

**APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT  
FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA**

**2021 Round 1**

<b>TITLE</b> Short title by which the project will be known	Five Mile Drive notice board
<b>PROJECT APPLICANT(S) &amp; CONTACT DETAILS</b> Name of person (not organisation) who has initiated the project, with email & phone number	Richard Lawrence-Wilson
<b>APPLICANT ORGANISATION</b> Name and type of organisation and, if applicable, charity number	Local resident
<b>OUTLINE PROJECT DESCRIPTION</b> Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	<p>Provision of a public notice board at Five Mile Drive Recreation Ground for the display of community information, posters for local events etc.</p> <p>The aim is to improve the connections between residents in the “Five Mile Drive triangle” (north of Sunderland Avenue, between Woodstock Road and Banbury Road) and the wider community in Wolvercote Ward. About 1500 people in nearly 450 households live in the “triangle”. They have no public facilities nearby other than the recreation ground, and they are poorly informed about events and opportunities elsewhere in the Ward. The need for a notice board in this part of Wolvercote has been identified for at least 10 years. Council funding has been promised on several occasions, most recently in 2017 by Councillor Angie Goff. The installation of a board near the entrance to the recreation ground was agreed but after Angie’s death in 2018 this did not proceed.</p>
<b>MAIN TASKS</b> A list of the main tasks and, if appropriate, an initial project plan with timescales	A board can be supplied and installed by Oxford Direct Services as soon as funding is agreed and the location is fixed.
<b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b> (e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)	Provision of a notice board was rated as a top priority in an extensive opinion survey of resident stakeholders in 2017. The recreation ground belongs to Oxford City Council. Council officers have previously agreed to the installation of a notice board and I was present at a meeting where

	<p>the exact location was decided. However, since then a temporary pavilion has been installed and other alterations have taken place in the recreation ground, so the exact location needs to be revisited.</p>
<p><b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b></p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>At present residents in the “FMD triangle” are isolated from other parts of the ward. By providing a notice board to display information about local facilities and events the project will help get them involved and bind the community together.</p>
<p><b>CONSENTS REQUIRED</b></p> <p>Are any legal consents required before the project can go ahead (e.g. from a Council department such as Highways, Planning, Building Control, or other statutory organisation)?</p>	<p>As stated above, permission has previously been granted for this project by the appropriate Council department. The details will need to be revisited but no other consents are believed to be required.</p>
<p><b>FINANCE</b></p> <p>How much will this project cost in total? What proportion is being sought from CIL funding? What other sources of finance are being pursued? Are you seeking matched funding? What will the CIL grant be spent on?</p> <p>PLEASE INCLUDE COPIES OF COST ESTIMATES</p> <p>(Two quotes are needed for applications for more than £1000.)</p>	<p>Estimated cost £1500</p> <p>This is a routine item to be supplied and installed by Oxford Direct Services at their standard cost.</p> <p>This project was previously considered to be appropriate for funding from Councillors’ personal allocations and therefore the full cost is sought from CIL funding.</p>
<p><b>MAINTENANCE</b></p> <p>How will the outputs of the project be maintained and by whom? Please note that CIL grants cannot be used to cover ongoing costs.</p>	<p>The notice board will belong to the City Council and is assumed that it will be maintained by them. Local volunteers will ensure that only appropriate notices are displayed and that outdated ones are removed.</p>
<p><b>RISK ASSESSMENT</b></p> <p>Are there any financial or other risks to the completion of this project? Are there any safety issues associated with the project?</p>	<p>No known financial risks or safety issues.</p>
<p><b>MONITORING AND REPORTING</b></p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>Feedback will be sought from residents. If the notice board is well used to publicise local events and activities this in itself will be evidence of success.</p>
<p><b>OTHER COMMENTS OR INFORMATION</b></p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	

Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to [wolvercotenf@gmail.com](mailto:wolvercotenf@gmail.com)