

## NEIGHBOURHOOD CIL APPLICATION FORM 2020

### 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 1<sup>st</sup> September 2020. 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:	Dorridge Scout Group
Address:	[REDACTED]
Contact Phone Number:	[REDACTED]
Contact Email Address:	[REDACTED]

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

Dorridge & Hockley Heath <input checked="" type="checkbox"/>	Shirley East <input type="checkbox"/>
Knowle <input type="checkbox"/>	Shirley West <input type="checkbox"/>
Olton <input type="checkbox"/>	Shirley South <input type="checkbox"/>
Silhill <input type="checkbox"/>	St Alphege <input type="checkbox"/>

### Location of the Proposed Project:

*Full Address and please attach site plan/map showing the location of the project.*

Dorridge Scout Hut, Arden Drive, Dorridge, B93 8LP (this is not a postal address)

See attached Lease Plan showing location, and sketch plan showing car parking area.

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)

N/A



### 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	Dorridge Scout Group (DSG)
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:

An unregistered organisation ☐

Part of regional/national organisation ☐

## PART 3 – SOLIHULL MBC APPLICATIONS

Name of Service Area	
Project Manager	
Extension Number	
Email Address	

## PART 4: ABOUT THE PROJECT

**Project Name:**

Dorridge Scout Hut Car Park

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

**£7,500**

**Project Summary:***Outline of proposed project you want to deliver.*

The Scout Hut at Arden Drive was constructed in 1974/5. It is owned by Solihull Metropolitan Borough Council (SMBC) and leased to the Scouting movement under a 99 year fully maintaining 'dry' lease. The main area of the car park which is situated between the scout hut and Arden Drive is approximately 20 metres by 22 metres.

The car park is used by leaders and parents and guardians to deliver children to and collect them from regular weekday meetings and ad hoc weekend activities. Occasionally a mini-bus may use the car park. The barrier to the car park is usually closed and locked and unauthorised access is denied.

The area used for car parking has had minimal maintenance since the hut was constructed. Prior to the installation of the current access barrier in 2015 the car park was used every day of the week by whoever wanted to park there, (in particular travellers using Dorridge station) and this led to the entire surface breaking down. We now have an uneven surface that is dangerous to walk on, presents up to 10 cm deep puddles after rain and has no satisfactory water run-off. The pedestrian path at the side of the car park also needs to be properly delineated in order to ensure the safety of adults and children accessing the hut after dark.

Our project proposal is for construction of a properly surfaced car park, creating a natural run-off for rain water to the existing surface water drains in the centre of the area and eliminating the trip hazards and ponding. The central part of the parking area where the drains are located is currently at a higher elevation than the surrounding car park so that the drains do not drain the car park. A pebbled area (approx. 4m square), which has provided ammunition for those wishing to attempt to break windows and facias at the hut, would also be properly tarmaced. Edging would be provided, damaged manhole covers replaced, and white lining used to define car park spaces and highlight the curb stones on the pedestrian side of the car park, thus improving safety for parents and children.

The project is strongly supported by parents of the young people using the hut and by the volunteer leaders. This is evidenced by the circa £850 that was collected through a Just Giving web page set up by DSG requesting contributions for the work when it was originally conceived in late 2018 / early 2019.

## Project Outcomes and Benefits:

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

Project output	Project benefits	Evidence
<p><i>Outputs should be tangible deliverables from your project.</i></p> <p><i>E.G. New Playground Equipment</i></p>	<p><i>How will you know the project has been a success?</i></p> <p><i>E.G. Increased use of the park</i></p>	<p><i>How can you provide evidence to show this has been a success?</i></p> <p><i>E.G. Survey of numbers of people using the park</i></p>
<p>A properly surfaced car park that can be used by those running Scouting activities at the Scout Hut and those delivering young people to or collecting them from those activities.</p>	<p>A safe area for parking at the hut will have been provided with appropriate segregation of pedestrians from cars. The risk of injury when using the car park will be reduced, as will the risk of stepping out of your car into a puddle and getting wet feet!</p>	<p>Fewer complaints from Scout Leaders and the parents/guardians of the 170 or so young people who typically use the hut each week.</p>

## Mitigating the impact of Development:

*Please explain how your project will support development in the Neighbourhood, this could address a Social or a Physical need.*

The purpose of the Scouting Movement is "to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities".

