

MINUTES OF THE MEETING OF SOUTHWARK CYCLISTS ON 13 JUNE 2007

19.00 at Blackfriars Settlement, 1-5 Rushworth Street, London SE1 0RB

Attendees: Barry Mason (Co-ordinator), Leo Ghirello, Heather Glass, Alastair Hanton, Colin Hartridge-Price (Secretary), Sue Milroy, Kit Reynolds (Webmaster), Brenton Smith (for item 2 only).

Apologies received: Gwen Bondi (Newsletter Editor), Alex Crawford (Campaigns; Bike Show, Resonance 104.4FM), Nick Hinz, Rebecca Lack, Ray Welsh (Planning), Ann Warren.

1. Minutes of the Meeting on 9 May 2007 and Matters Arising

The minutes of the above meeting were approved.

2. Young Southwark Cyclists

Brenton Smith tabled a poster for the launch on 16 June of Young Southwark Cyclists (YSC). Edwardes in Camberwell had agreed to a 10% discount on purchases on production of a YSC card, and it was hoped other local cycle shops would be prepared to do likewise.

Action Barry Mason

3. Bike Week Events (16 to 24 June)

These events are listed on the Southwark Cyclists' website.

4. Southwark Park Road

At the Bermondsey Community Council (BCC) meeting on 12 June, Barry had drawn attention to the fact that, at the same time as barriers were being removed as part of the Walworth Road project, they were being installed in Southwark Park Road. This road will be the focus for the next meeting of the BCC. The Co-op in Southwark Park Road may be closing.

5. Southwark Cyclists Child Protection Policy

Barry tabled the final document. The first draft had been seen at the meeting of Southwark Cyclists on 11 April 2007 and the tabled document had been agreed with Jane Hawkins (Development Officer for the Southwark Children Safeguarding Board), Gary Jones (a member of Southwark Cyclists who has particular experience in child protection issues), and the London Cycling Campaign (LCC). The document was approved by those present, and is attached to these minutes. Southwark Cyclists is the first LCC group to have such a policy and it might form the basis for a model for other local cycling groups.

6. Cycle Parking in Planning Applications

Barry had been pressing Southwark Council and more focus was being given to adequate bicycle parking. However, there was more work to do here. Tim Humphries, the Councillor in charge of housing, has asked Roger Stocker (Southwark Council Cycling Officer) for suggestions on improving cycle parking in existing estates and Barry will be liaising with Roger on this. **Action Barry Mason**

7. Rotherhithe Rides

The Rotherhithe Amiable Society (part of St Mary's Church) gives out grants totalling £5,000 each year. They have given a grant of £1000 to Southwark Cyclists and this will be spent on

trainers and Dr Bike mechanics for some Rotherhithe rides in July and August. Another organisation, Time and Talents, is out a might also be prepared to put money into this project. **Action Barry Mason/Ann Warren**

8. Tour de France and Related Events

The official website is www.tourdefrancelondon.com. Among the cycling events currently scheduled are:

- 6 July (Friday) Hyde Park Bike Show from 1pm and all that weekend.
- 6 July (Friday) Trafalgar Square Carnival with the opening event at 6pm.
- 7 July (Saturday) ride to the LCC's large viewing area (a traffic island by the Hilton Hotel on Achilles Way, Park Lane to see the TdF Prologue. Meet 9.30am south end of London Bridge, or 10.30am Cutty Sark Gardens, Greenwich. The preceding caravan procession goes by the Park Lane viewing area at 1pm; the riders warm-up from 2pm; individual 8km time-trial racing starts at 3pm; finishes 6.20pm. **Action Barry Mason**
- 7 July (Saturday) Bermondsey Carnival Procession with the theme "Great Journeys". This will start at 12 noon at Spa Gardens, Grange Road and proceed along Southwark Park Road to then officially open at 1pm "The Event" in Southwark Park (music, funfair, markets and stalls, children's activities and a firework finale at 10pm).
- 7 July (Saturday) 7pm at Speaker's Corner for Rapha's scenic ride to the "Pub on the Park" at London Fields, Hackney, for a barbecue party (www.rapha.cc).
- 8 July (Sunday) Tour de France. The Publicity Caravan (a parade of up to 200 sponsors' vehicles handing out freebies to spectators) will leave The Mall at 8.40am and pass along the South Bank shortly afterwards. Riders will leave The Mall on Stage One of the TdF at 10.25am and be at Tower Bridge by about 10.40am. However, they will not start racing until they reach the Greenwich Meridian Line. Many roads on, and near, the route will be closed from 6am to 2pm. RV1 and 381 buses will not operate in the SE1 area until the road closures are lifted.
- 8 July (Sunday) Big Picnic by the Bandstand in Southwark Park (which Stage One of the TdF passes on that day), organised by Southwark Council. 9am to 5pm – a French market, music, theatre and children's activities.

