

**CORPORATE SERVICES DEPARTMENT**  
Director – Caroline Holland



**Democracy Services  
London Borough of Merton  
Merton Civic Centre  
London Road  
Morden SM4 5DX**

**Direct Line: 0208 545 3357**  
**Email: [democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk)**

**Date: 23 February 2022**

Dear Councillor

**Notification of a Decision taken by the Cabinet Member for Housing,  
Regeneration and the Climate Emergency**

The attached non-key decision has been taken by the Cabinet Member for Housing, Regeneration and the Climate Emergency with regards to:

- **Extension of existing road closure of Graham Road, Wimbledon**

and will be implemented at **noon on Monday 28 February 2022** unless a call-in request is received.

The [call-in](#) form is attached for your use if needed and refers to the relevant sections of the constitution.

Yours sincerely

**Democracy Services**

**NON-KEY DECISION TAKEN BY A CABINET MEMBER UNDER DELEGATED AUTHORITY**

See over for instructions on how to use this form – all parts of this form must be completed. Type all information in the boxes. The boxes will expand to accommodate extra lines where needed.

**Title of report:** Extension of existing road closure of Graham Road, Wimbledon

**Reason for exemption (if any) – N/A**

**Decision maker**

Councillor Martin Whelton, **Cabinet Member for Housing, Regeneration, & the Climate Emergency**

**Date of Decision**

23 February 2022

**Date report made available to decision maker**

21 February 2022

**Decision**

Having considered the representations received during the statutory consultation, I support the recommendation in extending the road closure of Graham Road, Wimbledon until the 31 July 2022.

**Reason for decision**

To maintain the achieved outcome, which includes:

- providing a safe working area for construction activities,
- to ensure Hartfield Road and network flows into Wimbledon are managed and maintained,
- to provide a sterile working area for all road users while construction works take place,
- to prevent associated works vehicles (HGV's) using Graham Road for deliveries and
- to provide a safer road for residents, road users including pedestrians and cyclists while construction works take place.

**Alternative options considered and why rejected**

To remove the road closure would be against Council's objectives in safely managing construction activities, keeping traffic moving under the Traffic Management Act 2004 and reducing road safety through construction activity conflicts.

**Documents relied on in addition to officer report**

N/A

**Declarations of Interest**

N/A

*Martin Whelton*

Cllr Martin Whelton - Cabinet Member for Housing, Regeneration, and the Climate emergency

24 February, 2022

**Publication of this decision and call in provision**

Send this form and the officer report\* to [democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk) for publication. Publication will take place within two days. The call-in deadline will be at Noon on the third working day following publication.

IMPORTANT – this decision should not be implemented until the call-in period has elapsed.

**Committee:** Cabinet Member Report

**Date:** 21<sup>st</sup> February 2022

**Agenda item:** N/A

**Wards:** Dundonald

**Subject:** Consultation Extended Road Closure – Graham Road, Wimbledon (Travelodge)

**Lead officer:** Chris Lee, Director of Environment & Regeneration.

**Lead member:** Councillor Martin Whelton, Cabinet Member for Housing, Regeneration and the Climate Emergency

**Forward Plan reference number:** N/A

Contact Officer: Paul Nagle, email: [paul.nagle@merton.gov.uk](mailto:paul.nagle@merton.gov.uk)

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### **Recommendations:**

That the Cabinet Member considers the issues detailed in this report and

- A) Notes the result of the public consultation used to the extend the existing closure of Graham Road (Wimbledon) to facilitate construction works of the Travelodge Wimbledon by Barnes Construction Ltd.
- B) To consider all the representations received as set out in appendix 2 and agrees to proceed with making the extension of the road closure on Graham Road (Wimbledon) through the issue of a Traffic Management Order.
- C) Agrees to exercise his discretion not to hold a public inquiry on the consultation process.

