upfront investment.

Finally, consideration should be given to the Defra interim report on incentives and the effectiveness or otherwise of different types of schemes.

Mayor and Cabinet			
Report Title	Mayor of London's "London Infrastructure Plan 2050" consultation response – Overview and Scrutiny Committee views		
Key Decision	No	Item No.	7
Ward	All Wards		
Contributors	Executive Director for Resources & Regeneration		
Class	Part 1	Date:	22 October 2014

1. PURPOSE OF REPORT

- 1.1. To outline the views of the Overview and Scrutiny Committee in response to the Mayor of London's "London Infrastructure Plan 2050".

2. BACKGROUND

- 2.1. The Overview and Scrutiny Committee met on 29 September 2014 to consider the Mayor of London's "London Infrastructure Plan 2050" and a draft officer response.
- 2.2. The Committee heard from officers and discussed the draft plan and the consultation questions posed by the Mayor of London.
- 2.3. The Committee then agreed its views in relation to each of the strategic areas outlined within the plan.

3. RECOMMENDATIONS

- 3.1. That the Mayor of Lewisham gives consideration to the views of the Overview and Scrutiny Committee when agreeing a response to the Mayor of London's "London Infrastructure Plan 2050" consultation.
- 3.2. That the Deputy Mayor of Lewisham should present the views of Lewisham Council to the executive Transport board at London Councils

4. OVERVIEW AND SCRUTINY VIEWS

- 4.1. The Committee recognised the importance of a key strategic document for the future London-wide infrastructure by holding a meeting solely to discuss this.
- 4.2. However, the Committee was concerned about the omission of any detailed mention of social infrastructure such as health, schools, and cultural facilities within the plan. The Committee believes that this is a serious omission which should be corrected if a strategic overview in relation to London's infrastructure and the successful development of London is to be taken forward.

- 4.3. Likewise, there is a lack of detail on housing provision. There should be a much clearer link made between this plan and the Mayor of London's, London Plan and London Housing strategy.
- 4.4. Effective housing delivery that is truly affordable for and accessible to London's workforce will be critical to London's long term success.
- 4.5. Finance and Governance are not adequately considered within this plan.
- 4.6. If we accept a 'London Infrastructure Delivery Board' (LIDB), clear public accountability is required.
- 4.7. For effective delivery the Board needs to include Local authority involvement at every level.
- 4.8. While the constitution of the Board is under consideration it will be important to ensure mechanisms are in place to link the LIDB with delivery partnerships such as the Homes for London Board, the London Enterprise Panel, the London Waste and Recycling Board the Green Infrastructure Task Force and Connectivity Advisory Group. Furthermore, it will also be important that the LIDB is able to take account of sub-regional issues and to influence action within sub regions. The LIDB should put in place mechanisms to ensure that its work can be informed by sub-regional borough partnerships.
- 4.9. Meaningful, detailed consultation with local people should take place at an early stage in the development of all infrastructure improvement projects outlined within the plan to ensure local engagement and understanding.

Transport

- 4.10. Effective transport links across London are essential. As London's population grows the strain on an already struggling transport infrastructure will be immense and it is important that all possible options to address the problem are properly considered for implementation.
- 4.11. The proposed Bakerloo Line Extension to Lewisham and on to Hayes in Bromley is very welcome as it will provide a much improved service and connectivity for people in Lewisham and is strongly supported by all members. The Committee feels it important that all neighbouring local authorities work closely together to support the proposal and to lobby for it's delivery at the earliest opportunity: 2040 is not soon enough for this important improvement to be delivered.
- 4.12. The synergies between the various potential transport infrastructure projects impacting on Lewisham (the Bakerloo line extension, the overground and DLR extensions) should be emphasised and considered collectively: it should not be a decision of one or the other as it is important that transport infrastructure is improved across the region as comprehensively as possible.
- 4.13. A review of projects such as the Heathrow Airtrack, which would make use of former Eurostar infrastructure and provide connections from Lewisham to Heathrow within the hour, should be undertaken.

- 4.14. The Catford Loop line does not have sufficient frequency of trains, sufficient carriage length of trains and the rolling stock is poor even since the recent re-franchise of the route. The service should also run to Euston and St Pancras over the weekends, not just in the week as is currently the case. Plans to improve this well-used and key service should also be prioritised and this should happen in addition to the Bakerloo line extension, not instead of. The increased service and more carriages per train are necessary both now and to “future proof” the service as the population and demand increases.
- 4.15. Step free access to all stations needs to be a priority and brought forward in the plan period – waiting until 2050 for step free access is not acceptable.
- 4.16. The south of the borough is poorly served by bus routes in comparison to the rest of London. Downham and Whitefoot wards are particularly poorly served by bus routes and transport links to the rest of the borough and beyond is particularly poor. This problem needs to be addressed in the effective planning of bus routes and transport infrastructure to ensure residents are not further disadvantaged. We have received a representation from Phoenix Community Housing which is attached as an appendix.
- 4.17. Hybrid buses have an important role to play in tackling the causes of poor air quality across London. Relative to the rest of London, Lewisham is poorly served by Hybrid buses and the numbers of hybrid buses travelling on routes through the borough need to be increased.
- 4.18. Further detail about the “Dutch model” of cycle ways is necessary to enable an informed view to be taken as to the most appropriate approach to improve both cycle ways and cycling rates across the borough. The “Quietways” model is currently favoured in Lewisham – a clear position on the Council’s approach to improving opportunity and safety for cyclists needs to be developed, and for this to happen more detailed information about the potential options needs to be provided.

Digital Connectivity

- 4.19. A world class city needs world class connectivity across the entire city for all residents, workers and visitors.
- 4.20. The Mayor of London should lobby for this as a priority and he should also provide financial support if necessary to ensure high speed access for Londoners. Free internet access should be provided on all railway services across London – this is technically possible and should be built into all franchise agreements in future.
- 4.21. Digital exclusion is a real for many Londoners and it is essential that everyone has ready access to digital services and information. Tackling exclusion specifically should be a priority and should be a core consideration as part of planning all new developments across London.
- 4.22. To support inclusion, access and choice; digital service providers and other core infrastructure providers need to work more closely together. Regulations should be changed to make it easier for people to challenge poor service or change provider.

- 4.23. If digital connectivity is to be truly considered as essential in modern life and treated by service providers and developers as “the 4th utility”, then VAT could be charged as it is with other utilities to increase revenue for improved provision.

Water, Energy and Waste

- 4.24. The fact that demand for water in London is set to outstrip supply in less than 2 years is extremely concerning. The Mayor of London must do more to address this as an urgent priority, including ensuring that Thames Water are much more effective in dealing with leaks, through enforcement action if necessary. Currently, enough water to fill 27 Olympic sized pools is lost through leaks in London every day. Given the supply issues this is completely unacceptable.
- 4.25. Water metres in homes are being heavily promoted by companies such as Thames Water as a way to both increase awareness of, and encourage a reduction in, usage, but water metres also provide water companies with an opportunity to increase the revenue raised from customers. For customers to accept this approach as fair and recognise the benefits of careful water usage, Thames Water and other water providers need to be much more responsible and responsive to issues such as leaks, as well as actively prioritise investing in dealing with aged water and sewage infrastructure.
- 4.26. Fuel poverty needs to be addressed within plans to deal with London’s energy infrastructure needs. This can be done in part by the provision of more grants and support made available to people on low incomes for measures such as home insulation, usage of solar power etc.
- 4.27. More should be done to encourage and support local energy production such as the locally successful scheme that has been developed which converts used cooking oil to diesel fuel. The development of more waste-to-energy plants such as SELCHP should be encouraged and supported.
- 4.28. The effective use of Combined Heat and Power (CHP) and district heating systems need further investigation to ensure that such schemes are properly designed and implemented to realise the desired benefits. There is evidence that these methods may not always be as successful in meeting their aims as would appear in the first instance. It is particularly concerning that the costs may be disproportionately passed on to people in social housing who may receive much higher bills than anticipated and not be able to pay. Our Housing Select Committee is undertaking a review of this area and will report their findings in due course, to inform the Lewisham Council’s approach to this form of heating and energy distribution and we would be anxious to share this.

5. LEGAL IMPLICATIONS

- 5.1. The Constitution provides for Overview and Scrutiny Committees to refer reports to the Mayor and Cabinet, who are obliged to consider the report and the proposed response from the relevant Executive Director; and report back to the Committee within two months (not including recess).

Appendix A

BUILDING NEW HOMES IN SOUTH LEWISHAM, THE PUBLIC TRANSPORT QUESTION

The views of Phoenix Community Housing Association

Background

Phoenix Community Housing Association (PCHA) is a medium sized housing Association in South Lewisham; we own and or manage over 6000 properties. We were created in 2007 following a positive ballot of residents, who voted for their homes to be transferred to Phoenix, from Lewisham Council.

We are the only Gateway Housing Association in London and one of only four in the country. A Gateway Housing Association means residents are empowered to take a central part in decision making and influence the Association at all levels. Residents can also be shareholding members of the Association; this means they can vote at our AGM's.

Our overall vision is to **“Work together to build a better future for our Phoenix Community”**. This means we are more than just a landlord and we want to support community development and sustainability now and in the future.

Meeting housing needs and developing our community

We know we need more housing and our local population is growing but if we if we are to expand our population we need to acknowledge;

- our area has high levels of deprivation including relatively high levels of unemployment and employment opportunities (Nov 2012- available jobs ratio 57.16 applicants per available job in our area, compared to 3.43 nationally) and low education attainment (28% of people in our area have no qualifications compared to 22% across England as a whole).
- we are a net exporter of workers and there are very few large employers in our area
- we are poorly served by public transport. Grove Park station is not very accessible to most of our area and the Bellingham line only has a limited service- households in our area also have a low level of car ownership compared to other areas so our dependant on public transport. (43% have no car compared to 26% nationally)

If we are to build new homes in our area to help tackle local housing need in Lewisham and our London housing crisis we need to plan ahead to develop:

- employment opportunities in our area (Lewisham as a whole is a net exporter of employees outside our area; this is even more apparent in the South of the Borough) or

- much better transport links for the large parts of the borough currently poorly served to major areas of employment growth (such as Gatwick Airport, Stratford, Croydon, Westfields, The O2 Dome etc.)

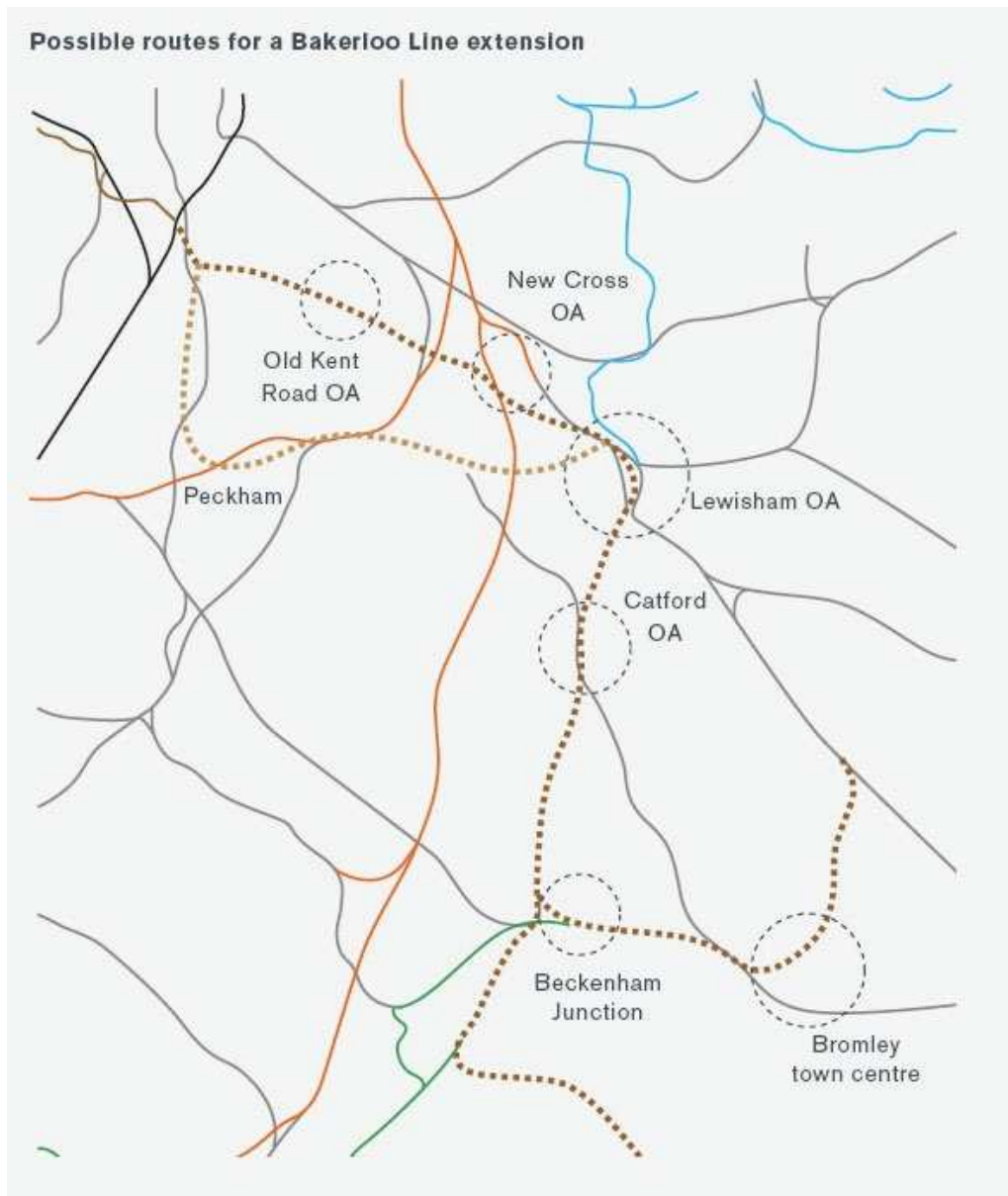
The Mayor of London's "London Infrastructure Plan 2050: Transport Supporting Paper" gives a lot of detailed information which supports the benefits of improving transport links to benefit whole communities.

https://www.london.gov.uk/sites/default/files/transport_supporting_paper.pdf

A case for improved transport infrastructure for the South of Lewisham

In our opinion, Lewisham and Phoenix should work together to make the case for an improved transport infrastructure for the South of Lewisham. In particular:

- a dramatic increase in the number of trains serving the Bellingham line.
- better bus links to main line stations such as Catford, Lewisham, Beckenham Junction and Grove Park.
- The most dramatic intervention for the South of the borough would be the early implementation of the Bakerloo Extension as suggested in the London Infrastructure Plan 2050. Section 3 page 81 puts the case like this; "An extension of the Bakerloo line will enable regeneration in a swathe of opportunity areas in need of regeneration in South East London". Section 4 page 132 proposes the extension could happen in 2045; this date needs to be brought forward.



This innovation could transform our area in much the way that the DLR has transformed large parts of East and South East London, opening up great opportunities for our community. We would need to look in detail at where stations are built and how accessible they would be to our communities.

For more information please contact:

Jim Ripley
Chief Executive Phoenix Community HA

Phone: 020 8290 2800

Mobile: 07515605100

www.phoenixch.org.uk

September 2014

The statistics quoted in this paper are from Phoenix Community HA Community Insight Report commissioned in 2013 from HACT

Agenda Item 8

Chief Officer Confirmation of Report Submission

Cabinet Member Confirmation of Briefing

Report for: Mayor

Mayor and Cabinet

Mayor and Cabinet (Contracts)

Executive Director

Information Part 1 Part 2 Key Decision

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X
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Date of Meeting: 22nd October 2014

Title of Report: Designation of Neighbourhood Forum and Area for Grove Park

Originator of Report: Brian Regan

At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	X	
Legal Comments from the Head of Law	X	
Crime & Disorder Implications	X	
Environmental Implications	X	
Equality Implications/Impact Assessment (as appropriate)	X	
Confirmed Adherence to Budget & Policy Framework	N/A	
Risk Assessment Comments (as appropriate)	N/A	
Reason for Urgency (as appropriate)	N/A	

Signed: _____ Executive Member

Date:  _____

Signed:  Director/Head of Service

Date: 14/10/14

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

Mayor & Cabinet		
Report Title	Designation of Neighbourhood Forum and Area for Grove Park	
Key Decision	Yes	Item No.
Ward	Grove Park, Whitefoot, Downham, and Lee Green	
Contributors	Executive Director for Resources & Regeneration & Head of Law	
Class	Part 1	Date: 22 October 2014

1. Summary

- 1.1. The Council received an application from the Grove Park Neighbourhood Forum in February 2014 for the designation of a Neighbourhood Forum for Grove Park and an application for the designation of a Neighbourhood Area for Grove Park.
- 1.2. The Council undertook consultation with the local community regarding the two applications.
- 1.3. The Grove Park Neighbourhood Forum withdraw the original applications and submitted revised applications in June 2014. The revised applications were identical to the originals aside from a modification to the proposed boundary to include Grove Park Cemetery.
- 1.4. The Council undertook consultation with the local community regarding the revised applications.
- 1.5. Council officers have assessed the revised applications as meeting the required conditions for formal designation as set out in the relevant legislation. Officers recommend the designation of both the neighbourhood forum and neighbourhood area.
- 1.6. The formal designation of the neighbourhood forum and neighbourhood area would allow the forum to prepare a neighbourhood development plan for the area.

2. Purpose

- 2.1. This report seeks the Mayor's approval for the formal designation of the applications from Grove Park Neighbourhood Forum as a designated Neighbourhood Forum and a Neighbourhood Area. This designation allows the Forum to prepare a neighbourhood development plan.

3. Recommendations

- 3.1. The Mayor is recommended to approve the designation of the Grove Park Neighbourhood Area as set out at Annex 1 and Annex 2.
- 3.2. The Mayor is recommended to approve the designation of the Grove Park Neighbourhood Forum as set out at Annex 3 and Annex 4.
- 3.3 The Mayor is recommended to authorise the Executive Director for Resources and Regeneration to give the required publicity to the designations.

4. Policy Context

- 4.1. The Localism Act 2011 allows Neighbourhood Forum to prepare Neighbourhood Development Plans that once adopted are legal documents that must be considered when making decisions on planning applications. They are prepared by the local community but formally adopted after a successful referendum held by the Council. Once adopted they become part of the Development Plan for the Borough and as such are part of the Council's policy framework.
- 4.2. The Council's current policy framework includes all adopted development plans that form part of the Lewisham local development framework (LDF). The contents of this report are consistent with the Council's policy framework as in order to adopt a Neighbourhood Plan it must be in 'general conformity' with the Council's Core Strategy which is the primary development plan document in the LDF.
- 4.3. This report supports the achievements of the Sustainable Community Strategy policy objective Empowered and responsible : where people can be actively involved in their local area and contribute to tolerant, caring and supportive local communities, and Clean, green and liveable: where people live in affordable, high quality and adaptable housing, have access to green spaces and take responsibility for their impact on the environment.

5. Background

- 5.1. The Localism Act 2011 sets out permissive powers which allow local communities to influence the planning of their area by preparing Neighbourhood Plans. In areas such as Lewisham where there are no Parish Councils a Neighbourhood Forum must be designated by the Council to obtain the right to prepare a Neighbourhood Development Plan.
- 5.2. Neighbourhood Development Plans are led by local people who set out how they want their local area to develop. Local people set out the vision and planning policies for their own neighbourhood. They are about local issues rather than strategic planning issues. They must take account of national planning rules and be in 'general conformity' with the existing adopted

planning framework for Lewisham. The governments aim is that they will promote development, they are not about attempts to stop development.

- 5.3. When the plan has been through all the stages of preparation, examination and a successful referendum the Council must adopt the plan as a statutory planning document and it will become part of the development plan for the borough. When determining planning applications the law provides that the determination must be made in accordance with the development plan unless material considerations indicate otherwise.
- 5.4. The Localism Act 2011 introduced changes to the Town and Country Planning Act 1990 and the Planning and Compulsory Purchase Act 2004. These changes set out the local planning authorities responsibilities as:
 - Agreeing and designating the area of the neighbourhood plan
 - Agreeing and designating a neighbourhood forum
 - Providing advice and support to the neighbourhood forum in preparing the neighbourhood plan
 - Arranging and paying for an Independent Examination of the neighbourhood plan
 - Arranging and paying for a local referendum
- 5.5. The local authority must agree to a neighbourhood forum being a 'qualifying body' for the purposes of the Act and must agree the area for which a neighbourhood plan or development order is to be prepared. There are specific requirements set out in the Act and the neighbourhood planning regulations for neighbourhood forums to be designated as qualifying bodies and for the local authority to set other conditions.
- 5.6. The regulations require that an application to be designated a Neighbourhood Forum and Area must include amongst other things the following information:
 - A copy of the written constitution of the proposed forum;
 - A map showing the proposed neighbourhood area;
 - A statement explaining how the proposed forum is established to promote or improve the social, economic and environmental wellbeing of the area;
 - A statement explaining that membership is drawn from different places in the neighbourhood area and from different sections of the community;
 - A list of at least 21 members of the proposed forum.
- 5.7. The Grove Park neighbourhood forum and area applications were received by the planning service on 27th February 2014. The planning service checked that the correct paperwork had been submitted and then arranged for the statutory 6 week publicity to be given to the applications. Public consultation was carried out between 24th March 2014 and 20th May 2014.

- 5.8. The original applications were withdrawn by the applicant in June 2014, and revised applications were submitted 17th June 2014. Further public consultation was carried out between 21st July 2014 and 8th September 2014.
- 5.9. The revised applications were identical aside from a modification to the proposed boundary to include Grove Park Cemetery.
- 5.10. The designation of a neighbourhood forum and a neighbourhood area are two separate processes, which none the less can be undertaken simultaneously. Section 7 of this report considers whether the forum application meets the statutory requirements, and section 8 of this report considers whether the area application meets the statutory requirements.

6. Public consultation

- 6.1. The Council undertook public consultation which went above and beyond the requirements of the legislation.
- 6.2. The revised applications are identical to the original applications, with the exception of the extension of the boundary to include Grove Park Cemetery. The similarity between the original and revised application resulted in a more geographically targeted consultation exercise for the revised applications, concentrating on the area surrounding the boundary extension.
- 6.3. The original applications were placed on the planning policy webpage and comments invited. In addition to this statutory requirement, a publicity notice was circulated to all households and businesses in the proposed area and in a further 150m buffer zone around the proposed area so that those on the boundary would have the opportunity to comment. A letter or email was sent to all local people on the planning policy data base inviting comment and providing details of where further information could be obtained. The applications and associated information were also placed in the planning information office at Laurence House and at the Grove Park library for people to inspect. The public consultation period lasted for six weeks.
- 6.4. After the withdrawal of the original applications, and the submission of the revised applications, the revised applications were placed on the planning policy webpage and comments invited. In addition to this statutory requirement, a publicity notice was circulated to all households and businesses within 150m of the proposed extension to the original area to ensure that anyone excluded from the original consultation would be included in the revised consultation. Emails or letters were also sent to those who had responded to the original consultation.
- 6.5. During the course of the two consultations periods, thirty three responses were received from members of the public and from organisations. There were fourteen representations in support of the proposal, and six against. The remaining thirteen representations provided general comments without stating support or objections.

- 6.6. Eight respondents explicitly stated that the proposed area is correct, and five respondents stated that the area is incorrect. Five respondents also explicitly stated they agreed with the constitution, with no respondents stating that they disagreed.

7. Grove Park Neighbourhood Forum application

- 7.1. Section 61F (5) and (7) of the Town and Country Planning Act 1990 (as inserted into the Act by the Localism Act, Schedule 9) sets out the conditions that a neighbourhood forum must meet, as well as the detailed considerations that a local planning authority must take into account when determining an application for the designation of a neighbourhood forum.

- 7.2. In assessing the application for a neighbourhood forum the Council will consider the application against the conditions and considerations set out in legislation and in doing so will wish to ensure that the proposed forum is representative of its area.

- 7.3. The legislation states that a local planning authority may designate an organisation or body as a neighbourhood forum if the authority is satisfied that the following four conditions have been met. In some respects this is a 'tick box validation exercise'. The legislation does not require applicants to give more than the basic information. The four conditions are considered below:

i) Established for the express purpose of promoting or improving the social, economic or environmental well-being of an area

- 7.4. **Response:** The written constitution states at paragraph 1.2 that the "purpose of GPNF (Grove Park Neighbourhood Forum) is to further social, economic and environmental well-being of the designated area".

- 7.5. This purpose is reiterated and reflected in the Forum 'General Policies and Principles', found in section 5 of the constitution: The general policies and principles include:

- promoting the area as a vibrant business and residential community,
- improving the local environment, and
- maximising community links.

- 7.6. The written stated purpose of the Forum and the Forum objectives therefore meet the legal requirement for the forum to be established for the express purpose of promoting or improving the social, economic or environmental well-being of an area.

ii) Membership is open to individuals who live or work in the area (or are elected members of the Council whose area falls within the neighbourhood area concerned)

7.7. **Response:** Paragraph 3.1 of the constitution states: “Membership of GPNF is open to:

- Residents living within the ‘Area’ boundary.
- Individuals working or carrying on business within the ‘Area’ boundary.
- Grove Park, Whitefoot and Downham Ward Councillors”.

7.8. The Forum constitution as written therefore meets membership eligibility requirements set out in the legislation.

iii) Membership includes a minimum of 21 individuals each of whom lives or works (or is an elected member) in the area

7.9. **Response:** The information submitted with the forum application included the details of 51 members, comprising of:

- 35 residents of the area,
- 11 workers in the area,
- 3 elected members for the area, and
- 2 former elected members for the area.

7.10. The forum therefore meets the requirements of 21 eligible members. Please see below for a more detailed analysis of the membership of the forum.

iv) The neighbourhood forum has a written constitution

7.11. **Response:** The applicant has provided a written constitution, which is available as Annex 4 to this report.

7.12. In addition to the four conditions set out above, the legislation also states that a local planning authority has to have regard to three further considerations. The three further considerations are addressed below:

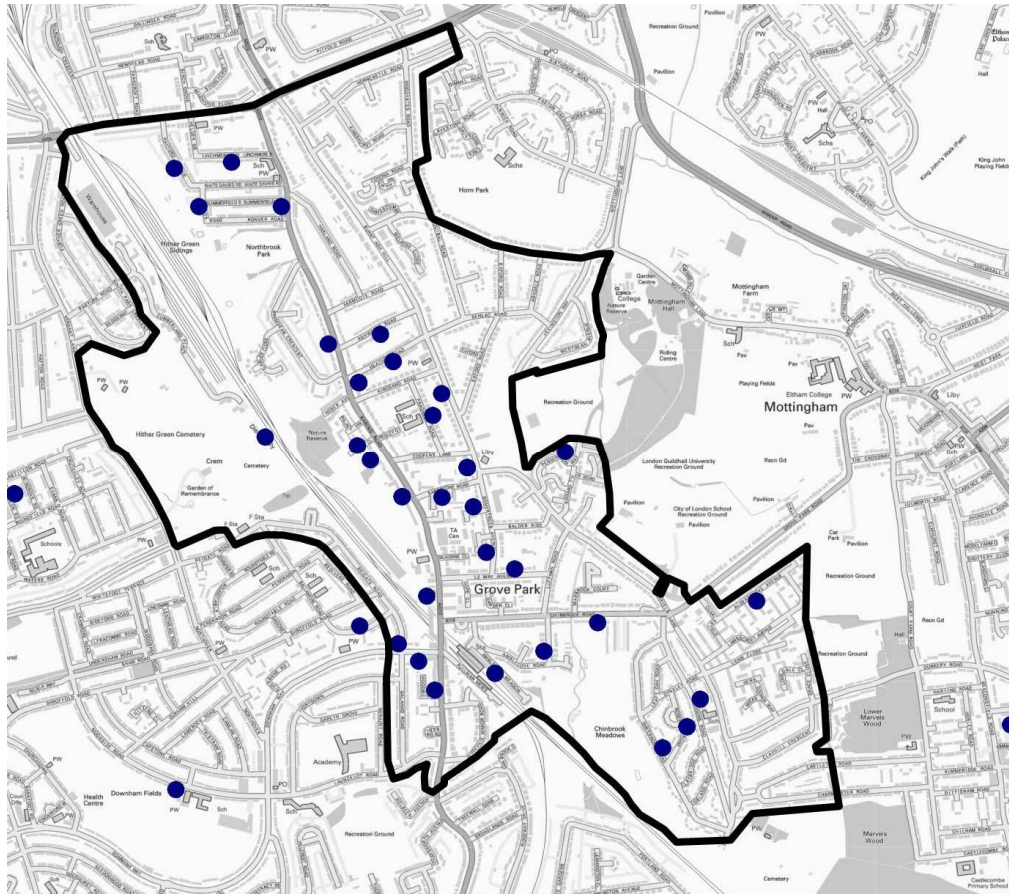
i) The desirability of designating an organisation or body which has secured (or taken steps to secure) membership from each of the required categories (i.e. people who live, work or are elected members).

7.13. **Response:** The forum meets this requirement, as it has 51 members, comprising of:

- 35 residents of the area,
- 11 workers in the area,
- 3 elected members for the area, and
- 2 former elected members for the area.

ii) Whether membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in the area.

- 7.14. **Response:** The map below shows the geographic distribution of members of the Grove Park Neighbourhood Forum.
- 7.15. Members are drawn from different places within the proposed neighbourhood area. The members are not clustered in one specific location.
- 7.16. Members are also from different sections of the community. Membership includes residents of different areas; community workers; workers including café workers, doctors, and teachers; and elected councillors.



iii) Whether the *purpose* of the neighbourhood forum reflects (in general terms) the character of the area.

- 7.17. **Response:** The purpose of the neighbourhood forum, as set out in paragraph 1.2 of the forum constitution, is “to further social, economic and environmental well-being of the designated area”.
- 7.18. This purpose is reiterated and reflected in the Forum ‘General Policies and Principles’, found in section 5 of the constitution: The general policies and principles include:
- promoting the area as a vibrant business and residential community,
 - improving the local environment, and
 - maximising community links.

- 7.19. The purpose of the forum is further expanded on in section 5 'Social, Economic & Environmental Benefit Statement' of the Application Statement submitted by the applicant (Appendix 5).
- 7.20. It is considered that the purpose of the forum reflects the character of the area. The area is suburban in nature, and is classified as an area of stability and managed change in the Council's Core Strategy. The purpose of the forum, to improve the social, economic and environmental well-being of the area without large scale growth or wholesale physical change, is therefore entirely in-keeping with the character of the area.

Neighbourhood forum application conclusion

- 7.21. The neighbourhood forum application meets the requirements of the Town and Country Planning Act (1990) (as amended) and the Neighbourhood Planning (General) Regulations (2012). It is recommended that the forum be designated by the Mayor of the London Borough of Lewisham.

8. Grove Park Neighbourhood Area application

- 8.1. Section 61G of the Town and Country Planning Act 1990 (as inserted into the Act by the Localism Act, Schedule 9) sets out the conditions that an application for a neighbourhood area must meet, as well as the considerations that a local planning authority should take into account when determining an application for the designation of a neighbourhood area.
- 8.2. The London Borough of Lewisham does not contain any parish councils, and the proposed Grove Park Neighbourhood Area is not close to the existing Crofton Park and Honor Oak Park designated Neighbourhood Area, therefore a number of the conditions and considerations do not apply. In light of these facts, there are two conditions and considerations relevant to this application, which are addressed in turn below.

i) The application is submitted by a body which is capable of being designated as a neighbourhood forum.

- 8.3. This condition is met in the case of the application made by Grove Park Neighbourhood Forum. The assessment found in section 6 of this report outlines that the applicant is capable of being formally designated as a neighbourhood forum.

ii) Whether the area is considered to be an appropriate area.

- 8.4. The legislation does not provide a framework for assessing the suitability of a proposed neighbourhood area beyond stating that the local authority can refuse an application if the proposed area is considered to not be "an appropriate area". There are no minimum or maximum size limits for neighbourhood areas, and there is no requirement to follow administrative boundaries.

- 8.5. The National Planning Policy Guidance states that applicants should use their understanding and knowledge of the geography and character of their neighbourhood when proposing an area. The Guidance sets out further considerations including catchment areas for shops and services, formal and informal community networks, and physical characteristics of the area.
- 8.6. The applicant has provided an explanation, at section 2 of their Application Statement, of why they consider the proposed area to be appropriate. Reference is made to local green spaces, the current existence of the Grove Park Community Group, the idea of 'Grove Park' area in the eyes of residents and workers, and catchment areas of local amenities.
- 8.7. The applicant's justification for the proposed area boundary is considered acceptable. The proposed boundary is considered to be an appropriate size for a neighbourhood area, and is considered to reflect the local physical and social characteristics.
- 8.8. This positive assessment of the proposed area is reinforced by the results of public consultation undertaken by the Council, which resulted in fourteen letters and emails of support, and only five letters and emails of objection.
- 8.9. Eight letters and emails of support explicitly referred to the boundaries as being correct, with five of the objectors stating that the boundary is incorrect. Those who objected to the boundary are not clustered in one particular location, and only one objector provided an explanation for their objection to the area, stating that their street (Cumberland Place) is not well connected to the majority of the area. It is considered that Cumberland Place is an isolated road which requires a circuitous route to access the core part of the proposed area. However, it is considered that Cumberland Place shares close connections with other parts of the area, including the cemetery, and that Cumberland Place is not well connected to any other local centre.
- 8.10. It is therefore considered that the proposed area is an appropriate one, and that area should be formally designated as a neighbourhood area.

9. Legal implications

- 9.1. The Localism Act 2011 introduced provisions into the Town and Country Planning Act 1990 (the "1990 Act") and the Planning and Compulsory Purchase Act 2004, ("the 2004 Act") regarding Neighbourhood Planning.
- 9.2. Section 61 G (1) of the 1990 Act defines a neighbourhood area as "an area within the area of a local planning authority in England which has been designated by the authority as a neighbourhood area". The power to designate only arises where a relevant body, as defined by section 61G(2) has applied to the LPA for such a designation as a neighbourhood area.
- 9.3. A relevant body includes a body "which is or is capable of being" designated as a neighbourhood forum. The designation of a Neighbourhood Area and

and the Neighbourhood Forum may be dealt with under one report, they are nevertheless two separate decisions.

- 9.4. The discretion given to local authorities by section 61G, when considering whether the area specified in the application is an appropriate area to be designated as a neighbourhood, is broad. The exercise of that discretion turns on the factual and policy considerations which exist in the individual case at the time the determination is made.
- 9.5. Section 61F (5) of the 1990 Act provides that a local planning authority may designate an organisation or body as a neighbourhood forum if the authority are satisfied that it meets the following tests:-
- a) it is established for the express purpose of promoting or improving the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area),
 - (b) its membership is 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 a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned,
 - (c) Its membership includes a minimum of 21 individuals each of whom—
 - (i) lives in the neighbourhood area concerned,
 - (ii) works there (whether for a business carried on there or otherwise), or
 - (iii) is an elected member of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned,
 - (d) it has a written constitution, and
 - (e) such other conditions as may be prescribed
- 9.6. A local planning authority may also designate an organisation or body as a neighbourhood forum if they are satisfied that the organisation or body meets prescribed conditions.
- 9.7. In addition S61F(7) requires that a local planning authority:-

- (a) must, in determining under subsection (5) whether to designate an organisation or body as a neighbourhood forum for a neighbourhood area, 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 sub-paragraphs (i) to (iii) of subsection (5)(b),
 - (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,
- (b) may designate only one organisation or body as a neighbourhood forum for each neighbourhood area,
- (c) may designate an organisation or body as a neighbourhood forum only if the organisation or body has made an application to be designated, and
- (d) must give reasons to an organisation or body applying to be designated as a neighbourhood forum where the authority refuse the application.

9.8. The Neighbourhood Planning (General) Regulations 2012 makes provision in relation to the procedure for designating a neighbourhood area, including the content of the application and what the local planning authority must do to publicise such an application. The same regulations sets out the procedure for designating an organisation or body as a neighbourhood forum, which authorises them to act in relation to the related neighbourhood area. In particular, provision is made as to the content of an application, what the local planning authority must do to publicise an application and publicising any designation of a neighbourhood forum.

9.9. Paragraphs 7 and 8 of this report assesses whether the applications meet the relevant criteria set out in the legislation above.

9.10. The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

9.11. In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.

- advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 9.12. The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 9.13. The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:
<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 9.14. The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
1. The essential guide to the public sector equality duty
 2. Meeting the equality duty in policy and decision-making
 3. Engagement and the equality duty
 4. Equality objectives and the equality duty
 5. Equality information and the equality duty
- 9.15. The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:
<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/> .

10. Equalities Implications

- 10.1. The Council's Comprehensive Equality Scheme for 2012-16 provides an overarching framework and focus for the Council's work on equalities and helps ensure compliance with the Equality Act 2010.
- 10.2. The Council will need to advise the Neighbourhood Forum if an Equalities Analysis Assessment (EAA) should be prepared as part of the preparation of the neighbourhood plan.
- 10.3. An EAA is the process of systematically analysing a proposed policy to identify what effect, or likely effect, will follow from the implementation of a policy for different groups in the community. By undertaking the EAA as part of the NP process it will ensure that equalities impacts have been fully taken into account in a systematic way

11. Financial Implications

- 11.1. There are no additional costs to the Council arising from this report. The planning service have a duty to support neighbourhood forum in preparing neighbourhood plans and to this end there is an impact on the planning service in terms of staff time however these costs will be contained within the existing planning service budget.

12. Environmental implications

- 12.1. There are no specific environmental implications arising from this report.

13. Conclusion

- 13.1. The Localism Act 2011 introduced a discretionary power for local communities to prepare neighbourhood plans. The Council has a duty to assist with the preparation of neighbourhood plans. The first stage of neighbourhood planning is the designation of neighbourhood forums and areas.
- 13.2. The Council received a revised application to designate a neighbourhood forum for Grove Park and a revised application to designate a neighbourhood area for Grove Park.
- 13.3. Officers consider that the applications meet the requirements of the relevant legislation.
- 13.4. Officers consider that the proposed forum's membership is drawn from different places in the neighbourhood area concerned and from different sections of the community in the area, and that the purpose of the neighbourhood forum reflects (in general terms) the character of the area.

- 13.5. Therefore it is recommended that the proposed neighbourhood forum is formally designated.
- 13.6. Also, officers consider the proposed neighbourhood area to be an appropriate neighbourhood area in regards to local physical and social characteristics.
- 13.7. Therefore it is recommended that the proposed neighbourhood area is formally designated.

Background documents

Short Title Document	Date	File Location	File Reference	Contact Officer	Exempt
Neighbourhood Planning (General) Regulations	2012	Laurence House	Planning Policy	Brian Regan	No
Town and Country Planning Act (as amended)	1990	Laurence House	Planning Policy	Brian Regan	No
Localism Act	2011	Laurence House	Planning Policy	Brian Regan	No

If you have any queries on this report, please contact Brian Regan, Planning Policy Manager, 3th floor Laurence House, 1 Catford Road, Catford SE6 4RU – telephone 020 8314 8774.

