

APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA Spring Round 2024	
1. Please read the “Guidance Notes for WNF CIL Funding Applications” 2. The sections of this application form may be used flexibly to provide additional information where necessary. Not all sections will be relevant to all projects, and you may leave these blank. 3. Applications will be assessed by the WNF Steering Committee, taking account of the following criteria; applicants may wish to include supporting information regarding their project’s fit to the criteria. <ul style="list-style-type: none"> • Location within or serving the WNF Community • The recipient operates as a recognised body with a nominated bank account • The project has agreement in principle from the property or asset owner • Value for money • Consideration has been given to health and safety requirements • Environmental sustainability • Innovation 	
APPLICATION DATE	13 April 2024
REVISION DATE if applicable	n/a
TITLE Short title by which the project will be known	Jordan Hill Wolvercote Community Store. This lies within the area of Wolvercote Neighbourhood Forum & Plan.
PROJECT APPLICANT(S) & CONTACT DETAILS Name of person (not organisation) who has initiated the project, with email & phone number	Christopher D. B. Gowers Secretary & Convenor CSW CAG.
APPLICANT ORGANISATION Name and type of organisation, if applicable, charity number.	Cutteslowe Sunnymead Wolvercote Community Action Group (CSW CAG) CSW CAG is a social enterprise for projects in two City Wards (Wolvercote; Cutteslowe & Sunnymead) to initiate and manage local projects to attain social and environmental justice. Unincorporated with charitable aims and working within the CAG Oxfordshire Network. Managed by an Executive Group that has been working together since 2020. Constitution is that

	<p>of the Wolvercote Recycling Group, founded in 1989.</p>
<p>OUTLINE PROJECT DESCRIPTION</p> <p>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>	<p>01. The Community Store is a lock-up garage at Jordan Hill Estate, managed by A2 Dominion Housing Association.</p> <p>02. The store is already used by CSW CAG to store materials and items for the benefit of local residents who cannot otherwise dispose of them, and are then recycled, (e.g. timber, metal).</p> <p>03. Surplus unused paint is provided by a professional decorator by arrangement with ORINOCO Cowley for distribution to community premises and homeless people.</p> <p>04. Furniture and household equipment is also stored for homeless people awaiting allocation of permanent accommodation, working with Oxfordshire Homelessness and other agencies.</p> <p>05. The store is served by a designated minibus operating under rules of S19 Transport Act 1988, for deliveries, collections and distribution.</p>
<p>MAIN TASKS</p> <p>A list of the main tasks and if appropriate an initial project plan with timescales.</p>	<p>01. Use of existing long-established community transport scheme, founded 2010 operated under Department for Transport Permit.</p> <p>02. The store provides long-term accommodation for local organisations (e.g, spares and equipment for community transport) and short-term storage for items and materials to be found ‘new homes.’</p> <p>03. Additional permit to be obtained to distribute waste at County Council Recycling facilities Depots, e.g. Redbridge.</p>

	<p>04. Supervised by volunteers trained in Health & Safety and Waste Disposal by Oxford City Council and Oxfordshire County Council since 1990.</p> <p>05. Collection by arrangement with householders in Wolvercote Ward. Mobile phone advisory service to be set up.</p> <p>06. Distribution with non-commercial agencies using CSW CAG's own 'Directory of Finding Good Homes for Things'.</p> <p>07. Recruitment of a store and minibus manager for the project.</p>
<p>STAKEHOLDERS & DETAILS OF CONSULTATION</p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>01. Approval already obtained by licence agreement with A2 Dominion Housing Association, which is responsible for managing the housing estate at Jordan Hill and relations with neighbours.</p> <p>02. Permit to be obtained from Oxfordshire County Council to use minibus for trips to Redbridge.</p> <p>03. Details of the CSW CAG service to be publicised through CAG Oxfordshire and usual social media channels and through a website in course of construction.</p> <p>04. Already works with OxClean (Oxford Civic Society) for the annual spring clean to tackle 'grot spots'.</p>
<p>RELEVANCE TO THE NEIGHBOURHOOD PLAN</p> <p>How does the project enhance or develop our neighbourhood?</p>	<p>01. Provides an additional community-managed facility in the Wolvercote Neighbourhood in Jordan Hill, an area without any such facilities. Jordan Hill is also strategically located to serve the whole of Wolvercote Neighbourhood by road.</p> <p>02. Helps to provide a store to alleviate problems caused by fly tipping and</p>