Dorridge Scout Group (DSG) operates from the Scout Hut on Arden Drive, on the edge of Dorridge Park. Pre-COVID, and we hope post COVID, the Group had and will have approximately 170 children attending Beavers, Cubs or Scouts and approximately 20 leaders and helpers. Darwin Explorer Scouts (aged 14-18) are also based at the hut and their 25 members and 5 leaders typically use it on a weekly basis. All leaders and members of the committee running the group and the Explorer Scouts are volunteers and receive no financial reward for their efforts.

We run a full programme of activities for the young people in the area including summer camps. The Explorer Scouts run the Duke of Edinburgh award scheme and since their formation in 2008 circa 200 youngsters have gained awards, including circa 25 DofE Gold awards.

The Scout Group and the Scouting activities at the Scout hut make a significant contribution to the development and well-being of the young people in local community. As a volunteer leader it is often very satisfying to see the transition of the immature children who join one of the groups into confident, capable, helpful, friendly and responsible young adults when they finally leave Explorer Scouts at the age of 18.

With continuing housing development in the local area, the need for the effective operation of the local Scouting Movement to provide a safe environment for young people to socialise and develop their potential outside the school environment (and timetable) will only increase.



## Council Plan

*Does the Project align with any of the priorities set out within the Solihull Council Plan which can be found at [http://www.solihull.gov.uk/Portals/0/Ourvisionandpriorities/Council\\_plan\\_on\\_a\\_page.pdf](http://www.solihull.gov.uk/Portals/0/Ourvisionandpriorities/Council_plan_on_a_page.pdf)*

In supporting the activities of the Scouting movement at the Dorridge Scout hut, the project supports various priorities set out in the Council Plan.

**Enabling communities to thrive** – The whole ethos of the Scouting movement encourages communities to work together. It brings parents of the youngsters attending meetings and activities together and encourages them to cooperate and work together to support their young people.

**Improving skills and access to good work** – Many of the activities in Scouting provide youngsters with physical and life skills which are not taught at school and improve their employability and life chances. Areas of particular note are communication and teamwork. At each level of the Duke of Edinburgh award scheme, participants must spend time developing and demonstrating improvement in a particular skill and in many cases this is a new skill for them.

**Promoting and delivering social value** – At each level of the Duke of Edinburgh award scheme youngsters must volunteer in the community for a pre-determined period. The time required increases with award level.

**Actioning our climate change declaration** – We actively encourage the use of car sharing, public transport and cycling and walking. For example, all youngsters doing their silver Duke of Edinburgh expedition do it on bikes. They have to train physically for this and improve their cycling skills. The training and the practice expeditions start and finish at the Scout hut, which minimises CO<sub>2</sub> emissions. The objective is to demonstrate to the young people what can be achieved on a bike. They typically cycle 150 miles in 3 days during their expeditions.

Is your project supported by polices or priorities of a neighbourhood plan?	Y (If Yes please provide details below)	
<p>DSG has consulted with and discussed the proposed project with the KDBH Forum prior to submission of this application and the Forum has advised that it supports neighbourhood plan in the following areas:</p> <p><b>Section 5 - Opportunities and Key Issues:</b></p> <p>Section 5.6 Education and Community Facilities (including Health care, sport, Recreation and Leisure)</p> <ul style="list-style-type: none"> <li>•Community Facilities - Social Facilities: There is a need for improved social facilities for the young (under 18's) to have better access to a range of facilities at appropriate times</li> <li>•Community Facilities - Improve Wellbeing: There is a high level of dissatisfaction with the suitability and availability of indoor and outdoor facilities in the Area for sport, leisure, exercise and recreation</li> </ul>		