Annex 1: Grove Park Neighbourhood Area Application Forum

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/Neighbourhood-plans/Documents/Grove%20Park%20Neighbourhood%20Area%20application%20June%202014.doc>

Annex 2: Grove Park Proposed Neighbourhood Area Map

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/Neighbourhood-plans/Documents/Grove%20Park%20Neighbourhood%20Area%20map%20June%202014.pdf>

Annex 3: Grove Park Neighbourhood Forum Application Form

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/Neighbourhood-plans/Documents/Grove%20Park%20Neighbourhood%20Forum%20application%20June%202014.doc>

Annex 4: Grove Park Neighbourhood Forum Constitution

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/Neighbourhood-plans/Documents/Grove%20Park%20Neighbourhood%20Forum%20constitution%20June%202014.doc>

Annex 5: Grove Park Neighbourhood Area and Forum Application Statement

<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/Neighbourhood-plans/Documents/Grove%20Park%20Neighbourhood%20Forum%20and%20Area%20application%20statement%202014.docx>

Annex 6: Summary of consultation responses

Summary of consultation responses to the applications for Grove Park Neighbourhood Area and Forum

Rep ID	Categorisation	Summary
1	Support	The boundary aligns with my understanding of the neighbourhood, and I agree with the purpose and objectives of the forum.
2	Comment	No comments.
3	Comment	No comments.
4	Objection	The boundary is too large. I live on Cumberland Place, which does not have a straightforward connection with the rest of the area. The railway line should be the boundary. Cumberland Place is more a part of Hither Green or Catford.
5	Comment	No comments. Bromley councillors have also been informed.
6	N/A	Representation number not used.
7	Support	Seems like a good plan. The fact that it adjoins the Corbett Estate has galvanised the community.
8	Comment	General advice regarding Natural England given, to be passed on to applicant.
9	Objection	Why has the boundary been chosen? Alternative boundary proposed.
10	Comment	Unsure of how the work of the Ward Assembly will link with the work of the Forum. The Ward Assembly currently works well. There may be a lack of checks and balance if the Forum can determine planning applications. I am not 100% comfortable with the Forum being controlled by the Grove Park Community Group as it is not as representative of the Ward as the Ward Assembly is.

11	Support	We are very positive towards the proposal.
12	Support	I would like to see this go ahead. The area should be enlarged to cover Verdant Lane. There should be more of an emphasis on crime prevention.
13	Comment	<p>The consultation had to be re-started due to map error. Whoever made the error should be sacked.</p> <p>I have reported problems with trees and antisocial behaviour, but nobody at the Council ever gets back to me.</p> <p>The forum sounds promising on paper, but how many man hours are wasted on this? I have no faith in the Council's ability to organise this.</p> <p>I understand that I live in Lee, not Grove Park.</p>
14	Support	<p>I commend the plans.</p> <p>The applicant is doing a good job. The area is deteriorating, and the Council have no plans for the area.</p>
15a&b	Support	Increased community involvement is a good thing. The area seems appropriate.
16	Support	I fully support the proposal. This is an important step for the community. The boundaries are sensible. I like the look of the plans.
17	Comment	General advice regarding Environment Agency given, to be passed on to applicant.
18	Support	Very pleased about the creation of the forum. Lewisham Council has neglected the area. Not enough trees planted, not enough road calming, too few parking places for new flats built.
19	Objection	The area is too large - it contains many different micro neighbourhoods with differing local issues.

20	Support	I agree with the boundary and the constitution. The map is hard to read.
21	Support	We agree with the proposal. The boundaries are correct.
22	Comment	Will this impact on our existing planning application?
23	Comment	We have a problem with fly tipping.
24	N/A	Representation number not used.
25	Objection	The area is wrong - I do not consider myself to be in Grove Park. I'd like to know more information about the group and their plans. Based on the limited information provided, I do not agree with the purposes and objectives.
26	Objection	It is not clear that such a forum is necessary. There may be increased bureaucracy, and there may be costs involved. I consider myself to live in Lee, not Grove Park.
27	Comment	There is not enough information about the applicants and their intentions. Their views may be different to mine.
28	N/A	Representation number not used.
29	Comment	General advice regarding Sport England given, to be passed on to applicant.
30	N/A	Representation number not used.
31	N/A	Representation number not used.

		The boundary is correct. It encompasses the various assets that Grove Park residents associate with, including the Baring Hall Hotel and the shops on the far side of Baring Road.
32	Support	I agree with the purpose and objectives of the constitution.
33	N/A	Representation number not used.
34	Support	I agree with the boundary. I would like to be part of the forum.
35	N/A	Representation number not used.
36	Support	We support the applications. It will bring a greater sense of neighbourhood. There are areas of land that could be better used.
37	Support	I was unaware of how large the Ward is, but the area looks fine. I agree with the objectives and welcome the creation of the forum. What are the plans for the Marvels Lane Youth Club?
38	Object	I do not wish to be part of the forum. I object.

39	Comment	New development should not be high rise and unattractive. More health facilities require. Chinbrook Meadows should be protected against development unless a community centre is proposed. It is difficult for me to give time to join the forum due to my advancing age, however it should be ensured that young people are listened to.
40	Comment	No comments from English Heritage.

Chief Officer Confirmation of Report Submission			
Cabinet Member Confirmation of Briefing			
Report for:	Mayor		<input type="checkbox"/>
	Mayor and Cabinet		<input checked="" type="checkbox"/>
	Mayor and Cabinet (Contracts)		<input type="checkbox"/>
	Executive Director		<input type="checkbox"/>
Information	<input type="checkbox"/>	Part 1	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	Part 2	<input type="checkbox"/>
		Key Decision	<input checked="" type="checkbox"/>

Date of Meeting	22 October 2014
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Title of Report	Highways' Winter Maintenance Policy and Plan 2014/15
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Originator of Report	Tom Henry	Ext 42562
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	√	
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		√
Environmental Implications	√	
Equality Implications/Impact Assessment (as appropriate)	√	
Confirmed Adherence to Budget & Policy Framework		√
Risk Assessment Comments (as appropriate)		√
Reason for Urgency (as appropriate)		

Signed:  Executive Member

Date: _____

Signed:  Director/Head of Service

Date: 14/10/14

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

MAYOR & CABINET		
Report Title	Highways Winter Service 2014 - 2015	
Key Decision	Yes	Item No.
Ward	All	
Contributors	Executive Director for Resources and Regeneration	
Class	Part 1	Date: 22 October 2014

1. Summary

- 1.1 The Council's Winter Maintenance Policy and Plan documents are annually updated by Officers based on documents originally prepared in 1997. A complete review of these documents was undertaken and a restricted view document (exclusive of personal contact details and salting routes) titled "Winter Service Operational Plan 2014-15" will be published and included on the Council's web page. An executive summary is included in Appendix A and a brief summary of its contents is set out in paragraph 6 of this report.
- 1.2 The "Winter Service Operational Plan 2014-15" amalgamates the previous separate Winter Maintenance Policy and Plan documents. The new combined document is to be considered by the Mayor and Cabinet for approval and adoption by the Council. An annual review of the document is proposed in line the code of practice for Highway Maintenance and to ensure that it is current and that new technologies and methods are considered.
- 1.3 The annual budget for the winter service for the carriageways is within existing highways' maintenance budgets. The carriageway gritting service is carried out by F M Conway the incumbent highways' maintenance contractor.
- 1.4 The winter gritting service is currently proposed to commence from mid November for 18 weeks.

2 Purpose of the Report

- 2.1 This report includes a background to Lewisham's winter service provision, the Council's statutory duties, Lewisham's policy and a summary of the proposed Winter Service Operational Plan 2014 -15. Formal approval is sought for the Winter Service Operational Plan 2014-15, which is based upon the principles of the current national Code of Practice.

3 Recommendation

- 3.1 The Mayor is recommended to approve the Winter Service Operational Plan 2014-15.

4 Policy Context

- 4.1 The Council's duty as highway authority is to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Council considers the best way of achieving this is by prioritisation of certain roads and footways based on risk assessment. The detailed operational procedures are covered by the Winter Service Operational Plan which is now revised and to be published each year.
- 4.2 The Council prioritises its Winter Service treatment to try and ensure that resources are directed at the most important areas first. Therefore priority routes are agreed for both carriageway and for any footway salting.

5 Background

- 5.1 The Winter Service is a significant aspect of network management both financially and in terms of its perceived importance to users. It can also have significant environmental effects and the organisation of this service has implications on the operational management of other highway maintenance services.
- 5.2 The Winter Service is delivered in accordance with policies, priorities and in conjunction with planning processes for other aspects of highway maintenance and network management. Policies and operational plans developed for the Winter Service also have relevance in emergency planning.
- 5.3 The winter gritting service is carried out by F M Conway Ltd who have purchased a new winter fleet of gritters that has such enhancements that include GPS tracking automated salting spreading technology. These enhancements will allow real time location of all fleet vehicles on the network. Four vehicles to be used for Lewisham will be stored at Wearside Service Centre from the end of October until the end of the Winter Service season in mid March.
- 5.4 Footways are not routinely pre-salted and do not form part of the primary salting network. However, if severe icy conditions are experienced then salting of footways should be undertaken with the following priorities:
- Major town centres,
 - Local shopping areas,
 - Footways close to schools and colleges, railway stations and transport interchanges, hospitals and medical centres, post offices, day centres, residential homes for the elderly, or other 'special needs' premises,
 - Footways designated as 'safe routes to schools',

- Other locations with specific access problems such as those with steep ramps.

The Council's Cleansing Service will assist in the salting / gritting of the boroughs footways. This operation is not carried out from highways budgets except for the provision of salt.

5.5 Council Officers in liaison with a specialist consultant have developed a Winter Service Operational Plan to ensure that:

- The Council has a developed policy and operational plans, in consultation with users and other stakeholders, based on principles of risk assessment, defining the extent of the service and these are widely known by users together with relevant advice on safe use of the network;
- There is continuous monitoring of performance during service delivery and that the contractor can respond effectively to changing conditions or network incidents.
- The Council meets its legal obligations and has a robust Plan in place to assist the Council in defence or mitigation of claims that may result from the Winter Service Operation.

5.6 Given the scale of financial and other resources involved in delivering the Winter Service and the obvious difficulties in maintaining high levels of plant utilisation of specialist equipment, it is not practical to :

- provide the service on all parts of the network;
- ensure running surfaces are kept free of ice or snow at all times, even on the treated parts of the network.

5.7 In order to comply with legislation, it has been necessary for the Council to establish routes that are included in a programme of treatment during the inclement weather. The treatment of footways needs to address the risk to all highway users and consideration of the available resources.

5.8 The Winter Salting operation is controlled from Wearside Service Centre, to clear snow, ice or frost from (in priority order):-

- Primary Routes,
- Secondary Routes,
- the next day's refuse collection route (if necessary to enable the refuse collection service to operate) and
- other Borough highways if impassable due to ice or snow that are part of a major shopping centre or have a hospital, doctor's surgery, schools, old aged person's home, or any other such sensitive location as described in section 5.4 above.

This service operates 24 hours a day until this task has been completed.

6 Summary of Winter Service Operational Plan 2014-15

- 6.1 The Council subscribes to the Metrological Office forecasting service for its road weather information service.
- 6.2 In order to comply with legislation, the Council has established which highways are included in a programme of treatment during inclement weather.
- 6.3 Transport for London is responsible for the winter maintenance of their road network (Red Routes). Lewisham prioritises the public highways for winter gritting. There are four categories of public highway salting routes as defined below.
- 6.3.1 **Primary Salting Routes** have been defined from a hierarchy of carriageways and take account of both strategic and local needs as follows:-
- (i) Principal Roads;
 - (ii) Local Distributor Roads and other busy roads;
 - (iii) All bus routes and Emergency Service priority routes;
 - (iv) Other locations with access problems, such as those with steep gradients; Roads serving large schools, industrial estates and shopping areas.
- 6.3.2 **Secondary Salting Routes.** When snow is forecast or has settled, these roads will be salted before operations are commenced on the remainder of the road network. These routes take account of:-
- (i) Other roads with gradients;
 - (ii) Other schools and colleges;
 - (iii) Clinics, Day-care Centres, premises used by 'Special Needs' groups and other premises accessed by the Council's Door2Door service.

6.3.3 Exceptional Salting Route. This route can be specified if the weather forecast is marginal. This concentrates on exposed areas and areas where there are the steepest hills. The areas included are:-

- (i) Blackheath,
- (ii) Blythe Hill,
- (iii) Forest Hill and Sydenham, west of railway line,
- (iv) Hilly Fields,
- (v) Telegraph Hill.

6.3.4 Resilience Salting Routes have been devised under advice from the London Local Authority Co-ordination Centre. The network defined is less than that for Primary Routes, as follows:

- (i) Principal Roads;
- (ii) Local Distributor Roads and other busy roads;
- (iii) All Emergency Service priority routes.

These routes would be used only when salt stocks become critically low, to ensure that the strategic road network is kept clear. The Emergency Planning Officer will liaise with LLACC to ensure that they are aware of the Council's salt stocks and any other issues that could prevent the Council from fulfilling its obligations. During snow emergencies, LLACC will monitor salt stock levels throughout London.

6.4 Treatment for off- highway areas is only carried out where it is considered a higher priority over the remaining highway work. Such work to be carried out by the Contractor will require additional funding and a variation to the highways contract. All other Council winter treatment work in housing estates, parks and educational establishments will need to be through the use of non-highways resources. During the winter, there is often a demand for salt to be provided at schools, day centres, libraries, aged persons homes, and neighbourhood offices. The Winter Service Manager (who is also the Asset Manager) can be contacted by these establishments for the provision of a salt bin or bagged salt prior to the winter period and recharge the contract costs.

6.5 The winter gritting service is operationally carried out by the Contractor (F M Conway Ltd) under the Highways Maintenance and Planned Works Contract. The Contractor takes responsibility for all salting throughout the winter service season. Their operatives are required to have City and Guilds 6159 qualifications.

- 6.6 The start of the winter service will be agreed by 31st October and currently it is proposed to run annually from mid November for a period of 18 weeks. Additional weeks can be ordered through the highways contract.
- 6.7 The Council has a salt store at its Wearside Service Centre, Ladywell , London SE13 7EZ. It's capacity is 1300 Tonnes and will be fully stocked prior to the winter season. The salt is owned by the Council and is currently replenished through an arrangement with our supplier. Following the national shortage of salt stock during the winter of 2009/10, the Department for Transport proposed that regional stockpiles are set up to supply Highway Authorities. Transport for London set up a strategic stock pile in 2012, whereupon London Authorities are able to purchase salt from this stock. The cost from this supplier exceeds that from the salt provider that the Council currently uses. It is only to be used as an additional level of resilience to authorities when their own stockpiles are strained during periods of prolonged severe weather.
- 6.8 The Contractor can use Lewisham's telephone service contract with the Metrological Office to support the decision as to undertake salting as required by the Winter Service Operation Plan. The decision will be made by the Contractor to undertake salting but this will be ratified by liaison with Lewisham's Winter Service Duty Officer (WSDO)/Winter Service Manager. Where this decision differs the more cautious option will be taken and this process will be kept under review to ensure the outcomes meet Lewisham's requirements.
- 6.9 The Contractor provides salting and spot gritting as required through liaison with Lewisham's officers. This is limited to 7 days through the winter service season.
- 6.10 The Contractor and the Council Officers will monitor salt usage and the Council will re-order when the stockpile falls below a 625T. This trigger level may vary depending upon the delivery period and the severity of weather.
- 6.11 A pre- mobilisation workshop is planned for October between the Contractor and Lewisham Officers and will be undertaken to also review the contractual requirements. In addition further meetings are planned to ensure a state of readiness by the 31st October 2014. The Contractor is requested to provide a method statement and staff rota for the operation of various treatments as defined in the Winter Service Operational Plan.
- 6.12 Future revisions of the service proposed by the Contractor include that of combining routes with neighbouring Southwark and thus necessary revisions to the routes in Lewisham, the contractor to procure the salt, different treatment solutions and changes to Lewisham's existing established routes by amalgamating the primary and secondary salting routes. To date these proposals have not been developed nor have they been shown to demonstrate a cost saving to the Council. Other future amendments may be considered and included, subject funding; the use of mechanical footway spreaders, the

treatment of cycleways off the carriageway treatment routes, salt bins, inclusion of a comprehensive footway treatment programme.

7 Legal Implications

- 7.1 Section 41 of the Highways Act 1980 imposes a duty to maintain the highway on the relevant highway authority. Section 41(1A) imposes a specific duty to ensure, so far as reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The duty is not an absolute duty but the Council needs to demonstrate that it has acted within the bounds of reasonable practicality, having regard to the scale of financial and other resources available, in devising and implementing the Winter Service and responding to particular weather conditions and circumstances.
- 7.2 Section 150 of the Act imposes a duty upon authorities to remove any obstruction of the highway resulting from accumulation of snow or from the falling down of banks on the side of the highway, or from any other cause.
- 7.3 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.4 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
 - advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 7.5 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 7.6 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory

code and the technical guidance can be found at:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

7.7 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

7.8 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at:

<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

8 Financial Implications

8.1 The 2014/15 revenue budget for the Winter Service is £174,000. This budget covers the purchasing of salt, the Metrological Office forecasting service and the gritting of the roads for 7 days during the winter season. Extra resources may be needed if there is an exceptional severe winter period like the one in 2010/11.

9 Environmental Implications

9.1 Low temperatures and the formation of ice can cause serious damage to the fabric of running services and accelerate damage of the network. Effective Winter Service can contribute to a reduction in whole life cycle costs and minimise damage to the environment whilst ensuring the reasonable operation of the highway network on a 24/7 basis.

9.2 As with depot facilities the Environment Agency (E.A.) is concerned about the environmental impact of salt storage, and the E.A.s "Pollution Prevention Guidelines Highway Depots: PPG10" says there is a risk of pollution of rivers and groundwater, due to the run-off from rock salt stockpiles. Uncovered roadside salt stores may cause localised problems and the Agency should be consulted about their location and the means of storage.

9.3 To be effective, salt shall be spread evenly and at rates to suit prevailing conditions. Spreading shall be undertaken by automatic machines. The controls of spreading machines shall be calibrated and clearly marked for

distinct rates of spread up to a maximum of 40 gms/m². Higher rates are unnecessary, wasteful and can be environmentally harmful. Care shall be taken to ensure that spread widths are neither too wide nor too narrow.

- 9.4 The existing salt store is roofed to accord with the Environment Agency's "Pollution Prevention Guidelines Highway Depots: PPG10"

10 Equalities Implications

- 10.1 Lewisham's Comprehensive Equalities Scheme (CES) 2012-16 describes the Council's commitment to equality for citizens, service users and employees. The CES is underpinned by a set of high level strategic objectives which incorporate the requirements of the Equality Act 2010 and the Public Sector Equality Duty. In relation to Lewisham's responsibilities as a Highways Authority, the following objective is relevant;-

- **To improve access to services**
Take reasonable steps to ensure that services are inclusive; responsive to risk; physically accessible and provided through the most efficient and effective channels available.

- 10.2 The Council's duty as highway authority is to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Council considers the best way of achieving this is by prioritisation of certain roads and footways based on risk assessment underpinned by the principles of the current national Code of Practice. The 'Well Maintained Highways Code of Practice for Highway Maintenance Management' was amended in November 2011.

- 10.3 London Footways Resilience Areas are the minimum footway areas within Greater London to be treated when the resilience state has been triggered, so that core essential services can operate. The resilience areas should include locations which have either exceptionally high usage or are primary pedestrian routes, providing access to key services, including:

- Hospitals;
- Medical centres;
- Key employment sites;
- Primary and Secondary schools; and
- Town centres.

In addition, the footway resilience areas should include:

- Footways within key public transport interchanges and links between rail/underground/DLR stations and the closest bus stop on the road resilience areas; and
- Steep hills or other locations known to be unsafe for pedestrians in severe winter weather.

- 10.4 The 'Winter Service Operational Plan 2014-15' amalgamates the previous separate Winter Maintenance Policy and Plan documents and is designed to ensure that:
- The Council has a developed policy and operational plans, in consultation with users and other stakeholders, based on principles of risk assessment, defining the extent of the service and these are widely known by users together with relevant advice on safe use of the network;
 - There is continuous monitoring of performance during service delivery and that the contractor can respond effectively to changing conditions or network incidents.
- 10.5 The Council's policy is to prioritise the work to try to ensure that resources are directed at the most important areas first. In terms of footways the Council's operational policy is targeted at schools, sheltered care centres, hospitals, large shopping areas, railway stations, & other such locations.

In Ice and Snow conditions treatment will first be allocated to footways in:

- major shopping streets
- railway and DLR station approaches.
- bus station/terminus approaches
- hospitals.
- subway, footbridges, pedestrian crossings.

This policy is reflected in the salting schedules for Primary, Secondary (schools, colleges, special needs centres and other roads with steep inclines) and Resilience routes.

- 10.6 The government issued guidance to members of the public on self-help at the end of October 2010 and this is still currently available and is referred to on the Council's web page.
- 10.7 Appendix B is The Winter Maintenance Plan EAA.

11 Crime and Disorder Implications

There are no crime and disorder implications resulting from the proposed Winter Service Operational Plan 2014-15

12 Background documents and originator

Short Title Document	Date	File Location	Contact Officer	Exempt
Winter Service Operational Plan 2014-15 Unrestricted Version	October 2014	http://www.lewisham.gov.uk/	Kishorechandra Vora/	

If you have any queries on this report, please contact Tom Henry or Kishorechandra Vora Tel No. 0208 314 2591, Transport, 4th Floor, Laurence House, Catford, SE6 4RU.

Appendix A Executive Summary Winter Service Operational Plan 2014-15

1) Introduction

Highway Authorities are under legal obligations to keep streets free from ice and snow, so far as reasonably practicable, and to keep networks open for traffic (including pedestrians). The Lewisham Winter Service Operational Plan is a document that sets out Lewisham Council's detailed arrangements to meet these obligations.

In July 2005 a revised code of practice for Highways Maintenance was published by the Roads Liaison Board (UKRLG) as "Well Maintained Highways". This document outlined national best practice including recommended actions to be taken for winter service, (contained within Section 13 of the "Well Maintained Highways.". Due to the severe winter in 2008/2009 this Section of the Code of Practice together with Appendix H of the same code were totally revised and published in December 2009. There was further guidance issued as a result of the even more severe winter weather in 2009/2010 and a further amendment of Section 13 and Appendix H issued on 29th November 2011. On 18th September 2013 a complete revision of Appendix H was published.

The guidance and recommendations contained within the revised Appendix H relate to national Best Practice and it is recognised that local circumstances, including financial and other resource constraints, as well as political influences etc. can vary widely across the country. The document states that "Authorities and operators will need to take all of these factors fully into account, when devising and revising their Winter Service policies and plans. Some of the recommendations and practices will, if adopted, also take a number of years to implement. For example, it is recognised that, in certain cases it could potentially take up to around 10 years or so for a major programme of change to be fully implemented."

It goes on to say "It is suggested that authorities and other winter service providers review their policies and practices against the content of this document with a view to identifying and explaining any significant variance and, where appropriate, develop time tabled implementation plans for the adoption of the detailed national best practice guidance and recommendations."

The idea behind the operational recommendations in the current Appendix H is to achieve savings, increase resilience and improve service levels. In light of the expectation, quoted above, that implementation of the

changes might take a number of years, the Appendix H recommendations have been tabulated and a suggested "review and implement" date listed. This programme should be reviewed on an annual basis as part of the ongoing review of this Operational Plan.

The government issued some guidance to members of the public on self help at the end of October 2010 and this is still currently available on the http://webarchive.nationalarchives.gov.uk/20121015000000/www.direct.gov.uk/en/NI1/Newsroom/DG_191868 and is also given in section B5. The headline states "Anyone can clear snow and ice from the pavement outside their home or public spaces to prevent slips and falls. Follow the snow code to clear snow and ice safely." This gives a clear message to the public and is helpful to ensure that anyone in the Council is aware of and can advise accordingly.

2) Synopsis

Lewisham's Winter Service Operational Plan has, as previously mentioned, been developed over a number of years taking into account previous codes of practice. This Operational Plan includes the latest recommendations the first being;

"Authorities should formally approve, adopt, and publish, in consultation with users and key stakeholders, a Winter Service Operational Plan, based on the principles of this Code."

Lewisham has already carried out consultation and is continuing consultation with affected stakeholders; this is an ongoing process and will be continued as necessary.

Another recommendation of the code is to review the Operational Plan annually, to ensure that it is current and that new technologies and methods are considered.

Commitment to and observance of this Operational Plan will assist the Council in defence or mitigation of third party claims arising from the Council's Winter Service operations, including those that may go to court.

3) Methodology

The Lewisham Winter Service plan is a detailed technical document which sets out how Lewisham Council provides its Winter Service. Under the terms of the Freedom of Information Act 2000 it is publically available.

The method in determining which parts of the Lewisham Street Network (LSN) which need treating is a prioritised risk based approach. The LSN is a complex mix of road network hierarchy and footway network hierarchy.

The road network and footway network have been broken down from the most heavily used roads and footways to the least used roads and footways. The method used is risk based, this is where all streets are assessed and scored on their risk if the street is not treated. It is not possible to treat every street in the borough, this is summarised in the policy statement below. (However in a period of prolonged settled snow all streets would be treated in a priority order once there was assurance that the Primary and Secondary priority routes were clear.) Lewisham receives its weather forecasting information from the Met Office; when the information indicates the appropriate low temperatures or a risk of snow, action will be taken to implement the Winter Service activity as set out in this Operational Plan.

4) Policy Statement

SUMMARY:

Lewisham Council's policy is to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Council considers the best way of achieving this is by prioritisation of certain roads and footways based on risk assessment. The detailed operational procedures are covered by the Winter Service Operational Plan which is revised and published each year.

Fuller statement:

Lewisham Council policy is to prioritise Winter Service treatment to try to ensure that resources are directed at the most important areas first. Therefore priority routes are agreed for both carriageway and footway salting.

Salt bins have been provided historically to enable the operatives to get at salt quickly and prevent bags of salt having to be provided by a vehicle. Lewisham policy is to pre-salt, wherever possible, the main routes before ice forms or snow falls, and when severe frost is forecast the footways will also be treated as soon as the workforce are available, in a pre-determined priority order. The gritting of the footways is carried out by the council's cleansing section.

In Lewisham certain main routes are under the control of Transport for London (TfL) as the Highway Authority. These roads form part of the Transport for London Road Network (TRLN). It is TfL's duty to treat carriageways and footways on the TLRN, even though Lewisham Council cleans the Lewisham TLRN. Therefore Lewisham Council's policy is for the cleansing operatives normally working on the TLRN to be sent to other areas to work on the priority routes on the Lewisham network. Certain locations are treated in isolation rather than as routes based on risk assessment so as to ensure these locations are treated as quickly as possible. In general these include pedestrian steps or ramps, and areas outside key rail and tube stations.

As a policy, cycleways will not be treated separately from the road or footway prioritisation, due to it being operationally very difficult to send a gritter down such routes. It could also mislead people into thinking that when part of a cycle route had been treated as part of the carriageway salting that the whole cycleway has been treated. The question on whether it is sensible to encourage the riding of a bicycle in such weather also is of concern. This policy will be reviewed if new methods of treating such routes become available at the discretion of the Asset Manager. The current practice is that cyclesways will not be treated unless it is part of existing salting routes where gritters are able to gain access.

As a policy Lewisham will prioritise the Highways, using all the staff normally working on the Highways and will use the off-Highways related staff to carry out other Council winter treatment where appropriate. The exception to this will be where the only available plant is required off highway for treatment that is considered to be a higher priority than the remaining highways' work at the discretion of the Asset Manager. The reference to staff includes individuals directly employed by the Council and also individuals employed by contractors to the Council.

Appendix B

Highways Winter Maintenance Policy and Plan Equalities Analysis Assessment

Name of proposal	Highways Winter Maintenance Policy and Plan EAA
Lead officers	Kishorechandra Vora
Other stakeholders	FM Conway Transport for London Elected members Residents, carers and visitors to the borough Local businesses, employers and the Chamber of Commerce Local assemblies Residents/tenants groups Providers of medical care Providers of special needs services Education establishments Transport providers
Start date of Equality Analysis	1 October 2014
End date of Equality Analysis	10 October 2014
Introduction	
<p>The Council's Winter Maintenance Policy and Plan documents are annually updated by Transport Engineers based on documents originally prepared in 1997. A complete review of these documents was undertaken during summer 2014 to develop the 'Winter Service Operational Plan 2014-15'. This document amalgamates the previous separate Winter Maintenance Policy and Plan documents.</p> <p>The winter gritting service is currently proposed to commence from mid-November 2014 for 18 weeks.</p>	
The Winter Service Operational Plan 2014-15 and protected characteristics	
<p>Lewisham Council's policy as a Highway Authority is to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The detailed operational procedures are covered by the Winter Service Operational Plan which is now revised and published each year. The 2014 annual review of the document has taken the 'Well Maintained Highways Code of Practice for Highway Maintenance Management' (amended in November 2011) into consideration along with current and new technologies and methods. Policies and operational plans developed for the Winter Service also have a relevance for emergency planning.</p> <p>Protected characteristics most likely to be impacted by severe winter cold weather events in terms of ability or need to reach particular destinations include:</p> <ul style="list-style-type: none"> • disabled residents and residents with long-term health problems 	

- older residents
- those with young children
- pregnant women

The Council considers that to ensure safe passage along a highway is not endangered by snow or ice is best achieved by prioritisation of certain roads and footways based on risk assessment underpinned by the principles of the above national Code of Practice. The Council prioritises its Winter Service treatment to try and ensure that resources are directed at the most important areas first. Therefore priority routes are agreed for both carriageway and for any footway salting.

London Footways Resilience Areas are the minimum footway areas within Greater London to be treated when the resilience state has been triggered, so that core essential services can operate. The resilience areas should include locations which have either exceptionally high usage or are primary pedestrian routes, providing access to key services and vulnerable receptors, including:

- hospitals
- medical centres
- key employment sites
- primary and secondary schools; and
- town centres.

In addition, the footway resilience areas should include:

- footways within key public transport interchanges and links between rail/underground/DLR stations and the closest bus stop on the road resilience areas; and
- steep hills or other locations known to be unsafe for pedestrians in severe winter weather.

The Council's Winter Service Operational Plan 2014-15 sets out its policy to prioritise the work to try to ensure that resources are directed at the most important areas first. In terms of footways this policy is targeted at schools, sheltered care centres, hospitals, large shopping areas, railway stations, and other such locations.

In ice and snow conditions treatment will first be allocated to footways in:

- major shopping streets
- railway and DLR station approaches.
- bus station/terminus approaches
- hospitals.
- subway, footbridges, pedestrian crossings.

This policy is reflected in the salting schedules for Primary, Secondary (schools, colleges, special needs centres and other roads with steep inclines) and Resilience routes.

Data and research used

Sources of data and research used to inform the Winter Service Operational Plan 2014-15 included;-

- Chapter 13 of the 'Well Maintained Highways Code of Practice for Highway Maintenance Management' amended in November 2011 and the revised Appendix H which relates to national Best Practice.
- the Highways Act 1980.
- The Code of Practice on Delivering Best Value in Highway Maintenance.
- Institution of Civil Engineers Design and Practice Guide 2000
- Government issued guidance to members of the public on self-help at the end of October 2010 which is still currently available at http://webarchive.nationalarchives.gov.uk/20121015000000/www.direct.gov.uk/en/N11/Newsroom/DG_191868
- Feedback, requests and complaints from affected stakeholders over previous severe winter cold weather events.
- Issues and observations made by contractors over previous severe winter cold weather events.

Consultation

Council Officers in liaison with a specialist consultant have developed the Winter Service Operational Plan 2014/15 to ensure that:

- the policy and operational plan, in consultation with stakeholders, is based on principles of risk assessment
- in defining the extent of the service, local issues previously raised by users have been taken into account along with relevant advice from officers and contractors on safe use of the network
- there is continuous monitoring of performance during service delivery and that the contractor can respond effectively to changing conditions or network incidents.
-

Impact Assessment

The overall assessment is that the Winter Service Operational Plan 2014-15 will have a positive impact across all protected characteristics for those affected by severe winter cold weather events in terms of ability or need to reach particular destinations.

Policies and plans developed for Winter Service are likely to have relevance in emergency planning for dealing with extreme weather conditions including flooding, high winds and high temperature. The incidences of such events may be affected by climate change. They

are also likely to have some relevance to the wide range of non-weather related emergencies that could affect the highway network.

LONDON BOROUGH OF LEWISHAM

WINTER SERVICE

DRAFT DOCUMENT ONLY
NOT FOR DISTRIBUTION
FULL RESTRICTED VERSION

OPERATIONAL PLAN
2014 – 2015





LONDON BOROUGH OF LEWISHAM

REGENERATION AND ASSET MANAGEMENT

WINTER SERVICE OPERATIONAL PLAN FOR THE PERIOD 2014 TO 2015

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EXECUTIVE SUMMARY

1) Introduction

Highway Authorities are under legal obligations to keep streets free from ice and snow, so far as reasonably practical, and to keep networks open for traffic (including pedestrians). The Lewisham Winter Service Operational Plan is a document that sets out Lewisham Council's detailed arrangements to meet these obligations.

In July 2005 a revised code of practice for Highways Maintenance was published by the Roads Liaison Board (UKRLG) as "Well Maintained Highways". This document outlined national best practice including recommended actions to be taken for winter service, (contained within Section 13 of the "Well Maintained Highways". Due to the severe winter in 2008/2009 this Section of the Code of Practice together with Appendix H of the same code were totally revised and published in December 2009. More guidance was issued as a result of the even more severe winter weather in 2009/2010 and a rewrite of Section 13 and Appendix H issued on 29 November 2011. On 18 September 2013 a full revision of Appendix H was published.

The guidance and recommendations contained within the revised Appendix H relate to national Best Practice and it is recognised that local circumstances, including financial and other resource constraints, as well as political influences etc. can vary widely across the country. The document states that "Authorities and operators will need to take all of these factors fully into account, when devising and revising their Winter Service policies and plans. Some of the recommendations and practices will, if adopted, also take a number of years to implement. For example, it is recognised that, in certain cases it could potentially take up to around 10 years or so for a major programme of change to be fully implemented."

It goes on to say "It is suggested that authorities and other winter service providers review their policies and practices against the content of this document with a view to identifying and explaining any significant variance and, where appropriate, develop time tabled implementation plans for the adoption of the detailed national best practice guidance and recommendations."

The idea behind the operational recommendations in the current Appendix H is to achieve savings, increase resilience and improve service levels. In light of the expectation, quoted above, that implementation of the changes might take a number of years, the Appendix H recommendations have been tabulated and a suggested "review and implement" date listed. This programme should be reviewed on an annual basis as part of the ongoing review of this Operational Plan.

The government issued some guidance to members of the public on self help at the end of October 2010 and this is still currently available on the http://webarchive.nationalarchives.gov.uk/20121015000000/www.direct.gov.uk/en/NI1/Newsroom/DG_191868 and is also given in section B5. The headline states "Anyone can clear snow and ice from the pavement outside their home or public spaces to



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prevent slips and falls. Follow the snow code to clear snow and ice safely.” This gives a clear message to the public and is helpful to ensure that anyone in the Council is aware of and can advise accordingly.

This Operational Plan has been drafted to ensure compliance with the Equality Act 2010. Of the nine protected characteristics, three have been identified as potentially vulnerable to dangers of ice and snow on the highway- age (older people), disability (people with difficulties in walking) and pregnancy (expectant mothers who may have difficulties in walking or may require to attend hospital at short notice). In particular it is recognised that these groups are more reliant on the need for footways to be as safe as possible. This plan ensures that Winter Service treatment of footways is prioritised towards locations presenting the greatest dangers in ice and snow conditions, and that when resources allow service improvements to be introduced these will be targeted towards footways.

2) Synopsis

Lewisham’s Winter Service Operational Plan has, as previously mentioned, been developed over a number of years taking into account previous codes of practice. This Operational Plan includes the latest recommendations the first being;

“Authorities should formally approve, adopt, and publish, in consultation with users and key stakeholders, a Winter Service Operational Plan, based on the principles of this Code.”

Lewisham has already carried out consultation and is continuing consultation with affected stakeholders; this is an ongoing process and will be continued as necessary.

Another recommendation of the code is to review the Operational Plan annually, to ensure that it is current and that new technologies and methods are considered.

Commitment to and observance of this Operational Plan will assist the Council in defence or mitigation of third party claims arising from the Council’s Winter Service operations, including those that may be litigated.

3) Methodology

The Lewisham Winter Service plan is a detailed technical document which sets out how Lewisham Council provides its Winter Service. Under the terms of the Freedom of Information Act 2000 it is publically available.

The method in determining which parts of the Lewisham Street Network (LSN) which need treating is a prioritised risk based approach. The LSN is a complex mix of road network hierarchy and footway network hierarchy. The road network and footway network have been broken down from the most heavily used roads and footways to the least used roads and footways. The method used is risk based, this is where all streets are assessed and scored on their risk if the street is not treated. It is not possible to treat every street in the borough, this is summarised in the policy



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statement below. (However in a period of prolonged settled snow all streets would be treated in a priority order once there was assurance that the Primary and Secondary priority routes were clear.)

Lewisham receives its weather forecasting information from the Met Office; when the information indicates the appropriate low temperatures or a risk of snow, action will be taken to implement the Winter Service activity as set out in this Operational Plan.

4) Policy Statement

SUMMARY:

Lewisham Council's policy is to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Council considers the best way of achieving this is by prioritisation of certain roads and footways based on risk assessment. The detailed operational procedures are covered by the Winter Service Operational Plan which is revised and published each year.

Fuller statement:

Lewisham Council policy is to prioritise Winter Service treatment to try to ensure that resources are directed at the most important areas first. Therefore priority routes are designated for both carriageway and footway salting. Lewisham policy is to pre-salt, wherever possible, the main routes before ice forms or snow falls, and when severe frost is forecast the footways will also be treated as soon as the workforce are available, in a pre-determined priority order.

In Lewisham certain main routes form part of the Transport for London Road Network (TRLN). TfL treats carriageways and footways on the TLRN, although Lewisham Council cleans them. Therefore Lewisham Council's policy is that cleansing operatives normally working on the TLRN are sent to treat priority routes on the Lewisham network. Certain locations are treated in isolation rather than as routes based on risk assessment so as to ensure these locations are treated as quickly as possible. In general these include pedestrian steps or ramps, and areas outside key rail and tube stations.

As a policy, cycleways will not be treated separately from the road or footway prioritisation, due to it being operationally very difficult to send a gritter down such routes. It could also mislead people into thinking that when part of a cycle route had been treated as part of the carriageway salting that the whole cycleway has been treated. The question on whether it is sensible to encourage the riding of a bicycle in such weather also is of concern. This policy will be reviewed if new methods of treating such routes become available at the discretion of the Asset Manager. The current practice is that cycleways will not be treated unless they are part of existing salting routes where gritters are able to gain access.

As a policy Lewisham will prioritise the Highways, using all the staff normally working on the Highways and will use the off-Highways related staff to carry out other Council winter treatment where appropriate. The exception to this will be where the only



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available plant is required off highway for treatment that is considered to be a higher priority than the remaining highways work at the discretion of the Asset Manager. The reference to staff includes individuals directly employed by the Council and also individuals employed by contractors to the Council.

Salt bins are no longer provided by the Council.

INTRODUCTION

The following is taken directly from the revised version of Chapter 13 of the “Well Maintained Highways Code of Practice for Highway Maintenance Management” amended in November 2011. (Throughout the document a few other parts of the Code of Practice will be summarised in this same shaded boxed format without further acknowledgment to avoid unnecessary repetition.)

Although sometimes termed “Winter Maintenance”, the particular network management requirements during winter are not “maintenance”, in the traditional sense, but specialist operational services. The term “Winter Service” has been adopted by this Code.

Winter Service deals with regular, frequent and reasonably predictable occurrences like low temperatures, ice and snow, as well as with exceptional events. Whilst the effects of climate change are likely to result in an increased frequency and intensity of severe winter events, these can be taken into account in Winter Service planning. Therefore Winter Service can and should be subject to the same regime of plan, deliver, review and improve as other aspects of the highway maintenance regime.

Policies and plans developed for Winter Service are likely to have relevance in emergency planning for dealing with extreme weather conditions including flooding, high winds and high temperature, as discussed in Section 14 of this Code. The incidences of such events may be affected by climate change. They are also likely to have some relevance to the wide range of non-weather related emergencies that could affect the highway network.

