

People

Powered

Places

People Powered Places

Support Clinic – How to do a
consultation

24 July 2023

WHO IS IN THE ROOM?

Kris Krishnarajah - **Participatory Democracy Coordinator**

Amelie Pollet- **Participatory Democracy Coordinator**

Nicola Mackie – **Operations Manager, Public realm management**

Irina – **BSL Interpreter**

HOUSEKEEPING



- This session will be recorded and uploaded onto Newham Co-create for those who couldn't make it. Make sure you pop your camera off if you prefer not to be recorded.
- We have a Q&A session at the end so hold on tight to your questions in the first part of the session and we will address questions then.
- If you need any support during the session, let one of the facilitators know in the chat.
- Please keep muted during the presentation and while other residents are speaking during the Q&A.
- If you need BSL interpretation, Irina is here.

WE ARE NEWHAM.



WHY ARE WE HERE?

- Introduce you to the funding available through People Powered Places
- Give you tips on how to do a meaningful consultation
- Make a difference in Newham!

SCHEDULE

Time	Item
6:00	Welcome and housekeeping
6:10	What is People Powered Places
6:20	What you need to know about consultations
6:40	Examples
6:45	Your questions
7:20	Next steps
7:30	Clinic ends

WHAT IS PEOPLE POWERED PLACES?



People Powered Places (previously Community Assemblies) give Newham residents the chance to make positive change together in their local area.

- We are one of the largest participatory budgeting programme in the country.
- Newham has 8 Community Neighbourhoods.
- Each neighbourhood has been allocated **£200,000** funding to spend on local projects done by local people in the next two years.
- Anyone who lives, works or learns in the Community Neighbourhood can take part.

This money comes from Neighbourhood Community Infrastructure Levy (NCIL)

NCIL is a charge on new development to help fund strategic and neighbourhood infrastructure in Newham.

What are the criteria for NCIL funded projects?

- 1) Projects that help with the development and growth of your area
- 2) Projects that improve our public spaces and infrastructure
- 3) Projects that improve the health and happiness of the local community

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**We are
here**

Step 1: You decide on local priorities.

Step 2: You discuss solutions to improve your area.

Step 3: You come up with a project proposal to receive funding. Residents can apply for up to £5,000 and local organisations (VCFS) can apply for up to £20,000.

Step 4: You vote for your favourite projects.

Step 5: Successful projects are delivered by residents and local organisations with support from Newham Council.

Step 6: We celebrate our achievements.

THE 8 COMMUNITY NEIGHBOURHOODS

London Borough of Newham Community Neighbourhood Areas and Wards



WHO CAN APPLY?

- Anyone who lives, works or learns in the Community Neighbourhood can apply, and voluntary, community and faith organisations.
- No prior experience or knowledge needed.
- Please note that you cannot apply if you are part of a People Powered Places working group anywhere in Newham.
- You can watch support clinics recordings on Newham Co-create to find out more.

We highly encourage new residents to apply to bring fresh project ideas.

HOW TO APPLY

- Go to Newham Co-create : <https://newhamco-create.co.uk/en/peoplepoweredplaces>
- Download and fill in the application form or print the 'print ready' version to fill out by hand (libraries can give you a print-out if you don't have a printer). You can return it by email to your local Community Neighbourhood team OR hand it in OR post it to your local Newham library.
- You have until **Sunday 3 September 2023** to apply, but it's best to do it early.
- After the deadline, the working group and Council departments will process your application.
- Successful applications will be put through to the voting phase of the cycle for residents to choose their favourite projects.

WHAT IS A CONSULTATION?

- A consultation is a process to **inform and ask the opinion of people impacted** by a project proposal.
- Examples of contexts where consultation is done:
 - consulting residents before a road closure
 - consulting residents on the local plan
 - consulting residents about changes in their estate.



WHY DO A CONSULTATION?

The main purpose of a consultation is to make sure that a project doesn't negatively impact the people who will be affected by it.

- **Benefits for the people affected:**

- Residents know and understand your project.
- Residents have an opportunity to let you know any issues that might result from your project, including some that you might not have thought about.

- **Benefits for your project:**

- More residents can get involved and support your project.
- Reducing the likelihood of other residents opposing your project once you start delivering if you have been successful.

HOW DO I KNOW IF I NEED TO DO A CONSULTATION?

Not all projects need to do a consultation.

Here are the projects that need to do a consultation:

- All projects set to happen in a **public space** need to do a consultation.
- All projects set to happen on a housing estate need to do a consultation.
- For all other projects, consider the following:
 - Who will my project impact?
 - Are the people impacted already aware and on board with my project?