## **1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

- 1.1 This report presents the results of the consultation on the extension of the existing road closure of Graham Road (Wimbledon) at its junction with Hartfield Road. The closure is aimed at providing a safe working area for the construction of the Travelodge, to ensure safety for all road users while ensuring the expeditious movement of traffic into Wimbledon.
- 1.2 It seeks approval to extend the closure from the, 14<sup>th</sup> March 2022 until the 31<sup>st</sup> July 2022.

## 2. DETAILS

- 2.1 Construction of the Wimbledon Travelodge located on Hartfield Road junction with Graham Road commenced in August 2019. In response to the difficulties and danger associated with deliveries, construction, crane operations and storage of welfare facilities, in-line with granted planning permissions, it was agreed that Graham Road would be closed under a temporary traffic regulation order. Two weeks' notice was given to residents of the closure under a 14(1) Road Traffic Regulation Order. The closure was implemented to ensure the safety of all road users, to ensure a sterile area for deliveries and crane operations to take place and to ensure the smooth and efficient movement of traffic in Hartfield Road into Wimbledon.
- 2.2 Due to a wide range of issues which have affected the completion date of the construction of the Travelodge, the issues include: covid infections of workforce (isolations), shortage of HGV drivers delivering materials and delays in materials being imported from the EU, the closure of Graham Road has been consulted on in relation to an extension of the duration from the 14<sup>th</sup> March 2022 until 31<sup>st</sup> July 2022.
- 2.3 The Department for Transport - (DfT) was also consulted in relation to extending the closure with agreement for the road closure to be extended granted.

## 3. CONSULTATION

- 3.1 The consultation on the extended road closure began on 1<sup>st</sup> December 2021 and concluded 31<sup>st</sup> December 2021. Consultation letters were delivered to all 220 dwellings within Graham Road and 11 dwellings in Herbert Road. \*Dwellings consulted on Herbert Road were for the residents who access Herbert Road via Graham Road. The letter detailed the consultation process, the proposed measures and a location plan. A copy of the newsletter with the plan for the extended road closure is attached in Appendix 1.
- 3.2 All available information was posted on the website. [www.merton.gov.uk/consultations](http://www.merton.gov.uk/consultations) Residents were encouraged to submit their feedback on the Council's website using a specific on-line feedback link.
- 3.3 After removing blanks and those without an address and combining multiple entries from the same person, the statutory consultation resulted in 23 representations. There were 10 x representations from residents within Graham Road and Herbert Road, which represents 4.3% of the consulted area. 9 x of these representations objected to extending the road closure. There was 1 x representation from within Graham Road agreeing with a vehicle movement ban into Graham Road from Hartfield Road. There are 13 x representations from outside the consultation area of Graham Road and Herbert Road in which 12 x representations are in support of closing Graham Road. Total representations: 23 in total, 11 objections and 12 in agreement. All responses are detailed in Appendix 2.
- 3.4 Four representations from residents on Graham Road commented that no consultation was given for the original closure back in August 2019. Merton Council at the time fixed copies of the traffic orders to lamp columns along Graham Road and requested advanced warning signs in relation to the closure, which were placed on site to inform residents of the impending closure. All legal requirements were followed regarding the issue of the original 14(1) Temporary Traffic Order under the Road Traffic Regulation Act 1984 legislation.

