

NCIL Application Form Guidance

This guidance accompanies the NCIL bidding form and consolidates the guidance set out in the Neighbourhood CIL Community Priorities Document (June 2020)¹.

How will projects be reviewed?

Ward Members will make a funding decision taking into account the established community priorities and assessment criteria.

Applications will be reviewed against the following criteria.

1. Does the project relate to one or more of the identified community priorities or Neighbourhood plan priorities?
2. Does the project meet [CIL Regulation 59F\(3\)](#)?
3. Does the project benefit the local and/or wider community in the borough and is this evidenced?
4. Is the project a one-off scheme that does not require additional revenue funding in its delivery or its operation (or identifies how additional revenue funding may be met)?
5. Is the project deliverable?
6. Does the bid offer value for money?

What type of project can be funded through NCIL?

The type of projects that can be funded from NCIL are defined in [CIL Regulation 59F\(3\)](#):

3) The charging authority may use the CIL to which this regulation applies, or cause it to be used, to support the development of the relevant area by funding—

(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or

(b) anything else that is concerned with addressing the demands that development places on an area.

¹ <http://www.rbkc.gov.uk/NCIL>

How much is available?

The table below shows the amount of NCIL available in each ward and neighbourhood plan area.

Ward	Total NCIL available
Abingdon	£508,183
Brompton and Hans Town	£242,980
Campden	£68,815
Chelsea Riverside	£150,842
Colville	£51,346
Courtfield	£59,610
Dalgarno* (Outside of StQ&W NP area boundary)	£39,572
Earl's Court	£52,910
Golborne	£59,879
Holland	£672,417
Norland* (Outside of Norland NP area boundary)	£39,572
Notting Dale* (Outside of Norland NP area boundary)	£49,017
Pembridge	£127,953
Queen's Gate	£58,788
Redcliffe	£64,888
Royal Hospital	£63,605
St Helen's* (Outside of StQ&W NP area boundary)	£39,572
Stanley	£499,203

Neighbourhood Plan Areas	
St Quintin and Woodland Neighbourhood Plan area	£30,000
Norland Neighbourhood Plan Area	£57,462

Part A: Your Details

Who Can apply?

Applications for NCIL funding are open to residents, local community groups, residents' associations, registered charities, infrastructure providers and charitable companies.

Joint applications can also be made by:

- Communities and / or organisation working together
- Communities and / or organisation in different wards
- Communities and / or organisation in partnership with Council service areas.

Applicants and projects must operate on a not-for-profit basis.

The lead applicant is the primary contact for the project. The Council will contact the lead applicant for further information if required, to notify them of the application outcome and for project progress updates.

Part B: Project Information

B3. Please indicate which ward(s) or neighbourhood plan area you are identifying an NCIL project for?

The project must be within a ward(s) in the Royal Borough of Kensington and Chelsea. If the project spans more than one ward, all relevant wards must be listed.

You can find out the ward for the project here:

<https://www.rbkc.gov.uk/yourcouncil/yourcouncillor/postcodesearch.asp>

You can view the neighbourhood plans here to see if you fall within a neighbourhood plan area: <https://www.rbkc.gov.uk/planning-and-building-control/neighbourhood-planning>

B4. Please explain how the project helps achieve one or more of the identified community priorities or Neighbourhood Plan priority?

Community Priorities

Community priorities have been established through consultation and will guide the allocation of NCIL funds to projects put forward.

The borough-wide community priorities are:

- Air Quality
- Policing resources and Emergency Services
- Parks and Open Spaces
- Streetscape
- Community Safety

Priorities for each ward are also set out in the [NCIL Community Priorities Document](#).

Ward	Priorities
Abingdon	Air Quality, Community Safety, Health, Streetscape, Transport & Highways
Brompton and Hans Town	Policing resources and Emergency Services, Community Safety, Transport & Highways, Parks and Open Spaces, Community Facilities
Campden	Parks and Open Spaces, Community Safety, Transport & Highways, Air Quality, Policing resources and Emergency Services, Streetscape
Chelsea Riverside	Community Safety, Air Quality, Policing resources and Emergency Services, Parks and Open Spaces, Streetscape
Colville	Education, Parks and Open Spaces, Air Quality, Affordable Housing, Community Safety, Streetscape
Courtfield	Streetscape, Waste, Parks and Open Spaces, Air Quality, Policing resources and Emergency Services
Dalgarno	Parks and Open Spaces, Policing resources and Emergency Services, Community Safety, Streetscape, Air Quality, Health, Education, Employment and Skills
Earl's Court	Air Quality, Policing resources and Emergency Services, Community Safety, Streetscape, Health, Community Facilities
Golborne	Parks and Open Spaces, Affordable Housing, Health, Education, Policing resources and Emergency Services, Community Facilities, Cultural Facilities
Holland	Community Safety, Transport & Highways, Air Quality, Parks and Open Spaces, Policing resources and Emergency Services
Norland	Air Quality, Parks and Open Spaces, Policing resources and Emergency Services, Streetscape, Biodiversity
Notting Dale	Air Quality, Streetscape, Affordable Housing, Health, Policing resources and Emergency Services
Pembridge	Streetscape, Community Safety, Policing resources and Emergency Services, Parks and Open Spaces, Air Quality
Queen's Gate	Streetscape, Air Quality, Parks and Open Spaces, Community Safety, Policing resources and Emergency Services, Affordable Housing, Cultural Facilities, Education, Waste
Redcliffe	Community Safety, Policing resources and Emergency Services, Streetscape, Waste, Biodiversity
Royal Hospital	Community Safety, Policing resources and Emergency Services, Air Quality, Streetscape, Health, Affordable Housing
St Helen's	Biodiversity, Streetscape, Health, Policing resources and Emergency Services, Affordable Housing, Community Facilities, Cultural Facilities
Stanley	Policing resources and Emergency Services, Parks and Open Spaces, Affordable Housing, Streetscape, Health, Community Safety, Air Quality, Transport & Highways