	<p>highway litter control. Additional facilities to increase the rate of recycling and its importance for climate control.</p> <p>03. The knowledge of the service encourages householders to avoid waste, thereby increasing sustainability.</p> <p>03. Provides additional support for those suffering from the cost-of-living crisis and homelessness. Wolvercote Neighbourhood already houses people allocated by Oxford City Council.</p> <p>04. CSW CAG already works with the City Council Localities Manager for post codes OX1 and OX2. This facilitates development of services.</p>
<p>CONSENTS REQUIRED</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>Only a permit from Oxfordshire County Council to use a minibus for monthly trips with waste from the store and private houses. The store already operates without the need for this permit, e.g. collections are made by recycling agents direct from the store.</p>
<p>FINANCE</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>01. Project application is for 12 months from 1 June 2024 to cover only the continuing monthly rental of the garage lock-up of £124. Total cost of application is therefore: 12 x £124 = £1,488.</p> <p>02. Existing Wolvercote Recycling Group bank account with Lloyds Bank Carfax will be used. Name to be changed and new signatories are being recruited, responsible to CSA CAG Treasurer and Executive Committee.</p> <p>03. Approximately £2,500 has already been provided from private funds to pay the rental for the store to date. This is funding is coming to an end, hence this application.</p> <p>04. CSW CAG also proposes to raise additional funds for its purposes by special appeal to the local businesses in Wolvercote and raising modest</p>

	<p>subscriptions from local householders to help dispose of their waste.</p> <p>04. Storage will also be offered to local community organisations for a fee.</p>
<p>MAINTENANCE</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>01. The project will be managed by a new volunteer Project Manager, to be recruited to replace several existing volunteers.</p> <p>02. Ongoing costs of the project will be met from other sources.</p>
<p>RISK ASSESSMENT</p> <p>Are there any financial or other risks to the completion of this project?</p> <p>Are there any safety issues associated with the project?</p>	<p>01. Financial risks are minimal. Termination of the agreement for the use of the store requires only one month's notice.</p> <p>02. Safety issues regarding storage and transport have been assessed. Close supervision of volunteers is maintained at all times.</p>
<p>MONITORING AND REPORTING</p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>01. CSW CAG already convenes workshop meetings to plan services. These will be replaced by a new Executive Committee.</p> <p>02. It is proposed to publicise the project through a regular paper and email newsletter.</p> <p>03. Annual reports of the project will be made to local City and County Councillors, Cutteslowe Greenhouse Project; Cutteslowe Community Larder, Cutteslowe Community Association; Wolvercote Neighbourhood Forum, Wolvercote Commoners Committee.</p> <p>04. The project will start on 1 June 2024 for 12 months,</p>
<p>OTHER COMMENTS OR INFORMATION</p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>01. The need for a store became essential to cope with not only existing residential areas but also the new sites (e.g. Wolvercote Mill) and additional sites (e.g. Canalside). It is hoped that the project will become part of the much-needed additional infrastructure required to meet additional demands by new development.</p>

	<p>02. The project is believed to be innovative. Plans for a much more ambitious scheme training and storage workshop had been planned with the advice of London-based agencies to take advantage of the proposed workshops at Wolvercote Mill Site, but these plans became impossible after planning permission for alternative use was granted by Oxford City Council, thereby rendering the original plans useless.</p> <p>03. It is hoped that waste training for householders and volunteers could also be developed later, perhaps working with Wolvercote Young People's Club and its project at Wolvercote Mill Community Space to involve young people.</p> <p>04. Any necessary additional documentation will be provided.</p> <p>Signed. C.D.B. Gowers</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to wolvercotenf@gmail.com</p>	