- 3.5 Three representations from residents on Graham Road were received that mentioned the 'disruption' caused to residents because of the closure, which impacted their lives and journey times. In response to those who commented about disruption, this was heavily considered in the original proposals in relation to closing Graham Road. Due to the number of deliveries, vehicle movements and HGV's which would have used Graham Road, the ability to perform deliveries safely while maintaining a safe area for road users, pedestrians and cyclists would have increased the potential for conflict. In addition, vehicle deliveries performed from Hartfield Road would have involved crane operations directly above the public highway. By closing Graham Road, a sterile area was provided to accommodate deliveries, providing a safe passage for all road users and to ensure the expeditious movement of traffic into Wimbledon on Hartfield Road.
- 3.6 Four representations from residents on Graham Road and Herbert Road were received in relation to a shortage of on street parking and the difficulties for residents parking due to the parking bays being removed within the hoarding area of the closure. In addition, the 4 x parking bays which were also removed outside the closure between properties 1 – 7 Graham Road. Due to a number of complaints regarding the lack of turning area and vehicles parking in the suspended bays outside 1-7 Graham Road, the decision was made to temporarily suspend these bays as requested by residents from Graham Road. With regards to the current parking, existing pay & display bays were suspended to assist with residents parking, also requested by residents of Graham Road.
- 3.7 Two representations from residents on Graham Road and Herbert Road were received in relation to site safety. Issues such as feeling unsafe around the site hoarding on Graham Road and 'on street danger' from vehicles performing reversing manoeuvres. With regards to site safety and personal welfare, a site inspection was performed by TfL in partnership with Merton Council as an independent body to assess site safety including personal welfare. A number of site improvements were informed to Barnes Construction to increase personal safety onsite including extra lighting, CCTV, removal of wheel chair obstructions, pedestrian concertina barriers, viewing windows for children and hi visibility markings on hoarding and back of road signs. In relation to vehicle movements on Graham Road and the issue of vehicles reversing due to the road being closed, this is not unusual for roads in the borough. There are a large number of roads in Merton which are classified as 'cul-de-sacs' which require vehicles to use reversing procedures. Recycling vehicles are well rehearsed at performing this manoeuvre. Parking bays were removed outside 1-7 Graham Road to assist with on-site movements by providing a 'bell mouth' for vehicles to turn safely.
- 3.8 There were 12 representations from consultees not residents of either Graham Road or Herbert Road who responded to the consultation. Seven of the representations responded that the road was safer for pedestrians and children due to the closure of Graham Road. Two representations stated that the closure of Graham Road benefited the environment from less traffic and less pollution.
- 3.9 The local Ward Councillors have been engaged during the consultation process. The results of the consultation and officer's recommendations were presented to the Ward Councillors prior to preparing this report. The following response was received from one of the Ward Councillors:-

*The main issues outlined to me by residents are: • Consequential impact on parking (from both Graham and Herbert Roads) • Problems at the turning circle end, albeit complaints about this have improved since the suspended bays were painted out • Problems with anti-social behaviour – the feeling is that the closure creates a "hidden" area at the end of the road, and attracts people to loiter, hide or use the area as a way of moving out of the town centre without being seen. The developers have kindly added more lighting since we spoke to them about this. I have received several questions*

*about CCTV on the end of the road (I understand that the site has CCTV, but obviously this only covers the site perimeter not the street as such). I've explained there is CCTV coverage of Hartfield and Sir Cyril Black Way. • Impact on amenity caused by noise from the site, or occasions when the work runs over as it did regularly with the concrete pours. The noise of the builders themselves shouting has been raised a number of times by the nearest residents, especially during the spring and summer months when windows are open. • As discussed previously the potential removal of Pay and Display parking as a way of assisting with parking problems now but also to reassure in relation to hotel visitor parking in the future. • From what we have previously discussed it looks like the completion of the service road and the ending of crane operations is key to reopening Graham Road safely. Would it be possible to get some idea of timescales on this and regular reviews? My aim would be for it to be possible that the road could be re-opened before the end of any new order. More generally • We've previously discussed potential road/pavement improvements to discourage the right turn out of the service road; it would be good to get confirmation of and possibly more detail on this. • Whether any financial or other compensation can be provided to residents due to increased*

- 3.10 A number of comments and queries were raised in relation to varying different issues such as planning permissions, other parking issues, which hold no bearing or require response as they are not in relation to the extension of the road closure.
- 3.11 Only 1 response received following statutory consultation. This response was the same response received from the local ward councillor.

