

Area Committee 3

Agenda



Date: Monday, 19 February 2024

Time: 6.30 pm

Venue: The Puerto Morazan Room, City Hall, College Green, Bristol, BS1 5TR

Distribution:

Councillors: Heather Mack (Chair), Lesley Alexander, Amal Ali, Marley Bennett, Craig Cheney, Lorraine Francis, Ellie King and David Wilcox

Copies to: Amy Rodwell (Democratic Services Officer) and Ellie Stevens (Community Resources Manager)

Issued by: Jeremy Livitt, Democratic Services
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E-mail: democratic.services@bristol.gov.uk

Date: Thursday, 8 February 2024



Agenda

1. Welcome, Introductions and Apologies for Absence

(Pages 3 - 5)

2. Declarations of Interest

3. Minutes of the Previous Meeting held on 17th October 2024

(Pages 6 - 12)

4. Public Forum

Members of the press and public who plan to attend a public meeting at City Hall are advised that you will be **required to sign in** when you arrive and you will be issued with a visitor pass which you will **need to display at all times**.

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee and be available in the meeting room one hour before the meeting.

Please submit it to democratic.services@bristol.gov.uk or Democratic Services Section, City Hall, College Green, Bristol BS1 5UY. The following requirements apply:

The statement is received no later than **12.00 noon on the working day before the meeting (12pm on Friday 16th February 2024)** and is about a matter which is the responsibility of the committee concerned.

The question is received no later than **three clear working days before the meeting (5pm on Tuesday 6th February 2024)**.

5. Area Committee 3 Report

(Pages 13 - 102)



Public Information Sheet

Inspection of Papers - Local Government (Access to Information) Act 1985

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Please be advised that you may be asked to watch the meeting on a screen in another room should the numbers attending exceed the maximum occupancy of the meeting venue.

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We request that no one attends a Council Meeting if they:

- are suffering from symptoms of COVID-19 or
- have tested positive for COVID-19

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Committee rooms are fitted with induction loops to assist people with hearing impairment. If you require any assistance with this please speak to the Democratic Services Officer.

Public Forum

Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee Members and will be published on the Council's website before the meeting. Please send it to democratic.services@bristol.gov.uk.

The following requirements apply:



- The statement is received no later than **12.00 noon on the working day before the meeting** and is about a matter which is the responsibility of the committee concerned.
- The question is received no later than **5pm three clear working days before the meeting.**

Any statement submitted should be no longer than one side of A4 paper. If the statement is longer than this, then for reasons of cost, it may be that only the first sheet will be copied and made available at the meeting. For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded and circulated to the Committee and published within the minutes. Your statement or question will also be made available to the public via publication on the Council's website and may be provided upon request in response to Freedom of Information Act requests in the future.

We will try to remove personal and identifiable information. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement contains information that you would prefer not to be in the public domain. Other committee papers may be placed on the council's website and information within them may be searchable on the internet.

During the meeting:

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- The Chair will call each submission in turn. When you are invited to speak, please make sure that your presentation focuses on the key issues that you would like Members to consider. This will have the greatest impact.
- Your time allocation may have to be strictly limited if there are a lot of submissions. **This may be as short as one minute.**
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- If you do not attend or speak at the meeting at which your public forum submission is being taken your statement will be noted by Members.
- Under our security arrangements, please note that members of the public (and bags) may be searched. This may apply in the interests of helping to ensure a safe meeting environment for all attending.
- As part of the drive to reduce single-use plastics in council-owned buildings, please bring your own water bottle in order to fill up from the water dispenser.

For further information about procedure rules please refer to our Constitution

<https://www.bristol.gov.uk/how-council-decisions-are-made/constitution>



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Bristol City Council

Minutes of the Area Committee 3

17 October 2023 at 6.00 pm



Members Present:-

Councillors: Heather Mack (Chair), Amal Ali, Marley Bennett, Lorraine Francis, Ellie King and David Wilcox

Officers in Attendance:-

Ellie Stevens (Community Resources Manager), Keith Chant (Parks Assets and Projects Manager), John Atkinson (Tree Bristol Education Lead), Charlotte MacDiarmid (Community Resources Team) and Jeremy Livitt (Democratic Services)

7 Welcome, Introductions and Apologies for Absence

The Chair welcomed all parties to the meeting and asked officers to introduce themselves.

Apologies for absence were received from Councillor Lesley Alexander and Councillor Craig Cheney.

8 Declarations of Interest

There were no Declarations of Interest.

Councillor Ellie King declared a conflict of interest- involved in managing board of Friends of Hillfields Library .

9 Minutes of the Previous Meeting held on 14th November 2022

RESOLVED – that the minutes of the above meeting be signed as a correct record and signed by the Chair subject to the correction to Councillor Marley Bennett’s name as the seconder for the nomination of Councillor Heather Mack as Chair.

10 Public Forum

There were no Public Forum items.

11 Area Committee 3 Report 2023/24

Ellie Stevens, Community Resources Manager, introduced this report and, together with Keith Chant and John Atkinson made the following points:



- Members' attention was drawn to the 6 monthly progress updates set out on the website
- The Terms of Reference had been recently adjusted to confirm that this was a formal meeting
- Section E – CIL Funding – Following the receipt of additional CIL funding since papers were prepared, there was now a total of approximately £59,300 for use, with £19,395 available for tree planting, including £18,982.92 available for time-limited use for a specific provision and maintenance scheme of off-site tree planting at Bonnington Walk, Lockleaze to be concluded by 14th October 2026
- It was noted that tree planting locations listed under 16,17 and 18 on Page 34 were incorrectly listed under Lockleaze and should be listed for Eastville
- Officers would check to confirm whether or not one of the proposed trees in Stoke Park (identified on Page 35) could be replaced with a tree in Stanfield Close which had a greater need for additional trees and whether or not there was additional money to replace a fallen tree in Snowdon Road. The Bristol Tree officer confirmed that checks would be required to ensure that all trees were viable for planting. **ACTION: Jon Atkinson**

Proposals considered, by ward:

Eastville

It was noted that there were four proposed schemes for this ward as follows and which needed to be prioritised:

AC323P09 – Rose Green Leisure Centre BWIPCC – Using Cricket to Engage Disengaged Young People in Schools – CIL Amount Requested £10,000 – The Planning Department had indicated that this was not eligible for CIL funding which is for capital projects (not for services or activities, which would be classified as revenue)

AC323P17 – Crofts End Church - Double Yellow Lines – CIL Amount Requested £15,000 – Joint Priority 1 for Eastville

AC323P37 – Friends of Royate Hill Local Nature Reserve – Installation of council waste bin inside entrance at Clay Bottom end of reserve - CIL Amount Requested £1,500 (Bristol City Council cost estimate higher) – Joint Priority 1 for Eastville

AC323P39 – Friends of Eastville Park – Eastville Play Renovation Part 2 – CIL Amount Requested £25,000 (Bristol City Council cost estimate higher) – It was noted that whilst only the sand pit area was requested by the organisation to be replaced, the entire play area would also need to be renovated as it was rotten, meaning costs would be substantially higher than stated (£136,308.00) – Joint Priority 1 for Eastville

Frome Vale

There was one scheme to be prioritised: AC323P59 – Friends of the Park Oldbury Estate/Vassals Park – Benches and Bins - CIL Amount Requested £8400 (Bristol City Council cost estimate higher).

It was noted that estimated costs were not always thoroughly checked by groups requesting funding and therefore it was important for officers to provide a more thorough assessment.



Hillfields

There were three schemes to be prioritised:

AC323P126 – Sarah Rogers – Signs and Trees for Hillfields – CIL Amount Requested £10,000 – Priority 1

AC323P127 – Friends of Hillfields Library – Hillfields Library Improvements - CIL Amount Requested TBC – Priority 5

AC323P148 – Sarah Matthews – Hillfields Bins – CIL Amount Requested £4,000 (Approximately) - Priority 3

The Committee noted that any funding for Bristol Waste to provide bins would need to include a commuted sum for maintenance over the 15 year lifetime of the bins.

Lockleaze

There were five schemes to be prioritised:

AC323P34 – Rosalind Roberts – Bonnington Walk Traffic Calming – CIL Amount Requested £1,000 (Bristol City Council estimate costs are considerably higher) – Priority 3

AC323P35 – Laura De Hondt – Shaldon Road Welcome Sign – CIL Amount Requested £1,000 (Bristol City Council estimate costs are considerably higher) – Priority 4

AC323P36 – Adrian Andrew – Shaldon Road Traffic Calming – CIL Amount Requested – CIL Amount requested for £1,000 (Bristol City Council estimate costs are considerably higher) – Priority 5

AC323P38 – Rosalind Roberts – Bonnington Walk Welcome Sign – CIL Amount Requested – CIL Amount requested for £1,000 (Bristol City Council estimate costs are considerably higher) – Priority 2

AC323P60 – South Lockleaze and Purdown Neighbourhood Group CIC – CIL Amount Requested for £30,000 – Priority 1

Multiple Wards

AC323P19 – Ridgeway Road Positive Action Group – Vehicle Activated Speeding Signs Ridgeway Road – CIL Amount Requested for £12,000 (Bristol City Council estimate costs considerably higher) - Transport quote for £30,000 – Joint Priority 1



AC3233P40 – Great Western Air Ambulance Charity Provision of Public Access Defibrillators – CIL
Amount Requested for £3,600

Area Committee 1 and Area Committee 6 have already considered the proposal for Defibrillators, which is a citywide initiative. Area Committee 1 support the proposal, and are willing to increase their deficit to support the initiative. Area Committee 6 have stated that they will defer to reconsider the proposal next year due to a deficit of funds.

The Committee noted that they were considering which proposals to invite to Stage 2 to develop full project proposals for a formal decision on funding at a future meeting. They discussed all the proposals and made the following comments:

Defibrillators

The Committee noted that Councillor Lorraine Francis had recently fundraised £3,000 for defibrillators in her ward and promoted greater community involvement in this area. She indicated that she supported the placement of more defibrillators throughout the city, but not of using scarce CIL funds to do so. Furthermore, she drew attention to the difficulty in finding locations for them and pointed there were other urgent schemes that needed a high level of prioritisation.

The Committee noted the difficulty for each area to support in their wards given the difficulties in finding locations. In addition, some Area Committees felt there were enough defibrillators in their wards and were happy for them to be introduced elsewhere.

It was further noted that there was an ambition to have a defibrillator within 3 to 5 minutes walk of everywhere in the city and the purpose was to find an appropriate part of the city for each of these.

The Committee were advised that there is a massive backlog with transport schemes due to difficulties in not being able to agree prices with contractors and with shortage of staff.

As there was not enough funding available to fund all the Outline Proposals received by the committee, a discussion took place about which should be invited to Stage 2 to develop full project proposals. It was agreed that each ward would invite forward one Priority 1 proposal. In addition, Eastville and Hillfields would invite forward a second priority proposal given that their first choices were Transport proposals which may be significantly delayed or not come to fruition given the challenges outlined above.

The Committee considered the proposal for funding £3,600 for defibrillators (AC323 P40), as well as the schemes for the following projects (indicated by code below):

AC323 P17
AC323 P37
AC323 P59
AC323 P60
AC323 P126



AC323 P148

In addition, discussions were taking place with key Councillors concerning arrangements for next year's devolved CIL/S106 funding process following the forthcoming change from a mayoral to a committee system. Options being discussed include delaying the start of the process until after the May elections, taking a fallow year, or taking a fallow year for CIL funding while continuing to approve S106 spend. This would enable funding for tree planting to continue.

The Committee moved, seconded and upon being put to the vote, it was

RESOLVED (unanimously except where indicated) –

- (1) that progress be noted on updating the previously approved Area Committee projects and the publication of 6-monthly updates published on Bristol City Council webpage
- (2) that the Committee notes the CIL and Section 106 monies available at 30th September 2023
- (3) that the Committee notes the outline proposals submitted to Area Committee 3 for 2023/24
- (4) that the Committee notes the legal information concerning the Public Sector Equality duty in reaching all its decisions
- (5) that £18,749.88 be allocated to TreeBristol from S106 20/02523 / Land at Bonnington Walk, Lockleaze for various tree planting sites across Area Committee 3 area
- (6) that the following outline proposals be invited to Stage 2 to develop full project proposals:

Eastville

AC323P17 – Crofts End Church - Double Yellow Lines – CIL Amount Requested £15,000 – Priority 1 for Eastville

AC323P37 – Friends of Royate Hill Local Nature Reserve – Installation of council waste bin inside entrance at Clay Bottom end of reserve - CIL Amount Requested £1,500 (Bristol City Council cost estimate higher) – Priority 2 for Eastville

Frome Vale

AC323P59 – Friends of the Park Oldbury Court Estate/Vassals Park – Benches and Bins - CIL Amount Requested £8400 (Bristol City Council cost estimate higher) – Priority 1

- Invited to submit a proposal to the value of £27,223 to reflect quote provided by BCC parks service.