## **Section 11- Education and Community Facilities:**

### **Section 11.5 Policy ECF4: New housing Development, Investment in Community Facilities**

- New developments will provide capacity to meet the resulting overall increased need in the Area in relation to, for example:
  - suitable venues for community activities, including new or improved existing venues such as halls and church halls, scout/guide huts, buildings for youth activities and adult learning venues,
  - recreation, leisure and sports facilities including indoor and outdoor sports to meet the needs of new residents of all ages

### **Section 11.6 Policy ECF5: Recreation, Leisure and Sport**

- The KDBH community will support applications for the provision and extension of both indoor and outdoor venues for recreation, leisure and sport provided that they would:
  - widen the range of local sport, leisure and recreational facilities
  - allow use by all groups, community sectors and individuals within KDBH

## **How will this project be delivered and who will deliver it?**

*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?*

The project will be managed by the Dorridge Scout Group Executive Committee. The committee has undertaken other projects at the hut and in 2018 it successfully managed a major refurbishment of the Scout Hut costing circa £30K. This included reconfiguration of the building internally to provide new toilets, a disabled toilet, meeting room and store room. Other recent projects have included installation of steel security doors and installation of a lockable barrier at the entrance to the car park. The members of the committee are all volunteers but include professionals with a range of experience in areas including finance and management of major infrastructure projects. It is anticipated that the work will be undertaken by a single contractor selected using a competitive tendering process against an agreed specification. The contract is expected to be a fixed price contract with stage payments. This should minimise the risk of additional costs, although this risk cannot be eliminated, particularly when groundwork is involved. Additional costs could be met from DSG contingency funds.

## **Ongoing Maintenance– see guidance criteria**

*Will there be any on-going maintenance? How would this be funded?*

It is not anticipated that there will be a significant on-going maintenance requirement. Any ongoing maintenance costs would be met by Dorridge Scout Group which already funds other on-going maintenance at the Scout Hut from subscriptions.

## TIMESCALES

Please outline a proposed timeline for the project

Proposed Date	Key Milestones
October 2020	Finalise contract specification.
November 2020	Re-validate the two existing quotes for the work against the final specification and obtain a third competitive quote for the work, evaluate, question, and ensure on a like-for-like basis.
December 2020	Select preferred tenderer/contractor, confirm all funding is available and ensure all permissions required are in place. DSG Exec Committee to give final sign-off that the project should proceed.
January 2021	Place contract with preferred bidder and schedule works according to contractor availability.
April 2021	Anticipated completion.

## 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.

Cost	£	Funded from?
<i>Single Fixed Price Contract for the Work</i>	23,500 <i>(Two quotes attached, both are of this magnitude, including VAT)</i>	<i>CIL Funding (£7,500), Round Table (£2,000), Just Giving contributions from parents (£850 to date) with the balance and any additional contingency required from Dorridge Scout Group Funds</i>
<b>Note:</b> When the project was originally conceived DSG secured funding of circa £850 from parents through a Just Giving website. In addition, The Round Table has promised £2,000 funding from Dorridge Day.		

## 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?





The main risk associated with execution of the project is that the contractor finds some unforeseen buried structure which requires removal or protection when preparing the area for the new car park. This is unlikely as the excavations are not deep and surface drains and manholes are clearly visible. Any additional costs associated with this would be met from DSG funds.

If the work does not take place, there will continue to be a high level of dissatisfaction from and an increased risk to those using the existing car park area. The general condition of the car park area and the risks it poses can only have a negative effect on the morale of the volunteer leaders and detract from the willingness of parents to bring their young people to the Scout hut.

