

Local CIL Governance Arrangements

1. Introduction

- 1.1 The Community Infrastructure Levy (CIL) allows the Council to raise funds from new development to help fund the infrastructure needed to mitigate the impacts of new development. CIL funds are used for either local infrastructure or infrastructure of wider strategic benefit to the Borough.
- 1.2 An initial 5% of CIL funds collected is retained by the Council for administration purposes. Of the remaining amount, 15% of the funds are to be spent on infrastructure that is required in the communities where the development took place.
- 1.3 The remaining 80% of CIL funds will be used to fund or part fund strategic infrastructure across the Borough.
- 1.4 In accordance with the CIL Regulation where there is no parish or town council, the charging authority will retain the levy receipts but should engage with the communities where development has taken place and agree with them how best to spend the neighbourhood funding.

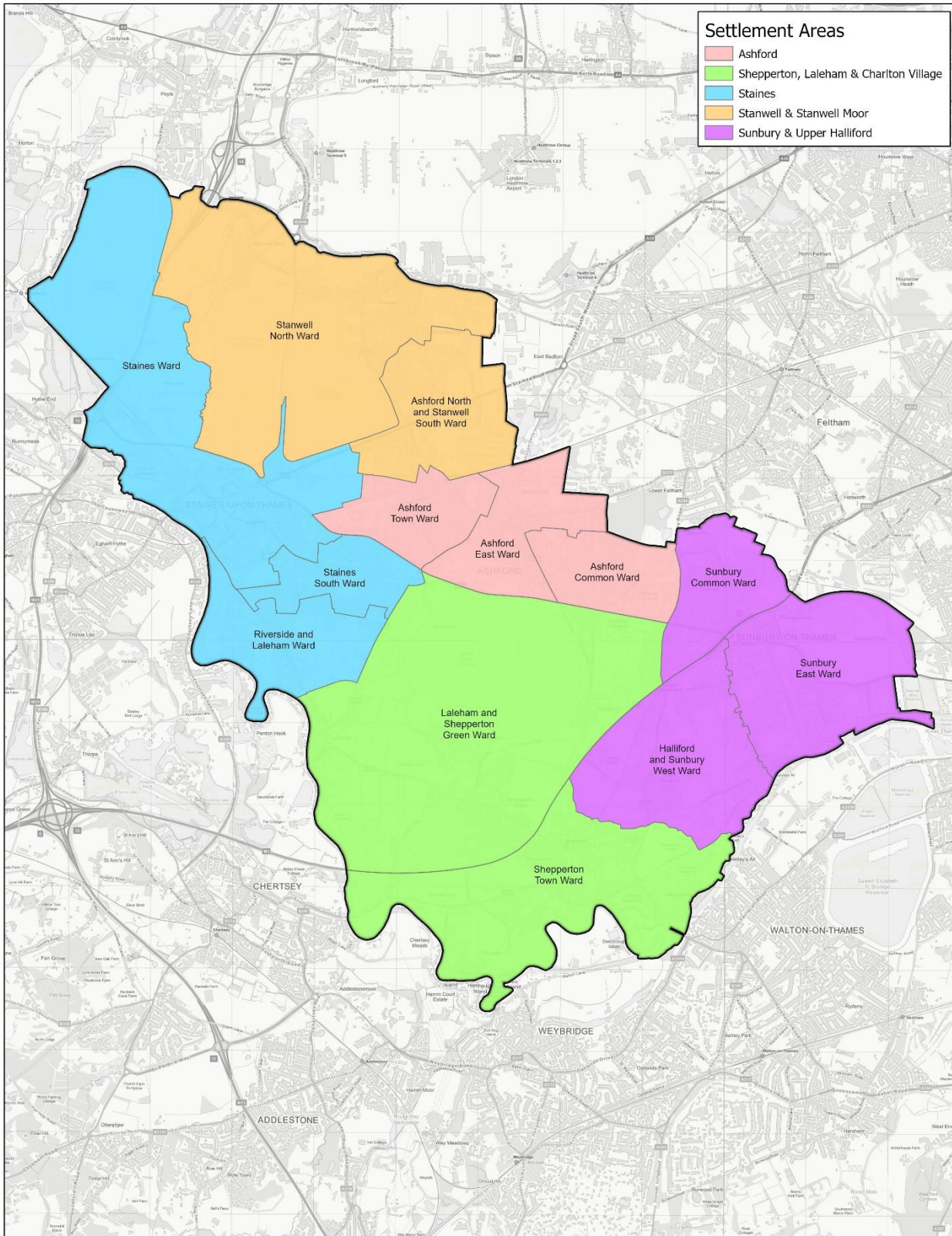
2. Allocating Local CIL Receipts

- 2.1 It is recommended to apportion CIL locally in line with the designated Local Plan Settlement areas. These areas are identified as follows –