Hillfields

AC323P126 – Sarah Rogers – Signs and Trees for Hillfields – CIL Amount Requested £10,000 – Priority 1

AC323P148 – Sarah Matthews – Hillfields Bins – CIL Amount Requested £4,000 (Approximately) - Priority 3- It was agreed that Ellie Stevens would work with Councillor Ellie King to get an accurate quote for this proposal from Bristol Waste Company ahead of a full proposal being developed, so that the stage 2 full proposal can consider a proportional ask from the Area Committee.

Lockleaze

AC323P60 – South Lockleaze and Purdown Neighbourhood Group CIC – CIL Amount Requested for £30,000 – Priority 1

Multiple Wards

- (7) (voting – 5 for, 1 against) that the following proposal for Multiple Wards be invited to Stage 2 to develop a full project proposal including greater detail on possible locations for defibrillators within the area wards, for consideration at the next Area Committee 3 meeting :

AC3233P40 – Great Western Air Ambulance Charity Provision of Public Access Defibrillators – CIL Amount Requested for £3,600



Meeting ended at 7.20 pm

CHAIR _____





Area Committee 3

19 February 2024

Report of: Ellie Stevens, Community Resources Manager

Title: Area Committee 3 Second Formal Meeting 2023/24

Ward: Area Committee 3 wards: Eastville, Frome Vale, Hillfields, Lockleaze

Member Presenting Report: Councillor Heather Mack

Recommendations

1. That the Area Committee take note that this year, there is no option to pre commit funding or go into deficit of CIL funds. This is due to changes to Area Committee boundaries which are due to take place (Item F)
2. To consider the approval of funding for the Proposals submitted for consideration, including any conditions which the committee may wish to attach and to consider allocation of eligible S106 monies to support relevant proposals in order to conserve CIL funds for future use (Item G)
3. To note the legal information concerning the Public Sector Equality duty in reaching all its decisions (Item I)

Summary

This report sets out the available funds for allocation by Area Committee 3, and lists the proposals to be considered at the meeting of the Committee on 19 February 2024.

The significant issues in the report are:

- Area Committee 3 has £65,372.52 available of general CIL to allocate at 2 February 2024.
- Councillors are asked to consider the approval of funding for 6 Proposals submitted at Stage 2



A. Background

1. Six Area Committees were approved at the Full Council meeting on 20th March 2018 to hold delegated decision-making powers over non-earmarked Section 106 and local Community Infrastructure Levy (CIL) funds.
2. Area Committee 3 consists of the councillors representing the wards of Eastville, Frome Vale, Hillfields and Lockleaze.
3. Each Area Committee will meet formally twice a year to make decisions on the awarding of local CIL and S106. 15% of CIL generated within each Area Committee area is available for spend. Those parts of an Area Committee which have a formally adopted Neighbourhood Development Plan receive 25% of the CIL generated within the defined border of their Plan to support their identified infrastructure priorities.
4. Information about Area Committees, CIL and S106 processes can be found on the BCC website at: <https://www.bristol.gov.uk/people-communities/local-decision-making>

B. Terms of Reference

5. The Area Committee Terms of Reference were approved at Full Council on 20th March 2018 and adopted at the 2018 Area Committee on 3rd October 2018.
6. The Area Committee Terms of Reference were updated in August 2023 with the following clause:
 4. Procedure rules Meeting arrangements
 - 4.1 Area Committee meetings will normally be held twice a year. These meetings will be supported by Democratic Services

C. Progress update on CIL & S106-funded projects approved at previous Area Committee Meetings

7. Progress updates are published every six months on previous schemes approved by the Area Committee. The latest was published in August 2023. The next will be published in February 2024. Updates can be found at: <https://www.bristol.gov.uk/people-communities/area-committee-progress-updates>

D. Allocation of CIL and Section 106 Funds

8. Developing Outline and Full Proposals for funding from CIL and S106 resources:
 - 8.1. All ward councillors undertook community conversations within their wards across the period June – September 2023. From this process they chose a number of Stage 1 Outline Project Proposals to deliver priority pieces of work providing significant community benefit.
 - 8.2. The Area Committee then met formally on 17 October 2023 to consider the funding available and select the projects they wanted to invite to submit Stage 2 Full Proposals. Those proposals are set out in this report for consideration and decision at this meeting.

E. CIL and Section 106 Monies available to Area Committee 3 at 31 December 2023**9. CIL available:**

At the end of 31 December 2023 there was an overall sum of £30,316.94 available to Area Committee 3. However, since the end of 2023, additional funds have been received by Area Committee 3 and at 2 February 2024, there was **£65,372.52 of general CIL available to allocate**. The updated report of CIL monies available was not published at the time of preparing these meeting papers.

See Appendix 1

10. If the Committee approves all the requests for CIL funding at Item G the following CIL funds will remain:

- For General AC3 expenditure: -£24,450.48

11. Section 106 available:

At the end of 31 December 2023 there was a total of £49,983.13 uncommitted Section 106 agreement monies available for AC3, of which £412.79 is designated specifically for tree planting and tree replacement.

12. All S106 agreements are legally bound to be spent according to the Purpose of the Contribution so can only be approved for projects which met these conditions.

See Appendix 2**F. No pre-commitment of future CIL receipts:**

13. This year Area Committees are not able to approve funding for a Stage 2 proposal by pre committing 'still to be received' CIL funds. There is no option to go into a deficit of CIL funding at this meeting by over-committing on the assumption of a future receipt of CIL. This is because Area Committee boundaries will change before the next set of committee meetings and their balances need to be calculated afresh based on new boundaries.

G. Projects invited to submit Stage 2 Full Proposals

Proposal ref no.	Name of Project Proposal	Delivery group	Outline £ offered	Full Proposal £ requested	CIL requested	S106 requested and the codes	Conditions
AC323P126	Signs and Trees for Hillfields	BCC Transport	£10,000	£10,000	£10,000		None
AC323P17	Double Yellow Lines	BCC Transport	£15,000	£15,000	£15,000		None
AC323P40	Provision of Public Access Defibrillators	Community organisation - Great Western Air Ambulance Charity	£3,600	£3,600	£3,600		None

Proposal ref no.	Name of Project Proposal	Delivery group	Outline £ offered	Full Proposal £ requested	CIL requested	S106 requested and the codes	Conditions
AC323P59	Oldbury Court Estate - Bins and seats	BCC Parks	£8,400	£27,223	£27,223		None
AC323P60	Accessible Toilet and Fire Door at The Old Library	Community organisation	£30,000	£30,000	£30,000		None
AC323P148	Hillfields bins	Bristol Waste	£4,000	£4,500	£4,500		None
TOTAL CIL					£90,323		

See Appendix 3 for Full Project Proposal forms

14. The Committee is asked to note that the following proposal was invited to Stage 2 but withdrew before submitting a full proposal form because they already had a dog waste bin installed:

Proposal ref no.	Name of Project Proposal	Delivery group	Outline £ offered	Full Proposal £ requested	CIL requested	S106 requested and the codes	Conditions
AC323P37	Installation of council waste bin inside entrance at Clay Bottom end of reserve	BCC Parks	£9,143	£9,143	£9,143		None

15. Recommendation: That the Area Committee considers the project proposals submitted and whether to approve full or partial funding to deliver this project or not; any conditions which it might want to place on the projects.

H. Projects considered at Stage 1 first formal meeting and not invited to submit Stage 2 proposal:

Proposal ref no.	Ward	Name of Proposal	Decision rationale
AC323P127	Hillfields	Hillfields Library Improvements	Only limited CIL funds available, and this proposal was not priority 1.
AC323P19	Eastville & Hillfields	Vehicle Activated Speeding signs for Ridgeway Road	Only limited CIL funds available, and this proposal was not priority 1.
AC323P34	Lockleaze	Bonnington Walk traffic calming	Only limited CIL funds available, and this proposal was not priority 1.

Proposal ref no.	Ward	Name of Proposal	Decision rationale
AC323P35	Lockleaze	Shaldon Road Welcome Sign	Only limited CIL funds available, and this proposal was not priority 1.
AC323P36	Lockleaze	Shaldon Road traffic-calming	Only limited CIL funds available, and this proposal was not priority 1.
AC323P38	Lockleaze	Bonnington Walk Welcome Sign	Only limited CIL funds available, and this proposal was not priority 1.
AC323P39	Eastville	Eastville Play renovation part 2	Only limited CIL funds available, and this proposal was not priority 1.

I. Equalities/Public Sector Equality Duty: Legal Information

16. When councillors decide how CIL and Section 106 is spent they should have due regard to the Public Sector Equality Duty that applies to all public bodies. This duty is contained in the Equality Act 2010 and came in to force on 6 April 2011. It replaces previous equality duties under the Sex Discrimination, Race Relations and Disability Discrimination Acts.

17. The duty means that councillors are required to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under the Act
- Promote equality of opportunity between different groups
- Foster good relations between people from different groups

18. The duty covers the following protected characteristics:

- Disability
- Sexual orientation
- Age
- Gender reassignment
- Religion and belief
- Sex
- Race
- Pregnancy and maternity
- It also applies to marriage and civil partnership, but only in respect of the requirement to eliminate discrimination and harassment.

Area Committee 3 (Comprising the following wards: Eastville, Frome Vale, Hillfields, Lockleaze)

CIL monies held - 31 December 2023

Monies to be spent on measures to support the development of the Area Committee's area, by funding:

a) the provision, improvement, replacement, operation or maintenance of infrastructure; or

b) anything else that is concerned with addressing the demands that development places on an area

Date Received	Application	Scheme	Commitments	Income
08/07/19	17/05939	Lidl, former Bus Depot, Muller Road, Horfield (3)		£13,990.76
09/08/19	14/05730	82 Holly Lodge Road, Speedwell		£1,607.34
21/08/19	17/04242	22 Kiln Close, Soundwell		£687.59
22/08/19	17/03462	Land north of Brook Road, Speedwell (4)		£18,315.20
05/09/19	18/06731	20 Crofts End Road, Speedwell		£595.05
02/10/19	16/05376	Blackberry Hill Hospital, Fishponds (4)		£83,393.76
26/11/19	17/00078	16 Hottom Gardens, Horfield		£1,935.60
02/12/19	14/04519	541 to 551 Fishponds Road, Fishponds		£12,440.73
11/12/19	19/02986	The Vicarage, Stoke View Road, Fishponds		£1,803.52
09/01/20	17/05939	Lidl, former Bus Depot, Muller Road, Horfield (4)		£16,060.47
20/01/20	18/04138	15 Crowther Road, Lockleaze		£179.30
23/01/20	18/02809	Former Garage Site, Alfoxton Road, Lockleaze		£80.89
03/02/20	19/02829	249 Charlton Road, Hillfields		£3,870.70
07/02/20	18/03239	1 Dormer Road, Eastville		£2,062.77
10/02/20	16/06890	13 to 19 Vassall Court, Fishponds (1)		£2,906.24
14/02/20	16/04704	85 Ingleside Road, Kingswood		£1,284.38
14/07/20	19/06233	190A Overndale Road, Oldbury Court		£1,448.65
03/08/20	19/03672	168 Landseer Road, Lockleaze		£1,048.63
18/08/20	19/02394	17 Melton Crescent, Horfield		£2,399.41
20/08/20	17/04013	15 Dominion Road, Fishponds		£547.63
08/09/20	20/02503	Fmr Golden Bottle PH, Constable Road, Lockleaze		£123.01
17/09/20	16/06890	13 to 19 Vassall Court, Fishponds (2)		£2,906.24
22/09/20	20/01288	93 Rousham Road, Eastville		£917.01
14/12/20	16/02129	13 Park Avenue, Eastville		£4,399.96
11/01/21	18/00510	36 Park Place, Eastville		£980.83
01/02/21	17/06631	17 Bridge Walk, Lockleaze		£4,449.11
05/03/21	18/04579	225 Forest Road, Hillfields		£464.06
13/04/21	16/06890	13 to 19 Vassall Court, Fishponds (3)		£4,359.36
10/05/21	17/02040	308 to 312 Lodge Causeway, Hillfields		£2,082.99
03/06/21	20/04017	884 Fishponds Road, Fishponds		£2,586.70
03/06/21	17/06657	156 Park Road, Stapleton		£117.05
07/06/21	18/03849	2 Marlborough Street, Eastville		£715.09
06/07/21	20/02523	Land at Bonnington Walk, Lockleaze (1)		£18,423.92
09/07/21	14/04139	4 Forest Avenue, Hillfields		£476.25
11/10/21	20/04750	101 Downend Road, Fishponds (1)		£1,189.88
14/10/21	20/02523	Land at Bonnington Walk, Lockleaze (2)		£18,423.92
26/11/21	19/04918	Constable Road / Crome Road, Lockleaze (1)		£7,763.49
16/12/21	19/04291	United Reformed Ch, Whitefield Rd, Speedwell (1 & 2)		£3,480.47
02/02/22	19/04291	United Reformed Ch, Whitefield Rd, Speedwell (3)		£2,610.35
04/03/22	19/04918	Constable Road / Crome Road, Lockleaze (2)		£7,763.49
18/03/22	20/04750	101 Downend Road, Fishponds (2)		£1,189.88
30/03/22	20/02523	Land at Bonnington Walk, Lockleaze (3)		£27,635.88
22/04/22	18/04008	18 Grove Road, Fishponds		£1,170.70
05/05/22	17/00807	35 Comyn Walk, Fishponds		£840.33
10/06/22	21/04805	129 to 131 Speedwell Road, Speedwell		£2,631.29
29/06/22	17/03059	Strachan & Henshaw Building, Foundry Ln, Speedwell (1&2)		£28,139.06
30/06/22	20/05309	33 Charminster Road, Fishponds		£1,048.06
12/07/22	17/03059	Strachan & Henshaw Building, Foundry Ln, Speedwell (3)		£21,104.30
27/07/22	19/03726	Beechwood House, Bell Hill, Stapleton Village		£1,420.25
03/08/22	20/04750	101 Downend Road, Fishponds (3)		£1,784.81
14/09/22	20/01096	16 Berkeley Road, Speedwell		£688.20
29/09/22	20/02523	Land at Bonnington Walk, Lockleaze (4)		£27,635.88
17/10/22	18/05711	19 Lambrook Road, Fishponds		£1,856.25
01/11/22	19/04918	Constable Road / Crome Road, Lockleaze (3)		£11,645.23

