

West Bridgford Neighbourhood CIL Fund

Expression of Interest Form Guidance Note

The below guidance is intended to help interested organisations and community groups complete the Expressions of Interest process. For further information/guidance, please contact our Planning Contributions team at planningcontributions@rushcliffe.gov.uk

Project Summary

This section should be used to explain what your project is and what it will deliver. Try to be as concise as possible – you will have the opportunity to expand on this and provide more information at the detailed application stage. Any project will need to fall within one of the following two categories (as specified by the CIL Regulations) to be eligible for Neighbourhood CIL funding:

- projects which will deliver the provision, improvement, replacement, operation or maintenance of infrastructure, or;
- other types of projects that are concerned with addressing the demands that development places on the area

The Planning Act 2008 provides a wide definition of infrastructure which can be funded by CIL, including (but not exclusively) roads and other transport facilities, flood defences, schools and other educational facilities, medical facilities, sporting and recreational facilities, and open spaces.

In addition to satisfying the regulatory criteria, projects will generally not be eligible for Neighbourhood CIL funding if they:

- serve solely religious purposes, political purposes, or individual causes;
- are the responsibility of the Council or its partners as part of their statutory functions;
- address pre-existing needs in West Bridgford which aren't the result of development;
- seek funding for ongoing maintenance/operational costs, or;
- seek retrospective funding for works/projects which have already been delivered.

Project Location

Identify the site/area where the project will be delivered. Where a project doesn't include physical infrastructure, this should be the area which will be supported by the scheme (whether this be a specific ward or West Bridgford as a whole).

Addressing the Demands of Development

The core objective of the Community Infrastructure Levy is to help deliver projects which will address the demand that new development places on the Borough. This section should be used to explain how your proposal aims to address the impact of development in the West Bridgford area. Projects do not need to be linked to specific development sites, but highlighting areas where recent development has taken place may help support EOI requests.

Community Support

The use of neighbourhood funds should match priorities expressed by local communities. This section should be used to demonstrate what community support the project has, prior to the four-week consultation with residents which will be carried out for successful Expressions of Interest.

If there are particular groups you feel your project would benefit, please detail these in this section.

Estimated Cost/CIL Funding

The expected cost may be rough estimate for the EOI stage, and more in-depth information will be required in the Detailed Application stage. This will include a breakdown of project costs, quotes received for project work, full evidence of match funding, and whether your group/organisation would be able to reclaim VAT.

If you have applied for or are considering applying for other funding towards the project, you should detail this here – how much you have requested/will be requesting and whether it has been confirmed. You will be able to provide an update on any other funding applied for if invited to submit a full application.

It is unlikely that the Borough Council will award CIL funding to cover the full costs of a project, and currently will only award a maximum of £25,000 to a single project at the Detailed Application stage.

Estimated Delivery Timescale

This information will give the Borough Council an understanding of when successful projects will need to receive funding. Projects which have longer-term delivery timescales may be deferred for future consideration rather than being approved at the EOI stage. Where this is the case, the Borough Council will contact the applying organisation for an update on progress prior to each subsequent meeting of the CIL Advisory group.

Applicant Eligibility

Please provide all the details requested. It is essential that we have the contact details of an appropriate representative of the applicant organisation in order to advise the outcome of the EOI submission. Please note that individuals cannot apply for CIL funding.

Organisations applying for funds must be able to develop and deliver proposed projects themselves and have a means of managing funds in a transparent and accountable way. Rushcliffe Borough Council is not able to provide the resource to support groups to do this.

Detailed Application Stage

Organisations submitting should start to consider the additional details which will be required at the detailed application stage. The Borough Council are more likely to support projects which satisfy the following criteria:

- Projects that can demonstrate they help mitigate specific impacts of development – particularly where these are located in areas where significant recent development has happened or where such development is expected.
- Projects with broad and inclusive community support and backing from Ward Councillors. CIL funding should generally benefit as many residents as possible, but projects which help support disadvantaged or minority groups will also be important.
- Projects which reflect the strategic aims of the Borough Council, which demonstrate links to the Corporate Strategy priorities of Efficient Services, Quality of Life, Sustainable Growth, and The Environment.
- Projects that provide good value for money, such as where commitment of funds would help unlock other grants/match funding. The maximum level of West Bridgford Neighbourhood CIL funding that will be awarded to a single project is currently £25,000.
- Projects which are deliverable within a reasonable period of time. Proposals that are unlikely to be carried out in the short term will likely be deferred for future consideration to allow for more immediately deliverable projects to be funded.

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Project summary

Project location

How will the project help address the demands development places on the West Bridgford area?

Evidence of community support

Estimated Cost and amount of CIL funding required (max £25,000)

Estimated timescale for delivery

Comments / additional information

Submitted by: _____

Organisation: _____

Tel: _____ Email: _____

Address: _____

Date: _____

General Data Protection Regulation (GDPR) 2016 Privacy Notice

The personal information you provide will only be used by Rushcliffe Borough Council, the Data Controller, in accordance with General Data Protection Regulation 2016 / Data Protection Act 2018. We can only do this with your explicit consent.

I do give my consent

I do not give my consent

The personal details given (Name, Address, Telephone contact and Email contact) will only be used to update you on the progress of your submission and to request further information where necessary. Only details of the project and the organisation applying will be included in any community consultation carried out as part of the West Bridgford Neighbourhood CIL funding process.

Your personal data will be kept in accordance with the Council's retention policy and schedule, details of which can be found on the Council's website at http://www.rushcliffe.gov.uk/retention_schedule/

In accordance with GDPR you have a right to:

- have a copy of the personal information that we hold about you. Details of how to obtain this are available at <http://www.rushcliffe.gov.uk/foi>.
- request that your personal data be corrected or completed.
- complain to the Information Commissioner if you feel that your information is not being handled appropriately (<https://ico.org.uk/>).

You may also have a right to:

- have your personal data transferred (data portability).
- prevent automated processing and profiling.
- erasure (also known as the right to be forgotten).
- restrict processing.
- object to processing.

Your data protection rights are not absolute and in most cases are subject to the Council demonstrating compliance with other statutory legislation, for further information see <http://www.rushcliffe.gov.uk/privacy/>

For further details about how your personal information may be used or about your rights under data protection legislation, please contact the Council's Data Protection Officer at:

- By post: Data Protection Officer, Rushcliffe Borough Council, Rushcliffe Arena, Rugby Road, West Bridgford, Nottingham, NG2 7YG.
- By email: customerservices@rushcliffe.gov.uk
- By Telephone: 0115 981 9911