



Elmbridge
Borough Council

... bridging the communities ...

Local CIL Funding Application Form 2019

15% of money received through the Community Infrastructure Levy will be made available to spend on local projects in the neighbourhood where development takes place. As set out in the CIL Regulations, the local proportion of CIL should be used for:

- The provision, improvement, replacement, operation or maintenance of infrastructure; or
- Anything else that is concerned with addressing the demands that development places on an area

The definition of infrastructure is broad and includes amongst other items:

- Roads and other transport infrastructure
- Schools and other educational facilities
- Medical facilities
- Open spaces
- Flood defences
- Sporting and recreational facilities

Please read the Local CIL funding application form guidance notes before completing this form. To discuss a potential project, or for further guidance, please contact the Planning Policy team on 01372 474823.

Please return completed application forms and supporting information to:
cil@elmbridge.gov.uk by **21st October 2018**.

1. Applicant organisation	Elmbridge Borough Council (Primary) and Surrey County Council Highways (Secondary)
2. Name and position of main contact	Doug Perkins, Economic Development Officer
3. Applicant contact details (phone no, email and address)	
4. Type of organisation If a charity, please provide registration number	Local Authority and County Council



5. Is the organisation able to reclaim VAT?	Yes
6. Location of project	Weybridge – Elmgrove Road to Ship Yard
7. Local CIL Spending Board project located in	Weybridge
8. Summary of the project proposal	<p>Elmgrove Road to Ship Lane Streetscape project</p> <p>Background:</p> <p>Over the past three years the Council has supported the Weybridge Town Business Group to develop a co-ordinated programme of events, environmental improvements and community initiatives to support the vitality and viability of the town centre.</p> <p>Feedback from town centre businesses and stakeholders has highlighted a range of issues and opportunities to deliver improvements to key sites within Weybridge town centre that will act as a catalyst to reenergise the town for shoppers, businesses and visitors.</p> <p>Overview:</p> <p>The streetscape project aims to create a small plaza as a focal point with new paving and street furniture to deliver shared flexible spaces for markets and on-street parking.</p> <p>Key features:</p> <ul style="list-style-type: none"> ● Declutter street furniture ● Resurface and extend the pavement ● Retain on-street parking ● Offer a flexible events space ● Respect the conservation areas <p>Design approach:</p> <ul style="list-style-type: none"> ● Access - a place to walk ● Comfort and image - a place of character ● Use and activity - a destination space <p>Elmgrove Road area:</p>

	<p>The streetscape area toward Elmgrove Road is characterised by a concentration of street furniture and an environmental station.</p> <p>Even after the removal of the APC toilet and the two phone boxes, this serves to break up pedestrian flow, inhibits gatherings and fails to use the area to support a pleasant shopper environment.</p> <p>The project will seek to declutter, provide a new paving surface, flexible performance space, and renew the street furniture.</p> <p>Ship Lane area:</p> <p>The streetscape area toward Ship Lane provides the gateway into the High Street from the conservation area at Monument Green.</p> <p>There is a need for pavement improvements, furniture renewal and the opportunity to bring underutilised space to life for a range of uses to support the town centre.</p> <p>The project will seek to renew and reimagine the paving surface toward Ship Lane with a shared space for pavement and on-street parking to allow market stalls alongside seating, cycle stands and a feature wall all supporting the local identity.</p> <p>Shared parking and event space:</p> <p>Shared space will allow the retention of the current on-street parking while providing a flexible space for 12 market stalls. Pop up electrical, access to water, and lift out safety posts and barriers will support market and event days.</p> <p>Street furniture and paving:</p> <p>Drawing on the local Weybridge identity is central to defining the essence of the town. The streetscape improvements provide an opportunity to weave this into the fabric of the proposals</p> <p>New paving and street furniture for the project would draw on the Monument Hill upgrade to ensure a coherent approach to renewal. Paving will be robust, affordable, durable and adoptable by the Surrey County Council Highways Authority.</p> <p>Please see Appendix A for the outline design</p>
<p>9. Estimated project cost</p>	<p>£128,000</p>



10. Please show in the table the amount of CIL funding being sought for 2018/19 and any other contributions that may have been allocated for this scheme

	Amount	Detail
CIL funding sought	£128,000	
Local authority contribution	£329,038.56	CIL funding secured 2017
Third party contribution		
Total cost	£457,038.56	

11. Detail of additional sources of funding available

The project was awarded a total of £329,038.56 in local Weybridge CIL funding in 2017/18.

12. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding

The project originally explored other sources via meetings with the Highways Authority and exploring the potential to bid into the Surrey County Council Secondary Town Centre fund.

Highways indicated that no capital funding is available to implement the streetscape improvements at Elmgrove Road to Ship Lane and the Surrey County Council Secondary Town Centre Fund closed after 12 months.

The project is requesting further local CIL funds to meet additional construction costs.

The original CIL bid included an estimate of costs provided by Broadway Malyan based on their outline design.

Following the CIL award EBC Asset Management and Property Services recommended that the project be developed further through the Pagabo framework working with Faithful and Gould to deliver the 16 weeks of pre-construction works.