Although, a very specialised area, Winter Service is a significant aspect of network management both financially and in terms of its perceived importance to users. It can also have significant environmental effects. The organisation of the service is likely to have considerable implications for the overall procurement and management of other highway maintenance services. This Section of the Code should therefore be read in conjunction with other sections dealing with these issues and Appendix H.

Objectives

Winter Service can contribute significantly to each of the core objectives set out in this Code as described below:

Customer



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There are, in all parts of the UK, very considerable user needs and expectations and these can be a major influence on customer satisfaction through demonstrating an efficient, effective and proportionate response to winter conditions.

Safety

Safety is a prime consideration for Winter Service, even though statutory obligations and users needs vary in different parts of the UK.

Serviceability

Maintaining availability and reliability of the highway network is a key objective for Winter Service and one where user judgements of performance will be immediate rather than longer term.

Sustainability

Low temperatures and the formation of ice can cause serious damage to the fabric of running surfaces and accelerated damage of the network. Effective Winter Service can contribute to a reduction in whole life costs and minimise damage to the environment.

The plan has been revised in the light of the latest guidance and is set out in the exact format with the same headings as detailed in the revised Appendix H of the Code of Practice.

1 The Service

The Winter Service is provided by the Transportation Department on behalf of Lewisham Council. Operationally the service is delivered by the Council's Highways Maintenance (Responsive) and Planned Works contractor, FM Conway. The service is planned to ensure that adequate resources are available to respond to adverse winter conditions affecting Lewisham's public highway network.

Lewisham is not usually affected for long periods of extreme weather conditions. Resources are provided to deal with conditions that might be expected within the normal range of winter conditions expected in the area.

In the event of prolonged period of severe weather, contingency arrangements include the use of the cleansing teams and in very severe weather when it is impossible to collect refuse without prior treatment of roads the salting of all roads prior to refuse collection is attempted.

The Winter Service has been called various names in the past including Winter Maintenance, but the particular management requirements during this period are not "maintenance" in the traditional sense but specialist operational services. The term "Winter Service" has been used in Northern Ireland and provides a more apt description and has been adopted by the Code of Practice on Delivering Best Value in



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Highway Maintenance. This operational plan is based on that Code of Practice and therefore has adopted the same terminology.

Winter Service is not an emergency service in the traditional sense in that low temperatures, ice and snow are regular and frequent occurrences, even given the effects of climate change. However weather events at the extreme end of the expected climatic range, such as prolonged cold spells and lengthy periods of heavy snow may lead to disruption (e.g. cancelled bus services) and heightened risk to life and limb. In these circumstances the Winter Service can and should be subject to the same regime of planning and review as other aspects of the Council Services.

Policies and operational plans developed for the Winter Service will also have relevance in emergency planning for dealing with other extreme weather conditions including flooding, high winds and high temperature, the incidences of which may be affected by climate change. They will also have some relevance to the wide range of non-weather related emergencies that could affect the highway network.

Although a very specialised area, the Winter Service is a significant aspect both financially and in terms of its perceived importance to users. According to the Institution of Civil Engineers Design and Practice Guide 2000 “A recent survey concluded that for every £1 spent on winter maintenance, £2 is saved on accident reduction, £5 is saved on a reduction in traffic delays and £1 is saved by not creating the need to engage emergency services.”

When significant amounts of snow fall, salting and other snow clearance operations take place. The main roads are cleared first followed by the remaining road network. After main roads priority is given to routes to hospitals, fire stations, ambulance stations, bus stations, schools and to at least one access, from the main road network to all communities. A further priority, once these facilities and locations have assured safe access, is clearing roads to enable scheduled refuse collections to take place.

When To Salt

People often wake up to a severe frost, scrape ice off their car and are then surprised to find that the roads have not been salted.

This is because action is taken on the ROAD temperature being at or below freezing rather than the AIR temperature. Roads retain heat and do not cool down nearly as quickly as objects such as cars, and so frost on a car can be a misleading guide to whether salting is needed on the roads.

Salting is likely when road temperatures are at or below 1°C, and moisture is present or likely to be present to form ice.

Frost does not usually affect road surfaces until late evening or early morning so whenever possible salting is carried out overnight and outside periods where road traffic is heavy.

Great care is taken when applying salt to ensure that the appropriate rates of spread are used. Winter Service vehicles are extremely powerful and have to distribute the salt across the full width of the carriageway. Drivers are therefore asked to keep a



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safe distance when following a salting vehicle, and to exercise great care when overtaking.

2 The Contractor

The Winter Service in Lewisham is provided by the Council's Transportation Department. Operationally the service is delivered by the Council's Highways Maintenance (Responsive) and Planned Works Contractor, FM Conway. Footway salting (and snow clearance) is carried out by the Council's Cleansing Service.

3 The Winter Season

The winter season will commence on 17th November 2014 or at the discretion of the Asset Manager and full standby arrangements will be in place for 18 weeks or longer at the discretion of the Asset Manager.

If adverse conditions occur outside of that period contingency arrangements are in place to respond accordingly. The monitoring of the weather conditions together with the Client decision making process will be run fully from 1st November 2014 through to 15th April 2015 and annually thereafter for the same period from 1st November.

4 Definition

Within this document the term Highways shall mean highways maintainable at public expense within the meaning of the Highways Act 1980, with the exception of the TLRN. Within Lewisham the Highways comprise all roads, footpaths and other land managed and maintained by the Council as highway authority but not the TLRN which is managed and maintained by Transport for London.

A STATEMENT OF POLICIES AND RESPONSIBILITIES

A1 Policies and objectives

The Council has formally approved and adopted the policies and the priorities as listed in this plan.

SUMMARY:

Lewisham Council's policy is to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Council consider the best way of achieving this is by prioritisation of certain roads and footways based on risk assessment. The detailed operational procedures are covered by the Winter Service Plan which is revised and published each year.

Fuller statement:



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Lewisham Council policy is to prioritise the work to try to ensure that resources are directed at the most important areas first. Therefore priority routes are agreed for both carriageway and footway salting.

Salt bins were provided historically to enable the operatives to get at salt quickly and prevent bags of salt having to be provided by a vehicle. The Council no longer provides salt bins.

Lewisham policy is to pre-salt, wherever possible, the main routes before ice forms or snow falls.

In Lewisham a large number of the main routes are under the control of Transport for London as the Highway Authority; it is their duty to treat carriageways and footways on their routes. Therefore the policy is for the cleansing operatives normally working on these routes to be sent to other areas to work on the priority routes that Lewisham is responsible for. Certain locations are treated in isolation rather than as routes based on risk assessment so as to ensure these locations are treated as quickly as possible. In general these include pedestrian steps or ramps, and outside key rail and tube stations, as specified on page 22 of this document.

As a policy cycle ways will not be treated separately from the road or footway prioritisation, due to it being operationally very difficult to send a gritter down such routes. It could also mislead people into thinking that when part of a cycle route had been treated as part of the carriageway salting that the whole cycle way has been treated. The question on whether it is sensible to encourage the riding of a bicycle in such weather also is of concern. This policy will be reviewed if new methods of treating such routes become available.

As a policy Lewisham will prioritise the Highways, using all the staff normally working on the Highways and will use the non-Highways related staff to carry out other Council winter treatment work (in Housing estates, parks and educational establishments.) The exception to this will be where the only available plant is required off highway for treatment that is considered to be a higher priority than the remaining Highways work. The reference to staff includes individuals directly employed by the Council and also individuals employed by contractors to the Council.

A2 Client and Service Provider risks and responsibilities

Each winter, usually from late autumn to early spring, the Client provides twenty-four hour control of salting operations throughout the Borough, except for the TLRN roads which are covered by Transport for London (TfL) working for the Greater London Authority (GLA).



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Transport for London (TfL) is responsible for the winter maintenance of TLRN roads.

In Lewisham the roads covered by TfL are:

The A2 (New Cross Road, Deptford Broadway, Deptford Bridge, Blackheath Hill (East of Borough boundary) Shooters Hill (West of Borough Boundary, Queens Road (East of Kender Street) and Kender Street).

The A20 (Amersham Road, Parkfield Road, Lewisham Way, Loampit Hill, Loampit Vale, Lee High Road.

The A21 (Molesworth Street, Lewisham High Street, Rushey Green, Bromley Road, Bromley Hill)

The A201 (Queens Road (West of Kender Street) and Besson Street).

The A205 (Lordship Lane (East of Borough boundary), London Road, Dartmouth Road (North of London Road), Waldram Crescent, Waldram Park Road, Sunderland Road (North of Waldram Park Road), Stanstead Road, Catford Road, Brownhill Road, Plassy Road, Sangley Road (West of Plassy Road), St Mildreds Road and Westhorne Avenue (West of Borough boundary)).

The Client's responsibility includes for the provision of adequate rock salt supplies, the appointment of a contractor to apply the salt, the appointment of a contractor to provide meteorological forecasts, collating and auditing Contractor records pertinent to the service, and completion of a log sheet as a full record of all salting operations. The Council through their Winter Service Manager (Asset Manager) is also responsible for physically monitoring the quality of the work and ensuring the work is undertaken safely and in accordance with the safe working procedures.

The Contractor is responsible for the provision and full availability of the appropriate equipment and necessary resources to apply rock salt at specified spread rates, making decision when to salt, based on meteorological forecast data, to carry out consequent salting operations and to provide to the Client accurate records of all salting operations including the weight of salt applied to each route.

The following shows the division of the main Winter Service-responsibilities:

Preparation of Winter Service Operational Plan Lewisham Council

Winter Service Operational Plan	Lewisham Council
Procurement of Highways Contractor	Lewisham Council
Salt Purchase	Lewisham Council
Operational Standards	Lewisham Council
Routing (pre-salting and snow clearance)	Lewisham Council



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Procurement of Meteorological Forecasts	Lewisham Council
Monitoring Meteorological Forecasting	Contractor (FMC)
Vehicles/plant	Contractor (FMC)
Decision Making	Contractor (FMC)
Operational Supervision & H&S	Contractor (FMC)
Operational Staffing Levels	Contractor (FMC)
Performance Monitoring	Lewisham Council
Service H&S	Lewisham Council
Salt Bin Monitoring/Filling	Lewisham Council
Footways: salting and snow clearance	Lewisham Council

A3 Partnership or shared risks and responsibilities

The Winter Service is managed as client primarily by the Transportation Department. The principal operational activities of the Winter Service, namely receipt of weather forecasts, decision to operate and salting of carriageways are provided by the main Contractor, FM Conway. Salting (and snow clearance) of footways is provided by the Cleansing Service

Lewisham Council and FM Conway have responsibilities as listed in A2 above.

A4 Decision making process and responsibilities (See section D4)

A5 Liaison and communication arrangements with other authorities and other public services

Neighbouring Authorities

The fact that a highway is treated in a neighbouring borough but not in Lewisham is hard for the ordinary highway user to understand, even if they know where the various Borough boundaries are.

There may be times when it is not appropriate to treat roads in Lewisham but neighbouring boroughs may have treated theirs. There could equally be times when it is appropriate to treat routes in Lewisham but not in other neighbouring authorities. However, the possibility of people crossing boundaries onto an icy untreated road should be considered in any decision making process.

The decision making e-mail (Appendix F) will be sent to each neighbouring authority each day with a request for them to do the same. (Note these e-mails will only be produced when it was likely that treatment will occur as otherwise the log is just filled in as Action Taken: Nil.)

Contact Details found in Appendix A. These details are confidential and are not for release to the public so as to ensure ease of contact during a Winter



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Emergency situation. The public should be directed to the web site or call centre of the appropriate authority.

Transport for London

The TLRN roads in the Borough are the responsibility of Transport for London (TfL) (part of the Greater London Authority - GLA). It is their responsibility to treat the roads shown in red on the map in Appendix B. Contact details are found in Appendix A.

The possibility of people coming off one of the treated TLRN roads onto an untreated major Borough road should be considered in any decision making process.

A6 Winter risk period

The winter season will commence on 17th November 2014 and full standby arrangements will be in place until 27th March 2015 or altered at the discretion of the Asset Manager and thereafter annually

In the event that adverse cold weather conditions occur outside that period contingency arrangements are in place to respond accordingly. The monitoring of the weather conditions together with the Contractor decision making process will be run fully from 1st November 2014 through to 15th April 2015.

In the event of a prolonged period of severe weather, contingency arrangements include the use of the cleansing teams. In very severe weather when it is impossible to collect refuse without prior treatment of roads, the salting of all roads will be completed prior to refuse collection being attempted whenever resources permit.

A7 Resilience standard

The national and regional resilience standard is based on 12 days resilience with a maximum of 48 treatments in total. Lewisham needs 432 Tonnes to meet the standard. The current capacity is 1300 Tonnes. The Council commences the 2014-15 winter season fully stocked (1300 Tonnes). Throughout the winter season the salt stock will be continuously monitored and replenished to capacity as and when it falls below 625 Tonnes.

A8 Legislative background.

The Code of practice gives the following summary of the legislative background:



The statutory basis for Winter Service varies in different parts of the UK. In England and Wales Section 41 (1A) of the Highways Act 1980 was modified on 31st October 2003, by Section 111 of the Railways and Transport Act 2003. The first part of Section 41 now reads:

“a) The authority who are for the time being the highway authority for a highway maintainable at the public expense are under a duty, subject to subsections (2) and (3) below, to maintain the highway.

b) (1) In particular, a highway authority are under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice.”

This is not an absolute duty, given the qualification of “reasonable practicability” but it does effectively overturn previous legal precedence, albeit not with retrospective effect. Section 150 of the Highways Act 1980 still imposes a duty upon authorities to remove any obstruction of the highway resulting from “*accumulation of snow or from the falling down of banks on the side of the highway, or from any other cause*”.

In addition, the Traffic Management Act 2004 placed a network management duty on all local traffic authorities in England. It requires authorities to do all that is reasonably practicable to manage the network effectively to keep traffic moving. In meeting the duty, authorities should establish contingency plans for dealing promptly and effectively with unplanned events, such as unforeseen weather conditions, as far as is reasonably practicable.

Given the scale of financial and other resources involved in delivering the Winter Service it is not reasonable either to:

- provide the service on all parts of the Network;
- ensure running surfaces are kept free of ice or snow at all times, even on the treated parts of the network.

The Code of Practice has 20 recommendations and these could be seen as Best Practice in any peer review. These are given below:

1. Authorities should formally approve and adopt policies and priorities for Winter Service, which are coherent with wider objectives for transport, integration, accessibility and network management, including strategies for public transport, walking and cycling. They should also take into account the wider strategic objectives of the authority.
2. Authorities should consider, consult on and formally adopt local service standards for resilience of their winter service in terms of number of days continuous severe conditions salting on a defined Minimum Winter Network for the Overall Winter Period and for the Core Winter Period.
3. Authorities should review their approach to climate change and in particular their resilience to prolonged cold weather.



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4. Authorities should consider whether collaborative arrangements such as shared services, lead authority arrangements, collaborative service procurement, and sharing depots and salt stock, would provide an effective and value for money approach to increasing winter service resilience.
5. Authorities should determine critical areas and infrastructure in conjunction with key public services and other stakeholders and seek to ensure that appropriate winter treatment has been considered by the appropriate party.
6. Authorities should ensure effective communication of information for the public before and during both normal and severe winter conditions.
7. Authorities should ensure that there is appropriate consultation and communication with other highway authorities, key public services and other stakeholders to ensure improved service for the public.
8. Authorities should formally approve, adopt, and publish, in consultation with users and key stakeholders, a Winter Service Plan based on the principles of this Code.
9. Authorities should define treatment route plans for carriageways, cycle routes and footways for pre-treatment and snow conditions, based upon the general maintenance hierarchy, but adapted to take into account the factors identified by this Code.
10. Authorities should prepare contingency Winter Service Plans for severe weather conditions which include possibilities such as salting a Minimum Winter Network. Authorities should seek agreement on plans in advance with other highway authorities and key public services such as hospitals and public transport providers. There should be a co-ordinated approach to implementing Minimum Winter Networks across adjacent highway authorities.
11. Authorities should explore the potential for mutual aid in salt supply and other aspects of winter service and should make contingency arrangements in advance.
12. Authorities should take full advantage of decision support systems and services to enable timely, efficient and accurate decision making.
13. Authorities should continually monitor performance during service delivery and respond effectively to changing conditions or network incidents.
14. To ensure appropriate level of competence, training and development needs of all personnel should be established and reviewed annually, including health and safety and appropriate vocational qualifications. Training should then be provided where appropriate before the Winter Service season.
15. Authorities and relevant organisations should provide training and conduct periodic exercising to test plans for responding to severe weather events.
16. Authorities and salt suppliers should treat the supply of salt as a service rather than a simple commodity purchase.
17. As a means of enhancing local salt storage capacity, authorities and salt suppliers should jointly consider supplier owned salt stocks held on a short or long term basis in a number of widely distributed locations around the country. A joint approach may include agreements such as purchase of some or all stock by the end of a season or provision of land.
18. Authorities should seek a broad approach to salt supply, for example establishing framework contracts with more than one supplier.



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19. Authorities should consider whether efficiency benefits can be obtained from collaborative salt procurement and should also consider ways to improve the balance of risk between salt suppliers and themselves, e.g. longer contracts, performance contracts with minimum guaranteed purchase and supply, and contracts that include supply of salt and investment in facilities.
20. All aspects of the Winter Service Plan, including service delivery arrangements, should be reviewed annually in consultation with key stakeholders to take account of changing circumstances.

The Equality Act 2010 covers nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Lewisham's Comprehensive Equalities Scheme 2012-16 sets out the basis for application of the Act within the Borough, and in particular sets an objective "to improve access to services". The purpose of the Winter Service is to ensure as far as reasonably practical that use of the highway is not endangered by snow or ice. Of the listed characteristics, age (older people), disability (people with difficulties in walking) and pregnancy (expectant mothers who may have difficulties in walking or may require to attend hospital at short notice) have been identified as categories of people who may be particularly vulnerable to the dangers of ice and snow on the highway. In particular, members of these groups may be more at risk of falling, and/or of sustaining greater injuries if and when a fall occurs.

Both for reasons of resources available and of practicality, not all footways can be treated immediately, and therefore early treatment is prioritised towards locations where larger numbers of people are expected (e.g. shopping centres, transport interchanges) and where dangers might be greater (e.g. steeper gradients). It is also recognised that, should resources for service development of Winter Service become available, improvements in footway treatment should be prioritised.



B ROUTE PLANNING FOR CARRIAGEWAYS, FOOTWAYS AND CYCLE ROUTES

B1 Carriageway routes by risk level

Carriageway routes for pre- treatment

The total length of roads in Lewisham are as follows:

14.41 km	TfL - Treated by TfL
190.07 km	Borough Roads - Treated as per this plan.
199.73 km	Borough Roads – Not treated routinely

All Lewisham roads have a speed limit of 20mph or 30mph and TfL roads 30mph. The priority routes (including TfL) cover about half of the total roads in the Borough. This is considered to be an adequate level of provision, leaving the less used roads to be treated only in the worst of conditions and after the priority routes have all been made as safe as possible. This is seen to be among the best performing authorities' level of provision of Highway Authorities in pre-treatment conditions. However if the legal situation changes this may need to be reviewed.

All roads shown on the salting routes will be treated during the winter according to their level of priority.

The table below summarises these different priorities and the routes appropriate for each.

Priority	Routes	Length (km)	Tonnage Salt
Primary	P1;P 2; P3 and P4	121.02	17.9
Secondary	S1; S2; S3 and S4	69.05	10.3
Resilience	R1; R2 and R3	74.47	11.4
Exceptional	E1	34.16	5.1

To be effective, salt must be spread evenly and at rates to suit prevailing weather conditions.

The traditional three levels of priority for snow are defined on the Network and maps coloured as follows:-

Primary – Main and High Risk Roads (Non TLRN) (Blue on Maps)



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The list of Primary routes covers all the main and high risk routes that are not TLRN roads

(TLRN Roads are not the responsibility of Lewisham Council but of the GLA and are covered by Transport for London (TfL)). The Primary Routes comprise:-

- (i) Principal Roads
- (ii) Local Distributor Roads and other heavily trafficked roads
- (iii) All main bus routes and Emergency Service priority routes
- (iv) Locations with access problems, such as those with very steep gradients
- (v) Roads serving schools, large industrial estates and shopping centres.

These roads form the backbone of the Road Network within the Borough of Lewisham and as such the Winter Service Operation should be that of **not** allowing snow to lay or ice to form on the highway surface as far as is reasonable practicable.. The Contractor's Manager will ensure that the salting programme starts within 2 hours of the initial snow or frost warning or as early as reasonably practicable.

For plans of roads and sections covered together with route lists for each of the routes please see Appendix B.

Secondary B (Green on Maps)

These roads, though not as important as Primaries, are important roads to keep open and safe for the free movement of all traffic off the major roads. The Winter Service Operation is that salting of these roads should commence immediately upon completion of Primary roads. In practice the Lewisham standard is to have four gritters available for operational use. Therefore one gritter should be dedicated to work through a Primary and Secondary route. Therefore although the aim is to treat Primary routes before Secondary routes in practice some Secondary routes may be started before all Primary routes are completed.

For plans of roads and sections covered together with route lists for each of the routes please see Appendix B.

The aim should be that wherever possible these roads will have been treated and will generally be kept cleared/safe for traffic at least during the morning and evening peak traffic flows, (06.30 - 09.00 hours and 16.30 - 19.00 hours). Every effort should be made to ensure salting operations are completed before the commencement of these peak traffic flow periods.

For list of roads and sections covered together with Maps for each of the routes please see Appendix B

The priority route system will be reviewed annually to take into account alterations to bus routes, new traffic management schemes etc. Dry runs will



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then be made to test the practicality of the routes and amendments made where necessary.

Contingency Arrangements - Resilience Network

The Primary routes above contain part of the London Wide Resilience Network and if there are extreme conditions where salt supplies are limited or other resources are restricted (e.g. fuel supplies) these will be salted and other salting may be curtailed to ensure preservation of scarce resources. The Resilience routes are shown in Appendix C.

Exceptional Route

This route is to be salted in the event of a marginal weather forecast; i.e. circumstances in which frost or ice or settling snow is expected only in exposed locations. In such circumstances, frost ice and snow are not expected on the remainder of the Primary and Secondary routes. The areas covered by the Exceptional route are Blackheath, Blythe Hill, Forest Hill / Sydenham (west of railway line), Hilly Fields and Telegraph Hill. The Exceptional route is shown in Appendix D.

Carriageway routes for post-treatment by risk level

Same priority routes for post-treatment as for pre-treatment but increase spread rates as per Appendix A depending on the conditions.

Carriageway routes for snow clearing by risk level

Snowfall on Roads

When snow is forecast to fall in the Borough, conditions are monitored very closely so that, if possible, all priority roads can be salted before snowfall commences. It can be difficult to predict when rain may turn to snow and vice versa and consequently on occasion this can lead to unnecessary salting.

Salting does not take place whilst rain is falling, as it will be washed away. This leads to a late response to the deteriorating road conditions and is seen by the public, erroneously, as a failure to respond on behalf of the Council.

If heavysnow falls in succession over a number of days, then additional gritters may be mobilised) to keep a high concentration of salt on the roads. At such times, numerous complaints of packed snow lying on lower priority roads will be received from the public, and when the higher priority routes are fully treated, gritters will be deployed on attending to these complaints.

If snow has settled to such a depth that salting alone is not removing it, then snow blades are fitted to two gritters to scrape the snow off the roads, so that the salt can be effective.



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Pre 2003 the Highways Act 1980 contained no specific duty relating to ice and snow in the highway above and beyond the Section 150 duty to remove obstructions. Snow is considered to be an obstruction when it impedes use of the road network.

With the amended legislation the duty is now extended to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice.

The Council has therefore adopted the Institution of Civil Engineers design and practice guide “Highway Winter Maintenance” as far as is applicable to an urban situation like Lewisham, where heavy snowfalls are very infrequent. It has also been considered inappropriate to use snow ploughs, blowers or similar plant even if there was sufficient snow fall to justify the expense, due to the urban nature of the network, with parked cars and pedestrians in almost all streets. Due to changes in guidance last year Lewisham will consider trialling snow plough use this winter on an experimental basis, in the event of sufficient snowfall. This is a non-routine measure and must be authorised by the Winter Service Manager. It is noted that there is no snow plough within the equipment manifest permanently available for the Lewisham Winter Service in 2014-15 but the Contractor (FM Conway) does have access to such equipment. Additionally ploughing capacity may be made available by Transport for London.

It is expected that severe weather warnings will be provided by the Met Office in advance of any significant snow falls. In the event of sudden changes there will be an update to the forecast. If in doubt the forecaster can be spoken to directly to enable clearer understanding of the local situation.

Although London in general rarely gets significant falls of snow, if heavy snow is forecast the following procedure will be followed. On receiving the snow warning the following sequence of operations should be followed:

1. Pre-treat the spreading network in accordance with the rates given in Appendix A1 immediately prior to snow falling to prevent snow settling on the road surface.
2. Retreat uncompacted snow with salt at 10 g/m² per 25 mm of snow
3. When prolonged falls are forecast it will be found useful to continuously treat from the onset of snow to prevent build up and to prevent compaction by traffic. Such treatment should be at 20~40 g/m² so that a wet base is maintained.
4. A further treatment of salt is required at the rate of 10 g/m² for every 25 mm of uncompacted snow for each degree centigrade that the air temperature is below freezing.
5. If snow has become compacted and the temperature is low (- 5°C or below) neat salt must not be used, as it will accumulate in the form of salt solution in depressions and produce a very uneven and slippery running surface. In these circumstances spreading of an abrasive mix is advised. The abrasive to be used is sharp sand- nominal grain size 5mm.



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6. A 50/50 sand/salt mix should be used on hard-packed snow. Abrasive is not required on uncompacted snow as the action of salt will cause the snow to melt.
7. Very low temperatures do not usually follow immediately after a snow fall and it is therefore very important to apply salt early, salt again and try to get the resultant slush off the road before compaction by traffic.

The network should be cleared in the following priority order:

1. Salting network in priority order including the accesses to emergency service establishments.
2. Highways providing access to other important locations, essential industrial establishments, mainline and underground rail stations, bus garages, shopping centres and pedestrian areas.
3. Other commuter routes.
4. Single accesses to schools.
5. Residential roads and footways (in very extreme weather & at the discretion of the Asset Manager when extra resources become available)
6. Roads to single premises (in very extreme weather & at the discretion of the Asset Manager when extra resources become available)

Footways

Priority is given to shopping areas and where there is a high proportion of pedestrian traffic, i.e. to footway category 1. Less frequently used footways maybe cleared (following the footway category priority) at the discretion of the Asset Manager. During snow fall Lewisham Council does not clear footways except at schools, sheltered care centres, hospitals, large shopping areas and railway stations, as defined in 2 above.

Post-snow emergency action

After the snow period it is important that all gullies and drainage outlets are cleared of any accumulations of salt. Carriageways should be swept and footways where accumulations of salt remain.

All vehicles and equipment should be cleaned, lubricated and checked.

All salt bins should be checked and refilled as as soon as is reasonably practicable, subject to available resources.

Priority Points to be Salted Manually

All roads will be salted by spreading machines within the salting routes, but the Contractor will be responsible for seeing that priority points are salted manually as soon as snow clearing operations are started, e.g.



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- The junction of a hill with a main road.
- Road traffic islands which are a meeting point.
- Any steep hills where traffic is heavy.
- The approach roads to the bridges.
- Bridges over railway lines.
- Hospital access.
- Bus stops.

LOADING AND TRANSPORTATION OF SNOW

This Winter Service Operation relies on the melting of snow by salt and minor use of snow blades. Due to the urbanised nature of Lewisham there are times when circumstances may lead to accumulations that need removing. Recourse to transport of snow is a non-routine measure and must be authorised by the Winter Service Manager.

Leisure Areas

The Leisure Services will be responsible for Snow Clearance from all Leisure Establishments.

Housing Estates

Housing Service providers are responsible for all activities regarding snow clearance on Housing Estates.

B2 Response and treatment times for all carriageway treatments

The target response times are as follows:

That 2 salting vehicles are put on standby within 2 hours of a decision by the Contractor
All salting tasks to be carried out by the Contractor are to be commenced within 1 hour of initiation and to be completed as soon as reasonable and practicable
Where conditions require that additional resources be deployed, and where the Winter Service Manager agrees that other services be partly, or wholly suspended, 2 additional salting vehicles with drivers to be provided, with the following notice periods:- Monday to Saturday 6 am to 8 pm – 2 hours



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Monday to Saturday 8 pm to 6 am – 6 hours
Sundays and Bank Holidays – 6 hours

Where Transportation Department Staff see carriageways or pavements which appear to require treatment, but which have not been designated as such by the Contractor, these to be reported to the Contractor as soon as practicable, but in any event no later than 1 hour after observation

The treatment time, which is the period between vehicles leaving the depot and the completion of all priority carriageway routes, is dependent upon weather conditions and efficient use of resources.

In most cases pre-treatment is carried out at night using four salting vehicles with the target being to complete the Primary routes within three hours and the Secondary routes by 7.30am if necessary and before the onset of icy conditions. Pre-treatment of all priority routes is usually completed within eight hours.

If snow falls which has not been predicted, the Contractor will mobilise gritters (within one hour), and will arrange the salting of the Primary routes first. However, the time taken to complete this operation will depend on traffic congestion and the varying weather conditions.

Under such circumstances public reports and complaints will be widespread and the only action available is to continue salting and snow clearance until the weather conditions ease and the situation becomes controllable again.

Daytime salting is disrupted by traffic; consequently every effort is made to have any wet roads salted before the temperature drops below zero and before the busy early morning traffic.

Footpaths are normally only treated during periods of prolonged and severe cold weather. Cycleways are not treated separately but in very prolonged conditions may be cleared of snow.

OPERATIONAL PLAN

Four salting units will be available at Wearside Service Centre from 1 November each year. Routes will be allocated by the Contractor Manager on duty and must be strictly adhered to.

The Winter Salting operation will be controlled from Wearside Service Centre, to clear snow, ice or frost from (in priority order):-

- Primary Routes,
- Secondary Routes,



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- the next day's refuse collection route (if necessary to enable the refuse collection service to operate) and
- other Borough highways if impassable due to ice or snow

This service shall be operated 24 hours a day until this task has been completed.

Drivers must follow the procedures laid down in the Winter Service Operational Plan with regard to loading of salt, the number of loads and returning completed rounds.

Following a decision to commence salting two vehicles are to be loaded and commence salting as soon as possible. They will commence salting the Primary routes, in numerical order.

Salting of Primary routes must generally take place before Secondary routes are commenced (however it is permissible for a gritter allocated to a Secondary route to commence that route while other gritters are still completing Primary routes).

All Winter Service treatment work will be co-ordinated by either the Contractor's Manager, or a named delegated Manager.

Whenever a forecast indicates that a snowfall is likely and provided that road conditions are suitable, consideration should be given to a precautionary light spread of salt on all major highways.

Routes will be allocated by the Contractor's Manager on duty and must be strictly adhered to.

B3 Routes for footbridges, subways and other high risk pedestrian areas

There are six footbridges and one subway in the Borough. These are included in the list of areas to be treated first of all in the event of any footway treatment being initiated. It is also considered that drop crossings present a significant risk of accidents involving serious injury. Therefore care will be taken to ensure these are comprehensively salted as part of the footway treatment (in accordance with B5 below).

B4 Response and treatment times for footway and cycle route treatments

Footways

When "Ice" or "Snow" forecast is received the Cleansing Supervisors will be issued an e-mail advising that sweeping should stop and salting start. This is to apply as early as possible (preferably from start of work if forecast received in



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time). No out of hours working will be expected, but full use of sweepers will be used during normal working hours. The priority areas are given in B5 below.

These must be tackled immediately either mechanically or manually before any other pavements are treated. Staff will be allocated to clear snow from pavements using footway spreaders or manually using shovels that will be provided to all members of staff. Once these key target areas have been dealt with, clearance of the remaining streets will commence in liaison with the Winter Service Manager.

B5 Routes for other footway and cycle route treatment by risk level

Footways

In Ice and Snow conditions treatment will first be allocated to footways in:

- major shopping streets
- railway and DLR station approaches.
- bus station/terminus approaches
- hospitals.
- subway, footbridges, pedestrian crossings.

Following completion of these areas there are four priorities of footway salting. Only in conditions of prolonged ice or settled snow is it likely that resources may permit Priority 3 or 4 to be covered at the discretion of the Asset Manager.

Priority 1 – Primary Roads - shown in blue on maps in Appendix B

Priority 2 – Secondary Roads - shown in green on maps in Appendix B

Priority 3 – All remaining footways – one side only

Priority 4 – All remaining footways – other side

If snow has settled and cannot be treated by salt alone, a pathway of 1.2 metres (4'0") must be cleared of snow and salted manually to allow 2 (two) pedestrians to walk past each other without obstruction.

Whenever possible banking of snow should be avoided when clearing the footway. Where banking occurs a pathway should be cleared to the kerb edge every 25 metres (30 yards).

A pathway should also be cleared to give access for pedestrians to use telephone kiosks, bus shelters, post boxes, pedestrian crossings etc.

Mechanical Clearance



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No mechanical footway spreaders are currently allocated to the Lewisham Winter Service. However should such equipment be available to the Contractor or from TfL it may be used on a trial basis with the consent of the client. This will generally be used on the colder areas in the South of the Borough but could be used elsewhere if necessary and possible.

Heaping of Snow Prior to Transportation

Snow must not be heaped or made into ridges unless special dispensation is given by the Authorised Officer.

Heaping of snow must not take place on pedestrian crossings or bus stops. If heaps or ridges are made in the channel, a space of not less than 30 cm (1'0") wide must be left between the snow and the kerb to allow for drainage and sufficient space must be left between the heaps or ridges for the convenience of pedestrians.

Gully grates must be kept free from obstruction as far as is reasonably practicable.

Loading of Snow

Transport must be used efficiently by allowing sufficient loaders per vehicle. Loading of snow from the front of shops and defined premises must be carried out first and less important areas left until later.

Leisure Areas

Lewisham Leisure Services will be responsible for Snow Clearance from all Leisure Establishments.

Housing Estates

Lewisham Housing Services or various housing associations will be responsible for all activities regarding snow clearance on Housing Estates through its individual service provider.

Self help guidance for the public

The government issued guidance to members of the public on self-help at the end of October 2010 and this is still currently available on the http://webarchive.nationalarchives.gov.uk/20121015000000/www.direct.gov.uk/en/N11/Newsroom/DG_191868. For ease of reference this is replicated below, but the public should be referred to the web site for more information.

Clearing snow and ice from pavements yourself

Anyone can clear snow and ice from the pavement outside their home or public spaces to prevent slips and falls. Follow the snow code to clear snow and ice safely.

The snow code - tips on clearing snow and ice from pavements or public spaces



Don't be put off clearing paths because you're afraid someone will get injured. Remember, people walking on snow and ice have a responsibility to be careful themselves.

Follow the advice below to make sure you clear the pathway safely and effectively. And don't believe the myths - it's unlikely you'll be sued or held legally responsible for any injuries if you have cleared the path carefully.

Clear the snow and ice early in the day

It's easier to move fresh, loose snow rather than hard snow that has packed together from people walking on it. So if possible, start removing the snow and ice in the morning. If you remove the top layer of snow in the morning, any sunshine during the day will help melt any ice beneath. You can then cover the path with salt before nightfall to stop it refreezing overnight.

Preventing slips



Pay extra attention to clearing snow and ice from steps and steep pathways - you might need to use more salt on these areas

Use salt or sand - not water

Don't make the pathways more dangerous by causing them to refreeze. If you use water to melt the snow, it may refreeze and turn to black ice. Black ice increases the risk of injuries as it is invisible and very slippery.

You can melt snow or prevent black ice by spreading some salt on the area you have cleared. You can use ordinary table or dishwasher salt - a tablespoon for each square metre you clear should work. Don't use the salt found in salting bins - this will be needed to keep the roads clear.

Be careful not to spread salt on plants or grass as it may damage them.

If you don't have enough salt, you can also use sand or ash. These won't stop the path icing over as effectively as salt, but will provide good grip underfoot.

Take care where you move the snow

When you're shovelling snow, take care where you put it so it doesn't block people's paths or drains. Make sure you make a path down the middle of the area to be cleared first, so you have a clear surface to walk on. Then shovel the snow from the centre of the path to the sides.

Offer to clear your neighbours' paths



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If your neighbour will have difficulty getting in and out of their home, offer to clear snow and ice around their property as well. Check that any elderly or disabled neighbours are alright in the cold weather. If you're worried about them, try contacting their relatives or friends, or if necessary the local council.

Routes for cycle route treatment by risk level

Cycleways which are part of the priority carriageway and footway routes are salted whenever those priority routes are treated.

Cycleways off the priority routes cannot practically be treated as specific routes at present as no practical vehicular method of doing so has been identified.

The financial resources available for winter services are not sufficient to allow for the treatment of all cycleways.

The question on whether it is sensible to encourage the riding of a bicycle in such weather also is of concern. This policy will be reviewed if new methods of treating such routes become available.

B6 Allocation of plant, vehicles, equipment and materials to routes

The Contractor's Manager will allocate vehicles plant and other equipment to those best suited for the needs of the routes. The smaller vehicles will be used for the narrower streets etc. The larger ones will be used to try to prevent need for return to depot for additional salt within the run.

B7 Location and maintenance of salt bins and salt heaps

Within the current Winter Service Operational Plan, salt bins are provided for use on streets by Council employees and contractors only. They are placed at a limited number of locations that present particular snow and ice problems, such as steps, steep gradients or areas used by people with mobility problems.

During and following the conclusion of periods of adverse weather, the street cleansing managers are instructed to check and restock as circumstances permit. A review of these sites is carried out each year and amended as necessary, taking into account operational requirements.

It is not possible to provide salt bins for use by residents in urban/suburban areas, because of the high cost that would be involved and the limited budget. A risk analysis of use of salt bins in the London area has identified "sharps" left by drug users as a possible danger to Winter Service operatives. Therefore the bins are to be securely locked and only opened under close supervision.

During the winter, there is a demand for salt to be provided at schools, day centres, libraries, aged persons homes, and neighbourhood offices. The Winter



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Service Manager will contact these establishments and offer to provide a salt bin or bagged salt prior to the winter period and recharge the contract costs.

As with depot facilities the Environment Agency (E.A.) is concerned about the environmental impact of salt storage, and the E.A.s “Pollution Prevention Guidelines Highway Depots: PPG10” says there is a risk of pollution of rivers and groundwaters, due to the run-off from rock salt stockpiles. Uncovered roadside salt stores may cause localised problems and the Agency should be consulted about their location and the means of storage.

Although salt bins are covered and contained the E.A. should be consulted to ensure minimum impact of new bin locations. It should also be noted that any salt to be placed on the footway for sweeping crews to use must be in containers (e.g. bagged), and removed immediately on completion of the area in question.

B8 Special sites or features (e.g. near railways or traffic calming).

There are no special features that cause trouble to the treatment of roads currently recorded. However if any are identified they are to be reported and noted for future years.

C WEATHER PREDICTION AND INFORMATION

C1 The decision making process (See section D4)

C2 Road weather information bureau service

There are a limited number of companies that provide weather forecasting and the products available are very similar. Therefore, many of the contracts across London are with the same companies, providing opportunity for a single regional contract.

Currently Lewisham uses the Met Office for its road weather information service. This gives Lewisham the ability to speak direct to a forecaster if required, as well as the regular forecasts detailed in C5 below.

C3 Road weather stations (Lewisham has none at present)

C4 Timing and circulation of information

The forecasts provided by the Met Office are borough specific and issued mid-morning on a daily basis with updates in the late afternoon and overnight.