9. Dunwich Dynamo 28/29 July

Tickets for the coach and bike lorry back were selling fast at (now) £23. A large number of people were expected to book on the day, but seats could not be guaranteed. Tickets available on www.southwarkcyclists.org.uk by following the Dunwich link.

10. Planning

Ray was continuing to press Tesco for their "Travel Plans" for existing developments at Surrey Quays and on the Old Kent Road. It is understood that Tesco was about to expand the Surrey Quays site. **Action Ray Welsh**

Cycle parking at the new open space development at Potters Fields had been promised by Southwark Council, but had not yet materialised. Barry was pursuing this. **Action Barry Mason**

In 1999 Southwark Cyclists had proposed the creation of a walking and cycle link on the disused railway line running from Stubbs Drive (near Bermondsey station) to Surrey Canal Road. This project has now been taken up by Sustrans as a link to a spider's web of routes in the Rotherhithe area. This also had the support of Southwark Council and would cost about

£2 million. It will be one of six projects considered at the end of December 2007 for a share of funds totalling £50 million.

A feasibility study conducted on behalf of Sustrans has confirmed that a bridge across the Thames to connect Southwark with Docklands is economically viable.

A grant of £400,000 was available from Transport for London for three projects on "Cycling on Greenways". One of these projects (in Peckham) had been promoted by Southwark Cyclists.

A new pedestrian/cycle crossing over Jamaica Road at Southwark Park is due to be completed by the end of March 2008 at a cost of approximately £150,000. Southwark Cyclists had asked for this some considerable time ago, but a decision had been delayed while TfL conducted studies to ensure there was no significant reduction in traffic flows.

Judging from the experience at the new Bankside 1, 2 and 3 buildings, the current planning policy for cycle parking for new developments was probably very much out of date. This policy was being reviewed for the new "Southwark Plan" and at the Southwark Transport Consultative Forum on 14 June Barry would raise the issue of adequate cycle parking.

Action Barry Mason

11. Survey of Cycle Parking at Council Offices

As previously reported, Southwark Council is preparing a comprehensive staff travel guide and had engaged Southwark Cyclists to undertake a survey of existing cycle parking arrangements at selected Council offices. Doug Pole had been engaged by Southwark Cyclists and had now produced an excellent professional report, with which Southwark Council was very pleased. Alastair said he would pass a copy of the report to the LCC and suggest they encourage other councils to undertake a similar study. **Action Alastair Hanton**

12. "Connected Southwark"

This has been mentioned before and is the title of a manifesto that urges hugely improved facilities for walkers and cyclists in Southwark. Southwark Living Streets and Southwark Cyclists will jointly put the manifesto to the Southwark Transport Consultative Forum on 14 June, and then to Southwark Council. **Action Barry Mason/Alastair Hanton/Ann Warren**

13. Campaigns

In the absence of Alex Crawford, there was nothing to report. **Action Alex Crawford**

14. Financial Report

The bank balance was approximately £13,726 of which just over £2,000 was not earmarked for any particular project.

15. Grant Applications

As reported in the minutes of the May meeting, Barry had made six applications to TfL's Community Cycling Fund for grants of £5,000 each. Only one (for Young Southwark Cyclists) had been successful and it is understood this is a reflection of the number of grants we won last year.

Under the "Cleaner Greener Safer" grant applications, each of Southwark's eight community councils had about £300,000 to allocate by the end of October. One grant application was for Dulwich Woods to be accessible to bikes, and this was supported by London Wildlife. It was agreed that this should also be supported by Southwark Cyclists. Barry would consider the possibility of a generic grant application -- for example, for cycle parking outside shops.

Action Barry Mason

16. Southwark Cycle Security Group

The main issues from the last meeting of the Security Group on 8 May are as follows:

1. Bike theft is up 40% on the same period last year.
2. Another bike sting operation (where the bike is fitted with a tracking device) will be conducted by the police in May. These have previously been very successful in catching bike thieves.
3. Southwark Police currently have to negotiate for the allocation of a bike sting operation and are still considering whether to buy dedicated sting equipment. This has been under consideration for some while.
4. There is a budget of £20,000 to spend on secure bicycle parking in 37 public locations. Roger Stocker is looking at the London Bridge area as a priority.
5. The next meeting on Monday 9 July will discuss progress on action points, school travel plans and cycle training. The following meeting on Tuesday 17 September will discuss cycle security on council housing estates.

17. Mass London Cycle Ride on Sunday 23 September

Over 20,000 participants are anticipated for this ride, which will be the second (after the Tour de France) major cycling event of 2007. Known as the London Freewheel Ride, there will be organised feeder rides to the six London parks where riders will assemble before riding into central London. The six parks are Golders Hill, Ravenscourt Park, Clapham Common, Southwark Park, Victoria Park and Finsbury Park.

18. Next Meeting

Wednesday 11 July. 7pm at the usual location for monthly meetings -- Blackfriars Settlement, 1-5 Rushworth Street, London SE1 0RB. To finish by 8:30pm and be followed by drinks down the pub for anyone who feels like it.