Faithful and Gould deliver the specialist and technical skills across: project management, quantity surveying, design, landscape, structure/civil/mechanical and electrical engineer and health and safety to progress to RIBA Stage 4 during the 16 weeks of pre-construction works. At the end of RIBA Stage 4 the project is then

	<p>ready for the construction phase which is estimated will take a total of 16 weeks from any future start date.</p> <p>The specialist and technical works showed that further funding would be required in terms of materials, the electrical and water requirements, construction time and phasing to safely deliver the project.</p> <p>It is estimated by Faithful and Gould that these costs will be £128,000. By the time of the local CIL board these costs will have been finalised with a contractor identified to implement if approved and so a final figure for additional funding can be provided.</p>
<p>13. Please indicate whether the organisation has previously received CIL or other funding sources from Elmbridge Borough Council. If yes, provide amounts and timings</p>	<p>The project was awarded a total of £329,038.56 in local Weybridge CIL funding in 2017/18.</p>
<p>14. How does the project help address the demands of development in the area. What evidence is there to support this?</p>	<p>Through the Elmbridge Local Plan Weybridge has been identified as likely to have the second highest number of new residential units in the Borough between 2011 and 2026 at between 625-675 homes pa. In 2014/15 28% of total housing delivery for the Borough was in the Weybridge area.</p> <p>The project will help to set the standard for environmental improvements to the look and feel of the town centre and will create a new flexible space that can deliver a regular events programme. The regular event programme will help to drive new footfall that will encourage Weybridge residents to spend money locally supporting town centre retailers and businesses as new shopping patterns are established following new housing and commercial developments such as Morrisons.</p> <p>The project can act as a catalyst to a series of environmental improvements that the Council is working with the Weybridge Town Business Group and Surrey County Council on to bring about a step change in the look and feel of the town.</p>



	<p>Further work is underway across the town to better connect the business park, station and town centre and regenerate Weybridge Hall to provide new affordable housing units and appropriate ground floor uses</p> <p>The Elmbridge Borough Council Retail Survey shows that in terms of trading performance Weybridge falls behind Walton-on-Thames and Cobham with a turnover of £5,199 per sqm compared to £5,529 and £6,706 per sqm for Walton and Cobham respectively.</p> <p>Additionally, environmental and streetscape improvements will help create a better town centre to attract new shops improving choice for residents and helping to fill any empty units.</p>
<p>15. What evidence is there of support from the community</p>	<p>The local community have been involved in the development and design of the project from the outset.</p> <p>The business group identified the streetscape improvements as its number one priority project following consultation with retailers across the town.</p> <p>The draft design was developed following consultation with the Weybridge Councillors (EBC & SCC), Surrey Highways and the Weybridge Town Business Group/Weybridge Society to ensure it meets local needs, is fully adoptable by Highways and delivers against priorities such as enabling the business group to deliver a full 12-month event programme.</p> <p>The draft design was consulted on across the town with information to, presentations and meetings with:</p> <ul style="list-style-type: none"> - Surrey County Council Highways - Surrey County Council Passenger transport team - Businesses directly affected by the proposals - Representatives of the owners of the Waitrose building - Weybridge Councillors - Weybridge Town Business Group - Weybridge Society - Weybridge town centre businesses - Elmbridge Borough Council Conservation Officer/ Environmental Services Manager <p>The feedback from all consulted was overwhelmingly positive with:</p> <ul style="list-style-type: none"> - Overall positive feedback on the proposals - Elmgrove Road – Ship Lane should set the standard for any future improvements

	<ul style="list-style-type: none"> - Would like to see the bespoke furniture progressed - Opportunity to work with Waitrose on ambitions for the seating and art wall etc - Waitrose building representatives happy with the proposals - Weybridge Society are keen that the project is a catalyst to look at wider pedestrian, traffic flows, environmental improvements etc across the town
16. Proposed timescales for the project	<p>The 16 weeks of pre-construction works will be completed in March 2019.</p> <p>If additional funding is granted, then it is estimated that the 16 weeks of construction works will run across the summer of 2019. The exact date will be subject to planning permission, consultation with the businesses between Elmgrove Road and Ship Yard and the appointed contractor.</p>
17. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed?	<p>The streetscape project requires capital funding only. Once the streetscape project upgrade works are completed there are no on-going revenue costs.</p> <p>Officer support from Elmbridge Borough Council is being provided to support stakeholder engagement and to manage the contract with Faithful and Gould.</p>
18. If the organisation is not in the public sector please provide details of the organisation's finances Please include a copy of the most recently audited accounts, including details of unrestricted reserves	N/A
19. Do you have planning permission in place to carry out the works?	<p>The works require section 287 agreement (technical approval) from Surrey Highways.</p> <p>Planning permission is required to carry out the works.</p>

<p>If so, please provide the application number</p>	
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Section E: Declaration

When you have completed the application, please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Elmbridge Borough Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform the Council's Infrastructure Delivery Coordinator of any material changes to the proposals set out above. When requested, I agree to provide the Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise the Council's statutory rights as the designated CIL Charging Authority, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Elmbridge Borough Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Council's Infrastructure Spending Board manual filling system and summarised in the Council's ICT system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on the Council website and in public material for publicity purposes. Personal data will not be disclosed without any prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: <http://www.elmbridge.gov.uk/privacy.htm>

Signed: _____

Organisation: _____

Date: _____

All organisations involved with the application will need to sign and date the form.

Signed: _____

Organisation: _____

Date: _____