04/11/22	19/04291	United Reformed Ch, Whitefield Rd, Speedwell (4)	£2,610.35
08/11/22	17/06490	63 Station Avenue, Fishponds	£1,011.16
09/11/22	20/04750	101 Downend Road, Fishponds (4)	£1,784.81
05/01/23	20/05477	Romney House, Romney Avenue, Lockleaze (1)	£22,759.04
02/02/23	21/06751	234 Frenchay Park Road, Frenchay	£644.73
01/03/23	19/04918	Constable Road / Crome Road, Lockleaze (4)	£11,645.23
01/03/23	19/05464	66 Radley Road, Fishponds	£617.30
02/05/23	20/05477	Romney House, Romney Avenue, Lockleaze (2)	£22,759.04
04/05/23	21/00770	170 Glenfrome Road, Eastville	£1,754.98
19/06/23	20/00957	134 to 136 Fishponds Road, Eastville	£1,631.16
20/06/23	20/00245	249 Muller Road, Lockleaze	£2,153.76
12/07/23	14/05379	18 Whitefield Avenue, Speedwell	£833.44
03/08/23	19/04050	2 Dodisham Walk, Fishponds	£1,352.64
14/09/23	21/06468	110 Oldbury Court Road, Fishponds	£767.01
02/10/23	17/03059	Strachan & Henshaw Building, Foundry Ln, Speedwell (4)	£21,104.30
13/10/23	17/07058	98 Whitefield Road, Speedwell	£935.32
22/11/23	21/02963	1 Cherrytree Crescent, Hillfields	£1,098.05
14/12/23	14/01698	658 Fishponds Road, Fishponds	£2,809.08
		Gordon Avenue Traffic Calming (14 Nov 22)	£50,000.00
		Oldbury Court Estate Footpath Improvements (14 Nov 22)	£30,000.00
		Argyle Road Playground Improvements (14 Nov 22)	£50,000.00
		Purdown Footpath Improvements (14 Nov 22)	£18,000.00
		Honeysuckle Lane Parking Review (15 Nov 21)	£12,000.00
		Lower Purdown – New Play Area (15 Nov 21)	£86,300.00
		Royate Hill Local Nature Reserve (15 Nov 21)	£9,389.20
		Rousham Road Traffic Calming (14 Oct 19)	£51,947.18
		New Scout Hut for 252nd Scouts (14 Oct 19)	£140,000.00
		Total Held	£477,953.32
		Commitments Identified	£447,636.38
		Total Available to Allocate	£30,316.94

Area Committee 3 Devolved Section 106 monies held as at 31 December 2023

Permission / Site / S106 Code	Contact Officer	Contribution Value	Time Limit	Purpose of Contribution	Allocations
17/01466 / Aldi, Petherbridge Way, Lockleaze	Adam Crowther (Sustainable Transport Manager)	£49,570.34	No Limit	The provision of Public Transport improvements in the vicinity of the Petherbridge Way Aldi	None
04/00721 / Former Hewlett Packard Site, Romney Avenue, Lockleaze	Keith Chant (Parks Assets and Projects Manager)	£12,787.30	7 May 19	The provision and maintenance of off-site play areas and recreational public open space within Lockleaze Ward	£11,587.26 of this funding allocated to Gainsborough Square on 15 October 2018. £1,200.04 of this funding allocated to Lower Purdown Play Area on 15 Nov 2021.
09/04840 / 31 Copley Gardens, Lockleaze	Keith Chant (Parks Assets and Projects Manager)	£3,703.74	No Limit	The provision of improvements to Parks and Open Spaces within one mile of Copley Gardens	Funding allocated to Gainsborough Square on 15 October 2018
04/01885 / Eastgate Market Site, Eastgate Road, Eastville	Mark Spurduty (Area Highways Manager)	£8,052.82	21 Dec 22	Enhancements to public transport, pedestrian routes and the public realm, including Zebra Crossings, bus boarders, splitter islands, tactile paving and kerbs and cycle path improvements all within the vicinity of the site	Funding allocated on 14 Oct 19 to Rousham Road Traffic Calming
20/02523 / Land at Bonnington Walk, Lockleaze	Richard Ennion (Horticultural Services Manager)	£18,982.92	14 Oct 26	The provision and maintenance of off-site tree planting	£18,749.88 allocated to tree planting on 17 October 2023
19/00820 / 884 Fishponds Road, Fishponds	Richard Ennion (Horticultural Services Manager)	£412.79	No Limit	The provision and maintenance of Tree Planting either on street or in public open space as the Council shall determine within a one-mile radius of 884 Fishponds Road	None

CIL & S106 2023, Full Proposal Part Two: Full Project Proposal Form

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FOR OFFICE USE ONLY	ID No:	Eligible: Y / N / Not complete	
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**Before completing please complete Part One: Eligibility Form Section 1:
Summary of the Proposal**

1a. Name of Project:

AC323P126 - Signs and Trees for Hillfields

1b. Where do you plan to deliver your proposal: Area Committee (tick box)

AC1	Avonmouth & Lawrence Weston; Clifton, Clifton Down; Hotwells & Harbourside, Stoke Bishop; Westbury-on-Trym & Henleaze	
AC2	Bishopston & Ashley Down; Cotham; Horfield; Henbury & Brentry; Redland; Southmead	
AC3	Eastville; Frome Vale; Hillfields; Lockleaze	✓
AC4	Ashley; Central; Easton; Lawrence Hill; St George Central; St George Troopers Hill; St George West	
AC5	Bedminster; Brislington East; Brislington West; Knowle; Southville; Windmill Hill	
AC6	Bishopsworth; Filwood; Hartcliffe & Withywood; Hengrove & Whitchurch; Stockwood	

1c. Ward and site(s): Hillfields

1d. Summarise the project you want to deliver: **(50 words maximum)**

Installation of pedestrian directional signs to community facilities within the Hillfields ward.

1e: Fund Sources	How much are you seeking?	
CIL	£	10,000
S106	£	
Total:	£	

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

Bristol City Council – City Transport / Road Safety and Local Engineering

Section 2b. Your Organisation:

Briefly describe your organisation's core purpose and activities
(less than 100 words)

Local Highway Authority

Section 2c. Your Project:

The outcome of the project is to introduce pedestrian signage to key community assets in Hillfields which will hopefully improve their use by local organisations and groups.

The specific venues and routes will need to be discussed with the local community but it is assumed that approximately 4 signs per location to cover key routes making approximately 20 signs in total.

It may be that once locations have been identified some standard road signs would be considered appropriate as well or instead of pedestrian signing.

The Stage 1 application included the planting of street trees. There are a number of locations within the Hillfields area identified for tree sponsorship so any remaining budget after the signage is complete will be discussed with the Parks Service to see what can be achieved. A new tree costs £1,041 through this adoption scheme.

2d(i): CIL-funded projects

See Guidance (Section 3: CIL Criteria): this is the place to set out how your project meets the **technical criteria** for use of CIL funding (2di & 2dii). Then describe how your project will address the issues you've identified and/or what improvements it will deliver.

**How does your project support development by delivering:
(500 words maximum)**

i. the provision, improvement, replacement, operation or maintenance of infrastructure:

The provision of pedestrian signage to key community assets in Hillfields will hopefully improve their use by local organisations and groups.

And/Or:

ii. address the demands that development places on the Area Committee area:

- Describe the demands placed by development that this project is addressing:
- What evidence of these demands is there? (Include any data evidence; local plans, surveys, Neighbourhood Development Plans)

iii. How will this project address the demands you've identified? What are the chief benefits that the project is designed to deliver?

The provision of pedestrian signage to key community assets in Hillfields will hopefully improve their use by local organisations and groups.

2d(ii): S106-funded projects

Insert the S106 reference code(s); amount; purpose and expiry date: (this will be used to check that your project meets the terms of the S106 Legal Agreement)

Permission / Site / S106 Code	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution

How does your project meet the purpose of the S106 fund(s) and how does it address local needs and priorities?

Section 2e. Describing Success:

How can you demonstrate that your proposed project will address the demands and needs you've identified? How will you measure and demonstrate positive changes to the Area Committee and to local communities?

Propose **at least one** and **up to three** outcomes and associated measurable indicators (up to 3 per Outcome) to describe the improvements your project will make

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Write no more than 25 words for each Outcome. Please use SMART Indicators and concrete proposals to evidence achievement. This will be followed up in Project Monitoring			
Outcome	Description	Indicator or Measure	Proposed evidence
Outcome 1	Increased usage of community facilities	Increased numbers attending.	Councillor/venue feedback
Outcome 2			
Outcome 3			

Section 3. Equalities, Inclusion and Public Sector Equality Duty

Both devolved Section 106 and CIL monies are the responsibility of Bristol City Council. Their use is covered by Bristol City Council's **Equality and Inclusion Policy and Strategy 2018–2023** and the **2010 Equality Act Public Sector Equality Duty** (see [Equalities policy - bristol.gov.uk](http://bristol.gov.uk/equalities-policy)).

All project proposals completing this proposal MUST attach a completed **Public Sector Equality Duty and Equalities Impact Assessment** to demonstrate how your project supports relevant elements of these policies.

Please tell us how your project has been designed to deliver positive impacts and mitigate any negative impacts on people with protected characteristics as set out in the 2010 Public Sector Equality Duty and identified Equalities communities within those protected characteristic categories.

See **Appendix 1** for the table template and see the Guidance for information about how to complete it.

Your Full Proposal will not be considered for funding without a completed Public Sector Equality Duty and Equalities Impact Assessment.

Section 3a. Public Sector Equality Duty and Equalities Impact Assessment	Tick to confirm
completed and attached	✓

Section 3b. **Equalities-led organisations:**

Tell us if at least half your organisation's board (trustees or directors) are:

	Y/N
Black, Asian and minority ethnic people	

LGBT people	
Disabled people	

Section 3c. **Disabled Access to Capital Projects:**

Please explain below how you will ensure that high quality access for Disabled people will be delivered by your project? Please note: your project will not be funded unless you can demonstrate how it will be fully accessible.

200 words maximum

The details of the scheme have not yet been determined however all traffic schemes are subject to a thorough design process that considers the needs for all, with continual review of an Equalities Impact Assessment as the scheme design develops.

Section 3d. **Involving the community**

How have you already, and how will you, involve the wider community with your project, including Equalities communities and groups with Protected Characteristics under the 2010 Equality Act?

100 words maximum

The scheme will be subjected to local consultation on both the overall design and the specific details of any traffic orders required.

