



## **Alton Town Council**

# **Community Infrastructure Levy Allocation Policy**

### **Introduction**

1. This document details the governance arrangements in place at Alton Town Council for the allocation and spending of Community Infrastructure Levy (CIL)
2. Developers pay this levy to the Charging Authority (East Hampshire District Council) who pass 25% of CIL receipts to the Town Council, this is known as the Neighbourhood Portion. This needs to be spent on locally determined infrastructure in areas where development takes place.

### **Background**

3. The Community Infrastructure Levy (CIL) is a planning charge, introduced by the Planning Act 2008 as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area. It came into force on 6 April 2010 through the Community Infrastructure Levy Regulations 2010.
4. CIL is a levy that local authorities can choose to charge on new developments in their area. The money should be used to support development by funding infrastructure that the council, local community and neighbourhoods want.
5. For background information as to how CIL works please read the Planning Practice Guidance on CIL at the following link: <https://www.gov.uk/guidance/community-infrastructure-levy>
6. CIL is just one funding stream that can be used, in conjunction with others, to fund projects. Alongside CIL, S106 obligations will still exist, but generally as one-off agreements to mitigate the impacts of larger developments and to secure on-site developer requirements, such as the provision of affordable housing.

### **What can ATC fund with its portion of CIL?**

7. CIL can only be spent on funding infrastructure in the Town Council's local area, and allocations must demonstrate consultation with the local community. The Town Council must use CIL money to support the development of the local council's area, by funding:
  - 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.
8. Typically, there are three broad categories of infrastructure:
  - Social infrastructure: e.g. art and culture, sports halls, education, health, social care, emergency services, community centres,
  - Physical infrastructure: e.g. pavements, cycleways, flood defences, highways, transport links
  - Green infrastructure: e.g. play areas, public open space, woodlands
9. The Town Council must be able to demonstrate that it is using CIL to develop projects that contribute to the infrastructure priorities in the area.

10. The Town Council is required to produce a publicly available annual report on how much CIL money we have received and how much has been spent. This will include a list of all the projects funded through CIL and an itemised cost for each one.
11. The Town Council will only allocate funds for capital projects with a demonstrable output through the Neighbourhood CIL process; applications for revenue costs or feasibility will not be accepted.
12. If the Town Council does not spend its levy share within 5 years of receipt, or does not spend it on initiatives that support the development of the area, the charging authority may require it to repay some or all of those funds to the charging authority (see regulation 59E(10) for details).

### **How ATC will allocate CIL?**

13. Community Groups can request CIL funding using the form in the appendix. Groups are requested to speak with the Town Clerk prior to submitting the form for guidance and assistance.
14. Applicants must be able to evidence that funds will be spent within 12 months of the award of grant to ensure timely delivery of projects.
15. The Town Council will not support requests for funding 100% of the project cost and applicants must demonstrate other endeavours to secure project funding.
16. Councillors and/or officers of ATC may also request CIL funding using the same application process.
17. Applications will be accepted between 1<sup>st</sup> April and 1<sup>st</sup> May and 1<sup>st</sup> November to 1<sup>st</sup> December each year. The funding available at each round is dependent upon the CIL receipts passed to ATC from EHDC.
18. Completed forms will go through to an appointed panel consisting of at least one officer of ATC and one officer of EHDC, who will independently score and evaluate the applications for recommendation to Full Council who will make a determination.
19. Any CIL monies awarded are done so on a reclaim basis and requests for draw down of funds shall be accompanied by supporting invoices to demonstrate expenditure.
20. Any officer completing a CIL application on behalf of ATC shall be excluded from the independent panel.
21. This process will be reviewed every two years to consider its ongoing effectiveness for distributing Alton Neighbourhood CIL monies.

Date Policy agreed: Policy and Resources Committee 13<sup>th</sup> April 2022

Date for review: Full Council. 26<sup>th</sup> April 2023

## **APPENDIX A**

This email is just to advise of certain positions regarding CIL expenditure following enquiries.

EHDC will shortly circulate a guidance document relating to the expenditure of CIL which will clarify the position in further detail however it is thought that in the interim the following table will help outline expectations as to appropriate spends.

Table 1: Comparative table outlining appropriate and inappropriate spends of the CIL Neighbourhood Portion.

| <b>Appropriate Spends</b>                                                  | <b>Inappropriate Spends</b>                                            |
|----------------------------------------------------------------------------|------------------------------------------------------------------------|
| Play Areas                                                                 | Feasibility Reports                                                    |
| Parks and Open Space                                                       | Project costs inc. Application fees, architect drawings, insurance etc |
| Cultural and sporting facilities                                           | Professional costs /staffing                                           |
| Police Stations, Ambulance Stations, and the like                          | Provision of fire work displays                                        |
| Cycleway & Footpath provision                                              | Provision of carnivals                                                 |
| Affordable Housing                                                         | Provision of Christmas lights                                          |
| Works towards Neighbourhood Plans <sup>5</sup>                             | Grounds Maintenance such as lawn mowing, hedge clipping etc            |
| Defibrillators                                                             | Repaying loans or existing debt accrued                                |
| Broadband & utility service improvements                                   | Retrospective payment against existing infrastructure                  |
| Signage                                                                    | Speed Cameras                                                          |
| Community Funded Initiatives relating to Highways improvements             | Temporary uses                                                         |
| Repair and Maintenance of infrastructure in your community                 | Surveys                                                                |
| Highways works                                                             | Running costs, heating, electric bills                                 |
| Flood Alleviation                                                          |                                                                        |
| Art & Cultural buildings                                                   |                                                                        |
| Pedestrian Crossings                                                       |                                                                        |
| Facilities, improvements, play equipment at schools, preschools, nurseries |                                                                        |
| Health facilities and equipment                                            |                                                                        |
| Community buildings and equipment                                          |                                                                        |

\*This list will be updated twice a year in line with the Neighbourhood Portion pay-outs

This table has been made, and will be incorporated into the guidance to make it clear as to Neighbourhood portion spends and where the remit falls of CIL expenditure. This list is not exhaustive, and will be updated regularly. For specific queries, please contact [CIL@easthants.gov.uk](mailto:CIL@easthants.gov.uk).

The key aspects of this is that CIL should not be used to fund feasibility reports, architect fees and the like as this is not providing infrastructure, or meeting demands put on an area.

While EHDC acknowledges its involvement is limited to ensuring that the Neighbourhood Portion is spent in line with Regulation 59C of the CIL regulations, it is required to monitor and report on these spends as part of governmental reporting requirements.