**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 X

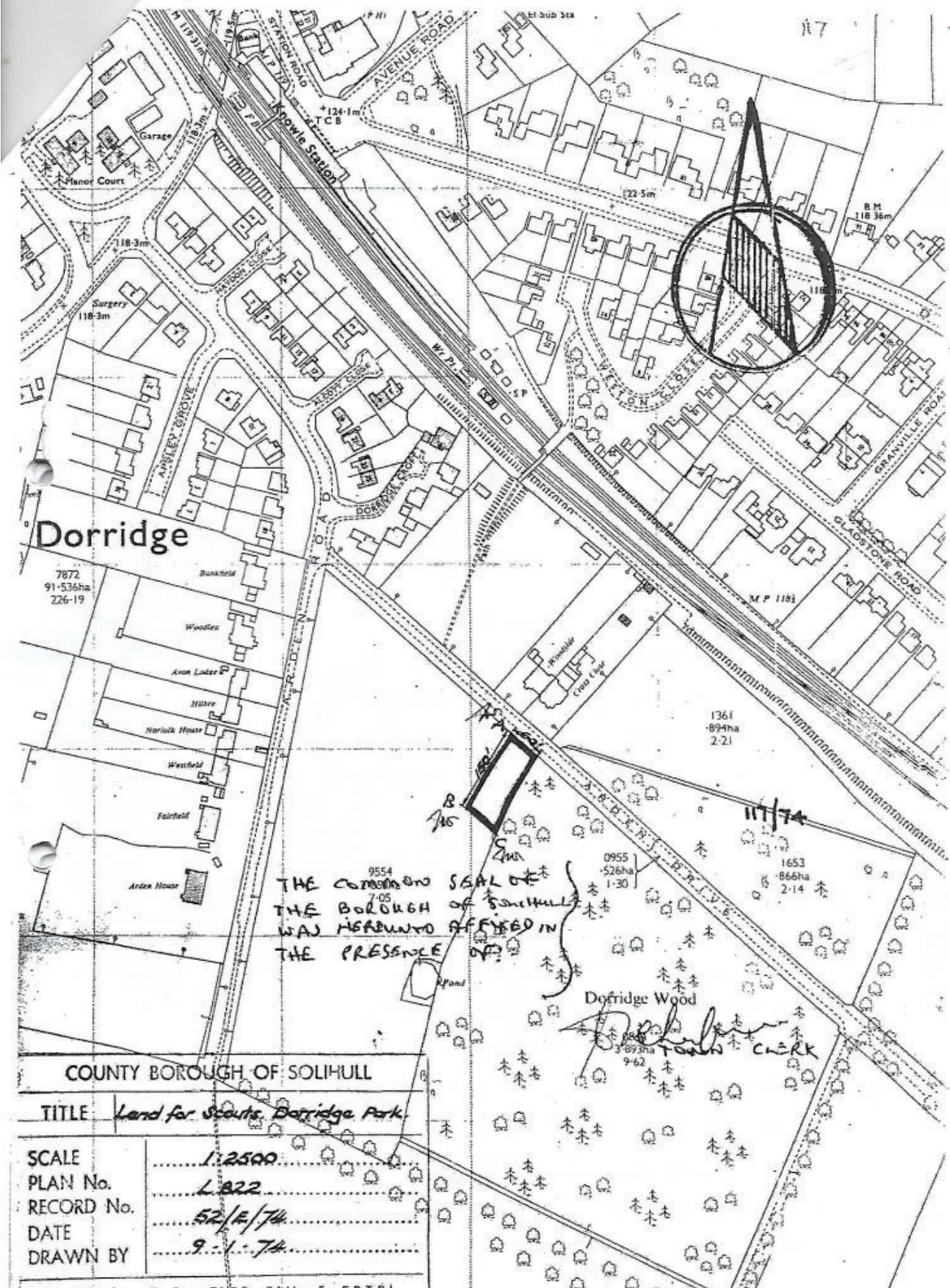
(<https://www.solihull.gov.uk/About-the-Council/Data-protection-FOI/Solihull-Council-Statement/Economy-and-Infrastructure/Policy-Engagement>)

