

# **UPTON PARISH COUNCIL NORTHAMPTONSHIRE**



## **CIL Levy Guidance / Policy 2018**

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## **SUMMARY**

Community Infrastructure Levy (CIL) is a recent levy that the Planning Authority (NBC) is able to charge on new building developments based on national policy.

CIL is a charge on new developments to provide additional funding to help pay for the cost of infrastructure arising from the new development such as highways and schools.

The level of CIL received will depend on the amount of development in the Parish.

## **SCOPE**

The levy is collected by NBC and 15% is paid to the Parish Council in instalments. It can be a number of years before significant payments are received.

The monies can be accrued by the PC and spent on community projects within the Parish that would not normally be covered by the precept or other funding sources. The Parish Council can spend CIL funds on the provision, improvement, replacement, operation or maintenance of infrastructure, or anything else that is concerned with addressing the demands that the development places on the area.

The NBC should consult with the Parish Council about the potential CIL amounts and services / infrastructure requirements. If the PC chooses not to receive CIL the NBC will choose how to spend the monies in consultation with the PC. The PC must agree and publish the following:-

- How the PC will decide what to spend CIL on;
- How the PC will engage with the community on how to spend CIL;
- Produce a list of the infrastructure projects which the community sees as priority as laid down in the CIL regulations 123. Examples include –
  - Contribution towards shop front enhancements;
  - Highway network changes;
  - Longer term highway improvements;
  - Environmental Improvements;
  - Transport Infrastructure, facilities & services;
  - Educational facilities;
  - Indoor sport & recreational facilities;
  - Green infrastructure;
  - Open Space provision;
  - Community facilities;
  - Public Services.

If the monies are not spent within 5 years or have not been spent on items that meet the definition, as set out in the CIL regulations, the PC may be required to pay back some or all of the receipts.

## **TASKS**

The Parish Council must demonstrate a reporting mechanism to show how it will spend any CIL payments received and establish effective administration processes that will allow NBC to pass on CIL funds.

The Parish Council must approve the following:-

- How the Parish Council will receive funds from the NBC and where these monies will be identifiable within accounting records;
- How the Parish Council will ensure it receives what it is due;
- Agree how CIL will be spent (ie produce a list);
- Agree how to engage with the community on how to spend CIL;

The Parish Council must report to the NBC each year (no later than 31<sup>st</sup> December after the reporting year):-

- A record of CIL receipts received that year;
- A record of CIL expenditure that year;
- A summary of how CIL was spent that year;
- A record of total CIL receipts unspent that year, & previous years if needs be.

## **TRAINING**

All Councillors are encouraged to attend training. All Members of the Planning & Development Committee will be encouraged to attend relevant planning training as soon as possible – within a year of being appointed to the Committee.

## **COST IMPLICATIONS**

The Council should be mindful that identifiable projects on the CIL list may not be covered by the CIL receipts and that monies may be received over some considerable time rendering some projects impractical / unfeasible. Therefore, the PC should be realistic with the projects and associated costs so as not to disadvantage local residents. The PC should also be mindful that they have 1 member of staff who is employed on a part time basis and any additional workload e.g. ensuring the timely delivery of projects could impact on their other PC work / including statutory requirements.

## **RESOLUTION**

Item 17/126 – Planning & Development Committee April 2018 - It was resolved that any CIL Levy monies received would fund traffic calming projects in the Parish to improve the safety of residents in the area. Once monies were received they would be paid into a separate account. The Planning & Development Committee would consider which projects were priorities. The Finance & General Purposes Committee would then decide the cost of such projects and monies available before projects received formal approval by Full Council.