

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

V1.00

Please use guidance to complete



FOR OFFICE USE ONLY	ID No: AC623105	Eligible: Y	
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Before completing please complete Part One: Eligibility Form Section 1: Summary of the Proposal

1a. Name of Project:

Hengrove and Whitchurch Park – Park 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): Hengrove and Whitchurch Park ward

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

To deliver between 4-6 new park benches in green spaces around Hengrove and Whitchurch park ward – locations to be agreed between Parks Officers and the ward councillors.

1e: Fund Sources	How much are you seeking?	
CIL	£	16,005
S106	£	
Total:	£	16,005

Section 2. Your Project details:

Section 2a. Name of your group or organisation:

Bristol City Council - Natural and Marine Environment on behalf of: Cllr Tim Kent

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:

Proposal: provision and maintenance of 6 no. metal seats

Total project cost £16,005 capital £13,966 commuted sum £2,039.

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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:

Installation and maintenance of 6 no new all metal park seats on concrete plinths, locations TBA. These will enable park users to rest and enjoy the parks and green spaces

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)

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

It will enable park users to rest, linger and enjoy the park who may otherwise feel unable to do so due to disability or fatigue. It will allow social engagement to chat and improve mental health.

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

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 park user numbers	Numbers of adults and children using the open space	Feed-back from local community Quality of Life Survey – in part
Outcome 2	Increase in number of people for whom a resting place is advantages	Number of persons with disability who may require a rest	Feed-back from local community
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	N/A

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.

Locations of seats TBA with local Cllr. However, it is anticipated that some if not all will be positioned adjacent to hard surface paths making them accessible to all.

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?

Through Cllr Tim Kent and local park groups if that park is an identified potential location for installation.

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:

Please use guidance to complete

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.

Please use guidance to complete

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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							
Delivery		X							

Please use guidance to complete

Handover									
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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
Purchase and installation of seats	£13,996	£13,996							£13,996
A. Total Project Capital Totals									£13,996
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
Seat maintenance	£2,039	£2,039	0	0	0	0	0	0	£2,039
B. Total Revenue Costs	£2,039								£2,039

Please use guidance to complete

Combined Capital and Revenue Costs (A + B)	£16,005								£16,005
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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%	Reduction in number of seats provided
30%	Reduction in number of seats provided
50%	Reduction in number of seats provided

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

Have you:

Please use guidance to complete

	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 £16,005		

Please use guidance to complete

Total CIL/S106 funding:	£16,005		
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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