



## NEIGHBOURHOOD CIL APPLICATION FORM 2021

### What's Neighbourhood Community Infrastructure Levy (CIL)?

Neighbourhood CIL is intended to help address the demands of a new development on the local area. This neighbourhood proportion is up to 25% of CIL receipts in areas with an adopted Neighbourhood Plan and up to 15% (capped at £100 per existing council tax dwelling) in areas without a Neighbourhood Plan. Therefore, if development occurs in an area, funds will be collected for the community to use to mitigate any impacts they have identified

At Solihull, a bidding system is open to communities to attempt to secure funding for projects that will benefit the local area. The fund total will be released annually, in April, and these funds will be open to bids until 30<sup>th</sup> September 2021. Solihull MBC aim to fund the most appropriate projects (for an area), to ensure this, a screening application form will enable officers to best allocate funding. The funding will be become available once the ward allocation pot reaches £10,000.

### Completing this form:

A set of guidance notes on our website [www.solihull.gov.uk/cil](http://www.solihull.gov.uk/cil) is available to assist with the completion of this application form, together with guidance around how we make decisions on how funding is distributed and what is expected following the completion of a successful bid. If you need any further advice, please contact the CIL team on 0121 704 8008 or [cil@solihull.gov.uk](mailto:cil@solihull.gov.uk)

#### IMPORTANT: THE FOLLOWING CRITERIA IS MANDATORY IN ORDER TO BID FOR NEIGHBOURHOOD CIL

- Project should be classed as Infrastructure/meets the demands development places on an area
- Projects should not require on-going maintenance
- The body applying should be:
  - o Formally constituted
  - o Has a bank account requiring two unrelated signatories
  - o Has at least two unrelated management committee members if they are an unincorporated organisation or voluntary group
  - o Demonstrates good financial management procedures including records of income and expenditure (or to be partnering with a delivery body who has these structures in place)

N.B you may be asked to provide evidence of the above when submitting an application.

**PART 1: ABOUT YOU/YOUR ORGANISATION**

Name of organisation applying:	Royal British Legion Knowle (Club) Ltd
Address:	1611 Warwick Road Knowle Solihull West Midlands B93 9LU
Contact Phone Number:	██████████
Contact Email Address:	████████████████████

**Which Neighbourhood fund would you like to bid from?**

Dorridge <input type="checkbox"/>	Shirley East <input type="checkbox"/>
Knowle <input checked="" type="checkbox"/>	Shirley South <input type="checkbox"/>
Silhill <input type="checkbox"/>	St Alphege <input type="checkbox"/>

<p><b>Location of the Proposed Project:</b></p> <p><i>Full Address and please attach site plan/map showing the location of the project.</i></p> <p>1611 Warwick Road, Knowle, Solihull, West Midlands B93 9LU</p>
<p>If your project is located outside of the ward you wish to bid from, please explain why you believe that funding should be used for your project in a different ward: (optional)</p> <p>N/A</p>



**Who will be responsible for delivering the project?**

Community Group  Please go to Part 2

Other Group/Organisation  Please go to Part 2

Solihull MBC  Please go to Part 3

**PART 2: COMMUNITY GROUPS/OTHER GROUPS ORGANISATIONS**

**Please provide the details of the organisation responsible for the project delivery**

Organisation Name	Royal British Legion Knowle (Club) Ltd
Project Contact/Person Completing this form:	██████████
Organisation Address (If different from above)	
Phone Number (If different from above)	
Email Address (If different from above)	

**What is the legal status of the organisation?**

Registered Charity  Charity Registration Number:

Company limited by guarantee:  Company Registration number: 14641R

An unregistered organisation

Part of regional/national organisation

**PART 3 – SOLIHULL MBC APPLICATIONS**

<b>Name of Service Area</b>	
<b>Project Manager</b>	
<b>Extension Number</b>	
<b>Email Address</b>	

## PART 4: ABOUT THE PROJECT

**Project Name:**

**Project Jubilee Room**

**Total amount CIL amount requested: (Please see [www.solihull.gov.uk/cil](http://www.solihull.gov.uk/cil) for information regarding current funding availability)**

**£5,591.90**

**Project Summary:**

We would like to purchase and install a selection of new tables and chairs to replace tired looking current furniture. The furniture items in our quotation are both durable and versatile to facilitate usage and functionality of the various user groups.

We have 575 members and in addition have several Societies and businesses that extensively use our premises to promote their activities. These include the Royal Naval Association, Slimming World, Solihull U3A Bridge Club, Solihull Advanced Motorists, Hanson's Auctioneers, Pilates classes, Zumba classes, Solihull Council Elections for the last 6 years, Tribute Nights, Wedding receptions, Birthday Parties, Alzheimer's Society, Christenings and Wakes.

The club's members and volunteers are instrumental in the organisation of these activities which is very well received by the community.

We intend to be involved with arrangements for the Queen's platinum jubilee celebrations in 2022 and plan to host a range of community activities.