#### **4. OFFICER'S RECOMMENDATION**

- 4.1 When considering the outcome of the statutory consultation consideration must be given to the nature and validity of the comments / representations and the Council's overarching objectives. Given the extremely low response rate during the statutory consultation, the nature and contents of the comments received vs the overall benefits, it is recommended that the road closure is extended on Graham Road until 31<sup>st</sup> July 2022. It is considered that the 'Health & Safety' benefits outweigh the inconvenience some residents may experience.

#### **5. ALTERNATIVE OPTIONS**

- 5.1 To remove the road closure will result in a dangerous work area for all road users, increased construction duration for the contractor, increased delays regarding traffic into Wimbledon and increased potential for conflict for road users and vehicles.

#### **6. TIMETABLE**

- 6.1 A newsletter detailing the results of the consultation and Cabinet Member decision will be distributed to all the consultees soon after a Cabinet Member decision is made and published. The permanent Traffic Management Order will be made and published soon after.

#### **7. FINANCIAL RESOURCE AND PROPERTY IMPLICATIONS**

- 7.1 All the associated costs are covered by the contractor performing the construction.

#### **8. LEGAL AND STATUTORY IMPLICATIONS**

- 8.1 The Traffic Management Orders would be made under Section 6 of the Road Traffic Regulation Act

1984 (as amended). The Council is required by the Local Authorities Traffic Order (Procedure) (England and Wales) Regulations 1996 to give notice of its intention to make a Traffic Order (by

publishing a draft traffic order). These regulations also require the Council to consider any representations received as a result of publishing the draft order.

- 8.2 The Council has discretion as to whether or not to hold a public inquiry before deciding whether or not to make a traffic management order or to modify the published draft order. A public inquiry should be held where it would provide further information, which would assist the Council in reaching a decision.
- 8.3 The Council's powers to make Traffic Management Orders arise mainly under sections 6, 45, 46, 122 and 124 and schedules 1 and 9 of the RTRA 1984.

## **9 HUMAN RIGHTS & EQUALITIES AND COMMUNITY COHENSION IMPLICATIONS**

- 9.1 The Council carries out careful consultation to ensure that all road users are given a fair opportunity to air their views and express their needs.
- 9.2 Bodies representing motorists, including commuters are included in the statutory consultation required for draft traffic management and similar orders published in the local paper and London Gazette.

## **10. CRIME AND DISORDER IMPLICATIONS**

N/A

## **11. RISK MANAGEMENT IMPLICATIONS**

- 11.1 The risk of not acting in line with the majority feedback could lead to dissatisfaction amongst the objectors.
- 11.2 The risk of removing the banned movement would be that volume and speed of traffic will increase; it will not address all the various objectives regarding improved air quality and safer improved environment.

## **12. ENVIRONMENTAL IMPLICATIONS**

- 12.1 Reducing the volume of traffic will ensure a reduced road safety risk; a better environment for residents and vulnerable road users; a reduction in noise and pollution from traffic movements.

## **13. APPENDICES**

- 13.1 The following documents are to be published with this report and form part of the report.

Appendix 1 - Newsletter and plan – statutory consultation letter December 2021  
Appendix 2 - Representations to statutory consultation September 2020 - March 2021  
Appendix 3 - Consultation area plan



## Appendix 1 – Consultation letter and plan (2 pages)



### GRAHAM ROAD (WIMBLEDON) ROAD CLOSURE STAKEHOLDER CONSULTATION

Date: 1<sup>st</sup> December 2021

Dear Resident

As part of the Council's objectives to provide a safe and sterile environment for all road users and to minimise impacts on the highway network during construction activities, the Council has been working with Barnes Construction Ltd in delivery of the Travelodge on Hartfield Road. Safety measures including the closure of Graham Road were introduced back in September 2020 to increase road safety, to provide a safe and sterile area for road users while deliveries are received and to ensure the expeditious movement of traffic in the Wimbledon area.