Section 4. Project Delivery Details

Section 4a. Land/Resource ownership. Please demonstrate your Project has permission to be delivered from any third-party owner of the land or resources it will impact on:

Land/Resource ownership			
Who owns the land or resources your project will impact on?	BCC		
Have you got their permission to deliver this project?	Yes	<input checked="" type="checkbox"/>	No
If "yes" please provide contact details	Name: Mark Sperduty Tel: 0117 9036448 Email: mark.sperduty@bristol.gov.uk		
If "no" please state when you will know .			
	Written confirmation of permission – please attach		

Section 4b. Delivery Track record: what resources, skills, experience, knowledge, quality assurance processes and networks will your organisation use to successfully deliver the project? How will you deliver this project?

200 words maximum

BCC are the local highway authority with the appropriate legal powers to undertake this work as well as the appropriate skills, knowledge and processes to deliver the scheme.

Section 4c. Delivery timetable and key events/activities:

Please complete the table below to set out the key actions and events which you will deliver to complete your project and the anticipated time scales.

Month/Period/ Year:	2023/24	2024/25							
Key Milestones:	Funding allocated	Consultation & build							

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Section 4d. Project Delivery Budget

Capital costs	Funding sources
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Please use guidance to complete

Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Scheme delivery		10,000							10,000
A. Total Project Capital Totals		10,000							10,000
Revenue Costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested*	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
B. Total Revenue Costs									
Combined Capital and Revenue Costs (A + B)		10,000							10,000

* Bristol City Council has already retained 33% of all relevant S106 contributions to support revenue costs

Section 4e. How would you manage delivery of your project if the Area Committee offers you less funding than you are requesting?

% reduction	Management of project
10%	The project would need to be scaled back so less locations could be signed.
30%	The project would need to be scaled back so less locations could be signed.
50%	The project would need to be scaled back so significantly less locations could be signed.

Section 4f. How have you arrived at your project costs?

Have you:

	Describe your approach
Obtained a range of quotes?	No – this is an estimate based on previous schemes that have been delivered, with the construction costs estimated using the current contractors rates.
How did you choose your final quote?	
How have you calculated your revenue/ maintenance costings?	
Please provide evidence of the quotes you've obtained	

Section 4g. CIL/S106 Payment release schedule

If your Full Proposal is approved, how would you like to have your funding released? BCC departments will arrange this with the Planning Obligations Officer.

Please use guidance to complete

Voluntary and Community Organisations: please complete the table below, fitting your payment requests with your project timetable.

	Funding request 1 (Month & year)	Funding request 2 (Month & year)	Funding request 3 (Month & year)
Amount requested:			
Total CIL/S106 funding:			

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Please return the completed form by email to: communities@bristol.gov.uk

By the deadline communicated to you by email.

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CIL & S106 2023, Full Proposal Part Two: Full Project Proposal Form

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FOR OFFICE USE ONLY	ID No:	Eligible: Y / N / Not complete	
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**Before completing please complete Part One: Eligibility Form Section 1:
Summary of the Proposal**

1a. Name of Project:

AC323P17 Crofts End Road parking restrictions

1b. Where do you plan to deliver your proposal: Area Committee (tick box)

AC1	Avonmouth & Lawrence Weston; Clifton, Clifton Down; Hotwells & Harbourside, Stoke Bishop; Westbury-on-Trym & Henleaze	
AC2	Bishopston & Ashley Down; Cotham; Horfield; Henbury & Brentry; Redland; Southmead	
AC3	Eastville; Frome Vale; Hillfields; Lockleaze	✓
AC4	Ashley; Central; Easton; Lawrence Hill; St George Central; St George Troopers Hill; St George West	
AC5	Bedminster; Brislington East; Brislington West; Knowle; Southville; Windmill Hill	
AC6	Bishopsworth; Filwood; Hartcliffe & Withywood; Hengrove & Whitchurch; Stockwood	

1c. Ward and site(s): Eastville: Crofts End Road

1d. Summarise the project you want to deliver: (50 words maximum)

Introduce parking restrictions to improve safety accessing Crofts End Road, which is currently denied by vehicles parking close to accesses and on the footway.

1e: Fund Sources	How much are you seeking?	
CIL	£	15,000
S106	£	
Total:		

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

Bristol City Council – City Transport / Road Safety and Local Engineering

Section 2b. Your Organisation:

Briefly describe your organisation's core purpose and activities
(less than 100 words)

Local Highway Authority

Section 2c. Your Project:

Safety concerns have been raised due to vehicles that park close to the access for Crofts End Church reducing visibility and making the access less safe for drivers. Further issues have been recorded at other locations on Crofts End Road which can be addressed through the introduction of parking restrictions. The full details of the scheme have not yet been determined however it will be a localised scheme focusing on this specific road to keep within the budget.

Other options may be considered as a result of further local consultation but the extents will be limited by the budget allocated.

2d(i): CIL-funded projects

See Guidance (Section 3: CIL Criteria): this is the place to set out how your project meets the **technical criteria** for use of CIL funding (2di & 2dii). Then describe how your project will address the issues you've identified and/or what improvements it will deliver.

**How does your project support development by delivering:
(500 words maximum)**

i. the provision, improvement, replacement, operation or maintenance of infrastructure:

Development can increase traffic volumes in existing streets as drivers seek new routes to reach their destinations and lead to high demand for parking. The provision of parking restrictions will maintain safe access to properties and will improve the safety of all users of the roads.

And/Or:

ii. address the demands that development places on the Area Committee area:

- Describe the demands placed by development that this project is addressing:
- What evidence of these demands is there? (Include any data evidence; local plans, surveys, Neighbourhood Development Plans)

iii. How will this project address the demands you've identified? What are the chief benefits that the project is designed to deliver?

The provision of parking restrictions will maintain safe access to properties and will improve the safety of all users of the roads.

2d(ii): S106-funded projects

Insert the S106 reference code(s); amount; purpose and expiry date: (this will be used to check that your project meets the terms of the S106 Legal Agreement)

Permission / Site / S106 Code	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution

How does your project meet the purpose of the S106 fund(s) and how does it address local needs and priorities?

Section 2e. Describing Success:

How can you demonstrate that your proposed project will address the demands and needs you've identified? How will you measure and demonstrate positive changes to the Area Committee and to local communities?

Propose **at least one** and **up to three** outcomes and associated measurable indicators (up to 3 per Outcome) to describe the improvements your project will make

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Write no more than 25 words for each Outcome. Please use SMART Indicators and concrete proposals to evidence achievement. This will be followed up in Project Monitoring			
Outcome	Description	Indicator or Measure	Proposed evidence
Outcome 1	Improved Road Safety	Less complaints about parking and road safety	Councillor feedback
Outcome 2			
Outcome 3			

Section 3. Equalities, Inclusion and Public Sector Equality Duty

Both devolved Section 106 and CIL monies are the responsibility of Bristol City Council. Their use is covered by Bristol City Council's **Equality and Inclusion Policy and Strategy 2018–2023** and the **2010 Equality Act Public Sector Equality Duty** (see [Equalities policy - bristol.gov.uk](http://bristol.gov.uk/equalities-policy)).

All project proposals completing this proposal MUST attach a completed **Public Sector Equality Duty and Equalities Impact Assessment** to demonstrate how your project supports relevant elements of these policies.

Please tell us how your project has been designed to deliver positive impacts and mitigate any negative impacts on people with protected characteristics as set out in the 2010 Public Sector Equality Duty and identified Equalities communities within those protected characteristic categories.

See **Appendix 1** for the table template and see the Guidance for information about how to complete it.

Your Full Proposal will not be considered for funding without a completed Public Sector Equality Duty and Equalities Impact Assessment.

Section 3a. Public Sector Equality Duty and Equalities Impact Assessment	Tick to confirm
completed and attached	✓

Section 3b. **Equalities-led organisations:**

Tell us if at least half your organisation's board (trustees or directors) are:

	Y/N
Black, Asian and minority ethnic people	

LGBT people	
Disabled people	

Section 3c. Disabled Access to Capital Projects:

Please explain below how you will ensure that high quality access for Disabled people will be delivered by your project? Please note: your project will not be funded unless you can demonstrate how it will be fully accessible.

200 words maximum

The details of the scheme have not yet been determined however all traffic schemes are subject to a thorough design process that considers the needs for all, with continual review of an Equalities Impact Assessment as the scheme design develops.

Section 3d. Involving the community

How have you already, and how will you, involve the wider community with your project, including Equalities communities and groups with Protected Characteristics under the 2010 Equality Act?

100 words maximum

The scheme will be subjected to local consultation on both the overall design and the specific details of any traffic orders required.

Section 4. Project Delivery Details

Section 4a. Land/Resource ownership. Please demonstrate your Project has permission to be delivered from any third-party owner of the land or resources it will impact on:

Land/Resource ownership			
Who owns the land or resources your project will impact on?	BCC		
Have you got their permission to deliver this project?	Yes	<input checked="" type="checkbox"/>	No
If "yes" please provide contact details	Name: Mark Sperduty Tel: 0117 9036448 Email: mark.sperduty@bristol.gov.uk		
If "no" please state when you will know .			
	Written confirmation of permission – please attach		

Section 4b. Delivery Track record: what resources, skills, experience, knowledge, quality assurance processes and networks will your organisation use to successfully deliver the project? How will you deliver this project?

200 words maximum

BCC are the local highway authority with the appropriate legal powers to undertake this work as well as the appropriate skills, knowledge and processes to deliver the scheme.

Section 4c. Delivery timetable and key events/activities:

Please complete the table below to set out the key actions and events which you will deliver to complete your project and the anticipated time scales.

Month/Period/ Year:	2023/24	2024/25	2025/26						
Key Milestones:	Funding allocated	Consultation / Traffic Regulation Order	Build						

Section 4d. Project Delivery Budget

Capital costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Scheme delivery		15,000							15,000
A. Total Project Capital Totals		15,000							15,000
Revenue Costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested*	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
B. Total Revenue Costs									
Combined Capital and Revenue Costs (A + B)		15,000							15,000

* Bristol City Council has already retained 33% of all relevant S106 contributions to support revenue costs

Section 4e. How would you manage delivery of your project if the Area Committee offers you less funding than you are requesting?

% reduction	Management of project
10%	The project would not be deliverable and would not proceed
30%	The project would not be deliverable and would not proceed
50%	The project would not be deliverable and would not proceed

Section 4f. How have you arrived at your project costs?

Have you:

	Describe your approach
Obtained a range of quotes?	No – this is an estimate based on previous schemes that have been delivered, with the construction costs estimated using the current contractors rates.
How did you choose your final quote?	
How have you calculated your revenue/ maintenance costings?	
Please provide evidence of the quotes you've obtained	

Section 4g. CIL/S106 Payment release schedule

Please use guidance to complete

If your Full Proposal is approved, how would you like to have your funding released? BCC departments will arrange this with the Planning Obligations Officer.

Voluntary and Community Organisations: please complete the table below, fitting your payment requests with your project timetable.

	Funding request 1 (Month & year)	Funding request 2 (Month & year)	Funding request 3 (Month & year)
Amount requested:			
Total CIL/S106 funding:			

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By the deadline communicated to you by email.

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Please use guidance to complete



CIL & S106 2023, Full Proposal Part Two: Full Project Proposal Form

V1.00

Please use guidance to complete



FOR OFFICE USE ONLY	ID No:	Eligible: Y / N / Not complete	
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**Before completing please complete Part One: Eligibility Form Section 1:
Summary of the Proposal**

1a. Name of Project:

Provision of Public Access Defibrillators

1b. Where do you plan to deliver your proposal: Area Committee (tick box)

AC1	Avonmouth & Lawrence Weston; Clifton, Clifton Down; Hotwells & Harbourside, Stoke Bishop; Westbury-on-Trym & Henleaze	
AC2	Bishopston & Ashley Down; Cotham; Horfield; Henbury & Brentry; Redland; Southmead	
AC3	Eastville; Frome Vale; Hillfields; Lockleaze	X
AC4	Ashley; Central; Easton; Lawrence Hill; St George Central; St George Troopers Hill; St George West	
AC5	Bedminster; Brislington East; Brislington West; Knowle; Southville; Windmill Hill	
AC6	Bishopsworth; Filwood; Hartcliffe & Withywood; Hengrove & Whitchurch; Stockwood	

1c. Ward and site(s): All – Area Committee 3 (see details below)

1d. Summarise the project you want to deliver: **(50 words maximum)**

What is the project and what is it delivering? (50 words)

To provide two defibrillators to contribute to a city-wide pool of public-access defibrillators to be installed in every ward, working with local Councillors to identify suitable sites. The funding would deliver defibs/cabinets, installation, registration with the national database to ensure visibility to 999 service, and local training and support.