The first one in the morning will be used to make the initial decision and the Contractor’s Manager (or designated Deputy) shall make the decision and email the Winter Service Manager not later than 1300 hours. If there is doubt as



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to the precise action then the decision log can say update to be issued after 1700 dependant on latest forecast. Likewise later forecasts may have to be used or contact with the weather centre directly if borderline. See section I10 for further information.

C5 Road weather forecast

Lewisham Council Subscribes to the Met Office forecasting service which will provide both by e-mail and on a web platform There is also a 2-5 day London Specific outlook forecasts and an interactive map showing Borough specific forecast sites and those of other Boroughs signed up to the service. This includes the ability to overlay and animate satellite, radar and weather images to aid understanding of potential hazards. The Borough also has a facility to call the forecaster at any time day or night including weekends and bank holidays. The Met Office gives advice and clarification to assist marginal decisions, as described in Appendix L

C6 Reporting procedure

Recorded messages provided by the Met Office commence with one or more condition indicators followed by information on timing and severity, e.g. "SNOW expected to fall and settle after 21.00 in outer boroughs."

The condition indicators are listed below.

CONDITION INDICATOR	MEANING
NIL	Road surface temperature expected to remain above zero degrees Celsius and snow not expected
ALPHA	Road temperatures expected to fall below zero degrees Celsius but roads are expected to remain dry
BRAVO	Road surface temperatures expected to fall below zero degrees Celsius and hoar frost is expected to form. (Hoar frost – early morning frozen dew).
ICE	Road surface temperatures expected to fall below zero degrees Celsius and widespread ice is expected to form
SNOW	Snow is expected
	"CONDITION SNOW" warnings will be followed by details of timing, Snow depth, intensities, as required. Later confirmation or variation may follow; this will be given in the form of a brief text.

See section I13 for further information

C7 Thermal mapping (See section I4).



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C8 Maintenance of ice detection equipment (Lewisham has none at present)

C9 Information to be provided.

The Contractor's Manager (or designated Deputy) will inform the Winter Service Manager as soon as practicably possible after it is known that adverse weather conditions are expected. Each day the Contractor's Manager (or designated Deputy) will complete the Daily Decision Justification Log (Appendix F) and e-mail a copy to the Winter Service Manager (Asset Manager).

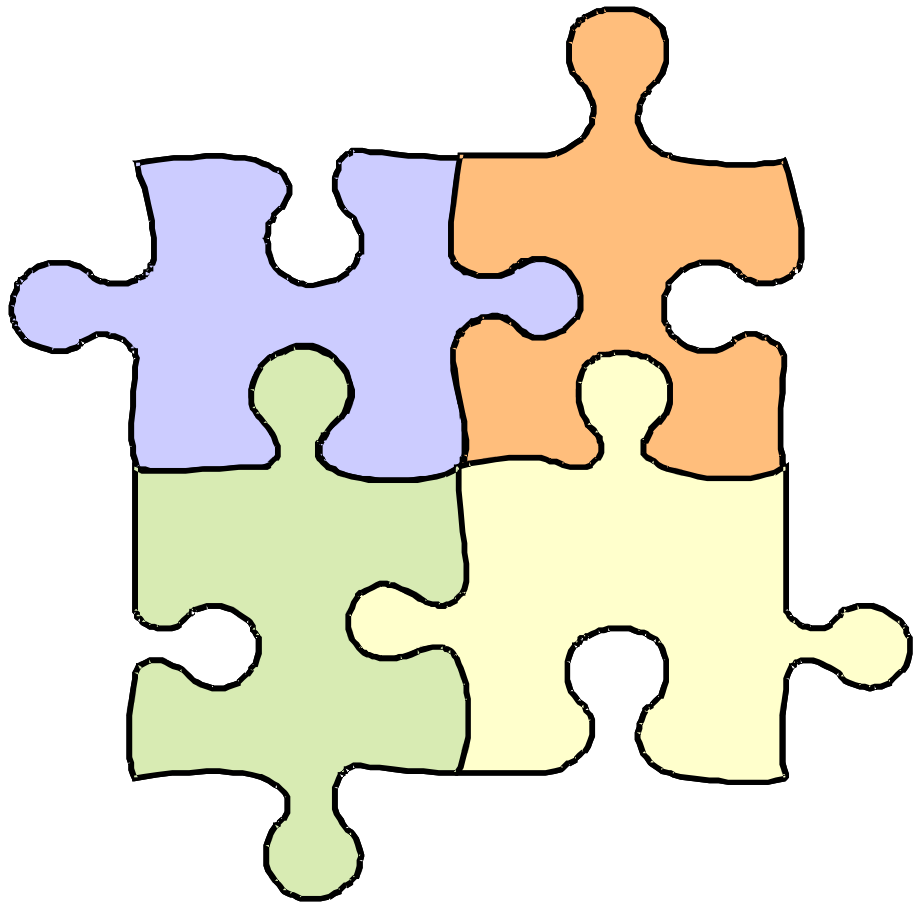
If necessary a further Daily Decision Justification Log (Appendix F) will be completed and sent by e-mail but telephone confirmation of the change must also be given.

D ORGANISATIONAL ARRANGEMENTS AND PERSONNEL

D1 Command, control and operational organisation

The organisational chart is given below in section D10, but it is important to realise the interlinking of the different parts of the service provision.

This is shown diagrammatically in the figure on the right, showing that Lewisham Council relies not only on Contractor's Staff for the delivery of the service and the Met Office for the accuracy of the weather forecasts but also on the work of Transport for London (TfL) in salting the TLRN roads and the and that of neighbouring authorities on roads that are shared.



The public expects the Council to get it right every time, and wants a seamless service across Lewisham, TfL and neighbouring Boroughs' highway networks. It is therefore vital that close working relationships are developed with the other parties involved.

D2 Arrangements with other authorities (see section A5)

D3 Arrangements with other public services

The Council realises the strategic importance of the Highway network to a number of other public services and the arrangements take into account each year the latest information on Public Transport changes including revisions to bus routes, railway and underground stations and other transport providers.



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Key public buildings especially hospitals are considered as part of the route planning and, where possible, routes are prioritised to enable access to be maintained as much as possible.

The Council also recognises that the Emergency Services have a vital role to play and although not all roads and footways in the Borough can generally be treated they have direct access when necessary to enable emergency treatment to be carried out.

D4 Decision making (see Appendix A1 for Decision Making Process for Carriageway Salting)

The decision to salt in the light of expected freezing conditions or snow is made by the Contractor's Manager (or designated Deputy). (However this decision may, exceptionally, be over-ridden by the Winter Service Manager). To be effective, salt must be spread evenly and at rates to suit prevailing weather conditions.

The decision making process will be based on the Decision Matrix Guide from the Code of Practice. This is reproduced in Appendix A1 for use by the decision maker.

The routes shall be salted in numerical order. As four gritters are generally used, Routes P1, P2, P3 and P4 shall be commenced at the same time, then on completion those gritters shall undertake, respectively in order, Routes S1, S2, S3 and S4.. However If reports of road conditions (or other circumstances) indicate that alterations should be made, the Contractor's Manager (or authorised Deputy) shall make that decision.

COUNCIL DEPARTMENTS SNOW CLEARANCE PROCEDURES

Leisure Areas including parks and open spaces

The appropriate Directorate of the Council will be responsible for Snow Clearance from all Leisure Establishments, Parks and Open Spaces.

Housing Estates (managed by Housing Service Providers)

Housing service providers are responsible for all activities regarding snow clearance on housing estates. The Council housing provider, Lewisham Homes, provides a winter service provision which runs parallel with this plan. Lewisham Homes will aim to ensure that there is a sufficient stock of approved de-icing material available to its estates staff for the purpose of snow clearance, and that material is available and suitable for use at all times during the winter season. Housing Associations are responsible for their service providers individually.



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- D5 Operational record keeping and reporting (See item I13)
- D6 Plant and vehicle manning arrangements, including management of drivers' hours regulations

STANDBY ARRANGEMENTS

Prior to the start of the winter season the Contractor will submit for the approval of the Client a method statement and staff rota for the operation of the various surface treatments contained within this Winter Service Operational Plan. The method statement will set out how sufficient staff will be mobilised to ensure the following

- Continuous operation 24 hours per day for extensive periods
- Capacity to operate all loading equipment and all spreading equipment in parallel
- Full adherence to drivers' hours regulations
- Capacity to carry out running repairs to vehicles and equipment
- Accountable and contactable management on site at all times
- Contingency arrangements to deal with non-availability of rostered staff or back up vehicles to cover breakdown or repairs

The rota will

- Ensure rostered staff are able to reach the base of operations in time to enable operations to commence within one hour of the decision as far as is reasonably practicable.
- Ensure all staff allocated to specific tasks are fully trained and certified as required and as appropriate
- Roster staff for a maximum period of seven days with a minimum of seven days break between each roster period
- Be kept up to date to take into account staff changes, holidays etc.

CALL OUT PROCEDURE

The Contractor's Manager, on obtaining an adverse weather report, will decide the nature time and extent of the operation to be carried out. Sufficient staff from the approved rota will be called out. The requirement of this plan is for operations to commence within one hour of the decision

- D7 Materials management

The Contractor and Client will closely and continuously monitor salt usage and the Client will re-order material when stockpile falls below 625 Tonnes. In the event that national salt shortage arrangements are triggered the Client will co-operate closely with LLACC and TfL to ensure the availability of sufficient salt.

- D8 Training and development arrangements



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All staff involved in management of winter services have practical experience of supervising salting operations. Prior to the commencement of each winter period, briefing sessions are held with all client and contractor staff to discuss the content of the Winter Service Operational Plan.

The Contractor will ensure that all drivers are familiar with the priority routes and any special arrangements. The Contractor provides operatives who are accredited in accordance with City and Guilds 6159 qualification (previously called 6157) in winter services. This proves the operatives' competence to operate salting and ploughing machines.

Loading shovel drivers shall have a Certificate of Training Achievement Award.

All allocated drivers must undergo training prior to operating any vehicle to ensure that they are fully competent in use of the vehicle and attendant equipment in Winter Service activity.

City and Guilds provide training and also some guidance for Supervisors in their **Winter Service Operations (6159-01) Supervisor guidance** which is available for free download on line at:

http://www.cityandguilds.com/documents/ind_construction_utilities/6159-01_h-book_sup.pdf

During October/December all operatives will undergo training on:

- (a) Use of equipment.
- (b) Requirements regarding hours of work.
- (c) Method of working.
- (d) Priority Routes
- (e) Health and Safety
- (f) Environmental Issues.

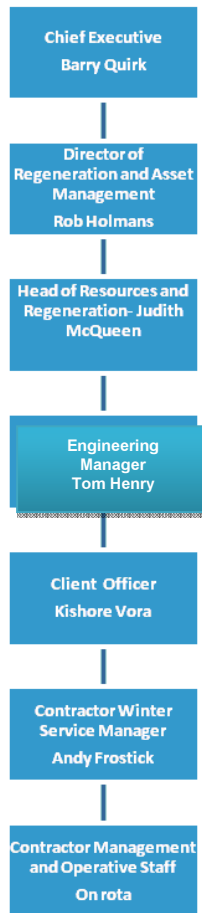
D9 Schedules of Contract and Voluntary Personnel (CVP) (Section not used)

D10 Employee roles and responsibilities

The following key organisation structure is given below and the roles and responsibilities are as with the normal chain of command. – Please contact me to amend the titles to reflect the actual reality.



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The responsibility of the various parties follows this chain of command although in general it will be the Winter Service Manager and the Contractor Manager who have responsibility on a day to day basis. The Winter Service Manager has over-ride powers but is expected these will be used exceptionally.

D11 Contact and commissioning arrangements for CVP (Section not used)

D12 Employee duty schedules, rotas and standby arrangements

Appendix J gives the duty rota for the winter period and lists all the names qualifications and home address and telephone numbers. (This information to be collated and supplied by Winter Service Manager following approval of Contractor rota). This information is strictly confidential and access will be restricted as required under statute.

The Contractor Manager will check the rota every Friday afternoon during the winter period and advise the client of permanent alterations due to staff change and temporary alterations due to sickness, holidays etc.

D13 Winter Service exercising arrangements

Joint exercises were run with all the London Boroughs and Transport for London in December 2009 and May 2010. These also involved the Emergency



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Services and Public Transport operators. These types of exercise will continue to be run as necessary to ensure smooth co-ordination across London.

D14 Standard operating procedures (See also Appendix A1)

Carriageway Treatment

The standard operating procedures for the Contractor as regards treatment to carriageways are set out in Appendix A1.

Post Treatment Activity

Following a stand down of salting operations on the highway the Council's Street Cleansing Service will remove residual salt during normal cleaning operations. Where large amounts remain on footways, these will be removed within one week. Gullies and drainage channels on the footway will be cleaned.

At the end of a winter with one or more periods of severe weather, a full visual inspection will be undertaken of the carriageways of all principal and classified roads, and footways in town centres and other areas of significant footfall. The purpose of this is to identify frost/ice damage to surfaces and sub-surface courses. Damage identified will be rectified in accordance with Lewisham's normal policies and priorities for carriageway and footway maintenance.

Utilities' Works

Following severe weather the utilities will be requested to post inspect any temporary or permanent reinstatements completed during or immediately prior to the cold period, and to repair any frost/ice damage without delay.

D15 Escalation and emergency operating procedures (See also section H2)

Advance Preparations

The Service Support Manager will ensure preparations are made to establish and operate a telephone service for the public:- the "Snow Support Line" and for liaison with Housing Neighbourhood Offices,

- Instruct Council Switchboard to refer all calls regarding snow or ice to Call Point (020 8314 7171) The "Snow Response Line" in the event of the declaration of a "Snow Emergency"
- Brief teams on procedures to operate "Snow Response Line" on 020 8314 7171 (8.00 am to 5.00 pm Monday – Friday).
- Set up register of public requests
- Establish deputising arrangements
- Establish and record email contacts for all Housing Neighbourhood Offices



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- Inform Winter Service Manager (Asset Manager) in writing of deputising arrangements in following week

Role of Key Staff in Prolonged Adverse Weather Conditions

In a prolonged period of adverse weather conditions there will be prolonged provision of treatment to the carriageways by the Contractor and to the footways by the cleansing service and possibly also by the refuse service. In such circumstances the role of the Winter Service Manager (Asset Manager) will be

- to co-ordinate and actively monitor the effectiveness of the service and to take executive action to ensure the service continues to perform.
- to brief senior management and Members, by issuing email bulletins to all recipients of this Winter Service Operational Plan (see Appendix I)
- to brief the news media (through the Press Office).
- to ensure the “Snow Response Line” is operational, monitor public requests and prioritise responses
- actively to monitor salt stocks and take any remedial action.

Inspectors/Senior Claims Inspector/Principal Quality Inspector will mobilise resources and direct operations on clearing footways.

Network Co-ordinator will arrange road closure orders as necessary under Section 14(2) of the Road Traffic Regulation Act 1984. Liaise with Met Police Traffic Division.

Service Support Manager / Admin Officers

Keep register of public requests and relay to Winter Service Manager / Duty Officer

In the event that the Met Police advise that they have closed roads considered dangerous, such locations will be recorded on the register of public requests. The Winter Service Duty Officer will inspect these roads, and if necessary those nearby and take action as follows:-

Condition	Action
Isolated icy patches but road otherwise is reasonably safe	Contractor ordered to carry out “Spot salting”. When this is complete the road is re-opened.
Thick sheet ice, covering area up to 10 sq m	Contractor ordered to carry out “Spot salting”. When this is complete the road is re-opened.
Thick sheet ice, covering extensive area or area	Contractor ordered to erect barriers and closure signs. Section 14(2) Closure arranged. Closure notices posted on lamp columns at entry points.



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	Road can be re-opened on decision of Winter Service Duty Officer and all signs, notices and barriers are to be removed from site. For closures lasting more than one day, barriers, signs and notices to be inspected (and if necessary reinstated) daily.
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In the event that the Winter Service Manager (Asset Manager) deems that

- there is no imminent prospect of a thaw
- conditions may become more severe or prolonged

the Winter Service Manager (or authorised Deputy) shall declare there to be a “Snow Emergency”. (If declared by a Deputy, the Winter Service Manager shall be informed as soon as practicably possible. The Service Support Manager shall also be informed as soon as practicably possible). In this circumstance

- carriageway treatment, supervision, management and monitoring shall be placed on 24 hour working
- members of staff identified within this section may be required to work overtime or to cancel previously booked leave
- street cleansing staff shall work entirely on the Winter Service. Line management shall remain with the Street Cleansing service but operational priorities will be directed by or on behalf of the Winter Service Manager
- “Snow Response Line” is to be activated and staffed from 08.00 to 20.00 hours Monday to Friday and 08.00 to 12.00 hours Saturday
- all calls received to be logged including those requiring no action
- the Service Support Manager (or Deputy) will identify any locations attracting abnormally high levels of calls and inform the Winter Service Manager
- the requirements of the European Working Time Directive 2003/88 apply and no member of staff shall work more than 48 hours in any one week



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When the Winter Service Manager is satisfied that the conditions that gave rise to the declaration of the “Snow Emergency” no longer exist, he shall declare the “Snow Emergency” to be ended. The Snow Response line is to be de-activated. The Winter Service Manager is to inform the Contractor that the Winter Service is reverting to its routine role.

The Winter Service Manager shall de-brief all staff and identify any issues that require addressing. Procedural variations will be made as necessary. The Winter Service Manager shall report on the “Snow Emergency” to the Resources Regeneration and Asset Management Team.

D16 Operational monitoring

The primary responsibility for winter service treatment is with the Contractor who will carry out all necessary supervision and operational monitoring in accordance with this Winter Service Operational Plan.

D17 Health and safety procedures

The whole operation of the Winter Service is generally carried out in unfavourable weather conditions and often at night. Therefore safety factors are paramount. It is necessary for every part of the operation to be carefully considered when any new plant or new procedure is introduced.

All operatives have undergone health and safety induction training which makes them aware of the safety issues involved in winter services as well as who the safety coordinator is.

They are issued with a copy of the Contractor's safety, health and environmental guide, and advised of site specific risk assessments and procedures.

In addition all drivers will have received appropriate training in accordance with D8 above

Operatives will have signed to confirm that they have received induction and are aware of current procedures involved on site for health and safety matters and emergency procedures are in place.

All safety, health and environmental matters are communicated to operatives by means of toolbox talks, memos and/or written risk assessments throughout the winter season.

Training is essential but is not in itself sufficient. Every person engaged on the Winter Service must comply with the following documents at all times:

- (1) Lewisham Council Requirements



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- Lewisham Health and Safety Policy
- (2) Contractor requirements
- Company H&S policies applicable to the individual employees.
 - Health, Safety and Welfare at Work Employee Handbook
 - Safe Working Method Statements
 - Risk Assessments for each activity
 - Route Risk Assessments
 - COSHH Risk Assessments
 - Environmental Risk Assessments

It is the responsibility of the Contractor, working in close conjunction with the Winter Service Manager, to produce and revise the above

D18 Contingency arrangements. (See section H)

E FACILITIES, PLANT, VEHICLES AND EQUIPMENT

E1 Winter Service compounds and facilities

The Control room and vehicle storage depot is at Wearside Service Centre.

The salt store is under the direction of the Winter Service Manager and is stored at Wearside Service Centre.

E2 Calibration procedures

To be effective, salt shall be spread evenly and at rates to suit prevailing conditions. Spreading shall be undertaken by automatic machines. The controls of spreading machines shall be calibrated and clearly marked for distinct rates of spread up to a maximum of 40 gms/m². Higher rates are unnecessary, wasteful and can be environmentally harmful. Care shall be taken to ensure that spread widths are neither too wide nor too narrow.

It is not recommended that dry salt be spread at a rate greater than 40 gm/m². It is further recommended that calibration testing of the spreaders should take place at the start and mid points if each winter season together with refresher instructions to the operators as to the settings needed to give the required rates of spread.

E3 Fleet inventory including licence requirements and capacity

The following transport and equipment is to be made available by the Contractor throughout the extended winter season:



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Gritter - HGV (8 tonne capacity)	4	+	2 (reserve)
JCB-type excavator (“shovel”)	1		

The gritting vehicles will have cab controls, radio and GPS tracking devices.

The Contractor, and other Contractors to the Council, are under an obligation to divert vehicles and other resources to snow clearance as instructed.

E4 Fuel stocks and locations

Each driver shall be responsible to ensure that his/her vehicle has adequate fuel. The Contractor Manager shall ensure that the contractor’s fuel stocks remain sufficient to cover a winter event of at least four weeks’ duration.

E5 Location of plant, vehicles, snow-blowers and other equipment

Throughout the winter period the Contractor will carry out a daily check on the availability of vehicles. The Contractor shall inform the Winter Service Manager of any vehicles not available and the estimated repair time.

Mechanical Shovel

A mechanical shovel must be available at all times when salting is in progress. Although the formal Plan manifest is for a single shovel, the Contractor must have contingency arrangements in place to source a replacement in the event of non-availability.

E6 Contingency arrangements (see section H1)

E7 Garaging, servicing and maintenance arrangements

Use of Transport

No vehicles may stand loaded with salt for more than two hours.

Washing of Vehicles and Plant

All vehicles used to transport salt are to be thoroughly washed at the end of operations and where practicable all moving parts are to be greased.

Salting vehicles and plant are to be unloaded and thoroughly washed down at the end of each working shift.

This will be carried out under the supervision of the Contractor’s Manager.

The Contractor’s Manager is to ensure that all spreading machines (including reserve machines) are ready for immediate use at all times, are mechanically sound and parked in readily accessible positions as from 1st November. The



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availability of parking spaces is to be checked by the Contractor's Manager and Winter Service Manager.

When a spreading machine or a mechanical shovel is under repair and remains off the road for more than 1 hour, the Contractor's Manager must inform the Winter Service Manager. 4 Gritting Machines and 1 mechanical shovel are to be available at all times.

Workshop

Duty mechanical fitters will also be placed on call.

E8 Contact and hire arrangements for contract plant.

Names of firms having mechanical shovels for hire, with a minimum bucket capacity of 1 cubic yard (0.7646 cubic metres) are to be listed and held by the Contractor.

F SALT AND OTHER DE-ICING MATERIALS

F1 Location and capacity of stocks for salt and other materials

SALT STORAGE

Salt store is under the direction of Winter Service Manager and is located at Wearside Service Centre.

The Winter Service Manager is responsible for the maintaining of sufficient stock of salt. However, the maximum capacity of the Wearside salt stock is 1300 Tonnes and is currently (at start of 2014-15 winter season) stocked to capacity (1300 tonnes).

The Contractor will advise the Winter Service Manager of the quantities of salt used through the reporting mechanism (Appendices G and H).

The Winter Service Manager is responsible for monitoring salt use and restocking when stockpile falls below 625 tonnes. However the Contractor Manager should contact the Winter Service Manager if he/she considers stocks are insufficient.

When additional salt is delivered to Wearside the Depot Manager will make arrangements for the piling of salt in the salt bay. The stockpile should be arranged such that old stocks are used before new stocks.

The salt store is a barn which is laterally open to the elements. Therefore the salt stocks rarely remain dry. All rates of spread quoted generally throughout



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this Operational Plan assume for dry salt. It is rarely possible to use the wet salt at lower spread rates.

According to the Environment Agency's "Pollution Prevention Guidelines Highway Depots: PPG10" there is a risk of pollution of rivers and groundwaters, due to the run-off from rock salt stockpiles. They recommend that salt stores are roofed, or if this is not practicable, covered over with an impermeable membrane, situated on an impervious base and sited at least 10m away from the nearest watercourse or soakaway. Drainage from stores and loading areas should pass to the foul sewer (see Section 1b), or a sealed tank. Drainage from these areas should not pass to a watercourse or soakaway. If this is unavoidable, a consent will be required from the Agency, which would contain strict quality conditions in order to protect the water environment.

Measures should be taken to ensure that salt from the store is not allowed to encroach onto the open yard, using, for example, a ramp across the entrance. According to the designers the yard is designed to avoid such problems.

The Environment Agency's PPG 10 is available on their website at the following address: <http://www.doeni.gov.uk/niea/ppg10.pdf>

Salt Delivery

The responsibility for ensuring salt bins are filled lies with the Winter Service Manager, as does the supply of salt. Salt will also be distributed to various parts of the Borough as needed. Arrangements for salt delivery should be made via the Winter Service Manager.

Other De-icing Material

Currently not applicable.

F2 Contacts and purchasing arrangements for supplies

Lewisham Council is responsible for the purchasing of all salt supplies and the Winter Service Manager is to ensure that arrangements are in place for the supply of extra salt as required during the winter period. The Contractor Manager is to draw to the Client's attention if he/she considers the stock pile is in need of restocking.

F3 Minimum pre-season and in-season stock levels

As a result of the problems with Salt supply during the winter of 2008-09 Lewisham Council has reviewed its minimum stock levels. The guidance in 2012 was to have 12 days or 48 runs rather than the previous 6 days or 36 runs supply for the treatment of the Resilience Network. The Lewisham Resilience Network needs 9 Tonnes per treatment. Ideally that would require 4 treatments in a 24 hour period. For 12 days this would give a requirement of 432 Tonnes.



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The total capacity of the depot is 1300 Tonnes. Hence the minimum stock level has been defined as 625 Tonnes. Further, to cope with a situation of a national salt shortage preventing replenishment of the Lewisham stock to the minimum, contingency arrangements are in place with Transport for London to enable purchase of salt from the strategic regional stockpile at Dagenham.

F4 In season re-stocking arrangements

As stated above the key metrics are:-

Resilience stock (48 runs)	432 Tonnes
Minimum stock level	625 Tonnes
Start of season stock level	1300 Tonnes

F5 Testing arrangements

The chemical composition of all salt should be stated by the supplier and tested (where necessary) in accordance with BS3247 Part 1. All salt should be transported in covered vehicles and have a moisture content not exceeding 1.5% by mass when delivered. Throughout the winter season the Winter Service Manager shall arrange for monthly tests of the salt stock (moisture content and chemical composition), using a reputable testing company

F6 Stock level monitoring and forecasting procedures

As stated previously Lewisham Council is responsible for the purchasing of all salt supplies and the Winter Service Manager is to ensure that arrangements are in place for the supply of extra salt if required during the winter period. Additionally, it is the Contractor Manager's responsibility to draw to the Client's attention in the event that he/she considers the stock pile is in need of restocking.

F7 Loading arrangements

All loading will normally be carried out at Wearside Service Centre.

Officers in charge of loading should note that to prevent overloading of vehicles it is suggested that each gritter should be loaded to the optimum level to be determined by the Contractor Manager on duty at the time dependant on the weather conditions prevailing.

As a general guide, the following loading is advised:

HGV Gritter should be loaded 3 level shovels (each level shovel is estimated to hold 1 Tonne of salt).

A note should be kept of any problems occurring with clogging of salting mechanisms. In these circumstances, loads should be varied downwards by drivers.



Details of loads, destinations, vehicle fleet numbers, etc. will be entered onto the record form (Appendix G) at the commencement of each journey.

F8 Treatment requirements including spread rates.

Precautionary Salting

Due to the recent changes to advice and guidance the details are now contained in Appendix A so as to enable the application of latest spread rates as appropriate. This is likely to continue for some years as research is continuing and new guidance is expected.

Treatment of Ice

As with precautionary salting due to the recent changes to advice Appendix A contains the spread rates for when ice has formed on the road surface.

Treatment of Snow

As with precautionary salting due to the recent changes to advice Appendix A contains the spread rates for the treatment of snow.

Treatment of Hard Packed Snow and Ice

As with precautionary salting due to the recent changes to advice Appendix A contains the spread rates for the treatment of hard packed snow and ice.

Use of Salt/Sand and Ballast

In the event of mechanical salt spreading machines not being available, the spreading of salt, sand or ballast on the highway will be carried out by staff by means of hand shovels.

Employees sent out to spread salt or sand must be reminded that care should be taken to ensure that it is not thrown onto pedestrians or vehicles.

Care must be taken to ensure that salt is not thrown upon lawns and flower beds. Where practicable **No salt is to be applied within 6 feet of a young tree.**

G OPERATIONAL COMMUNICATIONS

G1 Technical systems information



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There are no computerised systems involved in the present plan other than email, and therefore all communications are carried out either by landline or mobile phone, or in person. All written communications are emailed and if urgent confirmed by phone. If there is a problem with mobile phones Transport Staff also use a radio system.

G2 Reporting arrangements and protocols

Availability of Reporting Forms

The Service Support Manager shall ensure extracts from Appendices E, F, G and H of this Operational Plan are available to the Contractor for operational recording/reporting purposes.

Daily Report

At the end of each day the following information shall be passed to the Winter Service Manager using the forms contained within Appendices E, F, G and H of this Operational Plan:

- (a) Daily work carried out.
- (b) Salt used during each shift.
- (c) Staff and equipment deployed on both manual and mechanical salt application/snow clearance.

Refuse Collection

Normal service must be provided at all times but any sites where access cannot be gained due to snow or ice must be reported to the Winter Service Manager on duty on a daily basis. Where the service cannot be maintained crews shall assist in salting of footways, normally in their work area.

Procedure after major Salting Activity

A debriefing meeting is to be held at which a written report from the Contractor Manager to the Winter Service Manager giving details of major activities with comments on working procedures and any possible improvements, will be discussed

G3 Inventory and allocation, including back up.

Copies of all Winter Service records are kept at both the Client Office and at the Wearside Service Centre Control Room. This provides a backup in the event of flood, fire or other loss of data. As email is used as a major method of communication it is important that these are printed out or stored at both the local machines (sender and recipient).



H CONTINGENCY PLAN

H1 Contingency arrangements for Winter Service delivery such as salt supply, drivers, fuel vehicles etc

With the experience of the winters 2009 - 2013 and the shortage of salt nationwide the need for an escalation process and emergency operating procedure has been included below and in Appendix A2.

This should not be seen to be just for salt but for any shortage of resource. A serious pandemic affecting drivers, a fuel shortage or another reason altogether could lead to a similar need for escalation.

One of the key resource requirements for the winter service is trained HGV drivers with the necessary experience of driving the specific vehicles and routes. The winter period is also a time of high risk of flu which can reduce the level of resource. A pandemic could seriously restrict the ability of Lewisham to carry out this vital service. Therefore it is considered essential that back up trained operatives be available. This is currently being investigated to see what could be done in time for this winter and for future winters.

The need for extra vehicles plant and equipment during severe weather is unlikely to be able to be met without significant budgetary change as at such times hired vehicles will be unlikely to be available. Keeping the existing fleet well maintained at all times is the responsibility of the Contractor. If fuel is in short supply Lewisham will have priority fuel deliveries and the use of this fuel will be restricted to the essential services like this.

Pan London strategic stockpile:

Work carried out on behalf of LoTAG and TfL recommended that a strategic stockpile of up to 50,000 tonnes should be procured for back-up treatment of carriageways and footways (in the event of a supply failure). This was established in 2012 and provides London highway authorities with access to a central salt reserve in addition to their current individual stockpiles. This additional supply of salt acts as a buffer to allow winter service to be carried out as usual in the face of potential supply difficulties, as experienced in 2009 and 2010.

Triggering the Pan London Strategic Stockpile

This strategic stockpile provides an additional level of resilience to authorities when their own stockpiles are strained during periods of prolonged severe weather. Its existence does not obviate the need for authorities to comply with



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good practice, hold adequate operational stock at the local level and participate in mutual aid arrangements.

In order for the reserve to be effective, access to the strategic stockpile will not be allowed to become an alternative for the maintenance of adequate local stock levels by the individual authorities.

In the first instance, highway authorities should use their own stockpiles of salt which should be maintained to meet good practice, as described in “Well Maintained Highways”. Where these stockpiles are insufficient to meet minimum resilience levels, highway authorities should contact the London Severe Weather Gold Cell, as outlined in the Strategic Stockpile Protocol. The LSWGC will then oversee release of supplies from the strategic stockpile and mutual aid, as appropriate.

The protocol for the release of salt from the strategic stockpile is intended to ensure maximum usage from existing borough held salt stocks before strategic stocks are used; ensuring the best level of resilience across London is achieved.

H2 Arrangements for implementing minimum winter networks;

With the experience of the last four winters which led to severe shortages of salt nationwide, an escalation process and emergency operating procedure have been included. This should not be seen to be just for salt but for any shortage of resource. A serious flu outbreak affecting drivers, a fuel shortage or another reason altogether could lead to a similar need for escalation.

The London Boroughs have established London-wide arrangements for responding to severe weather conditions. The London Local Authority Co-ordination Centre (LLACC) links key local authority winter service and emergency planning staff with professional partners in the emergency services and transport sector. This includes Transport for London’s London Streets Traffic Control Centre. Originally established for response to high-impact, spontaneous incidents, it is recognised that the LLACC can fulfil a broadening role in regional severe weather co-ordination by facilitating mutual aid sharing, compiling daily reports, producing stock projections to inform allocations, and maintaining the regional picture through effective information-sharing.

The procedures and processes for local escalation if no London-wide escalation is considered necessary are given in Appendix A2

London's highway authorities have agreed a joint approach to salting a reduced network of roads and footways (the “Resilience Network”), should that become necessary during prolonged severe winter weather or a salt shortage. The aim is to ensure that travel on essential routes across London is possible, as far as is practicable, and that, in a salt shortage, a consistent service level is applied across London.



London Road Resilience Network

The London Road Resilience Network is a grid of routes within the Greater London that are required to be continuously kept open in severe winter weather to allow

- essential services to operate reliably and safely
- general traffic to move between population and business centres
- local traffic to undertake essential journeys on main roads
- bus routes to operate.

The network includes the roads to be treated, even in exceptional weather, when salt storage supplies are scarce, including those for which either TfL or the Boroughs are responsible. It ensures continuity across Borough boundaries, access to the strategic road network both within and outside London and enables London buses to operate a service. The London Road Resilience Network includes all A classified roads, roads required to access essential services and bus routes.

Essential services include:

- Hospitals with accident and emergency departments;
- Police, fire and ambulance stations;
- Bus and railway stations;
- Bus garages and depots;
- Thames bridges and access to Woolwich Ferry;
- Salt storage depots;
- Known topological problems, including gradients on B class roads; and
- Other critical roads, as agreed by the Borough and Transport for London to be of a sensitive nature.

The London Road Resilience Network is a sub-set of normal salting routes, amounting to about 50% of the normal treatment network. The network has been devised by local authorities, peer reviewed between neighbouring authorities and subjected to an independent review to ensure consistency.

Triggering the Regional Implementation of Treatment on the London Road Resilience Network only

In the event of continued severe winter weather, individual London highway authorities may consider activating their resilience network. This decision should be made if resources are thought to be insufficient to continue treatment of normal salting routes. The decision should be reported under the regular salt audit reporting arrangements. On the identification of potential regional shortages within regional salt reports, the London Severe Weather Gold Cell (LSWGC) may decide to activate the full regional road resilience network arrangements.



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In the first instance, highway authorities should use their own stockpiles of salt which should be maintained to meet good practice, as described in Well-maintained Highways. Where the stockpiles are insufficient to meet the levels described in “Well-maintained Highways” to treat their relevant portion of the Resilience Network, highway authorities should inform the LSWGC. LSWGC will then facilitate supplies from the strategic stockpile and mutual aid as appropriate. Access to the stockpile is authorised under the Strategic Salt Protocol and its existence does not obviate the need for authorities to comply with good practice, hold adequate operational stock at the local level and participate in mutual aid arrangements.

London Footway Resilience Areas

London Footways Resilience Areas are the minimum footway areas within Greater London to be treated when the resilience state has been triggered, so that core essential services can operate. The footway resilience areas are designated by the local highway authority.

The resilience areas should include locations which have either exceptionally high usage or are primary pedestrian routes, providing access to key services, including:

- Hospitals;
- Medical centres;
- Key employment sites;
- Primary and Secondary schools; and
- Town centres.

The footway resilience areas should include 20 metres either side of the main entrance to individual premises. They may not be linked but should provide access to the closest bus stop and the road resilience network, where this is practical. The footway areas should provide continuity across borough boundaries.

In addition, the footway resilience areas should include:

- Footways within key public transport interchanges and links between rail/underground/DLR stations and the closest bus stop on the road resilience areas; and
- Steep hills or other locations known to be unsafe for pedestrians in severe winter weather.

Triggering the Footway Resilience Network

As a practical measure, the footway resilience network will be triggered at the same time as the road resilience network.



H3 Mutual Aid e.g. resources available from adjacent authorities;

The opportunity for mutual aid was tested over three of the last five winters. In the Local Government Association's publication "Weathering the storm II - Improving UK resilience to severe winter weather" published in July 2010 is the statement:

Mutual aid between councils and between councils and the Highways Agency played an important part in ensuring that no area ran out of salt. For those areas with some available stocks, willingness to enter into mutual aid was tempered by uncertainty about when they might receive further supplies themselves, particularly, as happened in a number of cases, when promised deliveries failed to materialise when expected due to logistical issues with the suppliers. In addition, councils were keen to ensure that all possible measures to reduce salt usage and conserve stocks were in place in areas applying for mutual aid before making stocks available.

A number of areas are now seeking to put in place frameworks for mutual aid with surrounding authorities which include agreements on 2 ADEPT is the Association of Directors of Environment, Planning and Transport, formerly known as CSS conservation of stocks in times of supply shortages. Councils have suggested that this be incorporated into the Well-maintained Highways Code of Practice to encourage all areas to put similar arrangements in place.

In London the London Local Authority Co-ordination Centre (LLACC) has acted as a co-ordinator of mutual aid but the need for consistency in salt conservation and in the definition of the Resilience network are seen as key to Authorities agreeing to this in the future. The issue of certainty of resupply is also well recognised.

London local authorities are currently collectively progressing a regional mutual aid agreement, which will enhance existing arrangements and will further reinforce London's commitment to support itself in crisis.

H4 Liaison with Category 1 and Category 2 responders (reference Civil Contingencies Act 2004).

The concept of Category 1 and 2 responders as referred to in the Civil Contingencies Act 2004 have become better known among Winter Service practitioners in recent years.

In terms of the respective functions, Category 1 and 2 responders in London are no different to those in other parts of the country. However, London has particular patterns of public service provision and government which mean that some aspects of civil protection have to be organised differently. And as well as being a region, London is also the capital city, and therefore the effects of some incidents may be felt elsewhere including UK-wide.



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Part 1 of the Civil Contingencies Act 2004 establishes a clear set of roles and responsibilities for those organisations involved in emergency preparation and response at the local level. The Act divides local responders into two categories, imposing a different set of duties on each.

Category One organisations are those at the core of the response, such as blue light emergency services, local authorities, NHS and other health bodies. These organisations are subject to the full set of civil protection duties including risk assessment, development of emergency plans, the establishment of Business Continuity arrangements, the warning and informing of the public, sharing of information with other agencies to improve the response and multi-agency co-operation. Local Authorities are additionally required to provide advice to businesses and voluntary organisations about business continuity management.

Category Two organisations are co-operating bodies which are less likely to be involved in the heart of planning work but will be heavily involved in incidents that affect their sector. Category Two responders have a lesser set of duties which involve co-operating and sharing relevant information with other Category One and Two responders. Category Two organisations include transport, utility and other private sector companies among others

London Local Authority Gold Operating Procedures

The London Fire Brigade – Emergency Planning manages, on behalf of TfL and all of the London Boroughs, the London Local Authority Gold Operating Procedures. The function of the Local Authority Gold is to manage the collective response of London's local authorities to an incident requiring the opening of the Strategic Co-ordination Centre. This function is supported by a resolution passed by each London Borough and the Common Council of the City of London which delegates powers to Chief Executives to incur expenditure and deploy resources on behalf of one-another. The co-ordination of London's 33 local authorities will be directed by Local Authority Gold through the London Local Authority Co-ordination Centre (LLACC), also provided by the London Fire Brigade.