There is flexibility and projects may relate to any of the priorities.

Project Examples

Examples relating to the community priorities above are:

- Local campaigns such as discouraging drivers from idling cars
- Local investment in policing resources
- Improving accessibility to parks and open spaces, community planting projects
- Maintaining and improving local streets

- Community wardens

Projects may also link to the pandemic recovery.

Neighbourhood Plans

The use of neighbourhood funds should match priorities expressed by local communities, including priorities set out formally in neighbourhood plans. This can also include a neighbourhood plan where it would support development by addressing the demands that development places on the area.

There are two neighbourhood plans in the borough. The [St Quintin and Woodlands Neighbourhood Plan](#) and the [Norland Neighbourhood Plan](#). These identify infrastructure priorities for the respective neighbourhood areas.

B6. Project summary

It is essential to provide an overview of your project to explain what the money will be spent on, this must include:

- What it is?
- Where it is?
- How you plan to monitor progress?

B7. Please explain how the project will benefit the wider community in the local area and/ or the borough

You should consider the long-term recurring benefits to the community.

The project should demonstrate a community and/or wider benefit. Questions to consider are:

- What are the benefits to the local community?
- Are there any wider benefits to residents living in the borough?

Benefits may relate to improving health and wellbeing, reducing inequalities, improving skills, making facilities more accessible, bringing communities together or improving local environment.

B8. Please explain how your project supports the development of the local area by addressing the demands that development places on the area

Projects will be subject to wider considerations where proposals may impact on a wider area. Would the project have an impact on the wider area?

Are there any impacts of development which the project is seeking to address, what are these and how will the project help?

Projects to be delivered in partnership / by the Council

All submissions for projects (for example highways works) would also need to meet any relevant requirements of existing national, London and local policies and guidance. This will include design standards.

For instance, highway works could have wider implications than just for the street or neighbourhood for which they are being proposed. It may be a requirement for the Council to consult more widely on such proposals. Therefore, projects may need to be signed off by the appropriate Council Service area.

The implementation of such projects should be carried out by the Council's approved contractors and supervised by the Council. NCIL funds will be used in such cases to redeem the resource costs incurred by the Council. It may be agreed on a case by case basis if private contractors can satisfactorily deliver the project.

B9. What are the project costs and how much NCIL is being sought?

You must set out how much NCIL funding is needed for the project here and the project costs.

If this is a joint application spanning more than one ward, how much is being sought from each ward's NCIL fund?

A cost breakdown and (where possible) evidence of costs for items should be provided to allow assessment of the application. Project costs can be estimated through obtaining quotes and estimates from suppliers.

You should identify any ongoing revenue costs of the project, such as ongoing future maintenance costs, and identify how these costs will be met and by whom.

NCIL funding could be used to leverage in additional funding, be packaged with funding sources for a different programme or top up funding for an existing programme. If any of these are applicable to the amount sought, details will need to be provided.

B10. What are the proposed timescales for delivery of the project?

It will be expected that projects will be completed within 12 months of the funding being awarded, unless prior agreement is reached between the Council and applicant. Please provide the timeframe for delivery including details of any key dates such as project start and completion dates.

B11. Who will deliver the project? Will your project look to involve local volunteers?

Please identify a lead project manager and details of who will undertake the work, including the involvement of volunteers. This may be the lead applicant / organisation or in partnership with the Council.

Projects will be commissioned by the Council and may be delivered in partnership with community organisations or other third party organisations. In some cases, the Council may be the delivery partner where the project relates to the provision of a Council service. For example, changes to the highway would need to be agreed and carried out by the Council.

Please also see guidance at B8 in respect of projects that may be delivered in partnership / by the Council.

Part C: Declaration

The declaration must be read and signed by the lead applicant in order to bid for NCIL funding. Conditions may be applied to the award of NCIL funding, but it will be expected that the project will be completed in accordance with the details submitted in the application and any variations agreed in writing between the Council and delivery organisation. Progress updates will need to be provided as the Council must publish the allocation and spending of NCIL.



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA