



Alton Town Council

Community Infrastructure Levy Allocation Policy

October 2025

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. 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.

9. 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 defenses, highways, transport links
 - Green infrastructure: e.g. play areas, public open space, woodlands
10. Solar Panels by themselves do not meet the requirements set out by ATC and the CIL Regulations to enable an increased capacity and usage of infrastructure. As such, while Solar Panels are considered infrastructure, it is likely that applications solely for their provision will not be successful in the process and are likely to be considered on a case-by-case basis, dependent on the information provided with any application. Applications that include solar panels as part of a larger project that meets the requirements of improving the usage or capacity of a facility may be considered.
11. Applications to deliver improvements within educational settings will be considered by the Town Council on a case-by-case basis. The key factors for any schools applying for Neighbourhood CIL funding is whether the funding is covered by an existing educational budget and the evidence provided as to how any project will increase the capacity and/or usage of the Education setting and/or areas within the Education setting(s). Consideration will also be given to the scale, in that whether the scheme relates to key infrastructure and/or its use/capacity is being restricted. Applications for maintenance of any existing educational structures will not be supported unless it is clearly demonstrated that the usage is severely impacted.
12. Education settings outside of Alton TC's boundary should provide evidence with any submissions demonstrating how the residents of Alton TC will be supported. This should include a scatter map of pupil numbers to demonstrate this. Education settings should also demonstrate any match funding and provide justification as to why other funding cannot be used.
13. For projects relating to playground improvements for sole use by the Education setting(s) only (i.e no wider community benefit is demonstrated) then a maximum of 50% funding for any project would be awarded.
14. Whilst the above gives some guidance, it is not possible to fully set out what will and will not be considered suitable for funding in relation to educational settings.
15. The Town Council is legally required to spend its local CIL monies within five years of receipt. Where money is not used to support the development of the area within five years of receipt, or is used for other purposes, the CIL Regulations give the Local Authority (EHDC) the power to recover those funds. This is to ensure that money is spent effectively to the benefit of the local community.
16. 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.

How ATC will allocate CIL

17. Community Groups can request CIL funding using the 'Neighbourhood CIL spending – Funding Application Form' available on the website or by request

from the Town Hall. Groups are requested to speak with the Town Clerk prior to submitting the form for guidance and assistance.

18. Councillors and/or officers of ATC may also request CIL funding using the same application process.
19. Applications will be accepted between 1st April and 1st May and 1st November to 1st December each year. The funding available at each round is dependent upon the CIL receipts passed to ATC from EHDC.
20. 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.
21. Any officer completing a CIL application on behalf of ATC shall be excluded from the independent panel.
22. This process will be reviewed every two years to consider its ongoing effectiveness for distributing Alton Neighbourhood CIL monies.

Date Policy agreed: Full Council, 8th October 2025

Date for review: October 2027