

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:

LW Community Hub Outfit Upgrade (Ambition House)

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	x
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): Avonmouth & Lawrence Weston Ward (Style Acres site)

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

The project will deliver the Fit Out and Fixtures requirements for a £2.1million new build community centre in the Lawrence Weston Area

1e: Fund Sources	How much are you seeking?	
CIL	£	50,000.00
S106	£	0
Total:	£	50,000.00

Section 2. Your Project details:

Section 2a. Name of your group or organisation: Ambition Lawrence Weston

Section 2b. Your Organisation:

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

We are a resident led and driven development trust, charged by our fellow residents to deliver our own written Community Development, Climate Action, and Neighbourhood Development plans. Our organisation's work is varied and vast, but basically it is to provide the services and support that residents need and desire and have stated in the said plans, from building large infrastructure to delivering and facilitating services such as debt advice, training and education, leisure activities and facilities, financial support, information and guidance as well as practical project support for other VCS and community groups working in the ward area.

Section 2c. Your Project: The realisation of a new build Community Centre to provide social infrastructure. This building will enable residents to come together and plan their own communities development and continue the delivery of the residents own written Community and Climate Action Plan, Neighbourhood Development Plan and to organise and mobilise resident volunteering opportunities.

We have secured the land, designed the plans, received planning permission, and fund raised £ £2.1 Million.

As a result of the pandemic, inflation, and material cost increases, as seen by most, if not all, large infrastructure projects, we find ourselves with a funding gap for fixtures and fittings to ensure the building is fully operational on its completion.

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:

We will build a new community building open and welcoming to all, from where we will facilitate the delivery of resident support needs. This will include, education, training, skills development, debt advice, budgeting skills, leisure facilities, outreach veterinary services, a community library, sports, dance, keep fit, youth services, climate action activities, the Lawrence Weston Planning Forum, literacy and numeracy skills, cooking skills and various other activities and services. The building will also be used by other groups, organisations, and hold residents private meetings , celebrations and parties, on an Ad-hoc basis.

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)

This project will support the development of the local area by funding the provision of new social infrastructure.

Following extensive research with local residents it has been identified and evidenced in both the Lawrence Weston Community and Climate action plan, and the Lawrence Weston Neighbourhood Development Plan, that social infrastructure and places to meet and organise currently in Lawrence Weston is in very poor condition, difficult to heat and maintain, is not located in a good central location position.

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

The project will deliver the needed fixtures and fittings to enable a new build community centre to open and operate, in a central location, be very energy efficient and economic to run and maintain. And therefore improve the social infrastructure offer in the local area more sustainably.

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
N/A			

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

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	To open the building for community use.	Building has the needed fixtures and fittings needed to operate	Number of residents using the building, to receive services and activities identified by residents themselves, are reported.

Please use guidance to complete

Outcome 2	Deliver training opportunities	Training courses are offered to the ward residents	Number Residents completing training courses reported.
Outcome 3	Facilitate Sporting and physical exercises classes	Sport and exercise classes are offered to the ward residents	Residents attending classes are reported.

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](https://www.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.

Please use guidance to complete

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

Section 3b. Equalities-led organisations:

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

	YES of 12:
Black, Asian and minority ethnic people	3
LGBT people	1
Disabled people	2

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 building will be fully accessible by ensuring level access to, in and throughout the building, accessible door widths, ramps, disabled parking, toilets, Wheelchair accessible fixtures and fittings, will all be included, assistance where needed will be given by the buildings staff and activity providers to ensure engagement with the services on offer is accessible to all, where ever possible.

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 ambition to deliver a new community centre has been demanded from local residents for over 12 years. This can be evidenced through the residents own written community development plans, and Neighbourhood development plans. Ambition Lawrence Weston who will run and maintain the building are governed by a board of trustees of which has a majority local resident representation. The buildings steering group is made up of local residents as well as the majority of the leisure and social activities being managed and ran by local residents. ALW carry out a vast consultation exercise every 3 years with the findings compiling the community development plan that ALW are charged with delivering as per our Articles of Association.

We will encourage and enable local residents to deliver this project with our staff and the main community buildings projects Project Manager and Quantity Surveyors support and guidance. It will be local residents that will decide on the final choice of the fixtures and fittings required and funded through this CIL application. This strategy we hope will encourage the residents to take strong ownership and belonging of, not only the project funded by CIL, but also of the final community centre building as well.

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

Please use guidance to complete

Have you got their permission to deliver this project?	Yes	x	No	
If “yes” please provide contact details	Name: Criag Mathias Tel: 07785 342639 Email: Craig.Mathias@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 organisation of Ambition Lawrence Weston have been successfully running a Community centre for over 10 years. We employ a project team with the needed experience skills and knowledge to deliver the whole new build project.

The project that we are applying funding for, is a small part of a larger project.

We have an experience Accounts employee, a past senior manager who acts as our treasurer, we use Burton Sweet as our formal accountants.

This project will be overseen by our Project Manager who holds the relevant skills and knowledge needed with respect to sourcing the supplies and services needed.

The project is relatively simple one, we will support and give guidance to a steering group of local residents, to decide and chose the needed fixtures and fittings and to then source and order these along with the services to install them, with the support and guidance from the buildings project manager, quantity surveyor, and ALW staff.

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:	FEB 2024	Feb - march 24	April 24	June-September	October 24				
Key Milestones:	Resident steering group formed	Fixtures and fittings identified with in budget	Fixtures and fittings ordered	Fixtures and fittings delivered/installed	Building open and operating				

Section 4d. Project Delivery Budget

Please use guidance to complete

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
Fixtures and Fittings to be confirmed by resident steering group as part of project aims	UP TO £50K	UP TO £50K	0	0	N/A	N/A	N/A	N/A	UP TO £50K
Items to include:									
Fitted Kitchen									
Reception Desk									
Storage cabinets, assorted fixed furniture,									
A. Total Project Capital Totals	UP TO £50K								
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
N/A									N/A

Please use guidance to complete

B. Total Revenue Costs	0								
Combined Capital and Revenue Costs (A + B)	£50K Maximun								

* 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%	Delay opening of building / Reduce delivery items- until additional funding is secured
30%	Delay opening of building / Reduce delivery items- until additional funding is secured
50%	Delay opening of building / Reduce delivery items- until additional funding is secured

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

Have you: We have not as yet arrived at final costings as a result of the projects aims to empower local residents to make the final decisions and actual management of the project delivery. We would request the committee/panel agree in principal the funding of up to and not exceeding £50k, with the resident steering group requesting final permission of spend once the itemised list is decided on by the resident steering group at a later date.

Please use guidance to complete

	Describe your approach
Obtained a range of quotes?	Residents to source 3 like for like quotes
How did you choose your final quote?	This will be based on value for money, quality, local circular economy and availability
How have you calculated your revenue/ maintenance costings?	N/A
Please provide evidence of the quotes you've obtained	Quotes will be given once acquired

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:	March 29 th 2024, UP TO £50K	N/A	N/A

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Total CIL/S106 funding:	UP TO £50K		
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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