**SIGNED:**

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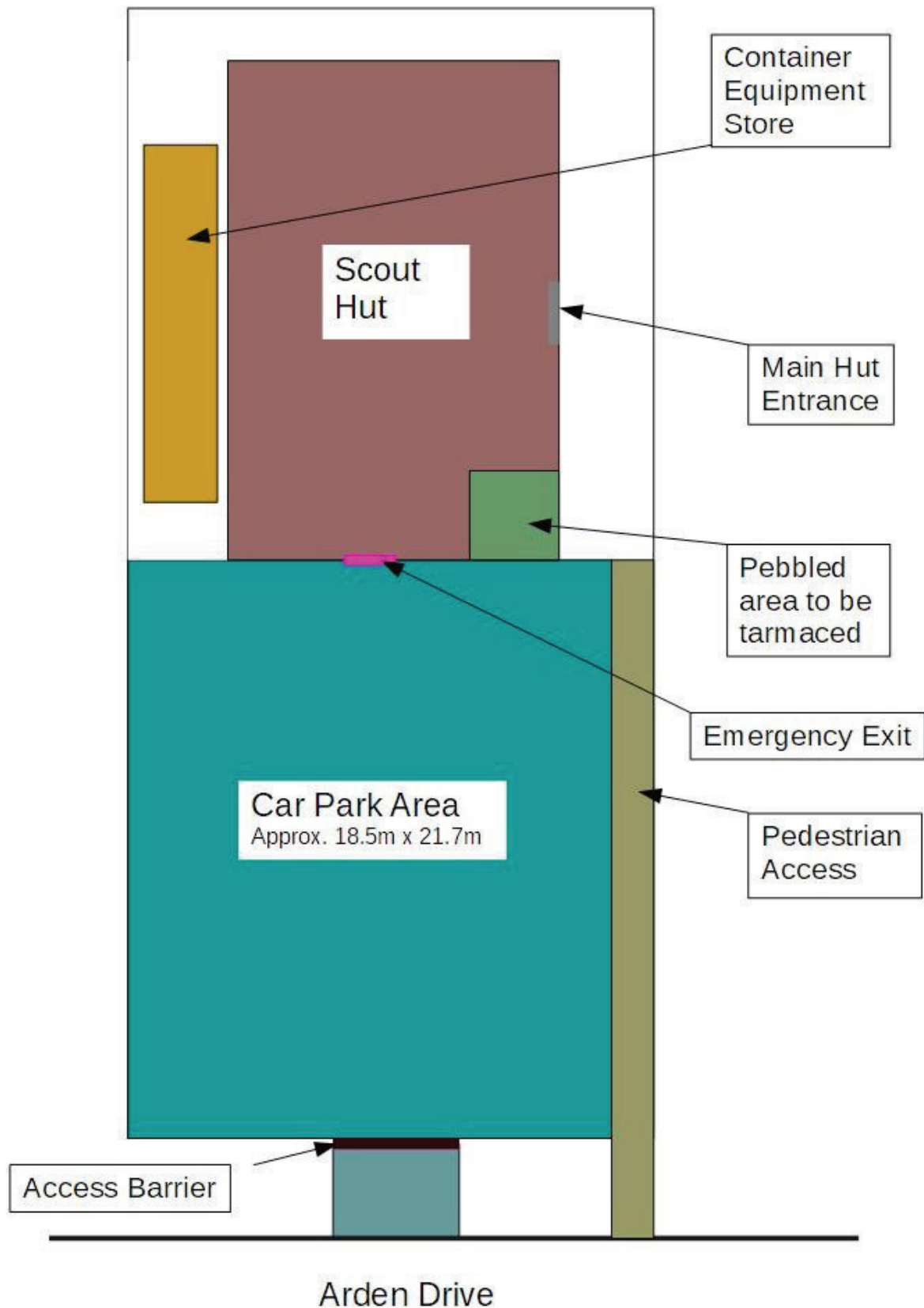
**ON BEHALF OF:**

Dorridge Scout Group



**Location of Dorridge Scout Hut**

## Sketch Plan showing Scout Hut and Car Park







**Current Parking Area viewed from Arden Drive**



**Puddling in Parking Area**





### **General Condition of Existing Parking Area**

**(Note location of existing drains. Central area where drains are located is higher than surrounding area.)**

## Budget Quotation from Rio Surfacing

Please find enclosed budget estimate to resurface the car park at the scout hut in Dorridge.