Please use guidance to complete

1e: Fund Sources	How much are you seeking?	
CIL	£	3,600
S106	£	-
Total:	£	3,600

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

Great Western Air Ambulance Charity

Section 2b. Your Organisation:

Briefly describe your organisation's core purpose and activities
(less than 100 words)

Great Western Air Ambulance Charity is a registered charity providing the critical care and air ambulance service across Bristol, Bath & North-East Somerset, North Somerset, Gloucestershire, South Gloucestershire and parts of Wiltshire. We provide emergency care to people who are in a state so critical that they require the specialist skills of our team at the scene of the accident or medical incident. Though we are part of the regional 999 response service and work closely with NHS hospitals, we are a charity entirely funded by local people and organisations.

Section 2c. Your Project:

Background

On 13th December 2022, our Great Western Heartstarters volunteers and crew taught 15 councillors how to do CPR and use a defibrillator at Bristol City Council. This was arranged by Councillor Steve Smith. Our Critical Care Doctor Tim Godfrey, Louise Polledri, mum of former cardiac-arrest patient Sam Polledri, and Heartstarters volunteer Simon Brooks were instrumental in getting a motion passed later that day, where 58 Councillors unanimously backed the motion for the council to commit to improving access to defibrillators in Bristol and surrounding areas, and to educate more people on how to use them and do CPR.

Building on from the 100% Councillor approved motion, this project aims to help bring this to fruition by working with Bristol Councillors to site one defibrillator in each of their wards. In addition to this work, Ellen Hitchens, Workplace Support Manager, and her Director Pete Anderson, have been instrumental in siting a public access defibrillator outside City Hall, a second is about to go in at 100 Temple Street, and they are looking at how all council offices in Bristol can fund and install a public access defibrillator.

This work with the councillors will make a huge impact and reach into communities without a defibrillator – with the total goal of having 70 new public access defibrillators in place for people in their wards. Not only for local people to have the best chance on their worst day – but it will

also get us closer to being England's first defib friendly city and send a powerful message to Bristol people that the council supports this initiative and is leading the way, which will inspire more community action, to fundraise for and place even more defibrillators.

Why defibrillators are so essential

Forming part of the chain of survival, CPR and defibrillation before an ambulance arrives can increase the chances of surviving a cardiac arrest from **less than one in ten to more than seven in ten.**

If someone gives effective CPR, these chest compressions help keep blood flowing throughout the body and keep the patient alive. But a defibrillator can restore the heart's rhythm and enable the patient to start breathing for themselves again.

So, to reduce avoidable and needless deaths our goal is that anyone who suffers a cardiac arrest will receive immediate CPR and then defibrillation within five minutes. Each 1-minute delay where no-one does anything to help, decreases survival chances by another 10 percent, so CPR needs to be delivered immediately, and defibrillators need to be close by, publicly available and used.

And this is where communities can make a real difference. GWAAC's incredible crew are the first to say that bystanders stepping in during those precious early minutes, are crucial in the chain of survival.

In Great Britain, we have an 8% out-of-hospital cardiac arrest survival rate. In Norway, it's 25% and in Holland, it's 20%. To capture the need and potential harm locally, GWAAC attended 2,000 incidents in 2021; a quarter of those were cardiac arrests and 161 were in the city of Bristol.

With more of these incredible community assets, together, we can save more lives.

How the project will roll out

Once funding is secured, we will work with Councillors to **agree suitable sites** on their wards.

Councillors are well placed to know local sites/hosts, and this will be supported by our work to identify hot spots – mapping that identifies spots that are built-up, have high levels of deprivation, lack defib provision, and see a higher proportion of cardiac arrests. These will be our focus areas and ensure that we are placing the defibrillators in the right spots, giving best value for money.

Guardians of the defibrillators will be identified as part of this, who may be the Councillors themselves, a rep from the building/site it is placed on, or someone from the community. This is a vital part of how we work. Defibs need to be looked after – they need regular checks, and they need someone to take responsibility for ordering new pads when needed. We work with the hosts to ensure there are guardians for these devices, that they are trained on keeping them rescue ready, communicating with them when needed to ensure the checks are conducted, and supporting them to fundraise for pad costs when the defib has been used. We want to ensure defibs remain rescue ready for as much of the time as is reasonably possible and to empower a community around it in how to save someone's life if it's ever needed.

We manage the ordering process, working with our chosen supplier to deliver the defib, cabinet and clear instructions for installation and beyond.

We have included the installation costs and work with trusted, value for money, qualified electricians, some of whom will work for cost/pro-bono. They will install the cabinet.

We will work with the host and guardian to **make the defib rescue ready**, with a few tasks, and then **register it on The Circuit** – the national defibrillator network. This will make it visible to 999 operators who will direct callers reporting a cardiac arrest. It will also appear on www.defibfinder.uk which is a publicly available site where anyone can look up their nearest 10 defibrillators.

Another benefit of us recording the defibs on The Circuit, is that we can continue to **monitor their status** as rescue ready. Our model of working with hosts and guardians promotes a sense of ownership and pride, and by keeping track of the records on The Circuit, we can spot if reminders are needed and ensures our joint branded defibs are well maintained.

Our Great Western Heartstarters volunteers will deliver CPR (cardiopulmonary resuscitation) and defibrillation **in-person training** within the community. This will boost community confidence to step in before an ambulance arrives and this is an essential component in improving outcomes for patient's suffering a cardiac arrest.

We'll make sure that these defibrillators are **well publicised** with press releases, social media shout outs and included on our website blog.

Councillors will be doing something incredible in partnership with GWAAC and so rightly we will reflect this in the shared branding on the cabinets themselves and plaques that will appear next to the cabinets providing context to who has made this community asset happen. This is a real opportunity for Councillors to **leave a lasting legacy** in their wards, by saving lives.

2d(i): CIL-funded projects

See Guidance (Section 3: CIL Criteria): this is the place to set out how your project meets the **technical criteria** for use of CIL funding (2di & 2dii). Then describe how your project will address the issues you've identified and/or what improvements it will deliver.

How does your project support development by delivering: (500 words maximum)

i. the provision, improvement, replacement, operation or maintenance of infrastructure:

The project addresses demands placed by development across the City by providing essential and easily accessible pre-hospital life-saving equipment and maintenance for people suffering cardiac arrest.

Officers have confirmed that the project would be eligible for CIL funding.

Defibrillators are vital community assets that enable bystanders to deliver defibrillation when someone suffers a cardiac arrest, regardless of their experience or ability.

And/Or:

ii. address the demands that development places on the Area Committee area:

- Describe the demands placed by development that this project is addressing:
- What evidence of these demands is there? (Include any data evidence; local plans, surveys, Neighbourhood Development Plans)

iii. How will this project address the demands you've identified? What are the chief benefits that the project is designed to deliver?

N/A

2d(ii): S106-funded projects

Insert the S106 reference code(s); amount; purpose and expiry date: (this will be used to check that your project meets the terms of the S106 Legal Agreement)

N/A

Permission / Site / S106 Code	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution

How does your project meet the purpose of the S106 fund(s) and how does it address local needs and priorities?

Section 2e. Describing Success:

How can you demonstrate that your proposed project will address the demands and needs you've identified? How will you measure and demonstrate positive changes to the Area Committee and to local communities?

Propose **at least one** and **up to three** outcomes and associated measurable indicators (up to 3 per Outcome) to describe the improvements your project will make

Write no more than 25 words for each Outcome.
Please use SMART Indicators and concrete proposals to evidence achievement.
This will be followed up in Project Monitoring

Outcome	Description	Indicator or Measure	Proposed evidence
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Please use guidance to complete

Outcome 1	Increased access to defibrillators for Area 3.	2 new community defibrillators installed within 3 months of funding secured.	Photos of installed defibs/cabinets Licenses can be provided Confirmation from Councillors
Outcome 2	Increased public confidence to deliver CPR and use the defibrillator.	1 or 2 public training events within 3 months of installation.	Photos Feedback forms
		30 locals trained in CPR and using a defib.	Signing in sheet
Outcome 3			

Section 3. Equalities, Inclusion and Public Sector Equality Duty

Both devolved Section 106 and CIL monies are the responsibility of Bristol City Council. Their use is covered by Bristol City Council's **Equality and Inclusion Policy and Strategy 2018–2023** and the **2010 Equality Act Public Sector Equality Duty** (see [Equalities policy - bristol.gov.uk](http://bristol.gov.uk/equalities-policy)).

All project proposals completing this proposal **MUST** attach a completed **Public Sector Equality Duty and Equalities Impact Assessment** to demonstrate how your project supports relevant elements of these policies.

Please tell us how your project has been designed to deliver positive impacts and mitigate any negative impacts on people with protected characteristics as set out in the 2010 Public Sector Equality Duty and identified Equalities communities within those protected characteristic categories.

See **Appendix 1** for the table template and see the Guidance for information about how to complete it.

Your Full Proposal will not be considered for funding without a completed Public Sector Equality Duty and Equalities Impact Assessment.

Section 3a. Public Sector Equality Duty and Equalities Impact Assessment	Tick to confirm
Completed and attached	x

Section 3b. **Equalities-led organisations:**

Tell us if at least half your organisation's board (trustees or directors) are:

	Y/N
Black, Asian and minority ethnic people	No

LGBT people	No
Disabled people	No

Section 3c. Disabled Access to Capital Projects:

Please explain below how you will ensure that high quality access for Disabled people will be delivered by your project? Please note: your project will not be funded unless you can demonstrate how it will be fully accessible. 200 words max.

Access to the defibrillators:

All cabinets are easily identified and visible. The main cabinet body colour is bright yellow, shows the defibrillator ICON symbol and stickers made of highly reflective material.

To ensure that visually disabled and dyslexic people, and those with English as a second language can understand the instructions, we use pictures/symbols, clear/brief instructions, and the Highway font on the sign, to comply with national signage guidance.

When advising on a site, cabinets should be available for access by wheelchair users and be placed so the base of the cabinet is 100cm from the ground.

Adaptations made to Great Western Heartstarters CPR and defib training:

- Session length is increased to allow more time on key learning points
- Added visuals to the PowerPoint slides
- Higher ratio of session leaders to session participants
- Additional resources provided, including Widgets - commonly used pictures to accompany words
- If someone is unable to access the floor to perform CPR, then the training mannikins are used on an appropriate, accessible location – chair or table
- We call on specific volunteers who have additional skills working with Disabled people. One of our volunteers can deliver sessions in British Sign Language

Section 3d. Involving the community

How have you already, and how will you, involve the wider community with your project, including Equalities communities and groups with Protected Characteristics under the 2010 Equality Act?

100 words maximum

Community engagement is key, as communities need to ‘adopt’ their defibrillator, generating a sense of ownership, pride, and empowerment as they get training to use them.

We are working with Easton Jamia Masjid, Wellspring Settlement, St Pauls Adventure Playground, Malcolm X Community Centre, Inns Court Community Centre, Southmead Health Centre and Black South West Network.

Our hot-spot mapping will further enable us to identify the communities most in need and engage them through training, backed up by our clinical and charity teams, and our community ambassadors.

Our work is overseen by a multi-agency committee of local experts and community representatives.

Section 4. Project Delivery Details

Section 4a. Land/Resource ownership. Please demonstrate your Project has permission to be delivered from any third-party owner of the land or resources it will impact on:

Land/Resource ownership			
Who owns the land or resources your project will impact on?	The sites for each defibrillator will be agreed with each Councillor, so are unknown at this time. Permissions will be secured.		
Have you got their permission to deliver this project?	Yes	<input type="checkbox"/>	No
If “yes” please provide contact details	Name: Tel: Email:		
If “no” please state when you will know .			
Written confirmation of permission – please attach			

Section 4b. Delivery Track record: what resources, skills, experience, knowledge, quality assurance processes and networks will your organisation use to successfully deliver the project? How will you deliver this project?

200 words maximum

GWAAC set up the defibrillator project in May 2021 and has delivered over 70 public access defibrillators to date. We have worked with many different hosts – including pubs/shops/cafes, village halls, churches, rugby clubs, community centres, and landmarks such as Millenium Square, SS Great Britain, and Bristol Observatory.

Joe Hughes, Strategic Partnerships Manager and Lisa Warrington, Defibrillator Coordinator work directly on this project, supported by a desk-based volunteer

who helps monitor The Circuit, and three volunteers who will act as mobile guardians, to ensure defibrillators remain rescue ready.

Our supplier, Heartbeat Trust UK, are a charity themselves who have sited over 400 defibrillators in Swansea. They quality check the orders before they are couriered out to the hosts. The cabinet is to British Standards and has a 14-page safety report.

We have a network of qualified electricians, and strong links into our communities.

Our Great Western Heartstarters CPR and defib training sessions are delivered by a range of healthcare professionals who have trained over 10,000 people since the programme's inception in 2016.

All defibrillators funded through CIL/Bristol City Council will be incorporated into our programme of work – as outlined in **Section 2c**.