This well-established London Local Authority Gold (LLAG) is supported by the London Local Authority Coordination Centre (LLACC) which is in a position to liaise at a tactical level with TfL and other relevant agencies to share information and, where necessary, to assist in coordinating activity.

The procedures outlined in section D15 and in Appendix A2 take into account the probable involvement of the LLACC in any London wide event and co-ordination between the various parties.



I INFORMATION AND PUBLICITY

I1 Local press and broadcast contact information

**All enquiries from the media must be referred to the Council press office
IN ALL CIRCUMSTANCES: 020 8314 9001**

I2 Public information leaflets

The Council will publish on their internet site a summary of the information contained in this plan as well as route maps and other information. Currently, due to the number of different transport users travelling from, to and through the Borough, and each Borough having different information, there is not seen to be a benefit in producing a separate printed leaflet as many County Councils do. This will be reviewed if a public demand is identified.

The Executive Summary of this plan is seen to be a non-technical summary of the plan and should be made available to enquirers seeking a basic understanding of the service.

The Department for Transport produced, in collaboration with local government representatives and appropriate experts, a code (the “Snow Code”) setting out good practice for members of the public, including business owners, in clearing snow and ice from footways. This should be available on line and the current version is included in B5 above.

I3 Other key local and national contact information

The following contact numbers are given to enable contact with the neighbouring authorities and Transport for London when the situation requires. These are the general numbers and it is advisable to get actual contact names and numbers for the respective Control Officers. These numbers would not be published in this plan but in a confidential Appendix.

Southwark
020 7525 5000

www.southwark.gov.uk

Greenwich
020 8854 8888

www.greenwich.gov.uk

Bromley
020 8464 3333

www.bromley.gov.uk



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Transport for London (TfL) www.tfl.gov.uk
020 7941 2011 (8.30 to 18.00 Mon – Fri) otherwise 020 7343 5000

I4 Thermal mapping

Thermal mapping has not been carried out in Lewisham.

I5 Responsibilities and guidance for providing information

It is important that correct information is always given to the public, however it is difficult for the operations to continue smoothly if constantly interrupted by the public phoning for information. Therefore it has been decided that regular updates will be given to Contact Lewisham during periods of severe winter conditions and the public will be instructed to phone that number.

Contact Lewisham: 24 hours a day 7 days a week - 020 8314 7171

I6 The decision making process (see item D4)

I7 Road weather stations (Lewisham has none at present)

I8 Information to be provided

The forms in Appendices E; F; G and H will be used to record the decision making process (or as many as are necessary for that particular occasion) and to communicate the information to others as required. If changes or alterations are to be made to these then the Winter Service Manager and the Contractor Manager will agree the changes and revise them accordingly.

I9 Road weather information bureau service (See section C2)

I10 Timing and circulation of information

Appendix E will be completed every day by the Contractor Manager for every day during the core winter season. If the forecast is NIL no further action is required. This record will be completed and emailed as soon as possible after the Weather Forecast is provided and the first record shall be completed by no later than 14.30.

I11 Road weather forecast (See section C5)

I12 Notification arrangements for failure to maintain the published network

It is recognised that there will be times when it is not possible to treat the full published network. This would normally be due to exceptionally adverse



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weather and/or salt shortage and would have led to a planned reduction in treated routes ultimately reducing to the resilience network.

Any such planned reduction in network coverage (even if implemented rapidly) will need to be communicated to others as quickly as possible.

The people who receive daily emails of planned service provision (key stakeholders and neighbouring authorities) will be told by that email.

The general public will be informed as quickly as possible by means of press releases and website information as well as the call centre being informed so that anyone phoning to enquire can be informed.

I13 Reporting procedure

Appendix E will be completed every day by the Contractor Manager for every day between 17th November 2014 – 27th March 2015. If the forecast is NIL no further action is required.

Appendix F will be completed by the Contractor Manager every day that there is a forecast other than “NIL” If there is any doubt then a “Decision Justification” log sheet will be completed. This will be e-mailed to the Winter Service Manager as soon as possible after the decision is made. If further work is required a “Request to Salt” sheet will be completed as well and sent by e-mail to the Winter Service Manager at the same time as the “Decision Justification” log. This will then be completed by the Manager.

Appendix G will be completed by the Contractor Winter Service Manager whenever precautionary salting is instructed. After completion a copy will be e-mailed to the Winter Service Manager.

Appendix H will be completed by the Contractor Manager whenever follow-up salting is instructed. After completion a copy will be e-mailed to the Winter Service Manager.

I14 Maintenance of ice detection equipment. (Lewisham has none at present)

J QUALITY MANAGEMENT

J1 Quality management regime

The Winter Service Manager and the Contractor Manager are jointly responsible for the quality of performance of the Winter Service in Lewisham in accordance with this Winter Service Operational Plan. The Service will be under continual review. In the event that errors, omissions or ambiguities are



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identified within this plan, the Winter Service Manager and the Contractor Manager shall work together to resolve them in the interest of implementing, developing and improving an efficient and effective Winter Service for Lewisham.

J2 Document control procedures

The documents to be sent out under the circulation list (see section J3) are all to be treated as uncontrolled copies. Revisions will only be circulated during the course of the year to those on the restricted circulation list, and it is for each officer to maintain their copy as the latest version. There will be an annual review and the full circulation list should be reviewed and revised (if necessary) each year. Those who are on the revised list will receive the next year's document.

J3 Distribution of documents (A circulation list is given in Appendix I)

J4 Information recording and analysis

Daily Report

The Contractor Manager will complete daily the Daily Log (Appendix E) and whenever the Weather Forecast is other than "Nil" the Daily Decision Justification Log (Appendix F).

If salting is to be carried out then the "Request to Salt" form (also Appendix F) should also be used. The Contractor Manager will fill in the vehicle availability and personnel as a report back.

The Contractor Manager will also record the precautionary salting and any further work on the Winter Service Record (Appendix G) and Winter Service Record Additional Sheet (Appendix H) and will email these at the end of shift to the Winter Service Manager.

As a result of completing this sequence of records, at the end of each day the following information will have been passed to the Winter Service Manager;

- (a) Daily work carried out.
- (b) Salt used during each shift.
- (c) Staff and equipment deployed on both manual and mechanical salt application/snow clearance.

J5 Arrangements for performance monitoring, audit and updating

ANNUAL REVIEW



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All aspects of the Winter Service Plan, including service delivery arrangements, should be reviewed annually in consultation with key stakeholders to take account of changing circumstances. **(Recommendation 20)**

All vehicles, plant, fuel provision, equipment and maintenance arrangements should be checked annually and in accordance with manufacturers' requirements to ensure that any necessary action can be taken to ensure full operational service status prior to the Winter Service season. This should include checking the calibration of all de-icing equipment and spreaders.

Authorities should review the administrative and management arrangements for Winter Service annually. This should include the role of the private sector in delivering highway services, and the use of support services such as refuse collection, street cleansing and grounds maintenance services.

As part of the Annual Review authorities should consult with bus operators regarding changes to routes. In doing so and where practicable bus operators should be encouraged not to change routes throughout the winter season where there would be an effect on treatment routes.

The Annual Review should include an analysis on whether service delivery meets the Winter Service Operational Plan. It should also include a review of the current thinking with regards to the impact of climate change. Service efficiency improvements such as route optimisation should also be considered.

The following areas will be monitored

Quality Requirement	Target
1. That 4 salting vehicles are made ready for use within 2 hours of decision by the Contractor Manager.	100%
2. In accordance with instructions given by the Contractor Manager, apply salt or other specified materials to roads, in quantities that are appropriate and sufficient, to render them reasonably safe for the passage of normal traffic	100%
3. All salting tasks requested by the Contractor Manager to be commenced within 1 hour of decision and to be completed as soon as reasonable and practicable	100%
4. Where conditions require that additional resources be deployed, and where the Winter Service Manager agrees that other services be partly, or wholly suspended, 2 additional salting vehicles with drivers to be provided, with the following notice periods:- Monday to Saturday 6 am to 8 pm – 2 hours Monday to Saturday 8 pm to 6 am – 6 hours Sundays and Bank Holidays – 6 hours	100%
5. Where any member of Lewisham Transport or Contractor Staff sees carriageways or pavements which appear to require treatment, but which have not been treated despite a decision to treat, these to be reported to the Winter Service Manager ASAP, but no later than 1	100%



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hour after observation	
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During the Winter Period the Winter Service Manager will closely monitor quality achievement against these requirements. The Winter Service Manager may requisition GPS tracking data or other information in order to verify activity or performance. The Council may issue an Early Warning or Improvement Notice or take other contractual action in the event of a clear failure of performance.

Following the end of the winter period the Winter Service Manager and the Contractor Manager shall jointly conduct a review of the operation of the Service in that winter and shall identify and record lessons learnt. The review shall take into account all communications received from Members and the public, including requests to add additional roads to the salting route network. The Winter Service Manager shall liaise with staff from Transport from London, neighbouring boroughs and winter service practitioners across London with a view to identifying and implementing best practice in the service.

Within one calendar month of the completion of the winter season, the Winter Service Manager shall present a report to the Resources and Regeneration Asset Management Team, on the effectiveness and efficiency of the Winter Service, including

- Proposed improvements to the salting routes
- Performance on the above "Quality Requirements" and proposed operational changes to deliver improvement
- Interaction with the Media and how information to the public can be improved
- Internal operational communications
- Weather Forecasting
- Client "over-ride" of Contractor decision, including reasons and lessons learnt
- Vehicle and plant availability
- Salt statistics including volumes and values and use of mutual aid or London-wide strategic stock



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J6 Procedure for deviation from the Winter Service Operational Plan.

The need to deviate from the Winter Service Operational Plan on occasions is accepted for instance in order to help the Emergency Services deal with an incident.

The Winter Service Manager or designated deputy can decide to deviate from the plan and must record the event and reasons for so doing. Any regular deviations necessary will be reviewed at the end of the season to see whether there is good reason to amend the Winter Service Operational Plan for future years.

If necessary changes in season to the Winter Service Operational Plan (e.g. addition of new roads onto routes) can be made but all such changes must be notified to those the plan was formally issued to.



**APPENDIX A1 – DECISION MAKING PROCESS (STANDARD)
(RESTRICTED)**

WINTER SERVICE– SALTING

**PROCEDURE NOTES FOR CONTRACTOR MANAGER OR
AUTHORISED DEPUTY**

As it is anticipated that this may be copied and used on its own, it is important that this is read in conjunction with the full Winter Service Operational Plan

1. Receive Met Office written forecasts via email and text at 03.00, 10.00, 16.00 and 23.00. In addition call the Met Office number at least twice every 24 hours (suggest 10.00 and 16.00) *you will be required to enter a PIN number*

The decisions should be made on the Met Office forecasts for at or below zero. If the routes are not expected to fall below zero in any *significant part then there is no requirement to treat*. However the decision making manager may still initiate decision to salt if considered appropriate. (For instance a +1°C forecast may trigger a decision to salt Exceptional Route). The forecasts will be from the Met Office and are in the format described fully in Appendix L

2. Based on information supplied on the mid-morning weather forecast make decisions using the forms as to whether:-

- a). place winter service staff on standby
- b). instruct staff to salt roads

Appendix E will be completed every day for every day between 17th November 2014 for 18 weeks or longer at the discretion of the Winter Service Manager. If the forecast is NIL no further action need be taken.

Appendix F will be completed every day that there is a forecast other than “NIL” If there is any doubt then a “Decision Justification” log sheet will be completed. This will be e-mailed to the Winter Service Manager as soon as possible after the decision is made. If further work is required a “Request to Salt” sheet will be completed as well and sent by e-mail to the Winter Service Manager at the same time as the “Decision Justification” log. (Note- The decision of the Contractor’s Manager may, exceptionally) be over-ridden by the Winter Service Manager).

3. If you require further information regarding weather conditions please call the alternative number listed where you will be able to speak directly to a Met Office Officer who will provide more detailed advice. (for example: – sleet at 2pm – will the temperature continue to be low enough for it to settle and then freeze? – ring to speak to officer to confirm).



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Continue to check via Met Office through period of inclement weather and always ensure Winter Service Manager is notified of any developments at all times.

4. You will mobilise for carriageway treatment at any time during the Winter Period. You shall inform the Winter Service Manager (or appointed deputy) immediately the decision to salt is made. The response shall be such that the last vehicle to leave Wearside Service Centre shall be no later than one hour after the decision was made to commence salting.

In practice salting should take place such as to avoid “rush hour” traffic. Therefore salting will if at all possible be pre-planned for the morning, afternoon and/or evening. In general planned salting will take place within the following time bands:

- Morning- 04.30 hrs to 07.30 hrs
- Afternoon- 14.00 hrs to 16.30 hrs
- Evenings- 19.00 hrs to 24.00 hrs

When treatment can be planned from the 10.00 hrs forecast, you will mobilise to commence treatment up to and including 15.00 hrs (to ensure, as far as can be foreseen, that Primary Routes are treated before the evening “rush hour”). Where such a decision cannot be made on this timescale a decision will be made, if possible at 19.00 hrs. If the situation is still unclear the Contractor will take (further) advice from the Met Office and make a firm decision by 20.00 hrs. In the event of a forecast of icy surfaces (only) on high ground the decision may be to treat only the Exceptional Route.

5. Lewisham Council will be continuing to use the system of “Nil”; “Alpha”; “Bravo” “Ice” and “Snow”. These signify conditions as follows:

ALPHA - Road Surface Temperatures are expected to fall below zero degrees Celsius but roads are expected to remain dry.

BRAVO - Road Surface Temperatures are expected to fall below zero degrees Celsius and hoar frost is expected to form.

ICE - Road Surface Temperatures are expected to fall below zero degrees Celsius and ice is expected to form.

SNOW - Snow is expected. This covers snow events when the snow is expected to be deposited and cause road problems. Odd flurries of snow will not warrant use of this indicator, with these covered in the main text

NIL - Road Surface Temperatures are expected to remain above zero degrees Celsius and snow is not expected.

You will need to consider conditions – wet or dry and temperature (i.e. if wet and freezing need to salt / dry and freezing may not need to salt) see chart on next page:



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In line with the previous guidance issued in November 2011 incorporated into Appendix H of the Code of Practice the following changes to the decision process is continuing for this season.



Road Surface Wetness

For the purpose of allocating treatments a distinction is made between dry, damp and wet road surfaces. The following definitions should be used when making the treatment decision.

Table H10 - Road Surface Wetness	
Dry road	A road that shows no signs of water or dampness at the surface but may be just detectably darker (however it may have moisture contained in pores below the surface that is not 'pumped' to the surface by traffic)
Damp road	A road which is clearly dark but traffic does not generate any spray. This would be typical of a well drained road when there has been no rainfall after 6 hours before the treatment time.
Wet road	A road on which traffic produces spray but not small water droplets. This would be typical of a well drained road when there has been rainfall up to 3 hours before the treatment time.

Traffic levels

For the purpose of allocating treatments, the guidance defines two levels of trafficking on roads - heavily trafficked roads and medium/light trafficked roads. As shown in the table below, heavily trafficked roads are those defined as Categories 1 and 2 in Well Maintained Highways and medium/light trafficked roads are those defined as Category 3.

Table H3 - Carriageway Hierarchy		
Category	Hierarchy Description	Traffic Level
1	Motorway	Heavy
2	Strategic Route	Heavy
3a	Main Distributor	Medium/Light
3b	Secondary Distributor	Medium/Light

Precautionary treatment decision matrix

A decision matrix for precautionary treatments based on road surface conditions and predicted weather conditions is given in Table H9



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Table H9 - Precautionary Treatment Decision Matrix				
Road Surface Temperature	Precipitation	Predicted Road Conditions		
		Wet/Damp	Wet Patches	Dry
May fall below 1°C	No rain No hoar frost No fog	Salt before Frost	Salt before frost (see note a)	No action likely, monitor weather (see note a)
Expected to fall below 1°C	No rain No hoar frost No fog		Salt before frost (see note b)	
	Expected hoar frost Expected fog			
	Expected rain BEFORE freezing	Salt after rain stops (see note c)		
	Expected rain DURING freezing	Salt before frost, as required during rain and after rain stops (see note d)		
	Possible rain Possible hoar frost Possible fog	Salt before frost		Monitor weather conditions
Expected snow (See Section H10)		Salt before snow fall		

The decision to undertake precautionary treatments should be, if appropriate, adjusted to take account of residual salt or surface moisture.

All decisions should be evidence based, recorded and require continuous monitoring and review. Decision on treatment timing should account for traffic and road surface wetness at time of treatment and after, as well as forecast conditions.

Notes:

(a) Particular attention should be given to the possibility of water running across carriageways and other running surfaces e.g. off adjacent fields after heavy rains, washing off salt previously deposited. Such locations should be closely monitored and may require treating in the evening and morning and possible other occasions.

(b) When a weather warning contains reference to expected hoar frost, considerable deposits of frost are likely to occur. Hoar frost usually occurs in the early morning and is difficult to cater for because of the probability that any salt deposited on a dry road too soon before its onset, may be dispersed before it can become effective. Close monitoring is required under this forecast condition which should ideally be treated just as the hoar frost is forming. Such action is usually not practicable and salt may have to be deposited on a dry road prior to and as close as possible to the expected time of the condition. Hoar frost may be forecast at other times in which case the timing of salting operations should be adjusted accordingly.

(c) If, under these conditions, rain has not ceased by early morning, crews should be called out and action initiated as rain ceases.

(d) Under these circumstances rain will freeze on contact with running surfaces and full



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precautionary treatment should be provided even on dry roads. This is a most serious condition and should be monitored closely and continuously throughout the danger period.

(e) Weather warnings are often qualified by altitudes in which case differing action may be required from each depot.

(f) Where there is any hint of moisture being present, a pessimistic view of the forecast should be taken when considering treatment to negatively textured surfaces.

(g) at least two hours before the temperature reaches these values to allow the salt to enter solution, or the use of alternative de-icers. Spreading salt alone at temperatures below about -7°C (the lower of air or road surface at time of spreading) or below about -5°C in low humidity conditions (relative humidity less than 80%) may not be practically effective. High spread rates will be required and even then salt may not enter solution quickly enough to prevent freezing or be able to melt ice or compacted snow. Consideration should be given to spreading

Determining spreading capability

For precautionary treatments, the spread rates to be used depend upon the spreading capability. A decision process diagram to determine this capability is given in the guidance and for the present it is considered that the Borough has “middling” capability and therefore Treatment Matrix A is used. If after further study it is believed that this has improved to “reasonable” capability then small further savings may be able to be justified. The current assumption is the safer assumption at this time.

Target rates of spread

In line with the Guidance issued in November 2011 incorporated into Appendix H of the Code of Practice the following changes to the decision process are continued for this season.

Please note that in some circumstances this will require more salt to be applied than previously but in the vast majority of cases will reduce the usage. There are two spread rates suggested one when using dry salt, the other when using treated salt, which will lead to further savings in many cases. (The table has been amended to enable the gritters to be calibrated to 5mm increments).

TREATMENT MATRIX A	
DRY SALTING (NB These rates will also apply to naturally moist salt)	
Frost or forecast frost Road Surface Temperature (RST) and Road Surface Wetness	Dry salting Spread rate gm/sq m
RST at or above -2°C and dry or damp road conditions	10
RST at or above -2°C and wet road conditions	15
RST below -2°C and above -5°C and dry or damp road conditions	15
RST below -2°C and above -5°C and wet road conditions	30



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RST at or below - 5°C and above -10°C and dry or damp road conditions	30
RST at or below - 5°C and above -10°C and wet road conditions	2 x 25

The following guidance will need to be considered in the light of the conditions this winter and is replicated below. As the Council are trialling a snow plough this winter the implications of some of the guidance below will be further considered.

H10 TREATMENTS FOR SNOW AND ICE

H10.1 General

- It is impractical to spread sufficient salt to melt anything other than very thin layers of snow and ice.
- Ploughing is the only economical, efficient, effective and environmentally acceptable way to deal with all but very light snow.
- Ploughing down to the road surface is preferred. However, snow ploughs should be set to avoid risk of damage to the plough, the road surface, street furniture and level crossings.
- Ploughing to the road surface minimises salt usage and makes salt treatments more effective.
- Drainage should not be obstructed when ploughing. Windrows or piles of snow should be removed or be positioned to allow melt water to reach the drains. If necessary, piles of snow should be removed so that melted snow does not overload drainage systems or run back onto the road.
- Windrows should be removed or ploughed back when further periods of heavy snow are anticipated. This will provide space to plough further snowfalls.

H10.2 Preparation before ice and snow

To prepare for and facilitate ice and snow treatments the following should be considered:

- When snow is forecast, ploughs and snow blowers should be prepared and positioned in order that snow clearance can start without delay as and when required.
- To facilitate the breakup and dispersal of ice and snow by trafficking, treatments must be made before snowfall or freezing rain so that sufficient de-icer is present on the surface to provide a debonding layer.
- Although it will increase salt usage, before snowfall and where practicable, consideration should be given to spreading salt on as much of the network as possible (i.e. beyond the normal precautionary salting network). This will provide a debonding layer and facilitate the break up and dispersal of snow by traffic in areas where subsequent treatments may not take place for some considerable time or at all.

H10.3 Depths of snow (Light snow, moderate to heavy snow)

This guidance defines two main snowfall categories light snow and moderate/heavy snow.

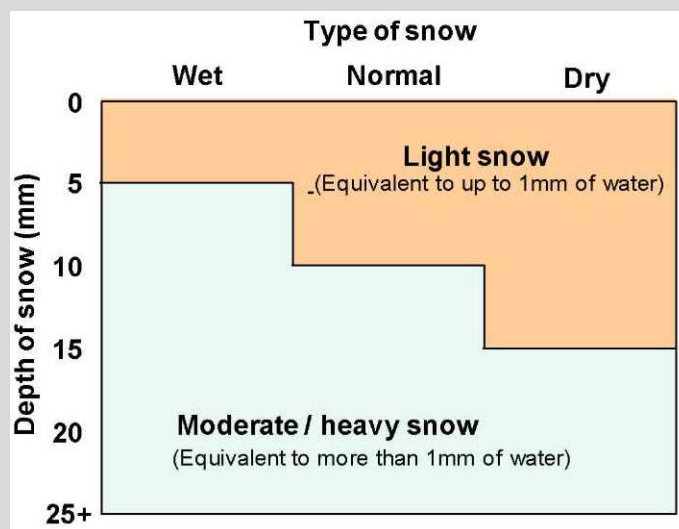
The reasons for this are:



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The highest *practicable* spread rates are considered to be 40g/m² of dry salt. When combined with the action of traffic, this is sufficient de-icer to melt snow depths which are equivalent to 1mm of water at temperatures down to -2°C. Generally, there is approximately 1mm of water in 5mm depth of wet snow, 10mm depth of 'normal' snow and 15mm depth of dry, powdery snow.

In this guidance, 'light' snow is taken to be snow equivalent to 1mm of water (or less) while snowfalls equivalent to more than 1mm are considered to be moderate/heavy, as shown in the diagram below.



H10.4 Precautionary Treatments before snow or freezing rain

Spread rates for precautionary treatments before snow or freezing rain are given in Treatment MATRIX D

TREATMENT MATRIX D - Precautionary Treatments Before Snow Or Freezing Rain		
Weather conditions	Light or medium traffic (Category 3)	Heavy traffic (Categories 1 and 2)
Light snow forecast	Spread: • 40g/m ² of dry salt, or • 40g/m ² of pre-wetted salt, or • 30g/m ² of treated salt	Spread: • 20g/m ² of dry salt, or • 20g/m ² of pre-wetted salt, or • 15g/m ² of treated salt
Moderate/Heavy snow forecast	Spread: • 20-40g/m ² of dry salt • 20-40 g/rr)2 of pre-wetted salt • 15-30 g/m2 of treated salt (see Note 1)	Spread: • 40g/m ² of dry salt, or • 40g/m ² of pre-wetted salt, or • 30g/m ² of treated salt
Freezing rain forecast	• 40 or 2x20g/m2 of dry salt, or • 40 or 2x20g/m2 of pre-wetted salt, or • 30 or 2x15g/m2 of treated salt	



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Note 1: The lower rates (e.g. 20g/m² for dry salt) can be used if the snow is likely to settle quickly, e.g. when the road surface temperature is below zero, the road surface is not wet and the snow is not wet, and/or there is little traffic after snowfall begins and settles.

Note 2: Spreading salt before freezing rain can have limited benefit and Authorities should be prepared to make follow up treatments on any ice that has formed

H10.5 Treatments during snowfall

General

Ploughing should start and, where practicable, be continuous to prevent a build-up of snow.

On heavily trafficked roads it is preferable to prevent a build-up of more than 10mm depth of snow, whereas the build-up should be no more than 50mm depth where there is a risk of compaction by traffic.

TREATMENT MATRIX E - Treatments During Snowfall

Plough to remove as much material as possible (e.g. slush, snow, compacted snow)

Ploughing should be as near as possible to the level of the road surface

No ice or compacted snow on surface

To provide a debonding layer, spread:

- 20g/m² of dry salt, or
- 18g/m² of treated salt or
- 24g/m² of pre-wetted salt

(See Note 1)

Ice or compacted snow on surface (see Note 2)

Is traffic likely to compact subsequent snowfall before further ploughing is possible?

YES

To provide a debonding layer, spread:

- 20g/m² of dry salt, or
- 18g/m² of treated salt, or
- 24g/m² of pre-wetted salt

(See Note 1)

NO

No de-icer should be spread

Note 1: During and after snowfall, only the ploughed lane should be treated if other lanes have still to be ploughed. The spread width settings should be adjusted accordingly.

Note 2: A de-icer should not be spread alone without abrasives to anything other than a thin layer of ice or compacted snow when snowfall has ceased or future snowfall will be less than 10mm. Applying salt alone to compacted snow and ice can produce dangerously slippery conditions if a weak brine film is formed on top of the ice/snow layer.



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H10.6 Treatment when slush is on the road (and it may refreeze) General

It is important to remove as much slush as possible by ploughing to reduce the amount of material available to form ice when temperatures drop, as well as to reduce the amount of salt required for subsequent treatments.

Treatment

When slush is on the road, treatments should be as follows:

TREATMENT MATRIX F- Treatment for Slush when Freezing Conditions are Forecast

Plough to remove as much slush as possible (ploughing should be as near as possible to the level of the road surface)

After removing slush, spread:
 40g/m² of dry salt, or
 36g/m² of treated salt, or
 48g/m² of pre-wetted salt
 (See Note 1)

Note 1: After snowfall, and when there will be no further ploughing but some slush remains on the road surface, it may be necessary to change the settings normally used for precautionary treatment to ensure a satisfactory distribution is achieved over the target spread width.

H10.7 Treatment when thin layers of ice (up to 1mm) have formed

When a thin layer of ice has formed, including after freezing rain the following treatment should be made:

TREATMENT MATRIX G - Treatment For Thin Layers Of Ice (Less Than 1mm Thick)

Forecast weather and road surface conditions	Medium/Light Traffic	Heavy traffic
Lower of air or road surface temperature higher than - 5 C	Spread: • 40g/m ² of dry salt, or • 36g/m ² of treated salt or • 48g/m ² of pre-wetted salt • 40g/m ² of salt/abrasive mix (see Notes 1 and 2)	Spread: • 20g/m ² of dry salt, or • 18g/m ² of treated salt or • 24g/m ² of pre-wetted salt
Lower of air or road surface temperature less than - 5 C	Spread: • 40g/m ² of salt/abrasive mix (50:50) (see Notes 1 and 2)	Spread: • 40g/m ² of salt/abrasive mix (50:50) (see Notes 1 and 2)

Note 1: Abrasives should ideally be 5-6mm and angular, but gradings down to 1-5mm should be reasonably effective. After abrasives have been used, drainage systems should be checked and cleared if necessary. Recovered material, which will be contaminated with road oil, must be disposed of safely.

Note 2: Care is needed when salt is mixed with abrasives with a high moisture content. Checks should be made that the mixture remains free flowing, does not clump and can be spread effectively.

H10.8 Treatment for thicker layers of ice or compacted snow



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When thicker layers of ice have formed, including after freezing rain, the treatment should be as follows:

TREATMENT MATRIX H - Treatment For Layers Of Compacted Snow And Ice	
Plough to remove as much material (e.g. slush, snow, compacted snow) as possible from the top of the compacted layer	
Medium Layer Thickness (1 to 5 mm)	High Layer Thickness (greater than 5mm)
For initial treatment, spread: <ul style="list-style-type: none"> • 440g/m² of salt/abrasive mix (50:50) (see Notes 1, 3, 4 and 5) For successive treatments, spread: <ul style="list-style-type: none"> • 240g/m² of salt/abrasive mix (50:50) (see Notes 1, 3, 4 and 5) 	For initial treatment, spread: <ul style="list-style-type: none"> • 40g/m² of abrasives only (see Notes 2, 3, 5 and 6) For successive treatments, spread: <ul style="list-style-type: none"> • 20g/m² of abrasives only (see Notes 2, 3, 5 and 6) After traffic has started breaking up the layer, spread: <ul style="list-style-type: none"> • 20g/m² of salt/abrasive mix (50:50) so salt can penetrate the layer and reach the road surface (see Notes 1, 3, 4 and 5)
<p>Note 1: For medium thicknesses of compacted snow and ice, treatments without abrasives should only be used when earlier precautionary treatments have successfully established a debonding layer, and there is sufficient traffic to break up the layer of ice quickly.</p> <p>Note 2: For high thickness of compacted snow and ice (greater than 5mm), treatments with a significant amount of salt should not be considered because they may leave the surface uneven. Any brine formed on the surface may collect in hollows and deepen them further, which can lead to a very uneven surface.</p> <p>Note 3: Abrasives should ideally be 5-6mm and angular, but gradings down to 1-5mm should be reasonably effective. After abrasives have been used, drainage systems should be checked and cleared if necessary. Recovered material, which will be contaminated with road oil, must be disposed of safely.</p> <p>Note 4: Care is needed when salt is mixed with abrasives with a high moisture content. Checks should be made that the mixture remains free flowing, does not clump and can be spread effectively.</p> <p>Note 5: When there are layers of snow, compacted snow, or ice of medium or high thickness on the road surface, it may be necessary to change the settings normally used for precautionary treatment to ensure a satisfactory distribution is achieved over the target spread width.</p> <p>Note 6: A small amount of salt should be added to the abrasive to prevent freezing of the water within it. If the moisture content of the abrasive is 7%, 25g of salt per tonne of abrasive is sufficient to prevent freezing if thoroughly mixed.</p>	



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LIST OF KEY CONTACTS

LIST 1 - LB LEWISHAM CLIENT CONTACT LIST

OFFICER	NAME	OFFICE ADDRESS	TELEPHONE
Director of Regeneration and Asset Management	Rob Holmans	Floor 5 Laurence House 1 Catford Road Catford LONDON SE6 4RU	0208314 7908
Head of Resources and Regeneration Management Team Office	Judith McQueen		020 8314 8598
Head of Transport	Ian Ransom		020 8314 2270
Engineering Manager	Tom Henry	Floor 4 Laurence House 1 Catford Road Catford LONDON SE6 4RU	020 8314 2562
Winter Service Manager	Kishore Vora		020 8314 2591 07912 565236
Inspectors / Winter Service Duty Officers	Jeff Fraser		020 8314 2234 07753 776692
	Samantha McKerell		020 8314 2181 07734 599762
	Mike Munro		030 8314 2105 07834 145084
	Mike Bewaji		020 8314 2579 07912 565237
	Danny Wingrove		020 8324 2223 07831 467653
Service Support Manager	Geoff Tice		020 8314 2246 07958 800901
Network Co-ordinator	Dave Wheeler		020 8314 2218 07793 906940
Community Information Officer	Imogen Payami		020 8314 2235
Emergency Planning Officer	John Brown	020 8314 8579 07841 733722	

LIST 2 – EXTERNAL STAKEHOLDER CONTACT LIST

SERVICE / COMPANY	CONTACT NAME	email	TELEPHONE
London Ambulance Service	24 hour Duty Officer	david.campbell@lond-amb.nhs.uk	07721 758232
London Buses	Dave Walsh	dave.walsh@tfl-buses.co.uk	07771 674670
London Fire Brigade	Lee King (Borough Commander) or	lee.king@london-fire.gov.uk michael.ogwo@london-fire.gov.uk	020 7587 2541 07736 123907



Winter Service Operational Plan 2014 – 2015

	Michael Ogwo		
Met Police Traffic Division	Catherine Linney	catherine.linney@met.police.uk	020 8284 5938 020 8284 5939

LIST 3 – CONTRACTORS IN PROVISION OF WINTER SERVICE

CONTRACT	CONTRACTOR	CONTACT NAME(S)	
Highway Maintenance and Planned Works Contract	FM Conway Ltd Conway House Rochester Way Dartford Kent DA1 3QY Tel 020 8636 8822 Fax 020 8636 8827 Out of hours 07771 903884	Contracts Director	Toby Pyper
		Senior Contracts Manager	Liam McCay 07748 632971
		Contractor Manager	Andy Frostick 07748 632953
		Call-out Supervisor	Brian Wren 07960 630819
		Operational Supervisor	Rob O'Grady 07776 254784
		Contract Supervisors	Lee Fuller 07554 457133 Dan Bartlett 07917 518596
Refuse Collection	Lewisham Customer Services Refuse & Cleansing Wearside Depot Wearside Road Ladywell LONDON SE13 7EZ Tel 020 8314 2213 Fax 020 8314 2043	Contracts Manager	Michael Bryan 07831 319073
		Environmental Waste Manager	Pat Phelan 07753 933095
		Environmental Waste Officer	Colin Mayer 07710 391655 Thomas Burns 07725 143051
Street Cleansing		Contracts Manager	Gerry McAnaney 07808 735693
		Area Manager North and West	Micky White 07764 349660
		Area Manager South and East	Anil Majithia 07753 933129
Weather Forecasting	Meteorological Office Customer Centre Fastnet 1 Fitzroy Road Exeter Devon EX1 3PB Tel: 01392 855243 Fax: 01392 885681	Voicemail Service	08704-555801
		Officer Service	01392 884322



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LIST 4 –TfL AND NEIGHBOURING BOROUGH LIST

SERVICE / COMPANY	CONTACT NAME	email	TELEPHONE
Transport for London	Snow Desk	tflsnowdesk@tfl.gov.uk	020 3921 2013
Greenwich	Mark Hodgson	mark.hodgson@royalgreenwich.gov.uk	020 8921 2013 01277 220018 07888 761874
Southwark	Alwyn Samuel	alwyn.samuel@southwark.gov.uk	07983 626226
Bromley	Garry Warner	garry.warner@bromley.gov.uk	020 8313 4929

**Lewisham Council Emergency Call Out 020 7527 4501
(Out of Hours)**

Lewisham Council Housing Services 020 7527 2000



OTHER OPERATIONAL CONSIDERATIONS

USE OF SAND/SALT MIX AS ABRASIVE

Where salt is to be used, it will normally be applied in its neat form. Sand or sand/salt mix will be sent out later for application over settled and compacted snow, or, exceptionally, sheet or “black” ice..

Care must be taken that salt is not spread needlessly, or wastefully, any lumps must be broken up.

In the exceptional event of mechanical salt spreaders not being available, the spreading of salt or sand on the highway will be carried out by staff by means of hand shovels.

In any event, this operation must be approved by the Winter Service Manager.

Employees sent out to spread salt or sand must be reminded that care must be taken to ensure that it is not thrown onto pedestrians or vehicles.

Care must be taken to ensure that salt is not thrown upon lawns and flower beds. **Under no circumstances shall salt be applied within 2.0 m of a young tree.**

LOADING AND TRANSPORTATION OF SNOW

This Winter Service Operation relies on the melting of snow following the application of salt. Recourse to transport of snow will be an exceptional measure and must be authorised only by the Winter Service Manager.

Heaping of Snow Prior to Transportation

Snow must not normally be heaped or made into ridges unless special authorisation is given by the Winter Service Manager.

Heaping of snow must not be made by or on pedestrian crossings or bus stops.

If heaps or ridges are made in the channel, a space of not less than 30 cm (1'0”) wide must be left between the snow and the kerb to allow for drainage and sufficient space must be left between the heaps or ridges for the convenience of pedestrians.

Gully grates must be kept free from obstruction

Loading of Snow

Transport must be used efficiently by allowing sufficient loaders per vehicle. Loading of snow from the front of shops and defined premises must be carried out first and less important areas left until later.



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Thames Water Sewer Manholes

Permission must be obtained from the Thames Water for clean snow to be deposited into manholes in their sewers, in such a manner as to avoid any obstruction in the sewers. In all cases it is the Winter Service Manager that seeks approval.

When snow is being deposited into the sewers a supervisor must be stationed at the open manhole.

Depositing Snow in the River Thames

Permission must be obtained from the Port of London Authority and the Thames Water, Pollution Control Section to deposit clean snow in the Tidal Thames. In all cases it is the Winter Service Manager that seeks approval.

STANDING WATER ON THE HIGHWAY

Sheet ice forming on the highway presents particular dangers for vehicular traffic and pedestrians. Where standing water exists on the highway, sheet ice will form at sub-zero temperatures. Standing water may have a variety of causes:-

- Water leaks
- Run-off from adjacent properties
- Blocked gulleys / drainage runs
- Inadequate cross-fall and/or longitudinal fall on highway surface

Thames Water has a policy of applying salt at all sites where known leakage is occurring. However the Contractor must apply salt at all other locations where standing water is known to exist and/or in response to public reports of standing water and/or sheet ice.

POST TREATMENT

Following stand down after a period of carriageway treatment activity, the Contractor will thoroughly inspect all vehicles and plant. Any wear or damage that might affect operational capability, capacity, accuracy or safety will be corrected immediately.

COUNCIL DEPARTMENTS SNOW CLEARANCE PROCEDURES

Leisure Areas

The Leisure Services will be responsible for Snow Clearance from all Leisure Establishments.

Housing Estates



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Housing Services Providers are responsible for all activities regarding snow clearance on Housing Estates. They will base their need for salting on whether the Public Highways of similar priority are being treated. Therefore they are included on the daily e-mail list.

APPENDIX A2 – DECISION MAKING PROCESS (ESCALATION)

See section H2 at present. New processes may be introduced as necessary.



