



# Community Partnership Agreement for Working at Station Level

**Overground station:** \_\_\_\_\_  
[station name]

## TERMS OF REFERENCE

### 1. Members of the Partnership:

Repowering London, 8th Floor, Blue Star House, 234-244 Stockwell Road, SW9 9SP  
Groundwork London, 18-21 Morley Street, SE1 7QZ London

\_\_\_\_\_  
[Community group or local resident name and address]

### 2. Aim / objective is to:

- create a resilient empowered community in \_\_\_\_\_  
[Neighbourhood name]
- increase and strengthen community participation in local food and energy projects
- improve the appearance of \_\_\_\_\_ London Overground station  
[Station name]
- increase awareness of food growing and renewable energy generation

### 3. Period covered

The agreement is from \_\_\_\_\_ 2015 to 31 March 2017 unless extended or  
[Date]  
terminated by mutual agreement with a notice period of 1 month.

### 4. Principles of partnership

All members are expected to agree to our principles of partnership set out at Annex A.

### 5. Meetings

- Meetings to be arranged between partners as required to update all parties and to plan actions for successfully delivering the Energy Garden scheme
- Update reports and action plans to be completed / renewed after each meeting or as appropriate
- Key decisions will be made by consensus at meetings
- Any matters of conflict to be referred to Project Delivery team or Project Sponsors

## 6. Membership roles and responsibilities

### 6.1. Community Groups

- Lead on community engagement with support and advice from Repowering London and Groundwork London
- Update Project Delivery team on progress and development of project
- Create design ideas for Energy Garden
- Support the design and build of Energy Garden
- Support the site identification and building owner negotiations
- Provide local knowledge and access to local networks
- Provide local volunteers
- Support the raising of funds through community energy share offers
- Support the promotions and marketing of the project

### 6.2. Repowering London

- Lead on setting up renewable energy co-operative and creation of 20 year legacy fund for Energy Garden.
- Advising on which renewable energy systems will work at your station and alternative site like your school, hospital, local business.
- Lead on technical feasibility, planning, procurement and fundraising of Energy Garden renewable energy schemes.
- Lead on the Paid internship programme.
- Lead on building owner negotiations, establishing overall permissions
- Support community engagement in the establishment of the Energy Garden, gathering community support, empowering residents and creating a sense of ownership.
- Lead on P.R. and Communicating the story of your Energy Garden and how it fits into the sustainability discussion for London.
- Lead on Energy Garden Ale from hops growing to brewing and distribution.
- Lead on Bee Programme

### 6.3 Groundwork London

- Lead on gardening for Energy Garden providing: project management, design services, contract administration, detailed permissions and installation to completion.
- Act as the accountable body for funding intended to be provided directly to community groups to support activities of their choice through a grant system.
- Provide support where needed to obtain garden design authorisation and permissions for Energy Garden development from TfL
- Support community engagement, including leading on volunteer gardener group engagement, engaging during design and build of gardens
- Actively participate in the development of the project, including fundraising, identification of community organisations, promotion, capital investment where applicable,
- Lead on energy efficiency workshops.

## 7. Design and Approval

All Energy Garden design schemes will require the approval of TfL, Repowering London and Groundwork London.

## 8. Funding and costs

- Repowering London and Groundwork London have secured funding from players of the People's Postcode Lottery to deliver the Energy Garden programme. This funding will be used to support the development of Energy Gardens across the London Overground network.
- Repowering London and Groundwork London will approve and finance costs for each station.
- The level of financing will depend on the merit of the application, up to a maximum of £7000 initial investment for equipment and materials including plants.
- Larger platforms with more gardening space and a committed community group will be 'Flagship' Energy Gardens benefitting from the higher spectrum of funding
- Smaller platforms with less gardening space will be 'Seedling' Energy Gardens.

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# Energy Garden - Partnership Agreement for \_\_\_\_\_

[Station name]

Signed as an Agreement by:

Name: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Name and address of community group or local resident]

Title: \_\_\_\_\_

## Repowering London

Title: \_\_\_\_\_

Name: \_\_\_\_\_

## Groundwork London

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_