Month/Period/ Year:	Month 1 after funding secured – likely April 2024	Month 2 – likely May 2024	Month 3 – likely June 2024	Months 4-6 – likely July/August/September 2024		
Key Milestones:	Funding agreement signed and meet with Councillor to discuss requisites for suitable siting.	Guardians identified.	Installation. Training information gathered.	Great Western Heartstarters CPR and defib training delivered.		
	Councillor explores options and draws a short list.	License form completed.	GWAAC works with the Guardian to make it rescue ready and registered on the Circuit.	Work with Councillors and hosts to establish the means to fundraise for replacement pads and batteries.		
	List checked for spots that are built-up, have high levels of deprivation, lack defib provision, and see higher proportion of cardiac arrests.	Order placed. (approx. two weeks for branded cabinets)	Guardian trained to do regular checks, maintaining their Circuit account and what to do if defibrillator is deployed.	-		
	Host site/s agreed by all parties.	Electrician engaged.	Publicity/PR activity.	-		

Section 4d. Project Delivery Budget

Capital costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
2 x Defibrillator and cabinet	£3600 (inc. contribution to installation)	£3,600	-	-	-	-	-	-	£3,600
A. Total Project Capital Totals		3,600							3,600
Revenue Costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested*	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Not applicable	-	-	-	-	-	-	-	-	-

Please use guidance to complete

B. Total Revenue Costs	-	-	-	-	-	-	-	-	-
Combined Capital and Revenue Costs (A + B)	£3,600								£3,600

* Bristol City Council has already retained 33% of all relevant S106 contributions to support revenue costs

Section 4e. How would you manage delivery of your project if the Area Committee offers you less funding than you are requesting?

% reduction	Management of project
10%	Seek the support of the relevant councillors and local communities to raise the remaining £360.
30%	Seek the support of the relevant councillors and local communities to raise the remaining £1080.
50%	Reduce the output to one defibrillator delivered.

Section 4f. How have you arrived at your project costs?

Have you:

	Describe your approach
Obtained a range of quotes?	We recently changed suppliers after scoping out a range of suppliers of defibs/cabinets.
How did you choose your final quote?	Heartbeat Trust offered best value for money, drastically reducing the price from our previous supplier, and offer a range of other benefits, such as sharing their knowledge and experience of how they are achieving incredible things in siting public access defibs in Swansea.
How have you calculated your revenue/ maintenance costings?	The defib/cabinet/training/public liability insurance cost is £1,705 and we have built in £95 per defib installation as we'll use a combination of low cost and some pro-bono electrician support. Maintenance costs of replacing pads if used and batteries after 5 years, will be secured through Councillor and local fundraising.
Please provide evidence of the quotes you've obtained	N/A – one supplier has been chosen as a strategic partner

Section 4g. CIL/S106 Payment release schedule

If your Full Proposal is approved, how would you like to have your funding released? BCC departments will arrange this with the Planning Obligations Officer.

Voluntary and Community Organisations: please complete the table below, fitting your payment requests with your project timetable.

	Funding request 1	Funding request 2	Funding request 3
	(Month & year)	(Month & year)	(Month & year)
Amount requested:	£3,600 – month 2, year 1.		

Please use guidance to complete

Total CIL/S106 funding:	£3,600		
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Please return the completed form by email to: communities@bristol.gov.uk

By the deadline communicated to you by email.

We can no longer accept hand delivered application forms

CIL & S106 2023, Full Proposal Part Two: Full Project Proposal Form

V1.00

Please use guidance to complete



FOR OFFICE USE ONLY	ID No: AC323P59	Eligible: Y	
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Before completing please complete Part One: Eligibility Form Section 1: Summary of the Proposal

1a. Name of Project:

Oldbury Court Estate – Bins and Seats

1b. Where do you plan to deliver your proposal: Area Committee (tick box)

AC1	Avonmouth & Lawrence Weston; Clifton, Clifton Down; Hotwells & Harbourside, Stoke Bishop; Westbury-on-Trym & Henleaze	
AC2	Bishopston & Ashley Down; Cotham; Horfield; Henbury & Brentry; Redland; Southmead	
AC3	Eastville; Frome Vale; Hillfields; Lockleaze	✓
AC4	Ashley; Central; Easton; Lawrence Hill; St George Central; St George Troopers Hill; St George West	
AC5	Bedminster; Brislington East; Brislington West; Knowle; Southville; Windmill Hill	
AC6	Bishopsworth; Filwood; Hartcliffe & Withywood; Hengrove & Whitchurch; Stockwood	

1c. Ward and site(s): Frome Vale

1d. Summarise the project you want to deliver: (50 words maximum)

Proposal: provision and maintenance of 2no. new seats near the main drive and 2 no. new litter bins near the main drive / play area. Provision only of 2 no. replacement upgraded bins within park.

Total project cost £27,223, capital £11,240, commuted sum £15,983.

Please use guidance to complete

1e: Fund Sources	How much are you seeking?	
CIL	£	27,223
S106	£	
Total:	£	27,223

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

Bristol City Council - Natural and Marine Environment on behalf of: Friends of the Park (Oldbury Court Estate/Vassalls Park)

Section 2b. Your Organisation:

Briefly describe your organisation's core purpose and activities (less than 100 words)

Bristol City Council is the local authority of Bristol, England. The Council is a Unitary Authority, and is unusual in the United Kingdom in that its executive function is controlled by a directly elected mayor of Bristol. Bristol has 35 wards, electing a total of 70 Councilors.

The purpose of the Authority is to deliver statutory services to the diverse communities that make up Bristol, provide advice and guidance and support those communities in helping create and shape a better Bristol, in particular provision of Parks and Green Spaces

Section 2c. Your Project:

provision and maintenance of 2no. new seats near the main drive and 2 no. new litter bins near the main drive / play area. Provision only of 2 no. replacement upgraded bins within park.

Please use guidance to complete

2d(i): CIL-funded projects

See Guidance (Section 3: CIL Criteria): this is the place to set out how your project meets the **technical criteria** for use of CIL funding (2di & 2dii). Then describe how your project will address the issues you've identified and/or what improvements it will deliver.

**How does your project support development by delivering:
(500 words maximum)**

i. the provision, improvement, replacement, operation or maintenance of infrastructure:

Increase in number of people in the park due to recent housing development on former UWE site.

Proposal: provision and maintenance of 2no. new seats near the main drive and 2 no. new litter bins near the main drive / play area. Provision only of 2 no. replacement upgraded bins within park.

And/Or:

ii. address the demands that development places on the Area Committee area:

- Describe the demands placed by development that this project is addressing:
- What evidence of these demands is there? (Include any data evidence; local plans, surveys, Neighbourhood Development Plans)

iii. How will this project address the demands you've identified? What are the chief benefits that the project is designed to deliver?

Surveys of Park users 2021-2022 have shown:

A need for three benches between the main park entrance and kiosk. Disabled and older people report that the distance is too far to walk without resting, there is only one bench in this area. Families and younger people will benefit from seating in this popular area. Whilst areas of the Park have adequate bench provision there are some long distances, for example between the car park and first bench, two more benches are required for these areas. As the numbers of people using the Park are increasing so is the need for bins, particularly around the play area

2d(ii): S106-funded projects

Insert the S106 reference code(s); amount; purpose and expiry date: (this will be used to check that your project meets the terms of the S106 Legal Agreement)

Permission / Site / S106 Code	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution

How does your project meet the purpose of the S106 fund(s) and how does it address local needs and priorities?

Section 2e. Describing Success:

How can you demonstrate that your proposed project will address the demands and needs you've identified? How will you measure and demonstrate positive changes to the Area Committee and to local communities?

Propose **at least one** and **up to three** outcomes and associated measurable indicators (up to 3 per Outcome) to describe the improvements your project will make

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Write no more than 25 words for each Outcome. Please use SMART Indicators and concrete proposals to evidence achievement. This will be followed up in Project Monitoring			
Outcome	Description	Indicator or Measure	Proposed evidence
Outcome 1	Reduction in litter	Less litter on ground	Observation by Friends of Group and reduction in staff time pick up litter off the ground
		Fewer bins overflowing as capacity within site increased	Bins not overflowing
Outcome 2	People able to rest on seats	People sat on seats	Observation by Friends of Group and staff
Outcome 3			

Section 3. Equalities, Inclusion and Public Sector Equality Duty

Both devolved Section 106 and CIL monies are the responsibility of Bristol City Council. Their use is covered by Bristol City Council's **Equality and Inclusion Policy and Strategy 2018–2023** and the **2010 Equality Act Public Sector Equality Duty** (see [Equalities policy - bristol.gov.uk](http://bristol.gov.uk/equalities-policy)).

All project proposals completing this proposal **MUST** attach a completed **Public Sector Equality Duty and Equalities Impact Assessment** to demonstrate how your project supports relevant elements of these policies.

Please tell us how your project has been designed to deliver positive impacts and mitigate any negative impacts on people with protected characteristics as set out in the 2010 Public Sector Equality Duty and identified Equalities communities within those protected characteristic categories.

See **Appendix 1** for the table template and see the Guidance for information about how to complete it.

Your Full Proposal will not be considered for funding without a completed Public Sector Equality Duty and Equalities Impact Assessment.

Section 3a. Public Sector Equality Duty and Equalities Impact Assessment	Tick to confirm
completed and attached	✓

Section 3b. **Equalities-led organisations:**

Tell us if at least half your organisation's board (trustees or directors) are:

	Y/N
Black, Asian and	N/A

minority ethnic people	
LGBT people	N/A
Disabled people	N/A

Section 3c. **Disabled Access to Capital Projects:**

Please explain below how you will ensure that high quality access for Disabled people will be delivered by your project? Please note: your project will not be funded unless you can demonstrate how it will be fully accessible.

The seats will provide resting places for all persons and in particular for disabled persons. The bins will be positioned adjacent to hard surface paths.

Section 3d. **Involving the community**

How have you already, and how will you, involve the wider community with your project, including Equalities communities and groups with Protected Characteristics under the 2010 Equality Act?

The project was requested by The Friends of the Park, the position of the seats and bins TBA withy the park group

Section 4. Project Delivery Details

Section 4a. Land/Resource ownership. Please demonstrate your Project has permission to be delivered from any third-party owner of the land or resources it will impact on:

Land/Resource ownership			
Who owns the land or resources your project will impact on?	Bristol City Council – Natural and Marine Environment		
Have you got their permission to deliver this project?	Yes	<input checked="" type="checkbox"/>	No
If “yes” please provide contact details	Name: Susy Feltham, Landscape Works and Play Manager Tel: Email: susy.feltham@bristol.gov.uk		
If “no” please state when you will know .			
	Written confirmation of permission – please attach		

Section 4b. Delivery Track record: what resources, skills, experience, knowledge, quality assurance processes and networks will your organisation use to successfully deliver the project? How will you deliver this project?

The Parks and Green Spaces project delivery team have many years of experience of delivering park infrastructure projects big and small, individual play equipment items through to complete new wheels parks, MUGAs and playgrounds. In addition we have our own in-house minor infrastructure works teams who will delivery this project and our in-house grounds maintenance teams will maintain them.

Section 4c. Delivery timetable and key events/activities:

Please complete the table below to set out the key actions and events which you will deliver to complete your project and the anticipated time scales.

Month/Period/ Year:	FY 24/25	FY 25/26	FY 26/27						
Key Milestones:									
Project Work up		X							
Identify & secure additional funding		NA							
BCC internal Approvals		X							
Finalise Design / Brief		X							
Procurement		X							

Please use guidance to complete

Delivery		X							

Section 4d. Project Delivery Budget

Capital costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Supply and install bins and seats	£11,240	£11,240	0	0	0	0	0	0	£11,240
A. Total Project Capital Totals	£11,240								£11,240
Revenue Costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested*	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Emptying of bins, maintenance of seats and bins	£15,983	£15,983	0	0	0	0	0	0	£15,983

Please use guidance to complete

B. Total Revenue Costs	£15,983								£15,983
Combined Capital and Revenue Costs (A + B)	£27,223								£27,223

* Bristol City Council has already retained 33% of all relevant S106 contributions to support revenue costs

Section 4e. How would you manage delivery of your project if the Area Committee offers you less funding than you are requesting?

% reduction	Management of project
10%	Reduction in number of bins and seats
30%	Reduction in number of bins and seats
50%	Reduction in number of bins and seats

Section 4f. How have you arrived at your project costs?

Have you:

	Describe your approach
Obtained a range of quotes?	No, cost calculation from past experience of capital works and maintenance
How did you choose your final quote?	NA
How have you calculated your revenue/ maintenance costings?	Experience of managing parks and green spaces
Please provide evidence of the quotes you've obtained	NA

Section 4g. CIL/S106 Payment release schedule

If your Full Proposal is approved, how would you like to have your funding released? BCC departments will arrange this with the Planning Obligations Officer.