APPENDIX B – WINTER SALTING ROUTES – ALL PRIORITIES

LONDON BOROUGH OF LEWISHAM

WINTER SERVICE

The following maps shows priority routes:

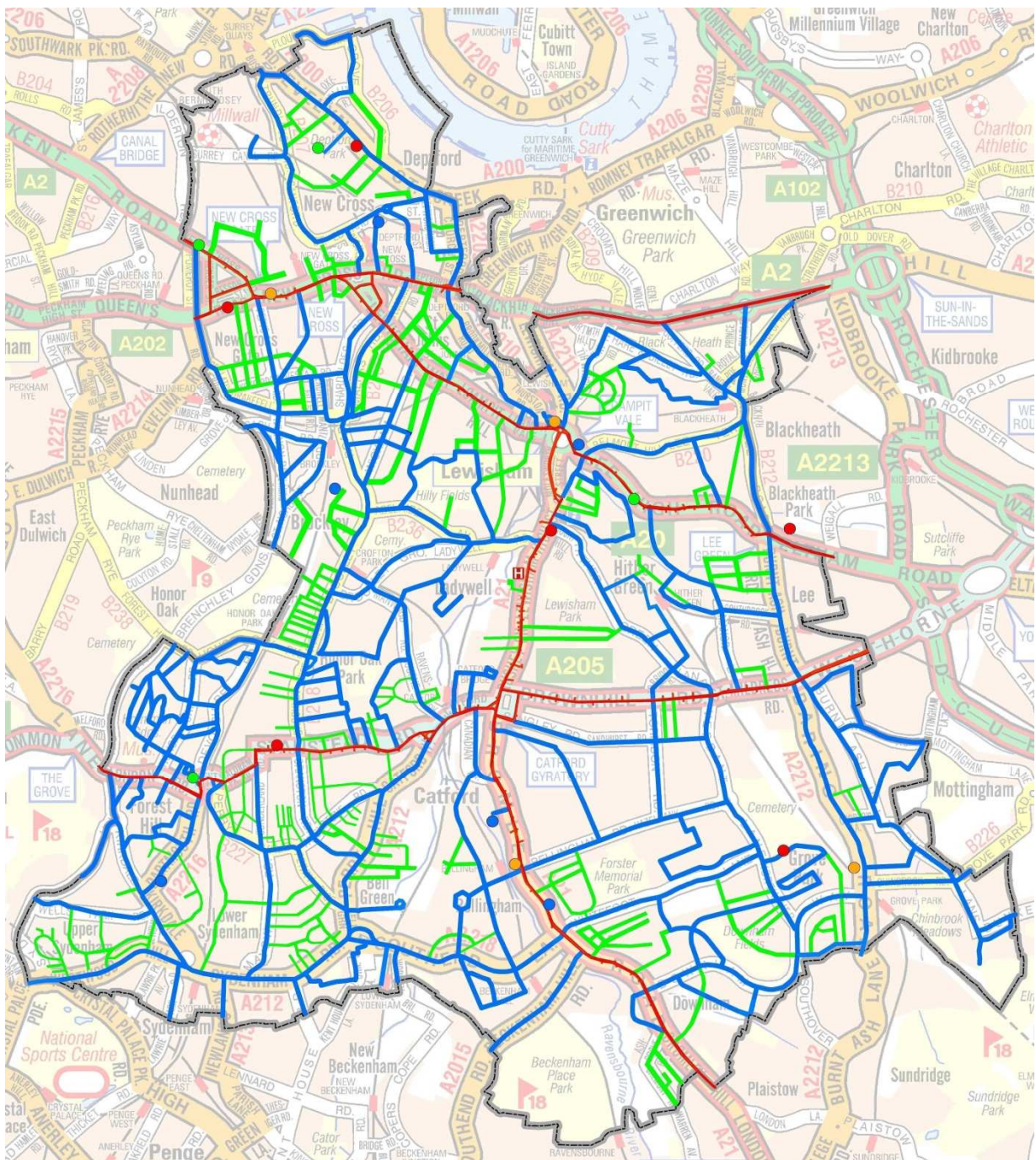
Blue	Primary Routes
Green	Secondary Routes
Red	TLRN Routes

and resilience routes:

Blue	Resilience Routes
Red	TLRN Routes



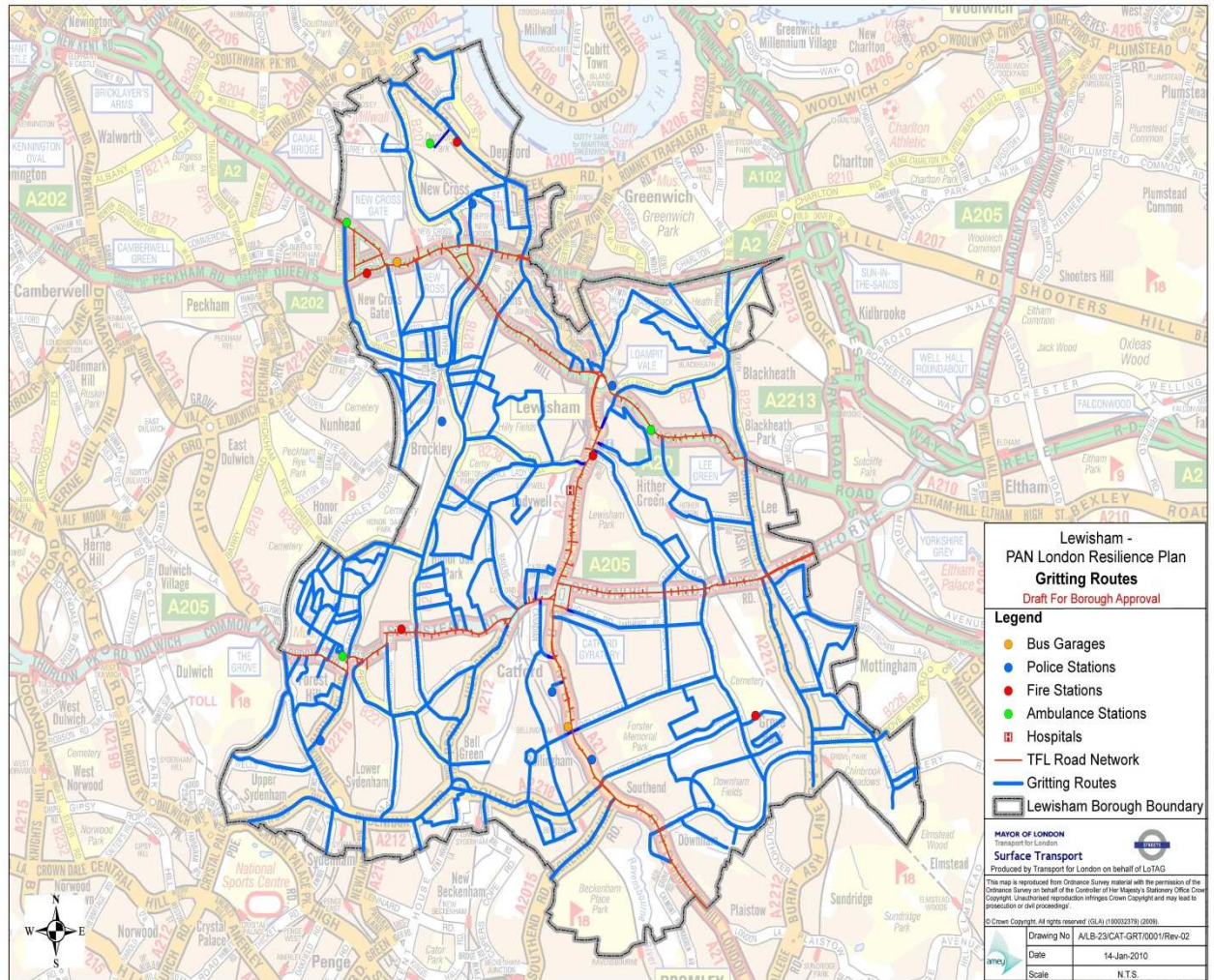
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- KEY**
- Primary Salting Route
 - Secondary Salting Route
 - TfL Salting Route
 - Fire Station
 - Ambulance Station
 - Police Station
 - Bus Garage or Bus Station



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Resilience Routes



**PRIMARY SALTING ROUTE NETWORK
AREA 1 - PAGE 1 OF 3**

1. Leave Depot. TURN LEFT into Ladywell Road. Proceed to Lewisham High Street. TURN LEFT. Proceed to Roundabout. TURN LEFT Molesworth Street. TURN LEFT at roundabout into Loampit Vale.
2. TURN RIGHT into **Jerrard Street**. **START Salting** along centre to Thurston Road.
3. TURN RIGHT. Salt along centre **Thurston Road** to Loampit Vale, **STOP Salting**.
4. TURN RIGHT. Proceed to junction with Jerrard Street. TURN RIGHT. TURN LEFT, at junction with Thurston Road, **START Salting** along centre of **Thurston Road - Brookmill Road** to Deptford Broadway.
5. CROSS intersection. Salt along centre of carriageway **Deptford Church Street** to Creek Road.
6. TURN LEFT. Salt left side **Creek Road - Evelyn Street** to junction with **Blackhorse Road**. TURN LEFT. Salt along centre of carriageway to entrance to Deptford Trading Estate. **STOP Salting**. TURN AROUND.
7. Proceed back to **Evelyn Street**. TURN LEFT. **START Salting** along left side to Bestwood Street.
8. TURN LEFT. Salt along centre of **Bestwood Street - Bush Road** to Borough Boundary (William Evans House) **STOP Salting**.
9. Proceed around one-way system. **START Salting** along left-hand side **Evelyn Street – Creek Road**.
10. TURN RIGHT **Deptford Church Street**. Continue salting along centre of carriageway to Deptford Broadway. CROSS junction into **Brookmill Road**. TURN RIGHT into **Friendly Street**. Continue Salting along centre to Lewisham Way.
11. CROSS junction into **Wickham Road**, Salt along centre to Brockley Road, TURN LEFT.
12. **Continue Salting** along L.H. Side **Brockley Road – Stondon Park** to junction with **Honor Oak Park**. Continue to mini roundabout. **STOP Salting**.
13. Proceed to junction with **Brockley Park**. TURN LEFT. **START Salting** along centre. TURN RIGHT. TURN LEFT **Ravensbourne Road** to junction with Stanstead Road. **STOP Salting**. TURN RIGHT.



**PRIMARY SALTING ROUTE NETWORK
AREA 1 - PAGE 2 OF 3**

14. TURN RIGHT. Montem Road. **START Salting** along centre **Montem Road - Brockley View**. TURN LEFT **Codrington Hill**. Continue to junction with Brockley Rise. **STOP Salting**. TURN LEFT

15. Proceed to junction with **Duncombe Hill**. TURN LEFT. **START Salting** along centre to junction with Brockley View. **STOP Salting**. TURN RIGHT. TURN RIGHT **Lowther Hill**. **START Salting** along centre to junction with Brockley Rise. **STOP Salting**. TURN RIGHT

16. Proceed back to Traffic Lights at junction with Honor Oak Park. STRAIGHT ON. **START Salting** along L.H. Side **Stondon Park - Brockley Road - Brockley Cross**

17. At Brockley Cross TURN LEFT. **Continue Salting** along centre of **Endwell Road - Drakefell Road** (passing through gate).

18. Continue along **Gellatly Road - Lausanne Road - Pomeroy Street** to New Cross Road, **STOP Salting**.

19. TURN RIGHT. Continue around one-way system to Queens Road. TURN RIGHT then TURN LEFT Erlanger Road. TURN LEFT Sherwin Road. TURN RIGHT Pepys Road. Continue to roundabout. TAKE FIRST EXIT. **START Salting** along centre **Jerningham Road** to New Cross Road. **STOP Salting**.

20. TURN LEFT. Proceed to junction with Pepys Road. TURN LEFT. **START Salting** along centre of **Pepys Road** up to roundabout. TAKE SECOND EXIT into **Vesta Road**. Continue salting to Shardeloes Road. **STOP Salting** TURN AROUND.

21. TURN LEFT **Endwell Road**, **START Salting**, TURN RIGHT Drakefell Road, **STOP Salting**. TURN RIGHT **Sprules Road**, **START Salting**. TURN LEFT Vesta Road, **STOP Salting**.

22. Continue to roundabout. TURN LEFT **Pepys Road** . **START Salting** along centre.

23. Cross junction. Continue salting along centre of **Avignon Road - Friendsbury Road**. TURN RIGHT **St Norbert Road**.

24. TURN LEFT Brockley Way **STOP Salting**. TURN LEFT Turnham Road. TURN RIGHT **St Norbert Road**. **START Salting** Proceed to junction with **St Asaph Road**.

25. TURN LEFT Continue salting along centre to Borough Boundary (west side of railway bridge). **STOP Salting**



**PRIMARY SALTING ROUTE NETWORK
AREA 1 - PAGE 3 OF 3**

26. TURN AROUND. TURN RIGHT **Aspinall Road** **START Salting**, TURN RIGHT **Avignon Road** TURN LEFT **Revelon Road** TURN LEFT St Asaph Road. **STOP Salting**.

27. TURN RIGHT Avignon Road. TURN RIGHT Drakefell Road. Proceed to Brockley Cross.

28. TURN RIGHT. **START Salting** along L.H. Side **Brockley Road** to junction with Wickham Road. TURN LEFT. **STOP Salting**. TURN LEFT **Geoffrey Road**. **START Salting** along centre to junction with Brockley Cross (through gate).

29. TURN RIGHT at roundabout. Continue salting along centre of **Shardeloes Road** to Lewisham Way, **STOP Salting** TURN LEFT. Proceed along Lewisham Way. TURN RIGHT New Cross Road.

30. TURN LEFT Watson's Street, **START Salting** centre of carriageway **Watson's Street - Idonia Street - Payne Street** to Edward Street. TURN LEFT continue along centre of **Edward Street - Sanford Street - Trundleys Road** to one way system. **STOP Salting**. Proceed around one-way system.

31. TURN LEFT **Plough Way** Proceed to Borough Boundary (Entrance to Plough Bridge) **START Salting**. TURN RIGHT **Grove Street**. TURN RIGHT. **Oxestalls Road**. TURN RIGHT Evelyn Street. **STOP Salting**.

32. Proceed back to one way system. TURN LEFT Trundleys Road. TURN RIGHT **Surrey Canal Road**. **START Salting** along centre to **Landmann Way**. TURN RIGHT. Continue salting along centre. TURN LEFT into entrance to SELCHP Waste Incinerator (Ring bell if gate is closed) and continue to top of ramp. **STOP Salting**, turn around.

33. Proceed back along Surrey Canal Road - Trundleys Road - Sanford Street - Edward Street. TURN RIGHT into **Pagnell Street**. **START Salting** along centre to New Cross Road. **STOP Salting**.

34. TURN LEFT. TURN LEFT **Amersham Vale**, **START Salting**. Continue to junction with **Edward Street**. TURN RIGHT along centre to Deptford High Street. TURN RIGHT **Deptford High Street**. TURN LEFT **Giffin Street**. Proceed to Deptford Church Street. **STOP Salting**.

35. TURN RIGHT Deptford Church Street. TURN RIGHT into New Cross Road. TURN LEFT into **Florence Road**. **START Salting** along centre. Cross Lewisham Way into **Malpas Road**. Continue to junction with Brockley Cross. **STOP Salting**.

36. Return to Depot via. Brockley Road - Adelaide Avenue - Ladywell Road - Wearside Road.



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**PRIMARY SALTING ROUTE NETWORK
AREA 2 - PAGE 1 OF 4**

1. Leave Depot. TURN RIGHT into Ladywell Road.
2. TURN RIGHT at junction with **Algernon Road, START Salting**. Take left fork. Salt centre of **Vicars Hill - Shell Road**. TURN LEFT **Brookbank Road** TURN RIGHT **Hilly Fields Crescent**. TURN RIGHT **Tressillian Road**. TURN LEFT **Harefield Road**. At junction with Brockley Road **STOP Salting**, TURN RIGHT.
3. TURN RIGHT **Cranfield Road. START Salting**. TURN RIGHT **Breakspears Road**. TURN LEFT Harefield Road **STOP Salting**. TURN RIGHT Tressillian Road. STRAIGHT ON **Montague Avenue START Salting**.
4. TURN LEFT Adelaide Avenue **STOP Salting**. TURN LEFT Ladywell Road.
5. TURN RIGHT **Chudleigh Road. START Salting** along centre. TURN LEFT **Dressington Avenue**. Continue Salting along centre to end of road. **STOP Salting**. TURN AROUND. Proceed back to **Chudleigh Road**. TURN LEFT. **START Salting** along centre. TURN LEFT **Bexhill Road**. Continue across Manwood Road.
6. TURN RIGHT into **Stillness Road** to junction with **Brockley Rise**. TURN RIGHT. Continue to junction Brockley Road. **STOP Salting**. TURN RIGHT Brockley Road.
7. TURN RIGHT **Brockley Grove. START Salting** along centre. TURN RIGHT **Crofton Park Road - Manwood Road - Ravensbourne Park** to Catford Road **STOP Salting**.
8. TURN LEFT Catford Road. TURN LEFT **Doggett Road START Salting**. TURN RIGHT **Holbeach Road**. TURN LEFT **Morena Street**. TURN LEFT **Brookdale Road**. TURN RIGHT **Holbeach Road**, TURN LEFT **Thomas Lane**.
9. TURN LEFT Catford Road **STOP Salting**. TURN RIGHT **Canadian Avenue START Salting**. TURN RIGHT Bromley Road **STOP Salting**.
10. Proceed to junction Bellingham Road / Randlesdown Road. TURN LEFT.
11. Proceed to junction with Thornsbeach Road. TURN LEFT. **START Salting** along centre of **Thornsbeach Road – Culverley Road** to junction Bromley Road. **STOP Salting**.
12. TURN RIGHT Bromley Road. TURN LEFT Catford Road. TURN LEFT Canadian Avenue.



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13. TURN RIGHT **Fordmill Road. START Salting.** Continue along **Brookehowse Road.** Cross Southend Lane at Traffic Signals into **Dunfield Road.**



**PRIMARY SALTING ROUTE NETWORK
AREA 2 - PAGE 2 OF 4**

14. TURN RIGHT **Sedgehill Road**. TURN RIGHT **Oakview Road**. TURN LEFT **Lushington Road**.

15. TURN LEFT **Sedgehill Road**. Continue around left hand corner at top of hill. TURN LEFT **Oakview Road**. **STOP Salting** TURN LEFT **Lushington Road**. TURN RIGHT **Sedgehill Road** **START Salting**.

16. TURN RIGHT into crescent. At junction with Southend Lane **STOP Salting**. TURN LEFT, TURN RIGHT **King Alfred Avenue**. **START Salting** along centre of road.

17. Proceed to **Bellingham Green**. Continue salting completely around green then along centre of **Randlesdown Road**

18. Proceed to Bromley Road TURN LEFT. **STOP Salting**. Continue along Bromley Road - Rushey Green - Lewisham High Street. TURN LEFT Ladywell Road. **START Salting** along centre of **Ladywell Road - Brockley Grove** to junction **Marnock Road**. TURN RIGHT. TURN RIGHT Brockley Road. **STOP Salting**

19. TURN RIGHT **Adelaide Avenue**. **START Salting** along centre to Ladywell Road, **STOP Salting**. TURN LEFT

20. Proceed to Lewisham High Street. TURN LEFT. Proceed to roundabout . TURN RIGHT into Pedestrianised area. **START Salting** along centre **Lewisham High Street – Lewis Grove** to junction Lee High Road. **STOP Salting**.

21. TURN LEFT. Proceed to roundabout . TURN RIGHT into Lewisham Road. TURN LEFT into **Station Road**. **START Salting** along centre to Loampit Vale, **STOP Salting**. TURN LEFT.

22. TURN LEFT into Lewisham Road. **START Salting** along **L.H. side Lewisham Road** to Borough Boundary (Morden Hill), turn around.

23. Salt **L.H. side Lewisham Road** to roundabout. **STOP Salting**. TURN LEFT along Lewisham High Street. TURN LEFT at Traffic Lights. **START Salting** along centre of **Belmont Hill - Lee Terrace** to Lee Road.

24. TURN RIGHT. Salt centre of **Lee Road** to Lee Green. Cross intersection. Salt L.H side along **Burnt Ash Road - Burnt Ash Hill** to Westhorpe Avenue. **STOP Salting**.

25. Cross intersection. TURN LEFT **Winn Road**. **START Salting** along centre to Guibal Road. **STOP Salting**. TURN LEFT. Guibal Road – Woodyates Road. TURN LEFT Westhorpe Avenue.



**PRIMARY SALTING ROUTE NETWORK
AREA 2 - PAGE 3 OF 4**

26. TURN RIGHT at traffic lights, **START Salting** L.H side **Burnt Ash Hill - Burnt Ash Road** to Lee Green. **STOP Salting**. TURN LEFT. Proceed to junction with **Dacre Park**.

27. TURN RIGHT. **START Salting** along centre to junction with Lee Terrace. **STOP Salting** TURN RIGHT.

28. Proceed back to Lee Road / Lee Terrace junction. TURN LEFT **START Salting**, proceed along centre of **Lee Road - Blackheath Village - Tranquil Vale**. TURN RIGHT **Royal Parade** TURN RIGHT **Montpelier Vale**. At Tranquil Vale junction **STOP Salting**. TURN RIGHT.

29. Proceed back around one way system. TURN RIGHT Royal Parade. **START Salting** along centre **Montpelier Row - Prince of Wales Road** to Shooters Hill Road. **STOP Salting**, TURN LEFT.

30. TURN LEFT at roundabout. **START Salting** along centre of **Prince Charles Road** to mini roundabout.

31. TURN RIGHT into **Montpelier Row**. At one way system **STOP Salting**. Proceed around one way system to Tranquil Vale. **START Salting** along centre of **Tranquil Vale - Goffers Road** to junction with Shooters Hill Road. **STOP Salting**.

32. TURN LEFT. Proceed along Shooters Hill Road. TURN LEFT Wat Tyler Road TURN LEFT into Hare and Billet Road. Continue along Hare and Billet Road. TURN RIGHT **Mounts Pond Road**. **START Salting**.

33. TURN LEFT **Eliot Vale**. TURN RIGHT **Baizdon Road – Southvale Road**. At Tranquil Vale junction **STOP Salting**. TURN LEFT. Continue along Tranquil Vale.

34. TURN LEFT into **Hare and Billet Road**. **START Salting** along centre. TURN LEFT **Wat Tyler Road**, TURN LEFT **Lewisham Hill** to junction with Lewisham Road. **STOP Salting**.

35. TURN LEFT. Proceed to roundabout. Straight on Molesworth Street – Lewisham High Street.

36. TURN LEFT Morley Road. **START Salting** along centre **Morley Road – Dermody Road**. TURN LEFT **Eastdown Park – Gilmore Road**. TURN LEFT **Clarendon Rise**. TURN RIGHT **Albion Way** to junction with Lewisham High Street / Lewis Grove. **STOP Salting**.



**PRIMARY SALTING ROUTE NETWORK
AREA 2 - PAGE 4 OF 4**

37. TURN LEFT. Proceed to roundabout. Straight on Lewisham High Street to junction with Courthill Road. TURN LEFT. **START Salting** along centre **Courthill Road – Hither Green Lane** to junction with Brownhill Road / St Mildred's Road. **STOP Salting** TURN LEFT.

38. TURN LEFT **Manor Lane**. **START Salting** along centre. TURN LEFT **Manor Park**. TURN LEFT **Staplehurst Road**. TURN LEFT **Fernbrook Road**. Cross Manor Lane into **Southbrook Road** to junction with Burnt Ash Road. TURN LEFT, **STOP Salting**.

39. TURN LEFT Handen Road. Cross Manor Lane into **Manor Park**. At junction with Staplehurst Road, **START Salting**. Continue to junction with Lee High Road. **STOP Salting**.

40. Return to Depot, via Lee High Road – Molesworth Street - Lewisham High Street - Ladywell Road - Wearside Road.



**PRIMARY SALTING ROUTE NETWORK
AREA 3 - PAGE 1 OF 3**

1. Leave Depot. TURN LEFT into Whitburn Road. Cross junction into Courthill Road. Continue along Hither Green Lane.
2. Cross Brownhill Road. **START Salting** along centre of **Verdant Lane – Northover** to Downham Way.
3. TURN LEFT. Salt L.H. side **Downham Way** to Baring Road.
4. TURN LEFT. Continue Salting L.H. side **Baring Road** to St Mildreds Road. TURN RIGHT. **STOP Salting**
5. TURN RIGHT. **START Salting** along centre of **Burnt Ash Hill - Somertrees Avenue - Marvels Lane** to junction with Mayeswood Road, **STOP Salting**, turn around.
6. Proceed to **Dunkery Road** junction. TURN RIGHT. **START Salting** along centre. TURN RIGHT **Clayhill Crescent** to Marvels Lane junction. **STOP Salting**.
7. TURN RIGHT. Cross Chinbrook Road junction. TURN LEFT **Luffman Road**. **START Salting** along centre. TURN RIGHT **Le May Avenue**. Continue to junction with Baring Road. **STOP Salting**. TURN RIGHT. TURN RIGHT **Cooper's Lane**. **START Salting** along centre.
8. TURN LEFT. TURN RIGHT **Exford Road**. TURN RIGHT **Senlac Road** TURN LEFT **Jevington Way**. TURN LEFT **Winn Road**. TURN RIGHT **Guibal Road – Woodyates Road**. TURN LEFT **Horncastle Road**. At junction with Burnt Ash Hill. **STOP Salting**. TURN RIGHT.
9. TURN LEFT St Mildred's Road. TURN LEFT **START Salting** L.H. side **Baring Road** to Borough Boundary (Ridgeway Drive), turn around. Continue salting to traffic lights. TURN LEFT.
10. Salt L.H. side **Downham Way** to Bromley Road. **STOP Salting**. TURN LEFT.
11. TURN RIGHT **Old Bromley Road**. **START Salting** TURN RIGHT **Downham Way**. Cross junction. Continue salting L.H. side to Northover, **STOP Salting**.
12. Proceed to Downham Way / Baring Road junction. TURN LEFT. TURN RIGHT Chinbrook Road, **START Salting** along centre of **Chinbrook Road - Grove Park Road** to Borough Boundary (Charlesfield) **STOP Salting**, TURN AROUND. Return to Baring Road. TURN LEFT.
13. TURN RIGHT Downham Way. TURN LEFT **Launcelot Road**. **START Salting** to junction with Baring Road. **STOP Salting**. TURN LEFT.



**PRIMARY SALTING ROUTE NETWORK
AREA 3 - PAGE 2 OF 3**

14. TURN LEFT Downham Way. TURN LEFT **Valeswood Road. START Salting** TURN RIGHT **Rangefield Road.** At junction Downham Way **Stop Salting.** TURN RIGHT.

15. TURN LEFT **Shroffold Road. START Salting.** Cross junction at Northover. TURN LEFT **Ballamore Road.** TURN LEFT at first junction with **Roundtable Road.** TURN RIGHT **Pendragon Road.** TURN LEFT **Reigate Road.** Continue to junction with Northover. **STOP Salting.**

16. TURN RIGHT. TURN LEFT Whitefoot Lane. Proceed to junction with **Downderry Road.** TURN LEFT. **START Salting.** TURN LEFT **Churchdown.** At junction Downham Way **Stop Salting.**

17. TURN LEFT Downham Way. TURN LEFT Northover. TURN LEFT **Whitefoot Lane. START Salting** centre of Carriageway to junction Bromley Road. Cross junction into **Southend Lane.** Continue to junction with Blacklands Road. **STOP Salting.**

18. TURN LEFT. TURN RIGHT **Beckenham Hill Road. START Salting** along centre to Borough Boundary (Highland Croft) **STOP Salting.** TURN AROUND.

19. Proceed back to junction with Bromley Road, TURN LEFT. TURN RIGHT **Whitefoot Lane. START Salting** remaining carriageway to junction Northover. **STOP Salting.**

20. TURN LEFT. TURN LEFT **Waters Road. START Salting.** TURN RIGHT **Battersby Road.** TURN RIGHT **Boundfield Road.** TURN LEFT **Castillon Road.** TURN LEFT. TURN RIGHT **Baudwin Road.**

21. TURN LEFT. **STOP Salting.** TURN RIGHT Torridon Road. **START Salting** along centre of **Torridon Road.** Cross Brownhill Road. Continue to **Springbank Road,** TURN LEFT.

22. TURN RIGHT **Nightingale Grove.** Continue to junction with **Ennersdale Road.** TURN LEFT Continue to junction with Hither Green Lane, **STOP Salting.**

23. TURN LEFT, continue to junction with **Duncreevie Road.** TURN LEFT **START Salting** along centre to Springbank Road, **STOP Salting** TURN RIGHT.

24. Continue to junction with Hither Green Lane. TURN LEFT. Cross intersection with Brownhill Road into Verdant Lane. TURN RIGHT Sandhurst Road. **START Salting** along centre **Sandhurst Road - Sangley Road** to junction Plassy Road. **STOP Salting.**

25. Proceed to Bromley Road. TURN LEFT.



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**PRIMARY SALTING ROUTE NETWORK
AREA 3 - PAGE 3 OF 3**

26. Proceed to junction **Aitken Road**. TURN RIGHT. **START Salting**. At end of road **STOP Salting**, turn around and return to Bromley Road. TURN RIGHT.

27. TURN LEFT Bellingham Road **START Salting** along centre **Bellingham Road - Hazelbank Road** to Verdant Lane. **STOP Salting**.

28. Return to Depot via. Verdant Lane – Hither Green Lane – Courthill Road – Lewisham High Street - Ladywell Road - Wearside Road.



**PRIMARY SALTING ROUTE NETWORK
AREA 4 - PAGE 1 OF 4**

1. Leave Depot. TURN RIGHT into Ladywell Road. Proceed along Ladywell Road/ Brockley Grove to junction with Brockley Road.
2. TURN LEFT. Proceed to Traffic Lights. TURN LEFT into **Honor Oak Park**. **START Salting** along centre. TURN RIGHT into **Brockley Rise**. Continue to roundabout, **STOP Salting**.
3. Proceed to Traffic Lights. TURN LEFT into **Honor Oak Park**. **START Salting** along centre. Continue to junction with Forest Hill Road, **STOP Salting**.
4. TURN RIGHT proceed to junction with Canonbie Road. TURN LEFT. **START Salting** along centre of **Canonbie Road** to Honor Oak Road. **STOP Salting**.
5. TURN LEFT Proceed to Forest Hill Road. TURN LEFT. TURN LEFT Netherby Road. **START Salting** along centre **Netherby Road - Westwood Park** to junction with Honor Oak Road. **STOP Salting**. TURN LEFT
6. TURN LEFT **Horniman Drive**, **START Salting** along centre. At end of road **STOP Salting**. TURN AROUND. TURN LEFT **Ringmore Rise**. **START Salting** along centre. TURN LEFT **Tewkesbury Avenue** to Westwood Park **STOP Salting**. TURN LEFT.
7. Proceed along Westwood Park. TURN LEFT Horniman Drive. TURN RIGHT **Liphook Crescent**. **START Salting** along centre. TURN RIGHT **Ringmore Rise** to junction Westwood Park. **STOP Salting**. TURN LEFT.
8. Proceed along Westwood Park. TURN RIGHT **Langton Rise**. **START Salting** to Wood Vale **STOP Salting**, TURN LEFT. Proceed to London Road. TURN LEFT
9. TURN RIGHT into **Sydenham Hill**. **START Salting** along centre. Proceed to roundabout at junction with Kirkdale. TURN AROUND, TURN RIGHT into **Sydenham Rise**, proceed to London Road. **STOP Salting**. TURN RIGHT.
10. TURN RIGHT into **Eliot Bank**. Salt along centre to Knapdale Close. **STOP Salting** TURN AROUND, proceed back to London Road.
11. TURN RIGHT, drive to junction of London Road / Taymount Rise. TURN RIGHT **START Salting Taymount Rise**, including Roundabout, **STOP Salting**. Return to junction with London Road. TURN RIGHT.



**PRIMARY SALTING ROUTE NETWORK
AREA 4 - PAGE 2 OF 4**

12. TURN Left at Traffic Lights. Proceed to **Devonshire Road**. TURN LEFT. **START Salting** along centre to **Honor Oak Park**. TURN RIGHT Salt L.H. Side over railway bridge. **STOP Salting**. TURN AROUND. TURN LEFT Devonshire Road. TURN RIGHT **Boveney Road**. **START Salting**. TURN RIGHT **Hengrave Road**. Proceed to Honor Oak Park TURN LEFT. TURN LEFT along **Honor Oak Road**. Continue Salting along centre to London Road. **STOP Salting** TURN LEFT.

13. TURN LEFT **Waldenshaw Road** **START Salting**. Proceed to **Manor Mount** TURN LEFT and continue to Honor Oak Road. **STOP Salting**. TURN LEFT.

14. Proceed to London Road. TURN LEFT. TURN LEFT Waldenshaw Road. TURN RIGHT **David's Road** **START Salting**. TURN RIGHT at second junction with **Pearcefield Avenue**. TURN RIGHT into **David's Road** Continue to end of road. **STOP Salting**. TURN LEFT.

15. Proceed along Devonshire Road. TURN LEFT **Dunoon Road** **START Salting**. TURN LEFT. **STOP Salting**. Proceed to **Tyson Road** TURN LEFT. **START Salting**. TURN RIGHT. **STOP Salting**.

16. Proceed to **Benson Road** TURN RIGHT **START Salting**. TURN LEFT **STOP Salting**. Proceed to **Ewelme Road** TURN LEFT **START Salting**. TURN RIGHT **STOP Salting**. Proceed to South Circular Road.

17. TURN RIGHT Proceed to junction London Road / Dartmouth Road. STRAIGHT ON. **START Salting**, proceed along centre of **Dartmouth Road** to junction with **Clyde Vale**. TURN LEFT continue to end of road. **STOP Salting**.

18. TURN AROUND. Return to Dartmouth Road. TURN LEFT **START Salting** continue to Kirkdale, **STOP Salting**.

19. TURN RIGHT. Proceed to Kirkdale / Thorpewood Avenue junction. TURN RIGHT and **START Salting** along centre of **Thorpewood Avenue** to Dartmouth Road, **STOP Salting**.

20. TURN LEFT to junction of Derby Hill. TURN LEFT **START Salting** along centre of **Derby Hill**. TURN RIGHT along **Derby Hill Crescent - Featherstone Avenue**. **STOP Salting**. TURN RIGHT along Thorpewood Avenue to Kirkdale. TURN LEFT.

21. TURN RIGHT at **Wells Park Road**. **START Salting** along centre to Sydenham Hill. **STOP Salting**. TURN RIGHT.

22. Proceed along **Sydenham Hill** to second junction with Crescent Wood Road. **START Salting** along centre of road.



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**PRIMARY SALTING ROUTE NETWORK
AREA 4 - PAGE 3 OF 4**

23. TURN RIGHT at roundabout and continue Salting along centre of **Kirkdale** to Cobbs Corner.

24. TURN RIGHT and FIRST LEFT along **Laurie Park Road** to Borough Boundary (Border Road). **STOP Salting**, turn around, proceed to junction with Westwood Hill.

25. TURN LEFT. **START Salting** along L.H. side. Proceed along **Westwood Hill** to Borough Boundary (Sydenham Hill), turn around, Continue Salting.

26. Proceed along L.H. side **Westwood Hill** to junction with Kirkdale (Cobbs Corner), **STOP Salting**. Continue along Sydenham Road.

27. TURN LEFT into **Mayow Road**, **START Salting** along centre to junction with Perry Vale. TURN LEFT. TURN RIGHT **Sunderland Road**. Continue to junction with Waldram Park. **STOP Salting**. TURN LEFT.

28. TURN LEFT into **Perry Vale**. **START Salting** along centre. TURN LEFT **Woolstone Road**. Continue Salting to junction with Catford Hill / Perry Hill. **STOP Salting**.

29. TURN RIGHT. TURN RIGHT into **Houston Road**. **START Salting** along centre. Continue along centre of **Cranston Road** to junction with Stanstead Road.

30. Cross junction Salting along LH Side **Brockley Rise - Stondon Park** to junction with Honor Oak Park. TURN RIGHT. Continue salting around one-way system then along LH Side **Brockley Rise** to junction with Stanstead Road. **STOP Salting**.

31. Cross junction into Cranston Road. TURN RIGHT Woolstone Road. TURN LEFT **Perry Rise**, **START Salting** along centre to junction with Bell Green / Perry Hill, TURN RIGHT.

32. Continue Salting along LH Side **Bell Green - Sydenham Road**. TURN LEFT into **Kent House Road**, continue along centre to Borough Boundary (outside No. 70). **STOP Salting**, TURN AROUND, proceed back to Sydenham Road.

33. TURN LEFT. **START Salting** along L.H. Side Sydenham Road. TURN LEFT into **Newlands Park**, continue along centre to Borough Boundary (Tannsfild Road) **STOP Salting**, TURN AROUND, proceed back to Sydenham Road.

34. TURN LEFT, **START Salting** along LH Side **Sydenham Road** to junction with Kirkdale (Cobbs Corner), turn around, Continue Salting L.H side **Sydenham Road - Bell Green - Perry Hill - Catford Hill** to junction with Stanstead Road. **STOP Salting**.



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**PRIMARY SALTING ROUTE NETWORK
AREA 4 - PAGE 4 OF 4**

35. Proceed to junction with Ravensbourne Park. TURN LEFT. Proceed to junction with Bankhurst Road. TURN LEFT. **START Salting** along centre **Bankhurst Road – Montacute Road**. TURN LEFT **Blythe Hill**. TURN RIGHT **Faversham Road**.

36. TURN LEFT Stanstead Road **STOP Salting**. TURN RIGHT Catford Hill **START Salting** along L.H. Side **Catford Hill - Perry Hill** to junction Bell Green / Perry Rise.

37. TURN LEFT. Continue Salting centre of **service road** leading to rear of Sainsbury's Store upto roundabout. **STOP Salting**. TURN AROUND. Return to traffic lights.

38. TURN LEFT, TURN LEFT into Southend Lane. **START Salting** centre of Carriageway of **Southend Lane** to junction of Bromley Road. **STOP Salting**.

39. TURN RIGHT. TURN RIGHT **Beckenham Hill Road**. **START Salting** along centre to junction with Blacklands Road. **STOP Salting**.

40. TURN RIGHT. TURN LEFT into **Southend Lane**. **START Salting** centre of Carriageway to junction with **Worsley Bridge Road**.

41. TURN LEFT. Continue Salting centre of road to Borough Boundary (Meadowview Road). **STOP Salting**. TURN AROUND.

42. Proceed back to Southend Lane. TURN LEFT. **START Salting** centre of Carriageway of **Southend Lane** to junction with **Kangley Bridge Road**.

43. TURN LEFT. Continue Salting centre of road to Borough Boundary (Westerley Crescent). **STOP Salting**. TURN AROUND.

44. Proceed back to Southend Lane. TURN LEFT. **START Salting** centre of Carriageway of **Stanton Way** to junction with Bell Green / Sydenham Road. **STOP Salting**.

45. TURN LEFT. Proceed to junction **Fairlawn Park**. TURN LEFT. **START Salting** centre of road. TURN LEFT then LEFT AGAIN **Winchfield Road**. Continue to junction with **Bell Green Lane**. TURN LEFT and continue Salting along **Haseltine Road** to junction with Stanton Way. **STOP Salting**.

46. Return to Depot via. Bell Green - Perry Hill – Catford Hill – Catford Road - Rushey Green – Lewisham High Street - Ladywell Road - Wearside Road.



