

# 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: <b>Y / N / Not complete</b>	
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## Before completing please complete Part One: Eligibility Form Section 1: Summary of the Proposal

### 1a. Name of Project:

AC423P21 St Matthias Park improvements

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

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

1c. Ward and site(s): Lawrence Hill – St Matthias Park

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

The Old Market Community Association want to close St Matthias Park to motorists in a bid to make it safer for pedestrians and cyclists, whilst also providing a public space for the community to enjoy.

1e: Fund Sources	How much are you seeking?	
CIL	£	300,000
S106	£	
<b>Total:</b>	£	<b>300,000</b>

## 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 Old Market Community Association want to make Matthias Park safer for pedestrians and cyclists and have proposed a scheme to pedestrianise St Matthias Park and provide a segregated cycle lane, cycle parking and improved public space for the community to enjoy.

A scheme through this area to reduce the impact of traffic and improve the environment and facilities for cycling and walking could be possible for the proposed budget. The feasibility of fully pedestrianising St Matthias Park will need careful consideration after assessing the impacts on the wider network and its impact in relation to other transport schemes in the area.

Significant public engagement will be required for any proposals that are brought forward followed by statutory advertisement for any closures.

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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:

Development can increase traffic volumes in existing streets as drivers seek new routes to reach their destinations and lead to high demand for parking. This scheme could improve the area for pedestrians and cyclists, improve road safety and seek to address the local concerns that the volume of traffic has increased in the area following recent developments.

**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)

Increased development results in increased vehicle movements.

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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?

The reduction or removal of vehicular traffic could make it safer for pedestrians and cyclists, whilst also providing a public space for the community to enjoy.

**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)

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

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
<b>Outcome 1</b>	Improved road safety	Reduced complaints	Councillor/public feedback
<b>Outcome 2</b>	Improved pedestrian and cycling facilities	Reduced complaints	Councillor/public feedback
<b>Outcome 3</b>			

### 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. <b>Public Sector Equality Duty and Equalities Impact Assessment</b>	<b>Tick to confirm</b>
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	<input type="checkbox"/>
If “yes” please provide contact details	Name: Mark Sperduty Tel: 0117 9036448 Email: <a href="mailto:mark.sperduty@bristol.gov.uk">mark.sperduty@bristol.gov.uk</a>			
If “no” please state when you will know .				
	<b>Written confirmation of permission – please attach</b>			

**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 use guidance to complete

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.									
<b>Month/Period/Year:</b>	2023/24	2024/25	2025/26	2026/27					
<b>Key Milestones:</b>	Funding allocated	Public Engagement & Design	Consultation & Traffic Regulation Orders	Build					

**Section 4d. Project Delivery Budget**

<b>Capital costs</b>		<b>Funding sources</b>							
<b>Item of Expenditure</b>	<b>Full Cost</b>	Amount of CIL requested	Amount of S106 requested	Other funding	Source of funding	Other funding – not secured	Source of Funding	When will this funding be secured?	<b>Total Income</b>

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				– secured					
Scheme delivery		<b>300,000</b>							<b>300,000</b>
<b>A. Total Project Capital Totals</b>		300,000							300,000
<b>Revenue Costs</b>		<b>Funding sources</b>							
<b>Item of Expenditure</b>	<b>Full Cost</b>	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?	<b>Total Income</b>
<b>B. Total Revenue Costs</b>									
<b>Combined Capital and Revenue Costs (A + B)</b>		300,000							300,000

\* 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?**

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<b>% reduction</b>	<b>Management of project</b>
10%	This would reduce the scope of the project and would increase the risk that all knock-on impacts of the proposal could not be addressed.
30%	This would significantly reduce the scope of the project and therefore the ability to address any knock-on impacts of the proposal in the surrounding area.
50%	This would significantly reduce the scope and quality of the project

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

Have you:

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

#### 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.

	<b>Funding request 1</b> <b>(Month &amp; year)</b>	<b>Funding request 2</b> <b>(Month &amp; year)</b>	<b>Funding request 3</b> <b>(Month &amp; year)</b>
<b>Amount requested:</b>			
<b>Total CIL/S106 funding:</b>			

Please return the completed form by email to: [communities@bristol.gov.uk](mailto:communities@bristol.gov.uk)

By the deadline communicated to you by email.

**We can no longer accept hand delivered application forms**