Voluntary and Community Organisations: please complete the table below, fitting your payment requests with your project timetable.

	Funding request 1 (Month & year)	Funding request 2 (Month & year)	Funding request 3 (Month & year)
Amount requested:	FY 25/26 £27,223		

Please use guidance to complete

Total CIL/S106 funding:	£27,223		
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Please return the completed form by email to: communities@bristol.gov.uk

By the deadline communicated to you by email.

We can no longer accept hand delivered application forms

CIL & S106 2023, Full Proposal Part Two: Full Project Proposal Form



V1.00

Please use guidance to complete

FOR OFFICE USE ONLY	ID No:	Eligible: Y / N / Not complete	
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Before completing please complete Part One: Eligibility Form

Section 1: Summary of the Proposal

1a. Name of Project:

Dignity for Disability. A bathroom is a basic human right. (Accessible Toilet and Fire Door at The Old Library)

1b. Where do you plan to deliver your proposal: Area Committee (tick box)

AC1	Avonmouth & Lawrence Weston; Clifton, Clifton Down; Hotwells & Harbourside, Stoke Bishop; Westbury-on-Trym & Henleaze	
AC2	Bishopston & Ashley Down; Cotham; Horfield; Henbury & Brentry; Redland; Southmead	
AC3	Eastville; Frome Vale; Hillfields; Lockleaze	x
AC4	Ashley; Central; Easton; Lawrence Hill; St George Central; St George Troopers Hill; St George West	
AC5	Bedminster; Brislington East; Brislington West; Knowle; Southville; Windmill Hill	
AC6	Bishopsworth; Filwood; Hartcliffe & Withywood; Hengrove & Whitchurch; Stockwood	

1c. Ward and site(s): Lockleaze

1d. Summarise the project you want to deliver: **(50 words maximum)**

Build an accessible bathroom and fire exit so that people of all abilities can enjoy the Old Library community space. Having access to a toilet is simply a basic human right, and without it, we cannot serve the whole community.

1e: Fund Sources	How much are you seeking?	
CIL	£	30,000
S106	£	
Total:	£	30,000

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

South Lockleaze and Purdown Neighbourhood Group CIC

Section 2b. Your Organisation:

Briefly describe your organisation's core purpose and activities (less than 100 words)

The Old Library is a vibrant community hub founded on the principles of inclusion, caring for each other and caring for our environment. Lovingly run by local residents in volunteer capacity, the space is used by the community as a place to congregate, celebrate life events, to learn and to share skills. We have a cafe that provides a warm and welcoming safe space. We deliver community events in response to community need. All funds raised from these events are then invested back into the centre, to improve our provision and to make our centre more accessible and inclusive. The Old Library space is used by community groups for events such as urban food growing workshops, forest school, climate action book club, a disability choir and more.

Section 2c. Your Project:

We are improving our site's accessibility by building a disabled toilet facility and accessible fire exit so that each visitor to our site, regardless of physical ability can enjoy The Old Library and the programme of activities and events we offer or host. Inclusivity and diversity is at the heart of what we do. In order to better serve our community, our space needs to be accessible to all. We have many young families who visit the site and a thriving inclusive choir that meets weekly to fill the space with joy.

Our new disabled toilet and fire exit door will also ensure that everyone on site is safe in the event of an emergency to be able to use the space.

After considerable delays due to various unforeseen circumstances, we are now half way through the build. We have appointed WeCare, a trusted contractor to project manage the capital development. However, in the current climate, with elevated construction costs, we will need an additional £30,000 to complete the build.

Please use guidance to complete

2d(i): CIL-funded projects

See Guidance (Section 3: CIL Criteria): this is the place to set out how your project meets the **technical criteria** for use of CIL funding (2di & 2dii). Then describe how your project will address the issues you've identified and/or what improvements it will deliver.

How does your project support development by delivering:
(500 words maximum)

i. the provision, improvement, replacement, operation or maintenance of infrastructure:

An accessible toilet facility will provide a suitable amenity and dignity for our disabled community members. It will give everyone the same opportunity to enjoy the community cafe, attend groups and events and hire the Old Library.

The project will consist of:

- A new roof over the area that joins the bathroom and kitchen, ensuring the toilet and the kitchen are both usable, inviting and safe from the elements.
- A new changing facility for young children will be installed in the accessible toilet.
- A new fire exit food will allow all community members to safely leave the building in case of an emergency.

And/Or:

ii. address the demands that development places on the Area Committee area:

- Describe the demands placed by development that this project is addressing:

There are hundreds of new homes being built in Lockleaze and the surrounding area. The Old Library is the only community space of its kind serving South Purdown and Eastville. It is projected that an increase in population will have an impact on the number of community members needing to use community spaces such as the Old Library Eastville. There is currently only one small toilet at the Old Library. A second toilet will be a

much needed improvement to the site, and is much needed to accommodate the increase in visitors to the centre. Increased development will inevitably bring with it residents of all ages. With developers putting their plans in action without prioritising the needs of local residents, our alternative is to improve our site at The Old Library for new and existing residents to have a local centre that is accessible, inclusive, focusing on the needs of local residents and wellbeing. With development, space becomes constricted. The Old Library has established itself as a centre-point in the lives of local residents. With CIL help, we can continue to improve our infrastructure in order to appeal to newcomers and support them as part of the Vench community. With the increase in population, there will be increased pressure on the transport infrastructure. Offering local provision to the community in spaces such as The Old Library Eastville will be in line with Bristol City Council's aims to become Net Zero by 2030.

- What evidence of these demands is there? (Include any data evidence; local plans, surveys, Neighbourhood Development Plans)
The "Our Lockleaze" Neighbourhood plan, published by Lockleaze Neighbourhood Trust in 2018 indicates that residents support the improvement of social spaces in Lockleaze. The community lacks places to gather, socialise and get to know new neighbours. With over 2000 homes being built in Lockleaze, local school provision will be stretched and unable to accommodate all new families. The Old Library building is limited in space, however we can continue to improve our indoor area and our accessibility. This will improve resilience, create connection and a sense of belonging.

iii. How will this project address the demands you've identified? What are the chief benefits that the project is designed to deliver?

Improving our disabled toilet will help us become more accessible for people of all abilities and especially for families with young children and disabled users, thus allowing us to increase our offering for activities. This will positively impact new families moving into the area, reduce carbon footprint from travel and offer an array of volunteering opportunities. The supportive, inclusive atmosphere we create at The Old Library Eastville will create a place to socialise where new residents and existing residents can grow their relationships.

2d(ii): S106-funded projects

Please use guidance to complete

Insert the S106 reference code(s); amount; purpose and expiry date: (this will be used to check that your project meets the terms of the S106 Legal Agreement)			
Permission / Site / S106 Code	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution
How does your project meet the purpose of the S106 fund(s) and how does it address local needs and priorities?			

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Section 2e. Describing Success:

How can you demonstrate that your proposed project will address the demands and needs you've identified? How will you measure and demonstrate positive changes to the Area Committee and to local communities?

Propose **at least one** and **up to three** outcomes and associated measurable indicators (up to 3 per Outcome) to describe the improvements your project will make

Write no more than 25 words for each Outcome. Please use SMART Indicators and concrete proposals to evidence achievement. This will be followed up in Project Monitoring			
Outcome	Description	Indicator or Measure	Proposed evidence
Outcome 1	Increase offer to all-abilities groups	More all-abilities groups booking the space	Increased hire requests from mixed abilities groups eg art, gardening, diy, knit and natter, supper clubs etc
		More young families using the space	Increased footfall to our programmes and events made possible by the improvements for our facility
		An increased offer in volunteer opportunities for marginalised groups	Baseline and yearly volunteer engagements assessments
Outcome 2	Increased income for the community centre	Uplift in self generated income	Increased hire income from space hire, now made more inviting by the improvement in facilities
		Providing an affordable place for other organisations to deliver their services	Reduced rates for and priority given to Not-for-profit organisations evidenced through Hire Booking confirmations.
Outcome 3	Our service offer and facilities are in line with community need	Implementation of new services in line with the needs of community	Community consultation evidencing the new services developed in response to the changes at The Old Library.
		Implementation of new changes to the space when rooted in community need	Community consultation informing new services that come about from the implementation of the new capital investment eg. more classes for young families, strong partnerships with

			other stakeholders and other local organisation to identify gaps in provision and respond effectively

Section 3. Equalities, Inclusion and Public Sector Equality Duty

Both devolved Section 106 and CIL monies are the responsibility of Bristol City Council. Their use is covered by Bristol City Council's **Equality and Inclusion Policy and Strategy 2018–2023** and the **2010 Equality Act Public Sector Equality Duty** (see [Equalities policy - bristol.gov.uk](http://bristol.gov.uk/equality-policy)).

All project proposals completing this proposal MUST attach a completed **Public Sector Equality Duty and Equalities Impact Assessment** to demonstrate how your project supports relevant elements of these policies.

Please tell us how your project has been designed to deliver positive impacts and mitigate any negative impacts on people with protected characteristics as set out in the 2010 Public Sector Equality Duty and identified Equalities communities within those protected characteristic categories.

See **Appendix 1** for the table template and see the Guidance for information about how to complete it.

Your Full Proposal will not be considered for funding without a completed Public Sector Equality Duty and Equalities Impact Assessment.

Section 3a. Public Sector Equality Duty and Equalities Impact Assessment	Tick to confirm
completed and attached	x

Section 3b. **Equalities-led organisations:**

Tell us if at least half your organisation's board (trustees or directors) are:

	Y/N
Black, Asian and minority ethnic people	N
LGBT people	N
Disabled people	N

Section 3c. **Disabled Access to Capital Projects:**

Please explain below how you will ensure that high quality access for Disabled people will be delivered by your project? Please note: your project will not be funded unless you can demonstrate how it will be fully accessible.

200 words maximum

Our site is accessible. We have been working diligently to ensure that any development is accessible based on the BCC Environmental Access Standards for Disabled People. We aim to use approved contractors and ensure all doorways are wide, paths have the correct width and correct gradient.

The reasoning behind applying for funding in the first place was to ensure the site becomes more welcoming and suitable for use by all members of the community, considering the barriers that some members of the community experience within our space.

Ensuring that our site is accessible and we have a disabled toilet will in turn provide more opportunity for people of various abilities to volunteer, get involved, reduce social isolation and promote community cohesion.

Section 3d. **Involving the community**

How have you already, and how will you, involve the wider community with your project, including Equalities communities and groups with Protected Characteristics under the 2010 Equality Act?

100 words maximum

We run our community space on the basis of inclusion and equality. Our volunteers hear what the community needs are, we respond to them. This capital refurbishment project came about from feedback our directors received that the community centre is not accessible enough for all, be it from young families changing nappies in limited space, by observing queues for the toilet shared by volunteers and visitors to the site, regardless of age. To be noted is that most volunteers are older people whilst visitors are families with young children, both groups needing good access to toilet facilities. The Umbrella Singers have given similar feedback. We have engaged the community in all changes we have made and will continue to do so. We have a crowdfunder campaign supported by hundreds of Brisotolians. Our network of support is wide and we will continue to deepen our understanding and increase our knowledge of what the needs of the community are, always including the equalities communities groups with protected characteristics.

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Section 4. Project Delivery Details

Section 4a. Land/Resource ownership. Please demonstrate your Project has permission to be delivered from any third-party owner of the land or resources it will impact on:

Land/Resource ownership				
Who owns the land or resources your project will impact on?	Bristol City Council			
Have you got their permission to deliver this project?	Yes			

If “yes” please provide contact details	Name: John Bos - Community Asset Manager, Bristol City Council Tel: Email: John.bos@bristol.gov.uk
If “no” please state when you will know .	
	Written confirmation of permission – please attach

Section 4b. Delivery Track record: what resources, skills, experience, knowledge, quality assurance processes and networks will your organisation use to successfully deliver the project? How will you deliver this project?

200 words maximum

1. Completion and sign- off of Phase 1 of overall build project.
2. Assessment and review with Tim Lilley from We Care Home Improvements to project plan Phase 2 and, by continuing with the previously appointed contractor, assess the costs of Phase 2.
3. Complete 50% of Phase 2 and review expenditure with the project management team and contractor.
4. The costs for the final 50% of Phase to to be reviewed with the project manager and the contractor and relayed to the Directors. The completion of the final 50% given the go-ahead.
5. By appointing We Care Home Improvements to oversee the completion of Phase 2 of the project and using the expertise of Tim Lilley as project manager and the experience of one of the directors in the construction industry, the Old Library has ensured that the process of managing Phase 2 is sufficient to complete the work to Building Regulations requirements.
6. Throughout, all communications between the project manager and the contractor will be relayed to the Directors via regular meetings and progress will then be discussed at Directors minutes and decisions minuted.