**Project Outcomes and Benefits:**

*Please explain how your project outcomes will benefit communities and how this will be shown after the project is completed.*

<b>Project output</b>	<b>Project benefits</b>	<b>Evidence</b>
<i>Outputs should be tangible deliverables from your project . E.G. New Playground Equipment</i>	<i>How will you know the project has been a success? E.G. Increased use of the park</i>	<i>How can you provide evidence to show this has been a success? E.G. Survey of numbers of people using the park</i>
<i>Should our project proceed on the lines highlighted, it will make our Function more desirable with an enhanced vibe.</i>	<i>By attracting more bookings/functions, particularly from non-members.</i>	<i>Purely by monitoring bookings on an ongoing basis.</i>
<i>New, more modern furniture.</i>	<i>More versatile furniture will provide more options therefore be attractive to different types of groups for bookings.</i>	<i>We will ask groups booking the room for their feedback on the furniture.</i>

**Mitigating the impact of Development:**

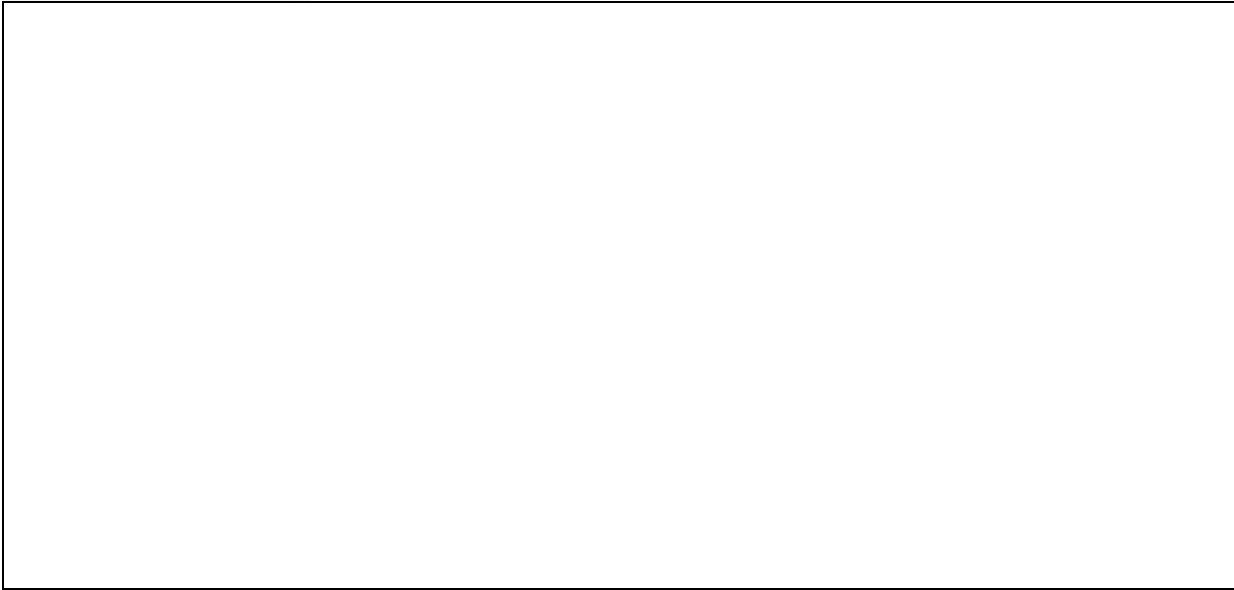
*Our premises license can extend to any business organisation or society. The Club is the community hub of the village and used by numerous groups for a variety of purposes and we wish to increase this further with this project.*

**Community Support**

*Please provide evidence of local support or backing for this project. Additional documentation should be submitted to support this. Please evidence any support from Local Ward Councillors.*

*Evidence can include letters, emails, petitions or fundraising efforts.*

*Please see 4 separate emails from Councillor Alan Rebeiro, a local Knowle Ward Councillor, Yvonne Cartwright, Slimming World Jenny Herbert, Secretary of the Royal Naval Association and Sukbir Bindra, Royal British Legion Membership Support Officer, West Midlands in support of our Application.*



**Council Plan**

We share the Council Plan that our proposal will help to revitalise our local village centre with enhanced facilities for the community to use.



Is your project supported by polices or priorities of a neighbourhood plan?	Y (If Yes please provide details below)	N
<p>No.</p>		

How will this project be delivered and who will deliver it?
<p><i>Who will be involved in running the project? Who will carry out the work? Do they have any previous experience of this work? What kind of skills/resources will be needed? Are there any risks?</i></p> <p><i>I in conjunction with Kate Thompson, Club Secretary, will be managing the project in terms of purchase, agreeing delivery and actual installation with pre planning where the new furniture should be precisely located.</i></p>

Ongoing Maintenance– see guidance criteria
<p><i>Will there be any on-going maintenance? How would this be funded?</i></p> <p><i>Our cleaner has an agreed Specification of Cleaning Services which will include the new furniture hence ongoing maintenance will enhance our appearance to users of our community facility. This will be funded by the Club.</i></p>



Please outline a proposed timeline for the project

Proposed Date	Key Milestones
01/02/2022	Purchase Furniture items.
22/02/2022	Take delivery of necessary items and install with immediate effect.

## COSTS

Please outline the predicted costs for the project and outline if any other funding has been raised for the proposal:

**Please attach evidence of quotes that have been sought as confirmation of the cost breakdown. Without the submission of quotes, your application will not be taken further.**

Cost	£	Funded from?
<i>Total cost of tables and chairs as per the attached schedule from Trent Furniture.</i>	<i>5591.90</i>	<i>CIL/ Other Source</i>

## RISKS

### Are there any risks associated with the project?

What is the risk if work does not take place? Is there any reason why the work would not be fully completed if funding were to be granted?

None foreseen.

### Certification:

I confirm the information supplied is accurate to the best of my knowledge. I understand and accept that providing deliberate false information could result in Legal action being taken against me and withdrawal of funds awarded  X

I confirm I have read and understood Solihull MBC Policy and Engagement Privacy Notice





( <https://www.solihull.gov.uk/About-the-Council/Solihull-Council-Statement/Economy-and-infrastructure/Policy-engagement> )

SIGNED: [REDACTED]

ON BEHALF OF: Royal British Legion Knowle (Club) Ltd