

## Marylebone Forum CIL Sub-Committee, Meeting Notes

9.00am, 25 June 2019, Streathers, 44 Baker Street, W1

**Present:** Sarah Buttleman, Tim Carnegie, Yael Saunders

**Apologies:** Ian Macpherson, Andrea Merrington

The group met to discuss Neighbourhood CIL process:

1. CIL guidance on funding has now been issued by WCC. We now have to circulate to the wider community, to invite bids. How?

- Advertise the process on our website: **Action** YS (banner heading and news text) & TC (upload)
- Contact local groups and stakeholders: **Action** YS to send email to Forum committee members, asking them to forward and circulate across their networks
- Further to committee meeting, St Marylebone Church to complete application form. **Action:** YS to contact Rev Stephen Evans

2. Application criteria: important to establish WCC criteria, to discourage non-compliant applications. **Action:** YS to include WCC CIL application form on website and included in email.

3. What is Forum process when application is received?

### a. Assessment Approach

How do we approach the allocation of funds? Alternatives:

- First come first served on merit
- Number of users per annum
- Notionally dividing up the pot into rough sub pots for different:
  - Purposes (? to reflect the survey)
  - Demographic groups (e.g. old/young; resident/worker)
  - Types of organisations (e.g. Church/schools)

Reaching out for hard to access small projects who may not have ability to engage and maybe more vulnerable areas of our community

- Aiming for the widest benefit to the community as a whole?
- Spending on items that WCC or other groups may spend on
- Do we limit the annual/specific spend?

### b. Assessment Procedure

- All applications to be circulated to all Forum Committee Members for comment (allow 7 days)
- Sub Committee meets to assess legitimacy and whether it meets the Forum's wishes
- Sub Committee reports to Forum Committee with report and recommendation (preferably at meeting).

**4.** We have to remain mindful of stakeholders or groups in the community who may have valid need for CIL funding, but who may not be familiar with Forum or application process.

**5.** Now that we have WCC timing of twice-yearly application rounds, we can plan Forum meetings and CIL subcommittee meetings.