#### Proposal

To maintain and continue to deliver a safe working environment while the construction of the Travelodge continues, Merton Council are proposing to extend the closure of Graham Road from the 14<sup>th</sup> March 2022 until the 31<sup>st</sup> July 2022.

It is appreciated that this may cause some inconvenience and where possible the Council will endeavour to continue to accommodate residents.

#### Consultation process

The extension of the current closure would be introduced under a section 6 Traffic Management Order. The road closure will be extended in duration, which will take the closure of Graham Road up to the 31<sup>st</sup> July 2022. Anyone can object and make representations from the 1<sup>st</sup> December 2021 to the 31<sup>st</sup> December 2021.

All representations must be made online using the below web address. A response **will not** be made until the consultation is concluded and a final decision is made. The Council will monitor the situation and will make the appropriate adjustments if and when necessary. All representations will be considered prior to making a final decision.

Web link to Merton Council stakeholder consultations:  
[www.merton.gov.uk/consultations](http://www.merton.gov.uk/consultations)

#### Dundonald Ward Councillors - (contact details of Ward Councillors are provided for information purposes only)

- Cllr Simon Mcgrath – [simon.mcgrath@merton.gov.uk](mailto:simon.mcgrath@merton.gov.uk)
- Cllr Anthony Fairclough – [anthony.fairclough@merton.gov.uk](mailto:anthony.fairclough@merton.gov.uk)
- Cllr David Dean – [david.dean@merton.gov.uk](mailto:david.dean@merton.gov.uk)

Graham Road Closure Consultation – Dec 2021

[network.coordination@merton.gov.uk](mailto:network.coordination@merton.gov.uk)

