

**CHICHESTER COMMUNITY
DEVELOPMENT TRUST**

Let's make it happen

Memorandum of Understanding

Chichester Community Development Trust and The Chichester Bike Project

Regarding the Launch of the Community Benefit Society

THIS MEMORANDUM OF UNDERSTANDING made 23rd April 2024 BETWEEN:

The Chichester Community Development Trust (CCDT), C/O Marketing Suite,
Graylingwell Park College Lane, Chichester. PO19 6PQ.

and

The Chichester Bike Project, Longacre House, Longacre Way, Shopwhykes Lakes,
Chichester, PO20 2JG

1. Overview

The Chichester Bike Project is built on bike donations from the generous people of Chichester, which are then repaired by workshop attendees and volunteers and rehomed within the community. The Bike Project aims to help people from all areas of the Chichester District to get out on two wheels and for it to be an inclusive and empowering experience for them. The Project offers invaluable support through the community and volunteer-led workshops working with young people and adults from all backgrounds to build confidence, develop life skills and provide work experience.

1.1 Background: The Chichester Bike Project is a new community-led business that has been initially shaped by the Chichester Community Development Trust (CCDT) in response to community interest and engagement, through the transfer of a community asset in Shopwyke Lakes development. Whilst CCDT has undertaken initial works, sought investment for pilot projects and the internal fit-out of the centre, it was done with the sole intention of developing the pilot phase into a future Community Benefit Society, to be owned, led and managed by the community itself, operating as tenants out of the CCDT managed facility.

1.2 The Memorandum: This Memorandum provides a framework for the anticipated future working relationship, following the commencement of the Community Benefit Society (CBS) (anticipated to be launched in June 2024) between CCDT and The Chichester Bike Project.

2. General Aims of the Parties Delivery Stage

2.1 The CBS will become an independent entity on completion of the Share Offer and will become a tenant of the Shopwyke Lakes retail site, with CCDT as the landlord, holding a long term lease on the property. The parties aim to have a collaborative and open approach to working together to benefit both parties and the CBS.

2.2 The project will be supported by a Project Steering Group consisting of key stakeholders for the project. This group will be managed by CCDT with future directors and shareholders of the Chichester Bike Project invited to join the group.

2.3 The parties aim to work together to undertake promotional and media work relating to the launch of the CBS and partnership once the CBS is launched but all matters pertaining to the brand and purpose of the Chichester Bike Project will be led and directed by the Bike Project.

2.4 The parties aim to seek ways to contribute to the establishment and raised profile of the Chichester Bike Project, Bike Kitchen and Community Hub as a community business and space.

2.5 The parties aim to work together to shape the development of the space, CCDT retaining ownership of the space as the landlord. The Chichester Bike Project will take on a lease of the entire space including the kitchen and community hub. The kitchen and community hub may be hired out and given under licence to third party hirers and licence holders by the Chichester Bike Project.

3. Specific Aims of the Parties

Aims of the Chichester Community Development Trust Delivery stage

- 3.1 CCDT's aim is to create a thriving and accessible community space, incorporating the Community Hub and Bike Kitchen into the works of the Chichester Bike Project in their shared management of the space.
- 3.2 To acknowledge the support of investors into the space including Sport England and Place Foundation's investment in the Bike Project setup, and Chichester District Council's investment in the Bike Kitchen.
- 3.3 To provide opportunities for local residents to engage in the Bike Project and community space through their hiring of the Community Hub and their use of the Bike Kitchen as a community café.
- 3.4 To provide opportunities for the Chichester Bike Project to use the main space and training room for the development and delivery of services by the Community Benefit Society, under the terms of a stipulated license.

Aims of the Chichester Bike Project.

- 3.5 To develop and run a thriving Community Benefit Society, creating accessible opportunity for people of all ages to engage in active transport, developing new skills, volunteering, and participating in community activities.
- 3.6 To aim to market the programme of activities, bike sales, repairs and in time rentals as part of the Chichester Bike Project.
- 3.7 To work alongside the CCDT in the delivery of a community hub that encompasses the Chichester Bike Project, Community Hub and Bike Kitchen.

Signature Page

Signed by:.....

Name:

Title:

Date:

For Chichester Community Development Trust

Signed by:.....

Name:

Title:

Date:

For the Chichester Bike Project