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**SECONDARY SALTING ROUTES
SCHOOLS, COLLEGES, SPECIAL-NEEDS CENTRES & OTHER ROADS WITH
STEEP INCLINES
AREA 1**

Road(s) to be Salted	Comments
Abinger Grove – Childers Street – Rolt Street	Clyde Nursery
Albyn Road - Ashmead Road – Friendly Street	Ashmead Primary School & St Stephen's Primary School
Arbuthnot Road – Bousefield Road - Erlanger Road - Kitto Road - Reservoir Road - Sandbourne Road - Waller Road	Edmund Waller Primary School
Ashby Road - Rokeby Road – Upper Brockley Road – Vulcan Road	Myatt Garden Primary School
Avonley Road – Camplin Street – Cold Blow Lane – Hatcham Park Road - Hunsdon Road	Monson Primary School
Bartram Road – Buckthorne Road - Courtrai Road – Eddystone Road – Grierson Road - Hazeldon Road – Holdenby Road - Holmesley Road - Kilgour Road - Maclean Road - Parbury Road - Riseldine Road – Tatnell Road	
Beecroft Road - Comerford Road – Dalrymple Road – Harcourt Road – Howson Road	Brockley Police Station & St Mary Magdalen's Primary School
Breakspears Road – Tressillian Road	Lewisham College
Clifton Rise – Childeric Road – Achilles Street – Batavia Road – Goodwood Road	Childeric Primary School & NHS Walk-in Centre
Clyde Street - Grinling Place	Grinling Gibbons Primary School
Coffey Street - Crossfield Street	St Joseph's Primary School
Dixon Road - Laurie Grove	Goldsmith's College
Douglas Way – Mornington Road – Stanley Street	Waldron Health Centre
Frankham Street	Tidemill Primary School
Grinstead Road – Kezia Street – Scawen Road	Sir Francis Drake Primary School
Grove Street (Evelyn Street to Oxestalls Road)	
Pearson's Avenue – Willshaw Street	Addey & Stanhope Secondary School
Pendrell Road - Wallbutton Road	Crossways Academy
St James's	St James Hatcham Primary School
Tanners Hill - Thornville Street	Lucas Vale Primary School



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Turnham Road	Turnham Primary School, Chelwood Nursery & Honor Oak Health Centre
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**SECONDARY SALTING ROUTES
SCHOOLS, COLLEGES, SPECIAL-NEEDS CENTRES
& OTHER ROADS WITH STEEP INCLINES
AREA 2**

Road(s) to be Salted	Comments
Algernon Road - Brookbank Road (Shell Road to Algernon Road) - Ellerdale Street - Elmira Street - Overcliff Road – Shell Road	Lewisham Bridge Primary School
Belmont Grove	Christ the King College
Birch Grove - Newstead Road	St Winifred's Primary School (Juniors)
Blackheath Vale - Duke Humphrey Road	All Saints Primary School
Bonfield Road – Clarendon Rise – Limes Grove - Slaithwaite Road	St Saviour's Primary School
Boone Street – Lee Church Street – Lee Park	St Margaret's Lee Primary School
Bradgate Road – Hawstead Road	Ivy House, Emergency Care Team & Kaleidoscope Child Health Service
Davenport Road - George Lane	Calabash Day Centre
Eastern Road	Prendergast Secondary School
Effingham Road – Handen Road - Manor Lane - Taunton Road – Wantage Road	Brindishe Primary School, Northbrook Secondary School & St Winifred's Primary School (Infants)
Eliot Hill – Eliot Park – Granville Park – Mounts Pond Road - Oakcroft Road – St Austell Road	
Ennersdale Road – Leahurst Road	Ennersdale Primary School
Leahurst Road	Lee Manor Primary School
Lewisham Hospital (Main vehicular access, including Ambulance standing area outside A & E)	
Paragon Place - Wemyss Road	Blackheath High Secondary School



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**SECONDARY SALTING ROUTES
SCHOOLS, COLLEGES, SPECIAL-NEEDS CENTRES
& OTHER ROADS WITH STEEP INCLINES
AREA 3**

Road(s) to be Salted	Comments
Ardgowan Road – Minard Road	Sandhurst Primary School
Ashgrove Road – Belgravia Gardens – Calmont Road – Coniston Road	
Athelney Street – Firhill Road	Athelney Primary School
Beachborough Road - Oldstead Road	St John Baptist Primary School
Brockman Rise - Cotton Hill	
Conisborough Crescent – Daneswood Avenue – Woodham Road	
Durham Hill - Moorside Road – Lamerock Road – Shaw Road	Good Shepherd Primary School
Elfrida Crescent – Overdown Road	Elfrida Primary School
Galahad Road and remainder of Reigate Road	
Geraint Road – Gareth Grove – Ivorydown	Haberdasher’s Askes Knights Academy
Glenbow Road	
Kingsand Road - Pragnell Road	Cooper’s Lane Primary School
Oakshade Road - Winlaton Road	Bonus Pastor Secondary School



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**SECONDARY SALTING ROUTES
SCHOOLS, COLLEGES, SPECIAL-NEEDS CENTRES
& OTHER ROADS WITH STEEP INCLINES
AREA 4**

Road(s) to be Salted	Comments
Adamsrill Road - Champion Crescent – Champion Road –Holmshaw Close	Adamsrill Primary School, St Michael's Primary School &
Addington Grove	
Agnew Road – Ackroyd Road – Whatman Road	
Aylward Road - Como Road – Farren Road – Normanton Street – Shipman Road - Siddons Road – Trilby Road – Vestris Road	
Beaulieu Avenue - Jews Walk - Longton Avenue - Longton Grove – Ormanton Road – Taylor's	
Blythe Hill - Blythe Hill Lane - Casslee Road - Montacute Road - Polsted Road - Ravensbourne Park Crescent	
Broxted Road - Hawkesfield Road - Levendale Road - Lutwyche Road - Ticehurst Road	
Bournville Road - Westdown Road	
Burghill Road - Highclere Street - Sunnydene Street	
Castlands Road - Clowders Road - Datchet Road - Selworthy Road - Winsford Road	
Church Rise – Church Vale - South Road - Westbourne Drive	
Dacres Road - Silverdale	
De Frene Road - Queenswood Road	
Elsinore Road - Kilmorie Road – Vancouver Road	Kilmorie Primary School
Grove Close	Dalmain Primary School
High Level Drive – Gunnell Close – Hillcrest Close – Talisman Square – The Gradient – Vigilant	
Kelvin Grove	Kelvin Grove Primary School
Peak Hill - Sydenham Park Road – The Peak	St Bartholomew's Primary School
Radlet Avenue - Round Hill	
Rathfern Road	Rathfern Primary School
St German's Road – Park Rise Road	Jenner Health Centre
Stanstead Road (Waldram Park Road to Sunderland Road)	

Or its successor organisation.



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RESILIENCE SALTING ROUTE NETWORK ROUTE 1 - PAGE 1 OF 3

1. Leave Depot. TURN LEFT into Ladywell Road.
2. Proceed to Lewisham High Street. TURN LEFT. Proceed to roundabout. TURN RIGHT into Pedestrianised area. **START Salting** along centre **Lewisham High Street – Lewis Grove** to junction Lee High Road. Cross junction.
3. **Continue Salting** along centre of **Belmont Hill - Lee Terrace** to Lee Road.
4. TURN LEFT, continue along centre of **Lee Road - Blackheath Village -Tranquil Vale**. TURN RIGHT **Royal Parade** Continue along **Montpelier Row - Prince of Wales Road** to Shooters Hill Road. **STOP Salting**, TURN LEFT.
5. TURN LEFT at roundabout. **START Salting** along centre of **Prince Charles Road** to mini roundabout.
6. TURN RIGHT into **Montpelier Row – Montpelier Vale**. Proceed to Tranquil Vale **STOP Salting**. TURN RIGHT.
7. Proceed to Royal Parade junction. **START Salting** along centre of **Tranquil Vale**. TURN LEFT **Hare and Billet Road**.
8. TURN RIGHT **Wat Tyler Road**. At junction with Shooters Hill Road **STOP Salting**.
9. TURN LEFT. Proceed along Shooters Hill Road to junction with **Lewisham Road**. TURN LEFT. Proceed to junction with Morden Hill. **START Salting**.
10. Proceed to roundabout **STOP Salting**. TURN LEFT at roundabout into Loampit Vale.
11. TURN RIGHT into **Jerrard Street**. **START Salting** along centre to Thurston Road.
12. TURN RIGHT. Salt along centre **Thurston Road** to Loampit Vale, **STOP Salting**.
13. TURN RIGHT. Proceed to junction with Jerrard Street. TURN RIGHT. TURN LEFT, at junction with Thurston Road, **START Salting** along centre of **Thurston Road - Brookmill Road** to Deptford Broadway.
14. CROSS intersection. Salt along centre of carriageway **Deptford Church Street** to Creek Road.



**RESILIENCE SALTING ROUTE NETWORK
ROUTE 1 - PAGE 2 OF 3**

15. TURN LEFT. Salt left side **Creek Road - Evelyn Street** to junction with **Blackhorse Road**. TURN LEFT. Salt along centre of carriageway to entrance to Deptford Trading Estate. **STOP Salting**. TURN AROUND.

16. Proceed back to **Evelyn Street**. TURN LEFT. **START Salting** along left side to Bestwood Street.

17. TURN LEFT. Salt along centre of **Bestwood Street - Bush Road** to Borough Boundary (William Evans House) **STOP Salting**.

18. Proceed around one-way system. **START Salting** along left-hand side **Evelyn Street – Creek Road**.

19. TURN RIGHT **Deptford Church Street**. Continue salting along centre of carriageway to Deptford Broadway. CROSS junction into Brookmill Road, **STOP Salting**. TURN RIGHT into **St John's Vale**. **START Salting** along centre.

20. TURN RIGHT Lewisham Way **STOP Salting**. TURN LEFT **Wickham Road**, **START Salting** along centre to Brockley Road, TURN RIGHT.

21. Continue along Brockley Road - Brockley Cross. At Brockley Cross TURN RIGHT into **Malpas Road**. **Continue Salting** along centre.

22. Cross Lewisham Way into **Florence Road**. TURN LEFT New Cross Road. **STOP Salting**.

23. TURN LEFT Amersham Road, TURN RIGHT Parkfield Road, TURN RIGHT Lewisham Way, TURN RIGHT New Cross Road

24. TURN LEFT **Amersham Vale**, **START Salting**. Continue to junction with Edward Street. TURN LEFT. Continue along **Edward Street - Sanford Street - Trundleys Road**.

25. TURN LEFT **Surrey Canal Road**. **Continue Salting** along centre to **Landmann Way**. TURN RIGHT. Continue salting along centre.

26. TURN LEFT into entrance to SELCHP Waste Incinerator (Ring bell if gate is closed) and continue to top of ramp. TURN AROUND and continue to down ramp. At exit gate **STOP Salting**.

27. Proceed back along Surrey Canal Road. TURN LEFT **Trundleys Road**. **START Salting**. Continue to one way system. **STOP Salting**. Proceed around one-way system.



**RESILIENCE SALTING ROUTE NETWORK
ROUTE 1 - PAGE 3 OF 3**

28. TURN LEFT **Plough Way** Proceed to Borough Boundary (Entrance to Plough Bridge) **START Salting**. TURN RIGHT **Grove Street**. TURN RIGHT. **Oxestalls Road**. TURN LEFT Evelyn Street. **STOP Salting**.
29. TURN RIGHT **Deptford High Street**. **START Salting**. TURN RIGHT **Edward Street**. TURN LEFT into **Pagnell Street**. TURN LEFT New Cross Road. **STOP Salting**.
30. TURN RIGHT Amersham Road, CROSS JUNCTION into **Shardeloes Road**. **START Salting**.
31. At Brockley Cross TURN RIGHT **Endwell Road**, TURN LEFT Drakefell Road. TURN RIGHT **Sprules Road**, TURN LEFT **Vesta Road**.
32. Continue to roundabout. TURN RIGHT **Jerningham Road**. Continue to New Cross Road. **STOP Salting**.
33. TURN LEFT. Proceed to junction with Pepys Road. TURN LEFT. **START Salting** along centre of **Pepys Road** up to roundabout. TAKE SECOND EXIT into **Vesta Road**.
34. TURN RIGHT **Endwell Road**, to junction with Drakefell Road. TURN RIGHT. **CONTINUE SALTING** along centre of **Drakefell Road** (passing through gate).
35. Continue along **Gellatly Road - Lausanne Road - Pomeroy Street**.
36. TURN RIGHT New Cross Road. **STOP Salting**. TURN RIGHT Amersham Road, CROSS JUNCTION into Shardeloes Road.
37. At Brockley Cross to STRAIGHT ON Brockley Road.
38. Proceed to junction with Wickham Road. **START Salting** along **Brockley Road**.
39. TURN LEFT **Adelaide Avenue**. Continue to Ladywell Road, **STOP Salting**.
40. TURN LEFT. Return to Depot via Ladywell Road.



**RESILIENCE SALTING ROUTE NETWORK
ROUTE 2 - PAGE 1 OF 2**

1. Leave Depot. **TURN LEFT. START Salting** along centre **Ladywell Road**. Proceed to Lewisham High Street. **TURN LEFT. STOP Salting**.
2. Proceed to junction with Courthill Road. **TURN RIGHT. START Salting** along centre **Courthill Road – Hither Green Lane** to junction with Brownhill Road / St Mildred's Road.
3. Cross Brownhill Road. **Continue Salting** along centre of **Verdant Lane – Northover** to Downham Way.
4. **TURN LEFT**. Salt L.H. side **Downham Way**.
5. **TURN LEFT Reigate Road**. Continue to junction with Northover. **STOP Salting**.
6. **TURN RIGHT. TURN LEFT Whitefoot Lane. START Salting** centre of Carriageway to junction Bromley Road. **STOP Salting**.
7. Cross junction into Southend Lane. Continue to junction with **Brookehowse Road**. **TURN RIGHT. START Salting** centre of Carriageway. **TURN RIGHT Randlesdown Road**. Continue to junction Bromley Road.
8. Cross junction into **Bellingham Road – Hazelbank Road**. Continue to junction with Verdant Lane. **STOP Salting**.
9. **TURN LEFT. TURN LEFT Sandhurst Road. START Salting** centre of Carriageway to junction Plassy Road. **STOP Salting**.
10. **TURN RIGHT Bromley Road. TURN LEFT Catford Road. TURN LEFT Canadian Avenue. START Salting** centre of Carriageway to junction Bromley Road. **STOP Salting**.
11. **TURN LEFT. TURN RIGHT Brownhill Road. TURN RIGHT Torridon Road. START Salting** centre of Carriageway to junction Hazelbank Road. **STOP Salting**.
12. **TURN RIGHT. TURN LEFT Bromley Road. TURN LEFT Whitefoot Lane. START Salting** centre of Carriageway to junction Northover. **STOP Salting. TURN RIGHT**.
13. **TURN RIGHT Downham Way. START Salting** L.H. side **Downham Way** to Bromley Road. **Stop Salting**.



**RESILIENCE SALTING ROUTE NETWORK
ROUTE 2 - PAGE 2 OF 2**

14. TURN LEFT. TURN RIGHT Old Bromley Road. TURN RIGHT Downham Way. Cross junction into **Downham Way**. **START Salting** LH side. Continue to junction with Northover. **STOP Salting**. Continue to junction with Reigate Road. **START Salting** to junction with Baring Road.

15. TURN LEFT. TURN RIGHT Chinbrook Road, **START Salting** along centre of **Chinbrook Road**. TURN RIGHT **Marvels Lane**. Continue to junction with Mayeswood Road, **STOP Salting**, TURN AROUND.

16. Proceed to **Dunkery Road** junction. TURN RIGHT. **START Salting** along centre. TURN RIGHT **Clayhill Crescent** to **Marvels Lane** junction. **STOP Salting**.

17. TURN RIGHT. Cross Chinbrook Road junction. **START Salting** along centre of **Marvels Lane - Somertrees Avenue - Burnt Ash Hill** to junction with St Mildred's Road, **STOP Salting**.

18. TURN LEFT St Mildred's Road. TURN LEFT **START Salting** L.H. side **Baring Road** to Borough Boundary (Ridgeway Drive), turn around. Continue salting L.H. side **Baring Road** to traffic lights at junction with St Mildred's Road, **STOP Salting**.

19. TURN RIGHT. TURN LEFT. **START Salting** along centre of **Burnt Ash Hill – Burnt Ash Road**. Cross junction at Lee High Road.

20. **CONTINUE Salting** along centre of **Lee Road** to Lee Terrace. **STOP Salting**.

21. Return to Depot, via Lee Terrace – Belmont Hill – Molesworth Street - Lewisham High Street - Ladywell Road - Wearside Road.



**RESILIENCE SALTING ROUTE NETWORK
ROUTE 3 - PAGE 1 OF 2**

1. Leave Depot. **TURN RIGHT. START Salting** along **Ladywell Road – Brockley Grove.**
2. **TURN LEFT Brockley Road - Stondon Park. TURN RIGHT** into **Honor Oak Park.**
3. **TURN LEFT** along **Honor Oak Road.** Continue Salting along centre to London Road. **STOP Salting TURN RIGHT.**
4. **TURN LEFT** into **Sydenham Rise. START Salting** along centre. **TURN LEFT Sydenham Hill. TURN RIGHT** at roundabout. Continue along **Sydenham Hill** to first junction with Crescent Wood Road, **STOP Salting.**
5. **TURN RIGHT** at **Wells Park Road. START Salting** along centre. **TURN LEFT Kirkdale.** Proceed to roundabout. **STOP Salting**
6. **STRAIGHT ON. TURN RIGHT** Sydenham Rise. **TURN RIGHT** London Road.
7. **TURN LEFT Waldenshaw Road START Salting. TURN RIGHT David's Road. TURN RIGHT** at second junction with **Pearcefield Avenue. TURN RIGHT** into **David's Road.** Continue to end of road. **STOP Salting. TURN LEFT.**
8. Proceed to **Devonshire Road. TURN LEFT. START Salting** along centre to **Honor Oak Park. TURN RIGHT** Salt L.H. Side over railway bridge. **STOP Salting.**
9. **TURN RIGHT Stondon Park. START Salting.** Continue along **Brockley Rise – Cranston Road.**
10. **TURN RIGHT Woolstone Road.** Continue Salting. **TURN RIGHT Perry Vale. TURN LEFT Waldram Place. TURN LEFT** Waldram Crescent. **STOP Salting.**
11. Proceed to junction London Road / Dartmouth Road. **STRAIGHT ON. START Salting,** proceed along centre of **Dartmouth Road** to junction with Kirkdale.
12. **TURN LEFT** and **CONTINUE Salting** along centre of **Kirkdale** to Cobbs Corner.
13. **TURN RIGHT. CONTINUE Salting** along L.H. side **Westwood Hill** to Borough Boundary (Sydenham Hill), turn around.
14. **CONTINUE Salting** along L.H. side **Westwood Hill** to junction with Kirkdale (Cobbs Corner).



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15. **Continue Salting** L.H side **Sydenham Road - Bell Green - Perry Hill - Catford Hill** to junction with Stanstead Road. **TURN AROUND.**

RESILIENCE SALTING ROUTE NETWORK
ROUTE 3 - PAGE 2 OF 2

16. **Continue Salting** along L.H. Side **Catford Hill - Perry Hill - Bell Green.**

17. **TURN LEFT** into Southend Lane. **Continue Salting** centre of Carriageway of **Southend Lane** to junction of Bromley Road. **STOP Salting.**

18. **TURN RIGHT. TURN RIGHT Beckenham Hill Road. START Salting** along centre to Borough Boundary (Highland Croft) **STOP Salting. TURN AROUND.**

19. Proceed back to junction with Bromley Road, **TURN LEFT. TURN LEFT. START Salting** centre of Carriageway of **Southend Lane - Stanton Way.**

20. **TURN LEFT. Continue Salting** L.H side **Sydenham Road.**

21. **TURN LEFT** into **Newlands Park**, continue along centre to Borough Boundary (Tannsfield Road) **STOP Salting**, **TURN AROUND**, proceed back to Sydenham Road. **TURN RIGHT.**

22. **TURN LEFT** into **Mayow Road**, **START Salting** along centre to junction with Perry Vale. **TURN RIGHT. STOP Salting.**

23. **TURN LEFT** Woolstone Road. Continue to junction with Cranston Road. **START Salting** along centre **Woolstone Road. TURN LEFT** Catford Hill. **STOP Salting.**

24. Proceed to junction with Ravensbourne Park. **TURN LEFT. START Salting** along centre **Ravensbourne Park - Manwood Road - Crofton Park Road** to Brockley Grove. **STOP Salting.**

25. **TURN LEFT. TURN RIGHT Brockley Road. START Salting. TURN RIGHT** Adelaide Avenue. **STOP Salting.**

26. Return to Depot via Adelaide Avenue and Ladywell Road.



EXCEPTIONAL SALTING ROUTE NETWORK
PAGE 1 OF 4

1. Leave Depot. TURN LEFT into Ladywell Road. Proceed to Lewisham High Street. TURN LEFT. Proceed to roundabout . TURN RIGHT into Pedestrianised area. Continue along Lewis Road to junction Lee High Rd.
2. Cross junction. Continue along Belmont Hill - Lee Terrace to Lee Road. TURN LEFT **START Salting**, proceed along centre of **Lee Rd - Blackheath Village -Tranquil Vale**. TURN RIGHT **Royal Parade** TURN RIGHT **Montpelier Vale**. At Tranquil Vale junction **STOP Salting**. TURN RIGHT.
3. Proceed back around one way system. TURN RIGHT Royal Parade. **START Salting** along centre **Montpelier Row - Prince of Wales Road** to Shooters Hill Road. **STOP Salting**, TURN LEFT.
4. TURN LEFT at roundabout. **START Salting** along centre of **Prince Charles Road** to mini roundabout.
5. TURN RIGHT into **Montpelier Row**. At one way system **STOP Salting**. Proceed around one way system to Tranquil Vale. **START Salting** along centre of **Tranquil Vale - Goffers Road** to junction with Shooters Hill Road. **STOP Salting**.
6. TURN LEFT. Proceed along Shooters Hill Road. TURN LEFT Wat Tyler Road TURN LEFT into Hare and Billet Road. Continue along Hare and Billet Road. TURN RIGHT **Mounts Pond Road**. **START Salting**.
7. TURN LEFT **Eliot Vale**. TURN RIGHT **Baizdon Road – Southvale Road**. At Tranquil Vale junction **STOP Salting**. TURN LEFT. Continue along Tranquil Vale.
8. TURN LEFT into **Hare and Billet Road**. **START Salting** along centre. TURN LEFT **Wat Tyler Road**, TURN LEFT **Lewisham Hill** to junction with Lewisham Road. **STOP Salting**.
9. TURN LEFT. Proceed to roundabout. TURN RIGHT into Loampit Vale – Loampit Hill – Lewisham Way.
10. TURN LEFT Malpas Road. Proceed to Brockley Cross. TURN RIGHT Shardeloes Road.
11. TURN LEFT into **Vesta Road**. **START Salting** along centre. Proceed to roundabout. TURN RIGHT **Jerningham Road**, TURN LEFT New Cross Road. **STOP Salting**.
12. Proceed to Pepys Road. TURN LEFT into **Pepys Road**. **START Salting** along centre. Cross roundabout. Continue along **Pepys Road**.



**EXCEPTIONAL SALTING ROUTE NETWORK
PAGE 2 OF 4**

13. TURN LEFT **Drakefell Road**. Proceed to Brockley Cross. **STOP Salting**.
14. TURN RIGHT Brockley Road. TURN LEFT into **Cranfield Road**. **START Salting**. TURN RIGHT **Breakspears Road**. TURN LEFT **Harefield Road**. TURN RIGHT **Tressillian Road**. STRAIGHT ON **Montague Avenue**.
15. TURN RIGHT Adelaide Avenue **STOP Salting**. TURN RIGHT Brockley Road.
16. Proceed to **Harefield Road**. TURN RIGHT. **START Salting**. TURN RIGHT **Tressillian Road**.
17. TURN LEFT into **Hilly Fields Crescent**. TURN LEFT **Brookbank Road** TURN RIGHT **Shell Road**. Continue along **Vicars Hill** and **Algernon Road** to Ladywell Road. TURN RIGHT **STOP Salting**.
18. TURN LEFT Chudleigh Road. TURN LEFT Bexhill Road. TURN LEFT Manwood Road - Ravensbourne Park.
19. TURN RIGHT **Bankhurst Road**. **START Salting**. Continue along **Montacute Road**. TURN LEFT **Blythe Hill**. TURN RIGHT **Faversham Road**. Proceed to junction with Stanstead Road. **STOP Salting**. TURN RIGHT.
20. TURN RIGHT. Montem Road. **START Salting** along centre **Montem Road - Brockley View**. TURN LEFT **Codrington Hill**. Continue to junction with Brockley Rise. **STOP Salting**. TURN LEFT.
21. Proceed to junction with **Duncombe Hill**. TURN LEFT. **START Salting** along centre to junction with Brockley View. **STOP Salting**. TURN RIGHT. TURN RIGHT **Lowther Hill**. **START Salting** along centre to junction with Brockley Rise. **STOP Salting**. TURN LEFT.
22. Proceed to junction with **Brockley Park**. TURN LEFT. **START Salting** along centre to junction with Brockley View. **STOP Salting**. TURN RIGHT. TURN LEFT **Ravensbourne Road**. **START Salting** along centre to junction with Stanstead Road. **STOP Salting**. TURN RIGHT.
23. Proceed to Traffic Lights at junction with Brockley Rise. TURN RIGHT. Continue to Traffic Lights at junction with Honor Oak Park.
24. TURN LEFT. into **Honor Oak Park**. **START Salting** along centre. Continue to junction with Forest Hill Road, **STOP Salting**.
25. TURN RIGHT proceed to junction with Canonbie Road. TURN LEFT. **START Salting** along centre of **Canonbie Road** to Honor Oak Road. **STOP Salting**.



EXCEPTIONAL SALTING ROUTE NETWORK
PAGE 3 OF 4

26. TURN LEFT Proceed to Forest Hill Road. TURN LEFT. TURN LEFT Netherby Road. **START Salting** along centre **Netherby Road - Westwood Park** to junction with Honor Oak Road. **STOP Salting**. TURN LEFT
27. TURN LEFT **Horniman Drive**, **START Salting** along centre. At end of road **STOP Salting**. TURN AROUND. TURN LEFT **Ringmore Rise**. **START Salting** along centre. TURN LEFT **Tewkesbury Avenue** to Westwood Park **STOP Salting**. TURN LEFT.
28. Proceed along Westwood Park. TURN LEFT Horniman Drive. TURN RIGHT **Liphook Crescent**. **START Salting** along centre. TURN RIGHT **Ringmore Rise** to junction Westwood Park. **STOP Salting**. TURN LEFT.
29. Proceed along Westwood Park. TURN RIGHT **Langton Rise**. **START Salting** to Wood Vale **STOP Salting**, TURN LEFT. Proceed to London Road. TURN LEFT
30. TURN RIGHT into **Sydenham Hill**. **START Salting** along centre. Proceed to roundabout at junction with Kirkdale. TURN AROUND, TURN RIGHT into **Sydenham Rise**, proceed to London Road. **STOP Salting**. TURN RIGHT.
31. TURN RIGHT into **Eliot Bank**. Salt along centre to Knapdale Close. **STOP Salting** TURN AROUND, proceed back to London Road.
32. TURN RIGHT, drive to junction of London Road / Taymount Rise. TURN RIGHT **START Salting Taymount Rise**, including Roundabout, **STOP Salting**. Return to junction with London Road. TURN RIGHT.
33. TURN Left at Traffic Lights. Proceed to **Devonshire Road**. TURN LEFT. **START Salting** along centre to **Honor Oak Park**. TURN RIGHT Salt L.H. Side over railway bridge. **STOP Salting**. TURN AROUND. TURN LEFT Devonshire Road. TURN RIGHT **Boveney Road**. **START Salting**. TURN RIGHT **Hengrave Road**. Proceed to Honor Oak Park TURN LEFT. TURN LEFT along **Honor Oak Road**. Continue Salting along centre to London Road. **STOP Salting** TURN LEFT.
34. TURN LEFT **Waldenshaw Road** **START Salting**. Proceed to **Manor Mount** TURN LEFT and continue to Honor Oak Road. **STOP Salting**. TURN LEFT.
35. Proceed to London Road. TURN LEFT. TURN LEFT Waldenshaw Road. TURN RIGHT **David's Road** **START Salting**. TURN RIGHT at second junction with **Pearcefield Avenue**. TURN RIGHT into **David's Road** Continue to end of road. **STOP Salting**. TURN LEFT.
36. Proceed along Devonshire Road. TURN LEFT **Dunoon Road** **START Salting**. TURN LEFT. **STOP Salting**. Proceed to **Tyson Road** TURN LEFT. **START Salting**. TURN RIGHT. **STOP Salting**.



**EXCEPTIONAL SALTING ROUTE NETWORK
PAGE 4 OF 4**

37. Proceed to **Benson Road** TURN RIGHT **START Salting**. TURN LEFT **STOP Salting**. Proceed to **Ewelme Road** TURN LEFT **START Salting**. TURN RIGHT **STOP Salting**. Proceed to South Circular Road.

38. TURN RIGHT Proceed to junction London Road / Dartmouth Road. STRAIGHT ON. **START Salting**, proceed along centre of **Dartmouth Road** to junction with **Clyde Vale**. TURN LEFT continue to end of road. **STOP Salting**.

39. TURN AROUND. Return to Dartmouth Road. TURN LEFT **START Salting** continue to Kirkdale, **STOP Salting**.

40. TURN RIGHT. Proceed to Kirkdale / Thorpewood Avenue junction. TURN RIGHT and **START Salting** along centre of **Thorpewood Avenue** to Dartmouth Road, **STOP Salting**.

41. TURN LEFT to junction of Derby Hill. TURN LEFT **START Salting** along centre of **Derby Hill**. TURN RIGHT along **Derby Hill Crescent - Featherstone Avenue**. **STOP Salting**. TURN RIGHT along Thorpewood Avenue to Kirkdale. TURN LEFT.

42. TURN RIGHT at **Wells Park Road**. **START Salting** along centre to Sydenham Hill. **STOP Salting**. TURN RIGHT.

43. Proceed along **Sydenham Hill** to second junction with Crescent Wood Road. **START Salting** along centre of road.

44. TURN RIGHT at roundabout and continue Salting along centre of **Kirkdale** to Cobbs Corner.

45. TURN RIGHT. Proceed along **Westwood Hill** salting LH side to Borough Boundary (Sydenham Hill), turn around, Continue Salting.

46. Proceed along L.H. side **Westwood Hill** to junction with Kirkdale (Cobbs Corner), **STOP Salting**.

47. Return to Depot via. Sydenham Road - Bell Green - Perry Hill – Catford Hill – Catford Road - Rushey Green – Lewisham High Street - Ladywell Road - Wearside Road.



APPENDIX F – WINTER MAINTENANCE – DAILY DECISION JUSTIFICATION LOG

LONDON BOROUGH OF LEWISHAM

DATE:	TIME DECISION TAKEN:
--------------	-----------------------------

Time of recorded forecast:
Forecast: Nil/Alpha/Bravo/Charlie/Delta/Snow (if combination please write in full)
Summary of forecast – including timings of expected temperatures below freezing:

Proposed action:

Priority Routes (circle as appropriate)	No action	Full presalt	Time	Spread Rate
Primary				
Secondary				
Resilience				
Exceptional				
Footways				

Justification:
(please continue on reverse if required)

Signed:



Winter Service Operational Plan 2014 – 2015

Controller



APPENDIX G1 (ICE) – WINTER MAINTENANCE RECORD

LONDON BOROUGH OF LEWISHAM

Date:	Supervisor:
--------------	--------------------

PRECAUTIONARY SALTING

Route	Driver's Name	Vehicle Reg.	Start Time	Finish Time	Spread Rate	Tonnage
P1 (Primary)						
P2 (Primary)						
P3 (Primary)						
P4 (Primary)						
S1 (Secondary)						
S2 (Secondary)						
S3 (Secondary)						
S4 (Secondary)						
R1 (Resilience)						
R2 (Resilience)						
R3 (Resilience)						
E1 (Exceptional)						
Footway						

In the event of further pre salting or post salting and in snow down situations the additional record sheets should be used.

Supervisor's remarks (including weather conditions):

(please continue on reverse if required)

Signed: **(Supervisor)**



APPENDIX G2 (SNOW) – WINTER MAINTENANCE RECORD

LONDON BOROUGH OF LEWISHAM

Date:	Supervisor:
--------------	--------------------

PRECAUTIONARY SALTING

Route	Driver's Name	Vehicle Reg.	Start Time	Finish Time	Spread Rate	Tonnage
P1 (Primary)						
P2 (Primary)						
P3 (Primary)						
P4 (Primary)						
S1 (Secondary)						
S2 (Secondary)						
S3 (Secondary)						
S4 (Secondary)						
R1 (Resilience)						
R2 (Resilience)						
R3 (Resilience)						
E1 (Exceptional)						
Footway						

In the event of further pre salting or post salting and in snow down situations the additional record sheets should be used.

Supervisor's remarks (including weather conditions):

(please continue on reverse if required)

Signed: **(Supervisor)**



**APPENDIX H1 (ICE) – WINTER MAINTENANCE RECORD
ADDITIONAL SHEET**

FOLLOW-UP SALTING

Date:	Supervisor:
--------------	--------------------

(This sheet only to be used as a continuation sheet in the event of further pre salting or post salting in snow down situations or when instructed to use these priorities in other situations)

Route	Driver's Name	Vehicle Reg.	Start Time	Finish Time	Spread Rate	Tonnage
P1 (Primary)						
P2 (Primary)						
P3 (Primary)						
P4 (Primary)						
S1 (Secondary)						
S2 (Secondary)						
S3 (Secondary)						
S4 (Secondary)						
R1 (Resilience)						
R2 (Resilience)						
R3 (Resilience)						
E1 (Exceptional)						
Footway						

Weather conditions (to use above)

R= Rain; F= Fog; H = Hoar Frost, I = Ice (or temperature below zero Celsius)
S = Snow (then estimate inches) e.g. S4 for 4 inches of snow

Signed:	(Supervisor)
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**APPENDIX H2 (SNOW) – WINTER MAINTENANCE RECORD
ADDITIONAL SHEET**

FOLLOW-UP SALTING

Date:	Supervisor:
--------------	--------------------

(This sheet only to be used as a continuation sheet in the event of further pre salting or post salting in snow down situations or when instructed to use these priorities in other situations)

Route	Driver's Name	Vehicle Reg.	Start Time	Finish Time	Spread Rate	Tonnage
P1 (Primary)						
P2 (Primary)						
P3 (Primary)						
P4 (Primary)						
S1 (Secondary)						
S2 (Secondary)						
S3 (Secondary)						
S4 (Secondary)						
R1 (Resilience)						
R2 (Resilience)						
R3 (Resilience)						
E1 (Exceptional)						
Footway						

Weather conditions (to use above)

R= Rain; F= Fog; H = Hoar Frost, I = Ice (or temperature below zero Celsius)

S = Snow (then estimate inches) e.g. S4 for 4 inches of snow

Signed:	(Supervisor)
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APPENDIX I – CIRCULATION LIST

This LB Lewisham Winter Service Operational Plan is in two versions. The first version, for wider circulation, including availability to the public under the Freedom of Information Act 2000, does not contain these appendices. The second version, which has a restricted circulation, is only available to personnel directly involved in the operation of the service. That is because it contains restricted telephone numbers, which must be reserved solely for operational use. Each copy is uniquely numbered and issued as below:

Copy No.	Issued to	Job Title
1	Ian Ransom	LBL Head of Transport
2	Tom Henry	LBL Engineering Manager
3	Kishore Vora	LBL Winter Service Manager (Asset Manager and Principal Structural Engineer)
4	Len Haylor	LBL Principal Quality Inspector
5	Jeff Fraser	LBL Claims Inspector /Winter Service Duty Officer
8	Samantha McKerell	LBL Inspector /Winter Service Duty Officer
9	Mike Munro	LBL Inspector /Winter Service Duty Officer
10	Mike Bewaji	LBL Inspector /Winter Service Duty Officer
11	Danny Wingrove	LBL Utilities Co-ordinator/Winter Service Duty Officer
12	Dave Wheeler	LBL Network Co-ordinator
13	Geoff Tice	LBL Service Support Manager
14	John Brown	LBL Emergency Planning Team
15	Rob Holmans	LBL Director of Regeneration and Asset Management
16	Janet Senior	LBL Executive Director for Resources
17	Liam McCay	FM Conway Senior Contract Manager
18	Andy Frostick	Contractor Manager/FM Conway Contract Manager
19	Brian Wren	FM Conway Call-out Supervisor
20	Liz Brooker	LBL Road Safety and Sustainable Transport Manager

Non-restricted versions are circulated to:-

	Sir Steve Bullock	LBL Mayor
	Cllr Alan Smith	LBL Cabinet Member for Resources and Regeneration
	Barry Quirk	LBL Chief Executive



Winter Service Operational Plan 2014 – 2015

	Judith McQueen	LBL Head of Resources and Regeneration Management Team Office
	Dave Wheeler	LBL Network Co-ordinator
	Imogen Payami	LBL Community Information Officer
	Wayne Williams	LBL Business Continuity Manager
	Gary Oliver	TfL South Area Winter Service Manager
	Garry Warner	LB Bromley Highways Manager
	Mark Hodgson	LB Greenwich Highways Manager
	Alwyn Samuel	LB Southwark Winter Service Manager
	Catherine Linney	Met Police- Traffic Division
	Lee King	London Fire Brigade- Borough Commander
	David Campbell	London Ambulance Service- Lewisham Area
	Dave Walsh	London Buses



Winter Service Operational Plan 2014 – 2015

APPENDIX J – DUTY ROTA AND ADDRESS AND TELEPHONE NUMBERS: (RESTRICTED)

6TH - 13TH OCT 2014	JEFF FRASER - 07753 776 692
13TH - 20TH OCT 2014	SAMANTHA MCKERELL - 07734 599 762
20TH - 27TH OCT 2014	MIKE MUNRO - 07834 145 084
27TH OCT - 3RD NOV 2014	MIKE BEWAJI 07912 565 237
3RD - 10TH NOV 2014	DANNY WINGROVE - 07831 467 653
10TH - 17TH NOV 2014	JEFF FRASER - 07753 776 692
17TH - 24TH NOV 2014	SAMANTHA MCKERELL - 07734 599 762
24TH NOV - 1ST DEC 2014	MIKE MUNRO - 07834 145 084
1ST - 8TH DEC 2014	MIKE BEWAJI 07912 565 237
8TH - 15TH DEC 2014	DANNY WINGROVE - 07831 467 653
15TH - 22ND DEC 2014	JEFF FRASER - 07753 776 692
22ND - 29TH DEC 2014	SAMANTHA MCKERELL - 07734 599 762
29TH DEC 2014 - 5TH JAN 2015	MIKE MUNRO - 07834 145 084
5TH - 12TH JAN 2015	MIKE BEWAJI 07912 565 237
12TH - 19TH JAN 2015	DANNY WINGROVE - 07831 467 653
19TH - 26TH JAN 2015	JEFF FRASER - 07753 776 692
26TH JAN - 2ND FEB 2015	SAMANTHA MCKERELL - 07734 599 762
2ND - 9TH FEB 2015	MIKE MUNRO - 07834 145 084
9TH - 16TH FEB 2015	MIKE BEWAJI 07912 565 237
16TH - 23RD FEB 2015	DANNY WINGROVE - 07831 467 653
23RD FEB - 2ND MAR 2015	JEFF FRASER - 07753 776 692
2ND - 9TH MAR 2015	SAMANTHA MCKERELL - 07734 599 762
9TH - 16TH MAR 2015	MIKE MUNRO - 07834 145 084
16TH - 23RD MAR 2015	MIKE BEWAJI 07912 565 237
23RD - 30TH MAR 2015	DANNY WINGROVE - 07831 467 653
30TH MAR - 6TH APR 2015	JEFF FRASER - 07753 776 692



Winter Service Operational Plan 2014 – 2015





APPENDIX K – SCHEDULE OF KEY DATES

Activity	Action By	Date
Check salt stock and procure stock to capacity if needed	Winter Service Manager	01/10/14
Order weather forecast service from Met Office	Winter Service Manager	01/10/14
Appointment of Deputy	Winter Service Manager	01/10/14
Arrange night rota for Winter Service Manager and Deputy	Winter Service Manager	15/10/14
Provide Method Statement for Carriageway Treatments (see Section D6)	Contractor	15/10/14
Provide Standby Operative and Staff Rota for Carriageway Salting operation (see Section D6)	Contractor	22/10/14
Brief Transport staff allocated to Winter Service	Winter Service Manager	31/10/14
Ensure “snow line” arrangements are in place	Service Support Manager	31/10/14
Co-ordinate preparations with Winter Service Duty Officers, Refuse Collection, Street Cleansing, Door2Door and Emergency Planning Team	Winter Service Manager	31/10/14
Ensure Salting Lorries and Other Plant are fully operational	Contractor	31/10/14
Arrange replacement of Fire Gate locks with FB14	Winter Service Manager	31/10/14
Arrange replacement of Fire Gate locks with “Abloy” locks	Winter Service Manager	01/04/15
Post season report to Resources and Regeneration Asset Management Team (see Section J5)	Winter Service Manager	01/05/15



APPENDIX L – MET OFFICE INFORMATION

Met Office 01392 855243

Customer Centre

Fastnet

1 Fitzroy Road

Exeter

Devon

EX1 3PB

Text messages are sent from the Met Office to the Winter Duty Officers mobile phones 4 times a day

Lewisham Council will be continuing to use the system of “Nil”; “Alpha”; “Bravo” “Ice” and “Snow”. These signify conditions as follows:

ALPHA - Road Surface Temperatures are expected to fall below zero degrees Celsius but roads are expected to remain dry.