**GRAHAM ROAD – ROAD CLOSURE  
STAKEHOLDER CONSULTATION**

**Appendix A** – Overview of road closure of Graham Road junction with Hartfield Road, Wimbledon.



**Appendix B** – Graham Road Diversion



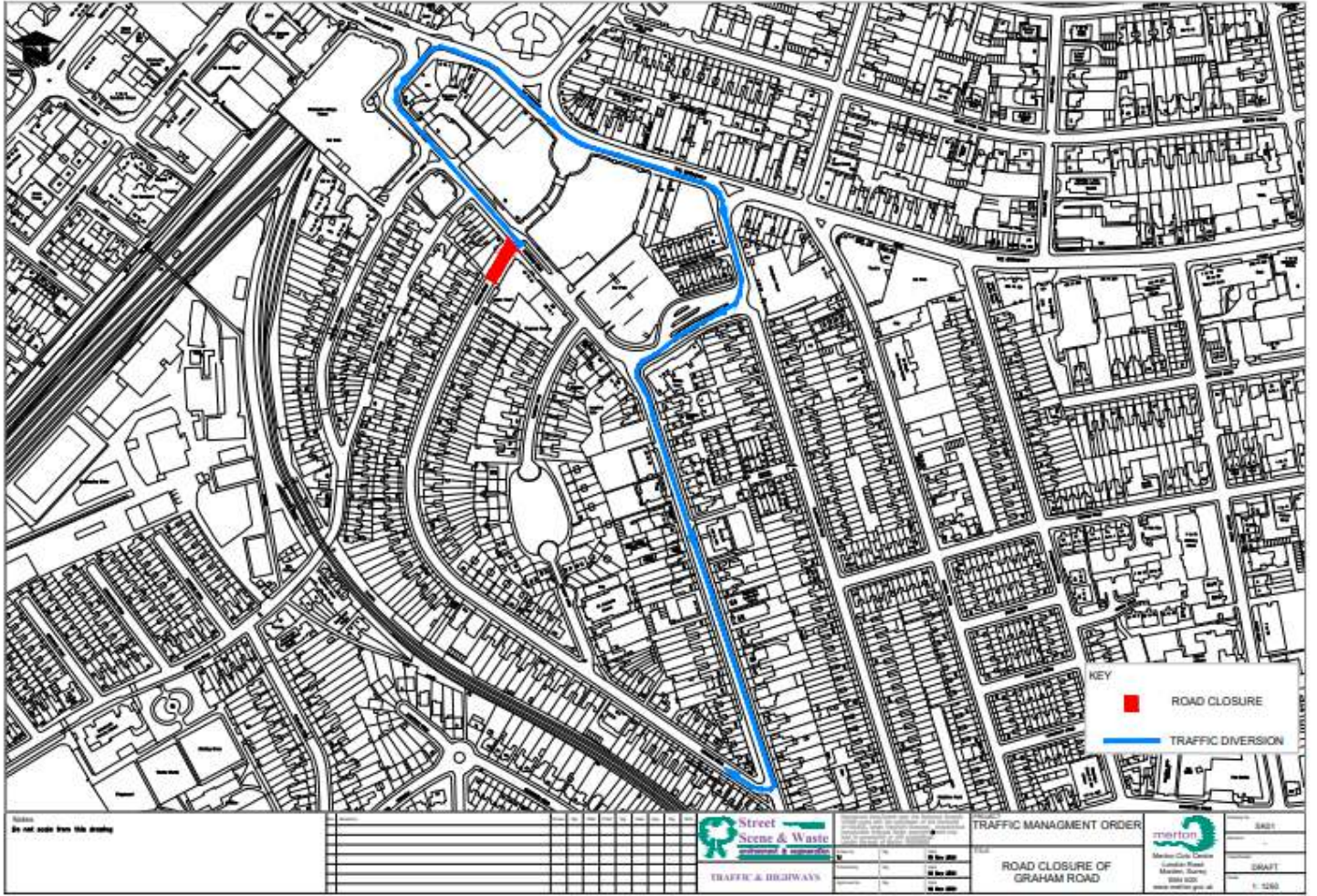
## Appendix 2

Ref Number	Your views - Agree scheme	Your views - Comments or representations
6364921	Strongly disagree	The residents have not been consulted. The further closure leads to further disruption for residents. There has been no consideration of the impact of the closure on those living on Graham Road.
6364970	Strongly disagree	Initially, Graham Road residents only found out that the road would be shut off for up to 18 months at the very last minute, with no prior consultation. We were told that there would be a review after 9 months, did that ever take place? Now, it appears that Merton Council have dumped on Graham Road residents again by allowing a 4 and a half month extension. Presumably, there's not much to stop this happening again come July 31st. Furthermore, the parking spaces just behind the closure have now been removed entirely. Again, no notice was received. Can someone please try and understand that the residents feel that these decisions are being taken by the Council with no regard to their input. I expect this consultation to just be a box-ticking exercise on the Council's part.
6364971	Strongly disagree	I strongly Disagree with a public road being closed for private development when vehicle movements could be on site with a plan that allows onsite vehicle movements as a large commercial development is likely to require ongoing vehicle movements and should design in on site space to not harm the public amenity. I further strongly disagree with any extension removing any incentive for the developers to finish vehicle movements in a timely manner and continuing to disrupt residents and local road users. I do support road pricing to ensure there is a daily/time period/ cost placed on the private developer for the public harm caused by closing a road and creating an incentive for the developer to minimise any road closures.
6364986	Strongly disagree	We've had enough, give us our road back.
6364988	Strongly disagree	
6365011	Strongly disagree	The amount of disruption caused to residents already by the road closure is huge. Impact on travelling by car from home- longer travelling times because of having to crawl up Hartfield Rd in rush hour rather than accessing the one way system via graham road is significant. Parking is very difficult due to the current cul de sac and reduction in parking spaces available to residents. In the past I could always park on my end of Herbert Road or graham road often now I end up having to drive up hartfield road and access the top end of Herbert road to access parking there in an evening. This isn't ok when I'm paying a large fee to be able to park on my street. The creation of an alleyway like area on passing between the building site hoarding and the building at the end of graham road has created a feeling of unsafe toy particularly at night. As a lone woman I avoid walking this route after dark now. This has impacted our lives significantly for long enough already. The closure was sneaked in at the last minute with no warning or consideration to residents in the first place. The proposed extension would impact residents in all of the ways outlined above for far longer and frankly is just too much to expect residents to put up with...all for a building that most of us didn't want to see happen and will be of no benefit to our community.

