

Local CIL Play Fund Application Form v1



Local Play Infrastructure – All must apply in order for the project to be eligible

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| a) | The project is located in, or close, to an area where new developments are coming forwards (E.g. granted permissions have commenced or are about to commence). | |
| b) | The project increases provision/capacity or provides additionality of function | |
| c) | The project is deliverable in the short term (within 2/3 years) | |
| d) | The project is partly funded through Neighbourhood CIL or has a minimum of 50% match funding guaranteed. | |
| e) | The project has been identified in the Neighbourhood plan or Parish Infrastructure Investment Plan. | |
| f) | The project is supported by the Ward Member. | |
| g) | The project does not seek more than £50,000 from the Local CIL Play Fund. | |

District and Local CIL does not fund:

Funding requests from District and Local CIL should not include the following:

- Up front funding for feasibility studies and professional fees where there is no guarantee that the infrastructure would be delivered;
- Infrastructure replacement or improvements in areas where there are no major developments commencing or there is limited new housing or growth;
- Ongoing operational or maintenance costs; and
- VAT where this can be reclaimed

1. Basic details about the play project:

| Name of Project | Total Project Cost | Amount of Local CIL Play Fund Requested |
|-----------------|--------------------|---|
| | | |

2. Organisation(s) proposing the project

If this is a joint project, please detail who will be leading on the delivery?

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3. Project location (site location plans should be provided if available)

Address:

Post Code:

4. Description of proposed project

What is the new play equipment, are there new surfaces, new fencing, benches, shade provision, planting, etc)

5. Project aims

What is the goal of the project? How does the proposed project support new housing growth in the area and how will it deliver additional benefits (i.e. inclusivity of play)?

6. Who will benefit from the proposed infrastructure?

7. How have you identified need and who have you consulted with?

Please provide details of any community consultation that has taken place and any additional documentation that supports the project.

8. Existing infrastructure

Ownership - If your application is successful you may need to be able to provide a copy of the land ownership documents.

Who owns the land and equipment at present?

Freehold ☐ Leasehold ☐ Do not own the land ☐

If you have a leasehold contract or do not own the land, please state the name and address of the owner and the date of expiry of the lease (if applicable).

If you do not own the land, do you have permission from the landowner to implement your project? If so, please provide evidence.

What is the area (size in square meters (m²) or hectares (Ha)) of the land/site?

What is the existing infrastructure, what is it constructed from and what is the approximate age?

Is the equipment all currently Disability Discrimination Act (DDA) or other access legislation compliant?

9. General information

Please ensure you seek advice as to whether planning permission is required before applying for funding. Please confirm that this has been undertaken and the outcome:

10. Project costs

For Local CIL Play Fund Projects a minimum of three quotes using a common specification should be obtained. Evidence of this or satisfactory justification as to why this is not deemed necessary will be required before any Local CIL Fund is released.

Please provide a full breakdown of the project costs

(attaching quotes to substantiate your figures where possible)

| Type of cost | £ |
|--------------|---|
| | |
| | |
| | |
| | |
| | |
| | |
| Net Cost | |
| VAT | |
| Total Cost | |

11. Funding for this project

It is important that you can demonstrate that the funding you are seeking, together with other funding sources, covers the total cost of the project. Please also include any Neighbourhood CIL already received and/or allocated to this project.

| Funding Source | Secured Yes/No | If not secured – when will you know | Amount £ |
|---|---------------------------|--|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Neighbourhood CIL Allocated | | | |
| Other – e.g. VAT reclaim | | | |
| Amount being applied for as Local CIL Play funding | | | £ |
| Total Funding | | | £ |

12. Predicted timescale for commencement and completion

When do you expect the project to start and finish? Are there any key milestones or payment stages in which the work will be completed?

| | |
|------------------------|-------------|
| Start: | End: |
| Key Milestones: | |

13. Ongoing maintenance and depreciation of the assets

How do you expect the proposed Infrastructure to be maintained/funded in the years following completion of the project?

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14. Declaration

I/we declare that I/we have given notice of this proposal to the owner and occupiers of the land and prior to authorisation will produce Title Documentation, if required.

I/we confirm that I/we have advised the Parish/Town Council, Ward Member and County Ward Member of this proposal and attach copies of all written comments that they have made.

I/we declare that I/we will ensure any unspent funds are returned within a reasonable period of time once the project is complete or if the project does not proceed.

I/we confirm I/we will provide photographs of progress and invite East Suffolk to attend any opening events.

I/we declare that I/we am authorised to make this application and that the information given in this application is correct.

| | |
|------------|--------|
| Signed: | Name: |
| Position: | Date: |
| Telephone: | Email: |
| | |
| Signed: | Name: |
| Position: | Date: |
| Telephone: | Email: |

15. Submitting your application

We prefer electronic submission of Local CIL Play Fund Applications.

Please return the completed forms and supporting documents to CIL@eastsoffolk.gov.uk

The Councils postal address for sending hard copies is:

Infrastructure Team (Planning and Coastal Management)
East Suffolk District Council
East Suffolk Council,
Riverside,
4 Canning Road,
Lowestoft
NR33 0EQ.

Data Protection Notice

East Suffolk District is a Data Controller for the purposes of the General Data Protection Regulations (GDPR). Any personal information supplied on this form will be processed in accordance with the principles of the Regulations.

The information may be shared with other Council Departments and other local and government authorities in order to check the information and assess and determine your application.

We may also need to check the information with private sector organisations at a later stage of the application process.

We may also use the information to notify you of relevant council initiatives.

Please see our Infrastructure Team Privacy Policy for further information:

<http://www.eastsuffolk.gov.uk/yourcouncil/access-to-information/general-data-protection-regulation-and-data-protection-act/gdpr-privacy-notice/>