Example 1: a playstreet on my street

- You will need a consultation as it's in a public space.
- Positive impacts of a consultation:
 - your neighbours can help you organise it
 - your neighbours are more likely to attend
- Risks of no consultation:
 - your neighbours don't understand the concept of the playstreet
 - your neighbours have planned to drive that day
 - your neighbours oppose the playstreet

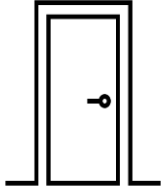


Example 2: a weekly workshop at my local library for children

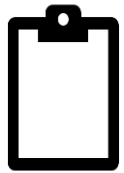
- Low likelihood of affecting other residents.
- It is still a public building so you will need to check with the library team if there are any parts of your project that could affect other residents.
- If the library team thinks your project needs consultation, they will let you know who to consult and why.



HOW TO DO A CONSULTATION



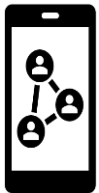
Door knocking. Directly going to speak to your neighbours about your project is often the best way to consult them.



Survey or questionnaire. A good way to get people's opinions and feedback. You can print it to post to your neighbours' or send it digitally. Remember to make it accessible.



Flyers and posters. A good way to let people know about an event and share information. You can also leave contact details for people to get in touch.



Media and social media. Increase the number of residents you consult by sharing on media and social media.

Make sure you keep evidence of the consultation you did during the length of your project.

Example 1: a playstreet on my street – DO'S and DON'TS

DO:

- Door knock on your street before applying for a road closure.
- Address any concerns from your neighbours.
- Advertise the road closure with posters, flyers, in the media and social media.
- Inform your neighbours of what to do if they need to drive on the day.

DON'T:

- Tell a few of your neighbours and assume the rest of your neighbours will be on board.
- Consider the votes for your project on Newham Co-create as a consultation.
- Apply for a road closure before doing the consultation.

Example 2: a new sport equipment in the park – DO'S and DON'TS

DO:

- Hold consultation events to engage with park users.
- Consider if your idea is the most relevant for regular users of the park and the community in its diversity (i.e children)
- Take into account uses of the park to see which location would work best.

DON'T:

- Only ask a few of your neighbours who use the park.
- Ignore feedback from other residents.
- Consider the votes for your project on Newham Co-create as a consultation.
- Only talk to residents – you will also need to be in touch with the parks team.

Consultation is on page 10 of the project application form.

What to fill in:

- Tools used to consult
- Number of people consulted
- Who was consulted
- Results of consultation and any mitigation



People Powered Places RESIDENT APPLICATION FORM

Will you need permission to deliver your project or parts of your project? (This includes permissions to run an event in a park)

YES NO, I need help finding out

If you have already discussed permission with the owner, please describe below:

Light blue text input area for describing permission discussions.

Please describe the consultation carried out to make sure your project is supported by the people directly impacted by your project (max 150 words)

Light blue text input area for describing consultation carried out.

Any questions?

Next steps

- Thank you for joining!
- Need more help? Contact your local team
- Spread the word: share the opportunity with your neighbours, family and friends
- Tell us how this session went

SUPPORT CLINICS

Support clinic	Date & times	Link
How to submit a project application for voluntary, community and faith sector groups	COMPLETE	Watch on youtube : https://youtu.be/Vok54G2Xkew
How to submit a project application for residents	COMPLETE	Watch on youtube : https://youtu.be/P9kaDHPV34k
How to cost your project	COMPLETE	https://Howtocostyourproject.eventbrite.com
How to do a consultation	Monday 24 July 6 – 7.30pm	https://Howtodoaconsultation.eventbrite.com

Community Neighbourhood contact details



<p>Beckton and Royal Docks Community Neighbourhood Team Phone: 020 3373 0853 Email: CN.BecktonRoyalDocks@newham.gov.uk</p>	<p>Custom House and Canning Town Community Neighbourhood Team Phone: 020 3373 0854 Email: CN.CustomHouseCanningTown@newham.gov.uk</p>	<p>East Ham Community Neighbourhood Team Phone: 020 3373 0827 Email: CN.Eastham@newham.gov.uk</p>
<p>Forest Gate and Maryland Community Neighbourhood Team Phone: 020 3373 0856 Email: CN.Forestgate@newham.gov.uk</p>	<p>Green Street Community Neighbourhood Team Phone: 020 3373 0857 Email: CN.Greenstreet@newham.gov.uk</p>	<p>Manor Park Community Neighbourhood Team Phone: 020 3373 0858 Email: CN.Manorpark@newham.gov.uk</p>
<p>Plaistow Community Neighbourhood Team Phone: 020 3373 0859 Email: CN.Plaistow@newham.gov.uk</p>	<p>Stratford & West Ham Community Neighbourhood Team Phone: 020 3373 0826 Email: CN.Stratfordwestham@newham.gov.uk</p>	

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