6365062	Agree	Residents have been shoddily treated over this road closure. I have no belief that the council or the builders are in control of the situation. If the road is no longer closed there should be no right turn out of the hotel into Graham rd, no left turn into Graham rd by anyone except cyclists & pedestrians, only residents parking the whole length of the road, nice planters to stop cars turning left into Graham rd
6365265	Strongly disagree	Once again the wishes and quality of life of Merton residents are being dismissed by a council that has once more failed to represent its own voters. At the very least the council should be making overtures to the residents by promising to make the entire road residents parking only once the road re-opens.
6365349	Strongly disagree	Consideration of this extension needs to look at the overall circumstances of this development - not least the fact that the approved planning application (and the only document that was publicly consulted upon) explicitly stated that work would be conducted within the site boundary. Council has persistently failed to appropriately explain how the road closure was granted and why in light of that planning application, including an egregious failure to engage with local residents by the CEO of the Council (emails available if needed). Council has continued to act without good faith in relation to the development - approving a longstanding road closure and authorising extended working hours on repeated occasions. In approving the road closure, Council completely failed its responsibility to the local community on two grounds – it immediately moved to grant the road closure for the maximum period permitted by law (18 months) and it failed to impose any obligation on the developer to carry out the works in such a way as to minimise the community impact / to expedite the reopening of the road. So why the extension? Council has made no argument to justify the extension. The community notice completely fails to mention that this would be an extension beyond the maximum 18 month period contemplated by applicable regulation, and makes no reference to any reason / rationale for the extension. Indeed, all updates from Council and the developer on site progress have indicated that the works are proceeding on schedule. Council must make a decision now that reflects its primary duty to residents and refuse the extension. The road closure amounts to a gross inconvenience to local residents, leads to a shortage of on-street parking and exposes local residents to serious on-street danger – with vehicles reversing down the road and trucks / vans regularly turning into front gardens along the road with significant to property and personal safety.
6365369	Strongly disagree	It is very common for a Main Contractor after 18 months of road closure to move welfare facilities etc. within the site demise, once the structure is up and building is weather tight. At the end of Q1 2022 this will clearly be the case with this development and the council/ main contractor are taking the 'easy option' by taking up the road/ parking spaces and making local resident lives harder than they reasonably should be. As a Chartered Surveyor MRICS i would reasonably suspect that there is monies held within the Contract Sum for when the road closure finishes and the welfare/ logistics have to adapt accordingly and go within the site demise/ be elevated over Graham Road with 'stacked Welfare' as would happen in the Central London. Please can you share the main contract sum analysis to understand what monies were provisioned for the 'logistics' for this project. Regards Alan Slattery MRICS
6365521	Strongly agree	
6365522	Strongly agree	I would advocate Graham Road to be permanently closed as it has had a positive environmental impact to the road.