Section 4c. Delivery timetable and key events/activities:

Please complete the table below to set out the key actions and events which you will deliver to complete your project and the anticipated time scales.

Month/Period/ Year:	March 2024	March 2024	March 2024	June 2024	July 2024	July 2024	July 2024	August 2024	August 2024
Key Milestones:	Flooring	First fix electrics	Partition wall	Second fix plumbing	Lighting	Heating	Tiling/ painting	External works to include ramps/ handrails/ paving	External Lighting

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Section 4d. Project Delivery Budget

Capital costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Phase 2	40,000 + VAT	30,000							
Supervision Fee 5% of project costs	2400 + VAT								
A. Total Project Capital Totals									
Revenue Costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested*	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income

Please use guidance to complete

B. Total Revenue Costs									
Combined Capital and Revenue Costs (A + B)									

* Bristol City Council has already retained 33% of all relevant S106 contributions to support revenue costs

Section 4e. How would you manage delivery of your project if the Area Committee offers you less funding than you are requesting?

% reduction	Management of project
10%	Further fundraising
30%	We would complete as many stages of the build as we could, then fundraise further
50%	We would complete as many stages of the build as we could, then fundraise further or apply for further grants

Section 4f. How have you arrived at your project costs?

Have you:

	Describe your approach
Obtained a range of quotes?	For the original project, 3 quotes were considered, 2 of which were in the range of our budget.
How did you choose your final quote?	Using the expertise of We Care Home Improvements and the previous knowledge of the contractor of the Old Library project requirements. Westside Contracting Ltd were chosen as the preferred contractor. For Phase 2 of the project the contractor was asked to provide a breakdown of projected costs.
How have you calculated your revenue/ maintenance costings?	N/A
Please provide evidence of the quotes you've obtained	For the original project these 2 quotes were considered. Quote 1 K P Wilton and Son Ltd; £67488 + %20 VAT Total £80985 Quote 2 Westside Contracting Ltd: £65118 + %20 VAT Total 78141

Section 4g. CIL/S106 Payment release schedule

If your Full Proposal is approved, how would you like to have your funding released? BCC departments will arrange this with the Planning Obligations Officer.

Voluntary and Community Organisations: please complete the table below, fitting your payment requests with your project timetable.

	Funding request 1	Funding request 2	Funding request 3
	(Month & year)	(Month & year)	(Month & year)
Amount requested:	£15,000 March 2024	£15,000 June 2024	

Please use guidance to complete

Total CIL/S106 funding:	£15,000	£15,000	

Please return the completed form by email to: communities@bristol.gov.uk

By the deadline communicated to you by email.

We can no longer accept hand delivered application forms

CIL & S106 2023, Full Proposal Part Two: Full Project Proposal Form

V1.00

Please use guidance to complete



FOR OFFICE USE ONLY	ID No:	Eligible: Y / N / Not complete	
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**Before completing please complete Part One: Eligibility Form Section 1:
Summary of the Proposal**

1a. Name of Project:

Three litter bins accepting dog waste on streets in Hillfields.

1b. Where do you plan to deliver your proposal: Area Committee (tick box)

AC1	Avonmouth & Lawrence Weston; Clifton, Clifton Down; Hotwells & Harbourside, Stoke Bishop; Westbury-on-Trym & Henleaze	
AC2	Bishopston & Ashley Down; Cotham; Horfield; Henbury & Brentry; Redland; Southmead	
AC3	Eastville; Frome Vale; Hillfields; Lockleaze	X
AC4	Ashley; Central; Easton; Lawrence Hill; St George Central; St George Troopers Hill; St George West	
AC5	Bedminster; Brislington East; Brislington West; Knowle; Southville; Windmill Hill	
AC6	Bishopsworth; Filwood; Hartcliffe & Withywood; Hengrove & Whitchurch; Stockwood	

1c. Ward and site(s): Hillfields

1d. Summarise the project you want to deliver: (50 words maximum)

Installation of three litter bins accepting “litter and dog waste” at the proposed locations in Hillfields:

- The grass verge on Lodge Hill;
- On roads nearby Hillfields park e.g. Gorse Hill; &
- Briar Way, near the cycle path.

The cost include purchase of three litter bins, installation and maintenance for 5 years

Please use guidance to complete

1e: Fund Sources	How much are you seeking?	
CIL	£	4,500
S106	£	
Total:	£	4,500

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

Waste Client Team, Bristol City Council

Section 2b. Your Organisation:

Briefly describe your organisation's core purpose and activities
(less than 100 words)

Waste Client Team, Bristol City Council manage the waste services contract with Bristol Waste Company. The Client Team is responsible for the strategic direction of street cleansing services and monitoring and managing Bristol Waste performance.

Section 2c. Your Project:

Installation and maintenance of three litter bins accepting "litter and dog waste" in Hillfields to reduce on highway dog fouling and litter.

2d(i): CIL-funded projects

See Guidance (Section 3: CIL Criteria): this is the place to set out how your project meets the **technical criteria** for use of CIL funding (2di & 2dii). Then describe how your project will address the issues you've identified and/or what improvements it will deliver.

**How does your project support development by delivering:
(500 words maximum)**

i. the provision, improvement, replacement, operation or maintenance of infrastructure:

Provision of the installation of three litter bins is a direct improvement to the local community in Hillfields. The funding will also include maintenance of the litter bins for a five-year period. The aim of the investment is to reduce the presence of litter and dog waste on the highway and thereby improving the feel of the local environment.

And/Or:

ii. address the demands that development places on the Area Committee area:

- Describe the demands placed by development that this project is addressing:
- What evidence of these demands is there? (Include any data evidence; local plans, surveys, Neighbourhood Development Plans)

Demand for this provision of service has come through the community through local ward members and is reflected by the Local Environmental Quality scores given by an independent assessor in 2022.

iii. How will this project address the demands you've identified? What are the chief benefits that the project is designed to deliver?

The main benefits of this project will be to provide residents an opportunity to dispose of their litter and dog waste at new locations in the neighbourhood.

2d(ii): S106-funded projects

Insert the S106 reference code(s); amount; purpose and expiry date: (this will be used to check that your project meets the terms of the S106 Legal Agreement)

Permission / Site / S106 Code	Current Contribution Value	Date to be Spent / Committed by	Purpose of Contribution

How does your project meet the purpose of the S106 fund(s) and how does it address local needs and priorities?

N/A

Section 2e. Describing Success:

How can you demonstrate that your proposed project will address the demands and needs you've identified? How will you measure and demonstrate positive changes to the Area Committee and to local communities?

Propose **at least one** and **up to three** outcomes and associated measurable indicators (up to 3 per Outcome) to describe the improvements your project will make

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Write no more than 25 words for each Outcome. Please use SMART Indicators and concrete proposals to evidence achievement. This will be followed up in Project Monitoring			
Outcome	Description	Indicator or Measure	Proposed evidence
Outcome 1	Reduction in dog fouling on the highway	Number of complaints received	Complains to BCC of incidents of dog fouling in
		Grading of street using Keep Britain Tidy framework	Local environmental Quality assessments – presence of dog fouling
Outcome 2	Reduction in litter on the highway	Grading of street using Keep Britain Tidy framework	Local environmental Quality assessments – presence of litter
Outcome 3			

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Section 3. Equalities, Inclusion and Public Sector Equality Duty

Both devolved Section 106 and CIL monies are the responsibility of Bristol City Council. Their use is covered by Bristol City Council's **Equality and Inclusion Policy and Strategy 2018–2023** and the **2010 Equality Act Public Sector Equality Duty** (see [Equalities policy - bristol.gov.uk](http://bristol.gov.uk/equalities-policy)).

All project proposals completing this proposal **MUST** attach a completed **Public Sector Equality Duty and Equalities Impact Assessment** to demonstrate how your project supports relevant elements of these policies.

Please tell us how your project has been designed to deliver positive impacts and mitigate any negative impacts on people with protected characteristics as set out in the 2010 Public Sector Equality Duty and identified Equalities communities within those protected characteristic categories.

See **Appendix 1** for the table template and see the Guidance for information about how to complete it.

Your Full Proposal will not be considered for funding without a completed Public Sector Equality Duty and Equalities Impact Assessment.

Section 3a. Public Sector Equality Duty and Equalities Impact Assessment	Tick to confirm
completed and attached	

Section 3b. **Equalities-led organisations:**

Tell us if at least half your organisation's board (trustees or directors) are:

Y/N

Black, Asian and minority ethnic people	N
LGBT people	N
Disabled people	N

Section 3c. Disabled Access to Capital Projects:

Please explain below how you will ensure that high quality access for Disabled people will be delivered by your project? Please note: your project will not be funded unless you can demonstrate how it will be fully accessible.

Litter bins will have standard openings with a height that is suitable for wheelchair use.

Litter bins to be installed will be located on the highway in accessible locations for disable people, but will ensure locations do not cause obstructions for visually impaired.

Section 3d. Involving the community

How have you already, and how will you, involve the wider community with your project, including Equalities communities and groups with Protected Characteristics under the 2010 Equality Act?

Working with ward members locations will be selected through consultation with residents.

Section 4. Project Delivery Details

Section 4a. Land/Resource ownership. Please demonstrate your Project has permission to be delivered from any third-party owner of the land or resources it will impact on:

Land/Resource ownership					
Who owns the land or resources your project will impact on?	Bristol City Council – Public Highway				
Have you got their permission to deliver this project?	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;"></td> <td style="width: 25%;">No</td> <td style="width: 25%;"></td> </tr> </table>	Yes		No	
Yes		No			
If “yes” please provide contact details	Name: Tel: Email:				
If “no” please state when you will know .					
	Written confirmation of permission – please attach				

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Section 4b. Delivery Track record: what resources, skills, experience, knowledge, quality assurance processes and networks will your organisation use to successfully deliver the project? How will you deliver this project?

The council's contractor Bristol Waste routinely install replacement litter bins or relocate them. In the past 12 months Bristol Waste have installed litter bins for the #Bristolbinning and "In the Loop" recycling project. Bristol Waste have:

- a standard supplier of litter bins and there can order and have delivered bins within 4 weeks.
- Team that install litter bins

Agreeing the locations of the litter bins will be first action to be completed and the council has a Street Scene Manager that is experienced at approving sensible locations which will ensure an easy and efficient install.

Section 4c. Delivery timetable and key events/activities:

Please complete the table below to set out the key actions and events which you will deliver to complete your project and the anticipated time scales.

Month/Period/ Year: 2024	February 16 th	February 22 nd	March 15 th	March 26 th					
Key Milestones:	Order litter Bins	Agree location of bins	Receive delivery of litter bins	Install litter bins					

Section 4d. Project Delivery Budget

Capital costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Litter bins X 3	2,400	2,400							2,400
A. Total Project Capital Totals									2,400
Revenue Costs		Funding sources							
Item of Expenditure	Full Cost	Amount of CIL requested	Amount of S106 requested*	Other funding – secured	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	Total Income
Maintenance costs for 3 litter bins	2,100								2,100
B. Total Revenue Costs	2,100								2,100
Combined Capital and	4,500								4,500

Revenue Costs (A + B)									
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* Bristol City Council has already retained 33% of all relevant S106 contributions to support revenue costs

Section 4e. How would you manage delivery of your project if the Area Committee offers you less funding than you are requesting?

% reduction	Management of project
10%	Reduce maintenance of bins over 5 year period.
30%	Only purchase 2 litter bin
50%	Only purchase 1 litter bin or purchase 2 litter bins with no maintenance.

Section 4f. How have you arrived at your project costs?

Have you:

	Describe your approach
Obtained a range of quotes?	Obtain quote from council's teckal company Bristol Waste
How did you choose your final quote?	Bristol Waste's preferred supplier with standard rates.
How have you calculated your revenue/ maintenance costings?	Bristol Waste work on £140 maintenance costs
Please provide evidence of the quotes you've obtained	No quotes received

Section 4g. CIL/S106 Payment release schedule

If your Full Proposal is approved, how would you like to have your funding released? BCC departments will arrange this with the Planning Obligations Officer.

Voluntary and Community Organisations: please complete the table below, fitting your payment requests with your project timetable.

	Funding request 1 (Month & year)	Funding request 2 (Month & year)	Funding request 3 (Month & year)
Amount requested:	4,500 (March 2024)		
Total CIL/S106 funding:	4,500 (March 2024)		

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Please return the completed form by email to: communities@bristol.gov.uk

By the deadline communicated to you by email.

We can no longer accept hand delivered application forms