19. Depart for The Crown on Blackfriars Road

There being no further business the meeting was closed.

Southwark Cyclists: Protection Policy for Children and Vulnerable Adults

POLICY

1. Southwark Cyclists work to get more people on bikes. We're a hugely open and inclusive group in a wonderfully mixed borough.
2. But why do we need a Child and Vulnerable Adult Protection Policy? Because we live and operate in the real world where, sadly, some people take unfair advantage of others. Abuse happens. We have adopted this protection policy to ensure that vulnerable people – both children and some adults – are never put at risk through what we do.
3. So, as far as is reasonably possible then, it is Southwark Cyclists' policy to ensure that everyone working for or on behalf of us, who comes into contact with children or vulnerable adults, has a duty to safeguard and promote the welfare of those people.

DEFINITIONS

4. A child is defined by the Children Act 1989 as anyone under the age of 18 years old.
5. A vulnerable adult is anyone over the age of 18 who “.....may be unable to take care of him or herself, or unable to protect themselves against significant harm or exploitation”. (Lord Chancellors Department 1977 – Who Decides).
6. The following list is not exhaustive but a vulnerable adult may be a person who:
 - is elderly or frail
 - has learning disabilities
 - suffers from mental illness
 - has physical disability
 - is a substance misuser
 - is homeless
 - is in an abusive relationship

(note that disability or age alone does not signify that an adult is vulnerable).

7. Anyone paid to work on a Southwark Cyclists project, likely to be in contact with children or vulnerable adults in their day to day work, will be required to undertake a Standard Disclosure check through the Criminal Records Bureau.
8. Any Southwark Cyclists volunteers leading on projects involving children or vulnerable adults must also undertake the above CRB check – to be arranged through and paid for by Southwark Cyclists.

PROCEDURE - Good Practice

Southwark Cyclists volunteers, representatives, contractors and employees **must**:

1. Take all reasonable steps to ensure the health, safety and welfare of any child or vulnerable adult who they come into contact with.
2. Treat all equally. Whatever their age, culture, ability, gender, race, religion or sexuality, all members of any group must be given similar attention, time, respect and dignity.
3. Communicate with children and vulnerable adults in a way that is appropriate to their age, understanding and preference.
4. Involve parents, guardians and others in any appropriate decision making about rides, events etc for children and vulnerable adults.
5. Ensure that their own behaviour, language, gestures, clothing etc is appropriate and above reproach whilst in the company of children and vulnerable adults.
6. Ensure all contact with children and vulnerable adults is in an open environment - one to one unobserved situations must not arise.
7. Ensure relationships are built on mutual trust and respect.
8. Make themselves aware of any medical conditions (such as allergies) existing injuries and medicine affecting any of the children or vulnerable adults they have contact with.
9. Prevent any other member of staff or volunteer from putting any child or vulnerable adult in a situation which may result in a significant risk to their health and safety.
10. Keep a written record of any incident, accident or injury.
11. Report any evidence or reasonable suspicion or concern over a person's welfare to the Coordinator, Secretary or Treasurer of Southwark Cyclists ensuring initial confidentiality. The person reported to must then decide whether this information should be reported to any authority.
12. Advise as appropriate anyone taking any photographs where children or vulnerable adults are likely to be present that any photographs published must not show last names or addresses.

Southwark Cyclists volunteers, representatives, contractors and employees **must not**:

13. Put themselves in a compromising situation by (for example) spending a lot of time with one child or vulnerable adult away from others. That could result in unnecessary allegations.
14. Offer to do things of a personal nature for any child or vulnerable adult who is capable of doing these for themselves.
15. Exchange any personal contact information with any child or vulnerable adult.
16. Make sexually suggestive comments to a child or vulnerable adult.
17. Take a child or vulnerable adult into their own home or go unaccompanied to any other premises.
18. Engage in rough, physical or sexually provocative behaviour or any form of inappropriate touching or language.
19. Use any form of control which is likely to upset a child or vulnerable adult.
20. Tolerate bullying, rule violations or use of prohibited substances.

PROCEDURE - keeping people informed

Southwark Cyclists volunteers, representatives, contractors and employees **must** inform the appropriate person, be it parent, guardian or teacher if:

- A child or vulnerable adult becomes distressed or is injured in any way.
- A child or vulnerable adult misinterprets some well-intentioned action which has taken place.
- Another adult is seen to be behaving in an inappropriate manner.

PROCEDURE - dealing with a complaint

If a complaint is made against a Southwark Cyclists volunteer, representative, contractor or employee, the matter will be fully investigated and may result in disciplinary action. If any behaviour is wholly inappropriate, the Police will be informed.

REVIEW

This policy has been formally adopted by Southwark Cyclists and will be reviewed at least annually at the Annual Meeting.

BAM
13 June 2007