### Option 1

Mechanically cold plane existing surfacing, carting spoil to tip.  
Mechanically sweep area clean, carting all debris to tip.  
Cut all necessary grips to form fair edge.  
Supply, lay and roll 60mm of AC 20 dense binder course to BE EN 13108-1  
Supply lay and roll 40mm of SMA 10 surface course to BS EN 13108-5  
Sealing joints with hot poured bitumen.

Approximate area 540m<sup>2</sup>

FOR THE BUDGET ESTIMATE OF £ 13,750.00 PLUS VAT

### Option 2

Mechanically cold plane existing surface course area, carting spoil to tip.  
Mechanically deep plane isolated areas of existing defective binder course (, Approximately 25%)  
Mechanically sweep area clean, carting all debris to tip.  
Cut all necessary grips to form fair edge.  
Supply, lay and roll 60mm of AC 20 dense binder course to BE EN 13108-1 (, Approximately 25%)  
Supply lay and roll 40mm of SMA 10 surface course to BS EN 13108-5  
Sealing joints with hot poured bitumen

Approximate area 540m<sup>2</sup>

FOR THE BUDGET ESTIMATE OF £ 18,300.00 PLUS VAT

TERMS: 30 DAYS NETT, PLUS VAT AT CURRENT RATE

Please note no allowance has been allowed for drainage, adjustment of ironwork and thermoplastic line marking in

The above budget estimate.

Hope this helps. If you require any further information please do not hesitate to contact me.

Kind Regards

Terry Beecham (MIAT)  
Contracts Manager



**Rio Surfacing Ltd.**  
50 Devon Street  
Nechells  
Birmingham  
B7 4SL

E-mail: terry@riogroup.co.uk  
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Mob: 07976 622065  
Web: www.riogroup.co.uk



## Budget Quotation from Colour Drives



Mr Vale  
Dorridge Scout Hut

April 16, 2019

Dear Mr Vale

We have pleasure in submitting the requested quotation and specification for the surfacing of the car park at the above address. Please contact us if you have any queries about this quotation.

Please visit our website at [www.colordrives.co.uk](http://www.colordrives.co.uk) for a comprehensive collection of photos showing examples of our work, alternatively contact us if you would like us to provide you with addresses in the Solihull area that you may visit to see the quality of our work.

This is an interactive document all words highlighted in **red** will link to our website or the product website showing additional relevant information.

### QUOTATION

Regrade existing car park area removing high section of tarmac and excavating for widening of entrance and removal of gravel area to a depth of approximately 230mm below proposed finished surface level

Ensure a hardcore depth of 150mm laying **MOT type one** specification hardcore to the excavated areas to falls and levels and fully compact with vibratory roller.

Provide and install one heavy duty manhole cover bedded on a 100mm concrete bed and haunched with the same.

Paint existing kerbstones to right hand side in exterior grade hi-vis yellow paint.

Provide and install linear concrete edge kerbs to retain extended area to either side of entrance, bedded on a 100mm concrete bed and haunched with the same.

Provide and lay a varying thickness of approx 50mm \* 20mm base course tarmac to the excavated areas and fully compact with



65 Knowlewood Road, Dorridge, Solihull, B93 8JP  
Phone 01564 772755 - Mobile 077948 48748  
[www.colordrives.co.uk](http://www.colordrives.co.uk)



vibratory roller.

Provide and lay a varying thickness of between 40mm/50mm \* 10mm of black **SMA surface course (125PEN)** to the entire car park area and fully compact with vibratory roller. All tarmac to comply with BS EN 13108.

Finally install line marking to car park area in as to be confirmed locations.

**For the sum of £19,480.00 plus 20% VAT (£23,376.00)**

Yours sincerely,



Dominic Donohoe  
☎-077958 48748  
✉-dominic@colordrives.co.uk