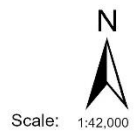
Ashford
Shepperton, Laleham & Charlton Village
Staines
Stanwell & Stanwell Moor
Sunbury & Upper Halliford

- 2.2 The Wards within each of the Settlement areas are as follows –

Ashford - *Ashford Common, Ashford East, Ashford Town*
Shepperton, Laleham & Charlton Village - *Laleham & Shepperton Green, Shepperton Town*
Staines - *Staines Ward, Staines South, Riverside & Laleham*
Stanwell & Stanwell Moor - *Stanwell North, Ashford North & Stanwell South*
Sunbury & Upper Halliford - *Sunbury Common, Sunbury East, Halliford & Sunbury West*



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- 2.3 CIL rates in Spelthorne are based on the following 3 Zones -
- Zone 1 – Stanwell and Stanwell Moor
 - Zone 2 – Ashford and Staines
 - Zone 3 – Shepperton and Sunbury
- 2.4 Differing rates have been set across these Zones, which are based on the CIL viability study conducted in 2014.
- 2.5 In order to allocate CIL based on development within the different areas, it has been decided to apportion the full 15% across the set areas based on the amount of development that has taken place.
- 2.6 This will be based on the net increase in dwellings on an annual basis. A CIL amount per unit will be set each year based on CIL receipts collected.
- 2.7 The amount available to each Zone will be based on payments received, not payments demanded.
- 2.8 Where no local projects have been identified, the Local Spending Board can agree to nominate a sum of money out of its funds to be spent on a specific strategic project, should that bid be agreed by the CIL Task Group.

3. Bidding Process

- 3.1 Bidding rounds will take place once per annum. Receipts collected from the previous financial year will be allocated as agreed in para 2.5 for applicants to bid for.
- 3.2 The bidding application form, guidance and criteria will be available on the Spelthorne website. Projects must meet the CIL requirements and only complete and detailed applications will be valid.
- 3.3 It is recommended there is an officer level reviewing process in order to demonstrate due diligence. Valid and deliverable bids will be put forward to the decision-making body.

4. The requirement of Public Consultation

- 4.1 The CIL Regulations state *‘Consultation should be at the neighbourhood level. It should be proportionate to the level of levy receipts and the scale of the proposed development to which the neighbourhood funding relates.’*
- 4.2 As we envisage there will be councillor representation from each Ward, it is recommended that Ward representatives use current consultation channels available to them in order to meet this

criteria. They would be able to take advantage of existing links to their communities, such as Member/Resident Forums.

- 4.3 The Council is required to set out clearly and transparently their approach to engaging with neighbourhoods using their regular communication tools for example, website, newsletters, etc. The use of neighbourhood funds should therefore match priorities expressed by local communities, including priorities set out formally in neighbourhood plans.
- 4.4 It is also recommended the Local CIL list is published and kept up to date online, accessible for the public to view.

5. Decision making process

- 5.1 It is recommended that Local CIL Spending Boards are created comprising Ward members from within the particular Settlement Area.
- 5.2 It is recommended on each Local CIL Spending Board there will be an appointed Chair.
- 5.3 The Local CIL Spending Boards would be the final decision-making body allowing them to use the Local CIL money for local projects – provided the project meets the broad CIL criteria.
- 5.4 It is being recommended that, on the 15 June, the Environment and Sustainability Committee appoints Local Spending Board members, as well as a Chair for each Board.
- 5.5 Any further changes to membership of the Local CIL Spending Board would need to be referred and considered by the Environment and Sustainability Committee.
- 5.6 Applicants could be invited to the decision-making meeting where they would be given the opportunity to present their proposed project to members.
- 5.7 Members would decide which projects they wish to allocate money to. There would be the opportunity to fund ‘parts’ of projects where the funds available may not be sufficient to fund a whole project. Applicants would be made aware of this and be given the opportunity to break their projects down into individual parts.
- 5.8 The Local CIL Spending Boards will be the final decision makers with regards to Local CIL allocations.

6. Local CIL Awards

- 6.1 Once a decision has been made, the successful applicant will be sent confirmation in writing as well as full terms and conditions set out by Spelthorne Borough Council.
- 6.2 Funds will be transferred on the provision of invoices submitted to the Council. This can be arranged on an ad hoc basis rather than on full completion, if required.
- 6.3 Site visits may also be conducted to ensure works have been carried out to an acceptable standard.