BRAVO - Road Surface Temperatures are expected to fall below zero degrees Celsius and hoar frost is expected to form.

ICE - Road Surface Temperatures are expected to fall below zero degrees Celsius and ice is expected to form.

SNOW - Snow is expected. This covers snow events when the snow is expected to be deposited and cause road problems. Odd flurries of snow will not warrant use of this indicator, with these covered in the main text

NIL - Road Surface Temperatures are expected to remain above zero degrees Celsius and snow is not expected.



APPENDIX M – BOUNDARY ROADS INFORMATION

The Council has boundary Maintenance Agreements with neighbouring Boroughs. These agreements have been used to determine which boundary roads are included on Primary Salting Routes. The boundary roads included on Lewisham's Primary Salting Routes are listed below.

Bromley		
Avondale Road	Bromley Road to No 20	Bromley
Beckenham Hill Road	Beckenham Hill Estate to north east boundary of Warner House	Bromley
Bell Green Lane	Section outside Abbey Trading Estate	Bromley
Crystal Palace Park Road	Westwood Hill to north west boundary of No 116	Bromley
Grove Park Road	Section outside Nos 96 to 114	Bromley
Kangley Bridge Road	Westerley Crescent to northern boundary of the Bronze Works	Route P4
Kent House Road	Section outside Orchard Court	Bromley
Newlands Park	Tannsfild Road to Tredown Road	Route P4
Valeswood Road	Boylard Road to Rangefield Road	Route P3
Westwood Hill	Crystal Palace Park Road to Sydenham Hill	Route P4
Worsley Bridge Road	Meadowview Road to Station Approach	Bromley

Greenwich		
Blackheath Village	All	Route P2
Creek Road	Deptford Church Street to Evelyn Street	Route P1
Deptford Church Street	Creek Road to Berthon Street	Route P1
Guibal Road	Corona Road to Winn Road	Route P3
Lee Road	All	Route P2
Lewisham Road	Morden Road to Sparta Street	Greenwich
Winn Road	Guibal Road to Jevington Way	Route P3



Winter Service Operational Plan 2014 – 2015

Southwark		
Bestwood Street	All	Route P1
Brockley Way	All	Southwark
Bush Road	Bestwood Street to William Evans House	Route P1
Forest Hill Road	Honor Oak Road to Wood Vale	Southwark
Lausanne Road	All	Route P1
Merttins Road	Athenlay Road to Brockley Way	Southwark
Plough Way	Yeoman Street to Plough Bridge	Southwark
Plough Way	Plough Bridge to Grove Street	Route P1
Pomeroy Street	All	Route P4
Sydenham Hill	Crescent Wood Road (north-eastern junction) to Lordship Lane	Route P4
Sydenham Hill	Crescent Wood Road (north-eastern junction) to Westwood Hill	Southwark
Wood Vale	All	Southwark

Chief Officer Confirmation of Report Submission			
Cabinet Member Confirmation of Briefing			
Report for:	Mayor	<input type="checkbox"/>	
	Mayor and Cabinet	<input checked="" type="checkbox"/>	
	Mayor and Cabinet (Contracts)	<input type="checkbox"/>	
	Executive Director	<input type="checkbox"/>	
Information	<input type="checkbox"/>	Part 1 <input checked="" type="checkbox"/>	Part 2 <input type="checkbox"/>
			Key Decision <input type="checkbox"/>

Date of Meeting	22 nd October 2014
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Title of Report	Making of Instrument of Government The Governing Body of St. Michael's Church of England Primary School
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Originator of Report	Sue Tipler		Ext. 46142
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources		X
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		X
Environmental Implications		X
Equality Implications/Impact Assessment (as appropriate)	√	
Confirmed Adherence to Budget & Policy Framework		
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed: _____ Executive Member



Date: 14.10.14

Signed: _____ Executive Director



Date: 13.10.14

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

MAYOR AND CABINET			
Report Title	Making of Instrument of Government The Governing Body of St. Michael's Church of England Primary School		
Key Decision	Yes	Item No.	
Ward	Sydenham		
Contributors	Executive Director for Children and Young People Head of Law		
Class	Part 1	Date:	22 October 2014

1. Summary

- 1.1 In May 2014, amendments to the School Governance (Constitution) (England) Regulations 2012 and the School Governance (Federations) (England) Regulations 2012 were made and laid before Parliament. The Department for Education (DfE) also published statutory guidance on the constitution of maintained schools which governing bodies and Local Authorities must have regard to.
- 1.2 The amendments require all governing bodies of maintained schools to be constituted under the 2012 Constitution Regulations or the 2012 Federation Regulations, as appropriate, by 1 September 2015.
- 1.3 The Constitution Regulations are the ones that determine the size and membership of governing bodies. We are currently working to two different sets of Regulations in maintained schools. Most governing bodies in Lewisham are still constituted under the 2007 Regulations and for these schools, up until they reconstitute, the Local Authority still appoints Local Authority governors.
- 1.4 Those governing bodies who have already reconstituted do not need to go through the reconstitution process but need to be mindful of the new skills based criteria when filling 'appointed' governor places and for the Local Authority governor position the Local Authority would nominate a governor for "appointment" by the governing body.
- 1.5 Officers are currently working closely with all schools to manage the transition effectively within the timeframes.
- 1.6 This report sets out a variation to the Instrument of Government for St. Michael's Church of England Primary School which is reconstituting to be compliant with the 2012 Regulations and proposes a nominee for the appointment as Local Authority governor by the governing body.

- 1.7 The Governing Body are required to reconstitute under the School Governance (Constitution) (England) Regulations 2012 as amended by The School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014.

2. Purpose

- 2.1 To seek agreement to the variation of the Instrument of Government for St. Michael's Church of England Primary School.

3. Recommendations

The Mayor is recommended to:

- 3.1 Approve that the Instrument of Government for St. Michael's Church of England Primary School be made by Local Authority order dated 22 October 2014.
- 3.2 To consider and approve the nomination of Cuong To for appointment by the governing body.

4. Policy Context

- 4.1 Each school has to have an Instrument of Government. The Local Authority must satisfy itself that the Instruments of Government for schools conform to the legislation. The Local Authority must also agree its content.
- 4.2 Lewisham's Children & Young People's Plan sets out our vision for improving outcomes for all children. The main purpose of a governing body is to account for the achievement of children and young people in their schools.
- 4.3 The appointment of governors supports the broad priorities within Lewisham's Sustainable Community strategy, in particular those of being "ambitious and achieving" and "empowered and responsible". Governors help inspire our young people to achieve their full potential and they also promote volunteering which allows them to be involved in their local area.
- 4.4 Two specific corporate priorities that are relevant pertain to "community leadership and empowerment" and "young people's achievement and involvement".

5. Background

- 5.1 At a full governing body meeting on the 8 September 2014, the governing body of St. Michael's Church of England Primary School, including its foundation governors, made a decision to reconstitute the governing body.
- 5.2 As a result, the governing body must be constituted in accordance with regulations made by virtue of section 19 of the Education Act 2002 namely The School Governance (Constitution) (England) Regulations 2012. The total membership of the governing body of a maintained school must be no fewer than seven governors.

- 5.3 The governing body of a maintained school must include the following:-
- at least 2 parent governors;
 - the Headteacher unless any such Headteacher resigns the office of governor in accordance with regulation 19 of the Constitution Regulations 2012;
 - one staff governor; and
 - one Local Authority governor.
- 5.4 The governing body may in addition appoint such number of co-opted governors as they consider necessary provided that the requirements in the Regulations are met.
- 5.5 The total number of co-opted governors who are also eligible to be elected as staff governors when counted with the staff governor and headteacher, must not exceed one-third of the total membership of the governing body.
- 5.6 The governing body of a voluntary aided school must also include such number of foundation governors as to outnumber all other governors by two.
- 5.7 The regulations now also state that the Local Authority governor is nominated by the Local Authority but appointed by the governing body.
- 5.8 Appendix 1 details the Instrument of Government the Local Authority is proposing to make by order. This has also been agreed by the Southwark Diocesan Board of Education who have also confirmed that they are the Trustees of the school.

6. Governor recommended for Nomination by the Local Authority .

- 6.1 Cuong To, details of whom appear at Appendix 2, is the Local Authority nominee for appointment as the Local Authority governor by the governing body of St. Michael's Church of England Primary School.

7. Financial implications

- 7.1 There are no financial implications arising from this report.

8. Legal implications

- 8.1.1 Section 20 of the Education Act 2002 requires all maintained schools to have an Instrument of Government which determines the constitution of the school and other matters relating to the school.
- 8.1.2 Each school must have an Instrument of Government detailing the name of the school, the type of school and the membership of the governing body. The category of governor and the number in each category is specified in the Regulations.

8.1.3 The Instrument of Government proposed for the governing body of St. Michael's Church of England Primary School conforms to The School Governance (Constitution) (England) Regulations 2012.

Equalities Legislation

8.2.1 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

8.2.2 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

8.2.3 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

8.2.4 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

8.2.5 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

8.2.6 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents

provide more detailed guidance on key areas and advice on good practice.

Further information and resources are available at:

<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

9. Crime and Disorder Implications

9.1 There are no specific crime and disorder implications.

10. Equalities Implications

10.1 Governors will have enough flexibility in their choice of constitutional models to enable them to address issues of representation of stakeholder groups and to ensure that governing bodies reflect the communities they serve.

11. Environmental Implications

11.1 There are no specific environmental implications.

Background Documents

Short Title of Document	Date	File Location	Contact Officer
The School Governance (Constitution) (England) Regulations 2012	2012	http://www.legislation.gov.uk/uksi/2012/1034/contents/made	Suhaib Saeed
The School Governance (Constitution and Federations) (England) (Amendment) Regulations	2014	http://www.legislation.gov.uk/uksi/2014/1257/contents/made	Suhaib Saeed

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, 3rd Floor, Laurence House, telephone 020 8314 7670.



Instrument of Government

Church of England Voluntary Aided Primary School

- 1 The name of the School is St. Michael's Church of England Primary School
- 2 The School is a voluntary aided school.
- 3 The name of the Governing Body is The Governing Body of St. Michael's Church of England Primary School
- 4 The Governing Body shall comprise:
 - (a) Two parent governors;
 - (b) One LA governor;
 - (c) One headteacher;
 - (d) One staff governor;
 - (e) One co-opted governor;
 - (f) Eight foundation governors.
- 5 The total number of governors is 14.
- 6 The foundation governors in 4(f) above shall comprise:
 - (a) Two appointed by the Southwark Diocesan Board of Education;
 - (b) Five appointed by the Parochial Church Council of St. Michael's Lower Sydenham
 - (c) The person referred to in 7(a) below.
- 7 (a) The holder of the following office shall be a foundation governor ex officio:

The principal officiating minister of the ecclesiastical parish of St Michael & All Angels, Lower Sydenham.

 - (b) The Archdeacon of Lewisham & Greenwich shall be entitled to appoint a foundation governor to act in place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or has been removed from office under regulation 21 (1).
- 8 The Archdeacon of Lewisham & Greenwich shall be entitled to request the governing body to remove the ex officio governor referred to in 7(a) above and appoint any substitute governor.

- 9 The School has a trust.
- 10 Ethos statement:
- Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.
- The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.
- 11 This Instrument of Government comes into effect on 24 November 2014.
- 12 This instrument was made by order of the London Borough of Lewisham on 22 October 2014.
- 13 A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor), the Trustees and the Southwark Diocesan Board of Education.

MAYOR AND CABINET

LA Governor Nominee

APPENDIX 2

Name	School	Occupation	Residential Area	Précis of Suitability and skills to be considered as a school governor	Governor Monitoring Information
Cuong To	St. Michael's Church of England Primary School	Finance Manager	SE13	Mr. To is a qualified accountant and member of the Chartered Accountants of England and Wales. The financial skills he has can be used for the benefit of the governing body and he is keen to support a faith school. He is currently a Local Authority governor at the school, but will need to be nominated now for appointment by the governing body.	Male Chinese

Agenda Item 11

Chief Officer Confirmation of Report Submission	
Cabinet Member Confirmation of Briefing	
Report for: Mayor	<input type="checkbox"/>
Mayor and Cabinet	<input checked="" type="checkbox"/>
Mayor and Cabinet (Contracts)	<input type="checkbox"/>
Executive Director	<input type="checkbox"/>
Information <input type="checkbox"/> Part 1 <input checked="" type="checkbox"/> Part 2 <input type="checkbox"/> Key Decision <input checked="" type="checkbox"/>	

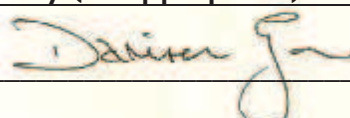
Date of Meeting	22 nd October 2014
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Title of Report	Re- Deployable Temporary Accommodation – Part 1
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Originator of Report	Genevieve Macklin	46057
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources	X	
Legal Comments from the Head of Law	X	
Crime & Disorder Implications	X	
Environmental Implications	X	
Equality Implications/Impact Assessment (as appropriate)	X	
Confirmed Adherence to Budget & Policy Framework	X	
Risk Assessment Comments (as appropriate)		
Reason for Urgency (as appropriate)		

Signed:  Executive Member

Date: 13th October 2014

Signed:  Director/Head of Service

Date 13th October 2014

Control Record by Committee Support

Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

MAYOR AND CABINET			
Report Titles	Re- Deployable Temporary Accommodation		
Key Decision	Yes		
Ward	Lewisham central, Ladywell (bordering)		
Contributors	EXECUTIVE DIRECTOR FOR CUSTOMER SERVICES, EXECUTIVE DIRECTOR FOR RESOURCES & REGENERATION, HEAD OF LAW		
Class	Part 1	Date	22 October 2014

1. Summary

- 1.1 This report is divided into two parts. Part 1 explains the background to this matter and provides an overview of the proposals. Part 2 provides information on procurement and the costs and proposed budget requirements.
- 1.2 Household growth combined with rapidly rising prices for all forms of housing, the impacts of welfare reform and insufficient supply of new homes have led to unmet housing demand across London in all tenures. The Council is already progressing a range of methods of addressing this demand which include large scale estate regeneration, new build and infill housing developments. This range of methods also includes a property acquisition programme intended to secure higher quality and cheaper housing alternatives for homeless households than the nightly paid accommodation which the Council is often forced to use as a short term measure, while more sustainable longer term housing solutions are sought.
- 1.3 At the same time as facing this pressure, the Council, like all local authorities, has a range of redevelopment sites, some of which are currently vacant while longer term regeneration plans are developed and subsequently shaped in conjunction with residents. Often the lead times on large scale regeneration sites mean that sites can be vacant for a number of years. As such, at the same time as facing a short term housing shortage, the Council benefits from access to vacant land which could contribute to resolving that shortage, but only if a method is found to use the land in the short term without reducing the viability of long term regeneration and place making initiatives.
- 1.4 One such vacant site exists in Ladywell, on the site of the former Ladywell Leisure Centre. The Leisure Centre was demolished in May 2014 and officers are currently undertaking a range of studies to inform the development of long term options for the site. This process takes time and means that, in all likelihood, it will be at least two years before a long term plan could be developed, consulted upon, agreed, and

subsequently passed through the planning process. Indeed it is possible that this process might reasonably take three to four years. During this time the Council will continue to face huge short term pressures for housing of all types, and housing for homeless households in particular. This demand translates into a cost pressure for the Council as the unavailability of short term housing means that the Council has to procure housing at a high cost. At a time of continuing austerity in the public sector, the Council can ill afford pressures such as this.

- 1.5 Given this background, for the past year officers have been exploring innovative ways in which the Council might be able to make short term use of the land. Principally these have focussed on exploring the benefits which might be obtained by piloting a new approach to construction, utilising innovative methods of construction and taking a flexible and pragmatic approach to both planning and to risk management, whereby the risks of a ground breaking new approach to construction are balanced against the risk of continuing to house homeless households in expensive short term housing.
- 1.6 As a result of this exploratory work, it is proposed to Mayor and Cabinet that the challenging housing situation faced by Lewisham, like all London local authorities, actually presents an opportunity for it to innovate, and to trial a new concept in housing design and construction. Put simply, that concept is that new methods of construction make it viable for the Council, as a large landholder in an area of very high land prices, to construct and “deploy” factory built housing in sufficiently quick and cost effective manner to enable it to be put onto site for only three to four years before being deconstructed, moved, and subsequently reconstructed on another site.
- 1.7 To prove that such an approach is possible, officers have been working in close partnership with industry specialists, as outlined in part two of this paper. This work has shown that it is technically feasible and financially viable to deploy and subsequently redeploy a building constructed using modern methods of construction. This work has also outlined the financial and delivery parameters that would structure such a project, and again these are outlined in part two of this paper.
- 1.8 Given all of this background, and given the information contained in part two, this report recommends that officers should commence a tendering exercise to identify the most suitable partner or partners who will enable the construction of a temporary building on the site of the former Ladywell Leisure Centre, for a period of no more than four years, and thereby enable the Council to make a short term use of the site to relieve the housing pressures it faces, whilst continuing to develop long term plans for the site.

2. Purpose of Report

- 2.1 To outline for Mayor and Cabinet the work that has been carried out to test the technical feasibility and the financial viability of using innovative approaches to construction to provide “meanwhile” uses of vacant land while longer term plans are developed.
- 2.2 To outline for Mayor and Cabinet the outcome of this work specifically in relation to the potential temporary use of the vacant former Ladywell Leisure Centre site
- 2.3 To seek approval for Officers to commence a procurement exercise to identify a contractor to construct a demountable and “re-deployable” building on that site, whereby the building will be on site for a period of no more than four years, and for the selected contractor to subsequently deconstruct, move and reconstruct that building in another location within the borough.

3. Recommendations

- 3.1 It is recommended that the Mayor:
- 3.2 notes the work that has been carried out to test the technical feasibility and the financial viability of using innovative approaches to construction to provide “meanwhile” uses of vacant land while longer term plans are developed;
- 3.3 agrees proposals for the temporary use of the vacant Ladywell site and for Officers to proceed as outlined in sections 7 and 8 of this report;
- 3.4 agrees that officers commence the process of seeking to obtain planning permission for a development of temporary deployable housing on the Ladywell site;
- 3.5 delegates authority to the Executive Director for Resources and Regeneration, in consultation with the Executive Director for Customer Services, to agree the terms of the final brief for a development of temporary deployable housing on the Ladywell site and the procurement exercise;
- 3.6 agrees that officers commence a procurement exercise to identify a contractor to construct a demountable and “re-deployable” building on that site, whereby the building will be on site for a period of no more than four years, and for the selected contractor to subsequently deconstruct, move and reconstruct that building in another location within the borough, in line with the details set out in part 2 of this report; and

- 3.7 notes that the decision to appoint the selected contractor or contractors will be reported to Mayor & Cabinet (Contracts) for approval at the conclusion of the procurement process

4. Policy Context

- 4.1 The Ladywell site was designated for 'a mix of uses including retail...and housing' in the Lewisham Town Centre Local Plan (Adopted February 2014), which together with the Core Strategy, the Site Allocations Local Plan, the London Plan and the saved policies of the Unitary Development Plan, is the borough's statutory development plan.
- 4.2 Development of the site in line with this designation would contribute to key national objectives, particularly meeting the increasing the supply of affordable housing as the scheme would be used to deliver new affordable units.
- 4.3 The scheme would support the Sustainable Community Strategy 2008 – 2020 especially the priority outcomes Reducing inequality – narrowing the gap in outcomes for citizens; Clean, green and liveable – where people live in high quality housing and can care for and enjoy their environment and Dynamic and prosperous – where people are part of vibrant communities and town centres, well connected to London and beyond.

5. Background

- 5.1 A Mayor and Cabinet report setting out the case for demolishing the old Ladywell Leisure Centre building was approved on 19th June 2013. The report also set out the plans for undertaking feasibility studies to investigate options for future development of the site and surrounding area.
- 5.2 Demolition of the building was completed in May 2014. However, given the broad scope and complex nature of the feasibility studies, these are expected to take another 12-18 months to complete. Processes such as planning and procurement would then take further time prior to any solution being built on the site. As such, the Council is keen to explore other options for temporary, 'meanwhile' use to enhance the area and meet areas of housing need.
- 5.3 Short term use of the site would require temporary planning permission and so would be in place for around 4 years however would need to deliver a high quality design to provide a range of uses including commercial/ retail or civic uses on the ground floor while maximising the housing benefit above. Any use would need to feel "regenerative" to drive interest and value in the site for the future permanent plans. In

order to meet the Council's long terms needs and objectives high quality design would mean meeting space and environmental standards to ensure the council is investing in places our residents will want to live.

- 5.4 Modern Methods of Construction (MMC) mean that homes can be built off site using modern construction technologies. The product costs are significantly lower than traditional design and build contracts; there are more certainties and fewer risks around construction costs, development and site programmes. In addition, new technologies enable homes to be constructed and used, then de-constructed, moved elsewhere and then re-used. This is known as re-deployable housing.
- 5.5 Officers have been considering how these new technologies can be used to help the Authority meet its housing and regeneration challenges. MMC can be used to meet short term housing need by utilising vacant land thereby increasing footfall in development areas and signalling the Authorities intent to regenerate key sites boldly and now allowing land to lie vacant when sites could be used more constructively.
- 5.6 New technologies can be used to create flexible structures for a range of future uses as what is built initially can be re-configured for future use. For example, retail and civic spaces can be re-used as residential depending on the needs of the site; the housing produced could be used for any tenure for instance temporary accommodation to help with the immediate need to reduce use of bed and breakfast, properties could be used to meet a larger bed size need or become a smaller wheelchair adaptable unit.
- 5.7 MMC could also be used to support the Council's developing programme of regeneration schemes. A temporary product could provide an on site decant resource while long term options are developed and even built, enabling residents to continue to stay as part of their community. Space could also be used as a community resource for consultation, exhibitions and other opportunities for resident engagement.
- 5.8 Critically, Modern Methods of Construction reduce delivery timeframes by about a third and create increased certainty about the delivery programme; it drives down cost by about a third on more traditional build costs and provides cost certainty by agreeing the technology at the design stage.
- 5.9 Due to their very nature, MMC meet or strive to meet current housing standards which would result in a quality product. These include London Housing Design Guide space standards, South East London Housing Partnership wheelchair space standards, designs would be required to meet the Designing out Crime standard. Once permanent, MMC homes can meet the Code for Sustainable Homes level 4.

6. Technical review of MMC delivery options

- 6.1 As noted, officers have been working with industry leaders to review the potential design and construction options which would enable the deployment of a temporary building. Part 2 of this report sets out in more detail the financial and commercial aspects of this review. To summarise that, there are three essential elements of the findings that constitute the basis of the proposal that is being made here.
- 6.2 The first of those is that the review has demonstrated that new construction technology is potentially capable of delivering new housing in a faster and more cost effective than traditional construction approaches. The design and construction approach reviewed as part of this work involves the construction of homes within factory conditions, enabling homes to be constructed on a “production line”. Within these controlled conditions it is possible to have much greater control of the production process compared to traditional build, which is subject to greater external variation such as weather conditions for instance, as well as the supply of materials and the complexities of deploying various trades on one site at the same time.
- 6.3 The outcome of greater control over these factors is the buildings that are constructed as a result are generally cheaper than a traditional build, and also that there is greater certainty over cost. Furthermore they can be constructed more quickly, because of the materials and technologies that are employed, and at the same time the factory based approach to construction also provides greater certainty over delivery timeframes. Overall, based on the feasibility work that has been carried out to date, it seems reasonable to expect that a building constructed in this manner could be delivered for two thirds of the cost, and in two thirds of the time, of a building constructed using a traditional methodology.
- 6.4 The second finding is that improvements in technology mean that modern methods of construction need not compromise quality, either of design or of living and space standards. The feasibility studies that have been carried out to date have identified new technologies that meet all relevant housing design standards in terms of space and finish, that are sufficiently robust to carry certification from the NHBC, meaning that they meet the technical requirements for design, materials and workmanship required in all new home construction. Some products have 60 year life spans and if such a route was chosen, buyers of homes constructed using this technology could secure mortgages on them. The technology is increasingly used in other sectors, indeed the Council has deployed technology such as this for new classrooms, but it is not yet widely used in the housing sector. A pilot approach such as that proposed here could help to further raise the profile of this method of construction, proving the high standards potentially on offer, and if so then it in the future it might be used as

part of the Council's mainstream new housing programme "New Homes, Better Places".

- 6.5 The third finding is that it is technically possible to construct a building using this approach, use it for a set period of time, and then to subsequently deconstruct and redeploy this building to another location. The feasibility work has tested the cost and timeframes associated with this approach, and shown that in principle, because of the lower build costs and the high design quality, it would be financially viable to deploy a building, move it twice within 10 years, and subsequently move it to a final location at that point.
- 6.6 The flexibility that this offers may not be useful to all landowners or developers but, potentially, it could be particularly helpful to the Council. This is because, as a large landholder, the Council currently has vacant development sites that are at various stages of the design development or planning processes. In addition it is nearly certain that the Council will benefit from other similar sites in the future, as long term regeneration plans take shape.
- 6.7 Furthermore, the Council has a statutory requirement to provide suitable housing, particular for families in the most housing need. At present this means that there is a large demand on the Council to provide a better short term option for homeless households while longer term options are sought. In the future this demand could take a range of forms, but it would not be unreasonable to presume that the Council might continue to face continued housing pressures into the future.
- 6.8 In combination, these factors present the Council with an opportunity to trial a new approach which meets short term housing need and at the same time revitalises vacant land.

7. Proposed use of the Ladywell site

- 7.1 The core of this idea is that modern construction methodologies mean that land can be activated in the short term without compromising longer term plans, and that this can be done in a cost effective and practical manner. Furthermore, by delivering a new intervention of this type, that the Council might be able to develop a bold and striking building which, whilst being temporary in nature, meets all relevant design and quality standards, could be considered acceptable in terms of planning policy, and which provides a range of benefits for residents over a defined period of time.
- 7.2 In order to test whether this idea is practical and deliverable on a real site, officers have been working with market leading architects and construction companies to explore the design and construction of a proposal on a real site.

- 7.3 The site that has been reviewed for this process is the currently vacant site of the former Ladywell Leisure Centre which is off of Lewisham High Street, opposite Ladywell Road and adjacent to Longbridge way. This site has significant long-term regeneration and the potential to providing a range of uses. The process of establishing what those potential uses are, of engaging with residents about their aspirations are, and of subsequently delivering those plans will necessarily take a few years to complete.
- 7.4 While that is happening, it might be possible that this site could make a viable location for an innovative deployment of a temporary building which provides a short term housing solution and which also might provide a range of community and “civic” benefits as part of the development. As such, this site has been chosen as the most suitable on which to pilot an innovative approach such as this.
- 7.5 This review has assumed that only temporary planning permission would be possible, given the long term regeneration potential of the site, that the prominence of the site would necessitate a high quality of design of the overall building, and that despite the temporary construction approach it would be necessary to meet all relevant design and space standards.
- 7.6 The constraints of the site and need to leave sufficient space for future uses means that the focus of delivery is to be at the front of the site. An early proposal has been drawn up which could see four retail, commercial or civic spaces on the ground floor with 24 two bed units provided above. All properties meet the London Housing Design Guide space standard, all have a balcony to provide the required private amenity space.
- 7.7 Housing units could initially be used to provide temporary accommodation for homeless households, to provide a better quality housing alternative to that which they would otherwise benefit from, and also to reduce the amount the Authority currently spends on costly bed and breakfast accommodation for those households.
- 7.8 In keeping with the contemporary feel of the building and overall project, Officers have been looking into innovative uses for the ground floor retail spaces. These could potentially include an enterprise hub and business incubator, a 21st century library which may not include any books but offer uses of new technologies such as 3D printing; an civic space for the re-design of Council services or meeting space for community groups. Officers would also explore a food and or leisure offer for example through use by a local or community café to help build local use and engagement. It may be possible to explore external funding or sponsorship to support these spaces. For the avoidance of doubt however, as yet no decisions have been made about the ground floor use of the building, and the above are merely options at this

stage.

8. Next steps and proposed procurement route

- 8.1 Officers have been working with industry specialists to develop this idea and to test the technical feasibility and financial viability of delivering it within Lewisham. As set out above and in part 2 of the report, this exercise has shown that in principle it is both technically feasible and financially viable for the Council to deploy this type of construction approach.
- 8.2 As well as the market leaders, there are a range of other construction organisations which could, in theory at least, deliver the type of product that is described above. To test the extent of the interest on the market, officers issued initial notice through the Official Journal of the European Union (OJEU). As set out in Part 2 of this report, this exercise has shown that there is interest from other companies who consider that they could design and/or construct the proposed development, and as such a further procurement exercise will be required before a construction contract can be let. Further details of this are contained within Part 2 of this report.
- 8.3 The delivery timeframe for the products testing during the feasibility study were particularly quick. In theory, it should be possible to construct the deployable structure within 40 weeks of letting a contract, including all necessary planning approvals.
- 8.4 Given the need to conduct a further procurement exercise, it is proposed that January 2105 would be reasonable target date for awarding a contract. If that were the case, then on that basis a start on site in the summer of 2015 could be possible.
- 8.5 On that basis, Mayor & Cabinet is recommended to commence a procurement exercise to identify a contractor to construct a demountable and “re-deployable” building on that site, whereby the building will be on site for a period of no more than four years, and for the selected contractor to subsequently deconstruct, move and reconstruct that building in another location within the borough
- 8.6 In order that this development may come forward quickly, and thereby maximise the gain in terms of new housing and revitalising a vacant development site, Mayor & Cabinet is also asked to authorise officers to commence the process of seeking temporary planning consent for the deployment of a temporary mixed use housing and commercial development on the vacant Ladywell site.

9. Legal Implications

- 9.1 The Localism Act includes a 'general power of competence'. This gives local authorities the legal capacity to do anything an individual can do that is not specifically prohibited. The Council can therefore rely on this power to proceed with these proposals.
- 9.2 All procurement associated with these proposals will be undertaken in accordance with The Public Contracts Regulations 2006 (where applicable) and the Council's Contract Procedure Rules. All decisions will be taken in accordance with the authority specifically delegated by this report or otherwise in accordance with the Mayoral Scheme
- 9.3. The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 9.4 In summary, the Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and
 - other conduct prohibited by the Act.
 - advance equality of opportunity between people who share a protected
 - characteristic and those who do not.
 - foster good relations between people who share a protected
 - characteristic and those who do not.
- 9.5 The duty continues to be a "have regard duty", and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 9.6 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled "Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice". The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

9.7 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

9.8 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

10. Financial implications

10.1 The financial implications are contained in the Part 2 report.

11. Environmental Implications

11.1 Once permanent, MMC homes can meet the Code for Sustainable Homes level 4. The new homes would provide high levels of thermal efficiency.

12. Implications for Law & Disorder

12.1 Designs would be expected to meet the Secure by Design standards to reduce opportunities for crime and anti social behaviour.

13. Equality Implications

13.1 Officers would carry out a full Equalities Impact Assessment should the proposals go ahead.

14. Conclusion

14.1 The report illustrates how modern methods of construction could contribute towards meeting the housing demand in Lewisham while maximising short term use of a high profile vacant site. Officers are seeking approval to continue developing proposals, and to procure a contractor to deploy a temporary building onto the Ladywell site and subsequently to redeploy that building to another location within the borough.

15. Background papers and author

15.1 There are no background papers to this report.

15.2 For more information on this report please contact Jeff Endean, Housing Strategy and Programmes Team Manager on 020 8314 6213.

Chief Officer Confirmation of Report Submission			
Cabinet Member Confirmation of Briefing			
Report for:	Mayor	<input type="checkbox"/>	
	Mayor and Cabinet	<input checked="" type="checkbox"/>	
	Mayor and Cabinet (Contracts)	<input type="checkbox"/>	
	Executive Director	<input type="checkbox"/>	
Information	<input type="checkbox"/>	Part 1 <input checked="" type="checkbox"/>	Part 2 <input type="checkbox"/>
			Key Decision <input type="checkbox"/>

Date of Meeting	22nd October 2014
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Title of Report	Local Authority Governor Appointment
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Originator of Report	Sue Tipler	Ext. 46162
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At the time of submission for the Agenda, I confirm that the report has:

Category	Yes	No
Financial Comments from Exec Director for Resources		X
Legal Comments from the Head of Law	√	
Crime & Disorder Implications		X
Environmental Implications		X
Equality Implications/Impact Assessment (as appropriate)	√	
Confirmed Adherence to Budget & Policy Framework		X
Risk Assessment Comments (as appropriate)		X
Reason for Urgency (as appropriate)		X

Signed: _____ Executive Member



Date: 10.10.14

Signed: _____ Executive Director



Date: 10.10.14

Control Record by Committee Support	
Action	Date
Listed on Schedule of Business/Forward Plan (if appropriate)	
Draft Report Cleared at Agenda Planning Meeting (not delegated decisions)	
Submitted Report from CO Received by Committee Support	
Scheduled Date for Call-in (if appropriate)	
To be Referred to Full Council	

MAYOR AND CABINET			
Report Title	Local Authority Governor Appointment		
Key Decision	No	Item No.	
Ward	Forest Hill		
Contributors	Executive Director for Children and Young People Head of Law		
Class	Part 1	Date:	22 October 2014

1. Summary

- 1.1 In May 2014, amendments to the School Governance (Constitution) (England) Regulations 2012 and the School Governance (Federations) (England) Regulations 2012 were made and laid before Parliament. The Department for Education (DfE) also published statutory guidance on the constitution of maintained schools which governing bodies and Local Authorities must have regard to.
- 1.2 The amendments require all governing bodies of maintained schools to be constituted under the 2012 Constitution Regulations or the 2012 Federation Regulations, as appropriate, by 1 September 2015.
- 1.3 The Constitution Regulations are the ones that determine the size and membership of governing bodies. We are currently working to two different sets of Regulations in maintained schools. Most governing bodies in Lewisham are still constituted under the 2007 Regulations and for these schools, up until they reconstitute, the Local Authority still appoints Local Authority governors.
- 1.4 Those governing bodies who have already reconstituted do not need to go through the reconstitution process but need to be mindful of the new skills based criteria when filling 'appointed' governor places and for the Local Authority governor position, the Local Authority would nominate a governor for "appointment" by the governing body.
- 1.5 Officers are currently working closely with all schools to manage the transition effectively within the timeframes.
- 1.6 This report is to request an appointment of a Local Authority governor as the school has not yet reconstituted.

2. Purpose

- 2.1 To consider and approve the appointment of the Local Authority governor detailed in paragraph 6 below.

3. Recommendation/s

The Mayor is recommended to:

- 3.1 agree to appoint Barbara Heathcote as Local Authority governor to Holy Cross Catholic Primary School;
- 3.2 note the information concerning the recommended governor in Appendix 1.

4. Policy Context

- 4.1 Lewisham's Children & Young People's Plan sets out our vision for improving outcomes for all children. The main purpose of a governing body is to account for the achievement of children and young people in their schools.
- 4.2 The appointment of governors supports the broad priorities within Lewisham's Sustainable Community strategy, in particular those of being "ambitious and achieving" and "empowered and responsible". Governors help inspire our young people to achieve their full potential and they also promote volunteering which allows them to be involved in their local area.
- 4.3 Two specific corporate priorities that are relevant pertain to "community leadership and empowerment" and "young people's achievement and involvement".

5. Background

- 5.1 Every governing body, under Section 19 of the Education Act 2002 and School Governance (Constitution) (England) Regulations 2007, is required to have at least one representative of the Local Authority as part of its membership. Free schools and Academies are exempt from this requirement. A vacancy has arisen on the governing body of the educational establishment listed and a new appointment is required.
- 5.2 Appointments to school governing bodies are usually for a four-year term, unless stipulated otherwise in the Instrument of Government. The person listed in paragraph 6 would serve the normal 4 years.

6. Governor recommended for Appointment as Local Authority governor.

Name	School	Re-appointment
Barbara Heathcote	Holy Cross Catholic Primary School	Yes

7. Financial implications

7.1 There are no financial implications arising from this report.

8. Legal implications

8.1 Section 19 of the Education Act 2002 and School Governance (Constitution) (England) Regulations 2007 require every governing body to have at least one representative of the Local Authority as part of its membership. Academies are exempt from this requirement.

8.2 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

8.3 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

8.4 The duty continues to be a “have regard duty”, and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

8.5 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled “Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice”. The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet

the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at:

<http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>

8.6 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:

1. The essential guide to the public sector equality duty
2. Meeting the equality duty in policy and decision-making
3. Engagement and the equality duty
4. Equality objectives and the equality duty
5. Equality information and the equality duty

8.7 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>

9 Crime and Disorder Implications

9.1 There are no specific crime and disorder implications arising from this report.

10. Equalities Implications

10.1 Lewisham Council's policy is to encourage all sections of the community to be represented as Local Authority governors. In particular, we would encourage further representation from the black community and minority groups including disabled people, who are currently under-represented as governors. The numbers of governors in these groups is kept under review

11. Environmental Implications

11.1 There are no specific environmental implications arising from this report.

12. Conclusion

12.1 The individual detailed in Appendix 1 views being a governor as a way of utilising their skills and experience to make a difference to the lives of

children and young people in Lewisham schools. Section 19 of the Education Act 2002 and Regulations made under it require every governing body to have at least one representative of the Local Authority as part of its membership. Academies are exempt from this requirement. A vacancy has arisen on the governing body of the educational establishment listed and a re-appointment is required.

- 12.2 Appointments to school governing bodies are usually for a four-year term, unless stipulated otherwise in the Instrument of Government. The nominee listed in paragraph 6 would serve the normal 4 years.

Background Documents

There are no background papers.

If there are any queries arising from this report, please contact Suhaib Saeed, Strategic Lead Governors' Services and School Leadership, Governors' Services, 3rd Floor, Laurence House, telephone 020 8314 7670

New LA Governor Appointments and Re-appointments

APPENDIX 1

Name	School	Occupation	Residential Area	Précis of Suitability and Skills to be considered as a school governor	Governor Monitoring Information
Barbara Heathcote	Holy Cross Catholic Primary School	Wife and Mother	SE6	Barbara has been a governor for the last 10 years, originally as a parent governor and for the last 4 as the Local Authority governor including the last 2 years as Chair of governors at the school. Her skills include governance, recruitment, drafting policies, financial monitoring, and dealing with premises issues. She usually visits the school once a week and meets regularly (at least once a fortnight) with the Head teacher to keep up to date with events within the school. The governing body are seeking her re-appointment.	Female White British

Agenda Item 13

MAYOR & CABINET		
Report Title	Exclusion of the Press and Public	
Key Decision	No	Item No.
Ward		
Contributors	Chief Executive (Head of Business & Committee)	
Class	Part 1	Date: October 22 2014

Recommendation

It is recommended that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3, 4 and 5 of Part 1 of Schedule 12(A) of the Act, as amended by the Local Authorities (Executive Arrangements) (Access to Information) (Amendments) (England) Regulations 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information:-

- 14 Redeployable accomodation
- 15 Parker House Surplus Declaration and Approval to Demolish

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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of the Local Government Act 1972.

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By virtue of paragraph(s) 3, 6 of Part 1 of Schedule 12A of the Local Government Act 1972.

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