6365523	Strongly agree	The road been closed has made a much safer environment for pedestrians
6365539	Strongly agree	Nice to see something being done with the old building.
6365541	Strongly agree	
6365542	Strongly agree	<ul style="list-style-type: none"> <li>• Less Traffic</li> <li>• Quieter for residents</li> <li>• Safer for pedestrians</li> <li>• Less parking issues</li> <li>• Safe access around the Construction site</li> <li>• Safer for School children with the limited traffic</li> <li>• Less pollution from the limited traffic</li> </ul>
6365544	Strongly agree	The closure will reduce traffic pollution, reduce risks of accidents with school children and will allow better access for site traffic.
6365546	Strongly agree	<ul style="list-style-type: none"> <li>• Less Traffic</li> <li>• Less parking issues</li> <li>• Safer for School children with the limited traffic</li> </ul>
6365551	Strongly agree	
6365569	Strongly agree	Safe access around the Construction site Safer for School children with the limited traffic
6365911	Strongly agree	The closure of Graham Road during construction of the new Travelodge means its Safer for pedestrians, safer access around the construction site and less parking issues.
6365914	Strongly agree	This will be safer for the those nearby residents and safer for pedestrians and provide safe access around the site..
6366352	Disagree	<p>The main issues outlined to me by residents are:</p> <ul style="list-style-type: none"> <li>• Consequential impact on parking (from both Graham and Herbert Roads)</li> <li>• Problems at the turning circle end, albeit complaints about this have improved since the suspended bays were painted out</li> <li>• Problems with anti-social behaviour – the feeling is that the closure creates a “hidden” area at the end of the road, and attracts people to loiter, hide or use the area as a way of moving out of the town centre without being seen. The developers have kindly added more lighting since we spoke to them about this. I have received several questions about CCTV on the end of the road (I understand that the site has CCTV, but obviously this only covers the site perimeter not the street as such). I’ve explained there is CCTV coverage of Hartfield and Sir Cyril Black Way.</li> <li>• Impact on amenity caused by noise from the site, or occasions when the work runs over as it did regularly with the concrete pours. The noise of the builders themselves shouting has been raised a number of times by the nearest residents, especially during the spring and summer months when windows are open.</li> <li>• As discussed previously the potential removal of Pay and Display parking as a way of assisting with parking problems now but also to reassure in relation to hotel visitor parking in the future.</li> <li>• From what we have previously discussed it looks like the completion of the service road and the ending of crane operations is key to reopening Graham Road safely. Would it be possible to get some idea of timescales on this and regular reviews? My aim would be for it to be possible that the road could be re-opened before the end of any new order. More generally</li> <li>• We’ve previously discussed potential road/pavement improvements to discourage the right turn out of the service road; it would be good to get confirmation of and possibly more detail on this.</li> <li>• Whether any financial or other compensation can be provided to residents due to increased</li> </ul>

# Appendix 3



## Merton Council - call-in request form

### 1. Decision to be called in: (required)

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### 2. Which of the principles of decision making in Article 13 of the constitution has not been applied? (required)

Required by part 4E Section 16(c)(a)(ii) of the constitution - tick all that apply:

(a) proportionality (i.e. the action must be proportionate to the desired outcome);	
(b) due consultation and the taking of professional advice from officers;	
(c) respect for human rights and equalities;	
(d) a presumption in favour of openness;	
(e) clarity of aims and desired outcomes;	
(f) consideration and evaluation of alternatives;	
(g) irrelevant matters must be ignored.	

### 3. Desired outcome

Part 4E Section 16(f) of the constitution- select one:

(a) The Panel/Commission to refer the decision back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns.	
(b) To refer the matter to full Council where the Commission/Panel determines that the decision is contrary to the Policy and/or Budget Framework	
(c) The Panel/Commission to decide not to refer the matter back to the decision making person or body *	
* If you select (c) please explain the purpose of calling in the decision.	

**4. Evidence which demonstrates the alleged breach(es) indicated in 2 above (required)**

Required by part 4E Section 16(c)(a)(ii) of the constitution:

**5. Documents requested**

**6. Witnesses requested**

**7. Signed (not required if sent by email): .....**

**8. Notes – see part 4E section 16 of the constitution**

Call-ins must be supported by at least three members of the Council.

The call in form and supporting requests must be received by 12 Noon on the third working day following the publication of the decision.

The form and/or supporting requests must be sent:

- **EITHER** by email from a Councillor's email account (no signature required) to [democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk)
- **OR** as a signed paper copy to the Head of Democracy and Electoral Services, 1<sup>st</sup> floor, Civic Centre, London Road, Morden SM4 5DX.

For further information or advice contact the Head of Democracy and Electoral Services on

020 8545 3409