Committee Report Checklist

Please submit the completed checklists with your report. If final draft report does not include all the information/sign offs required, your item will be delayed until the next meeting cycle.

Stage 1
Report checklist – responsibility of report owner

ITEM	Yes / No	Date
Councillor engagement / input from Chair prior to briefing	**Yes**	**Local CIL & Strategic CIL meetings, 07/10/26 and several over July 2026 for Local wards.**
Commissioner engagement (if report focused on issues of concern to Commissioners such as Finance, Assets etc)	**Yes**	**Sent for review on9/10/26 – no comments received.**
Relevant Group Head review	**Yes**	**9/10/26**
MAT+ review (to have been circulated **at least 5 working days before Stage 2**)	**Yes**	**9/10/26**
This item is on the Forward Plan for the relevant committee	**Yes**	**24/9/26**
	Reviewed by	
Finance comments (circulate to Finance)	**B.Hanger**	**15/10/26**
Risk comments (circulate to Lee O'Neil)	**L.O'Neil**	**15/10/26**
Legal comments (circulate to Legal team)	**J Clare**	**15/10/26**
HR comments (if applicable)	**N/A**	

For reports with material financial or legal implications the author should engage with the respective teams at the outset and receive input to their reports prior to asking for MO or s151 comments.

Do not forward to stage 2 unless all the above have been completed.

Stage 2
Report checklist – responsibility of report owner

ITEM	Completed by	Date

Monitoring Officer commentary – at least **5 working days before MAT**	**L.Heron**	**15/10/26**
S151 Officer commentary – at least **5 working days before MAT**	**T.Collier**	**09/10/26**
Confirm final report cleared by MAT	**P. Moore**	**Reviewed 20/10/26**

Environment and Sustainability (E&S) Committee

19 November 2026

Title	Approval of Community Infrastructure Levy (CIL) funding
Purpose of the report	To make a decision
Report Authors	Rupinder Gill – S106 CIL Officer – Monitoring & Spend Jane Robinson – Local Plans & Infrastructure Manager
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Community Environment
Recommendations	**Committee is asked to:** **1. Approve Community Infrastructure Levy (CIL) funding for the applications set out below, following consideration by the Strategic CIL Task Group and recommendation to the Environment and Sustainability Committee:** **i. Strategic CIL funding applications for:** **○ Visit Staines BID – replacement of town centre digital kiosks** **○ Spelthorne Borough Council – resurfacing 10 play areas across the borough** **ii. Two Local CIL applications referred from Local CIL spending boards.**
Reason for Recommendation	To enable the appropriate spending of Strategic CIL funding towards the provision, improvement, replacement, operation or maintenance of infrastructure required to support the development of its area. In line with Spelthorne's CIL Governance, the above applications and amendments meet general criteria for CIL funding and following scrutiny and consideration by the relevant CIL Task Groups, are recommended for approval.

1. Executive summary of the report

What is the situation	Why we want to do something
• Following consideration by the relevant CIL Task Groups, four infrastructure schemes are recommended to this committee for approval.	• The Council is required by legislation and national planning guidance to allocate CIL funds collected from development to infrastructure projects that will support growth and development in the area. Approving funding of the recommended infrastructure schemes will bring a range of local benefits to Spelthorne residents, businesses and community groups.
This is what we want to do about it	**These are the next steps**
• Approve CIL funding towards the schemes listed above and detailed in the report, and the proposed amendments to existing CIL funding allocations. These schemes and amendments have been reviewed by the Strategic CIL Task Group. They will help to improve local infrastructure in the Borough, and ensure the Council is utilising its CIL funds as required.	• Once funding is approved, applicants are required to enter into a funding or legal agreement with the Council to ensure CIL funds are used as agreed. CIL funding is generally only paid out once a project completes or via stages set out in the legal agreement. Council officers work with applicants to monitor and ensure completion of projects and bring any unspent funds that are no longer required back into the Council's CIL funds.

2. Key issues

2.1 CIL has been charged in Spelthorne since April 2015, and so far, has brought in over £13 million. CIL receipts collected from development are used to fund infrastructure to support development and growth across the Borough. CIL funds are allocated as follows, in line with the CIL Regulations:

- Administration 5%
- Strategic CIL 80%
- Local CIL 15%

2.2 The CIL Regulations and national policy guidance on CIL require the Council to use CIL collected through development, as set in the Council's CIL Charging Schedule, towards infrastructure needed to support development and growth in their area. CIL funds can be spent on provision, improvement, replacement, operation or maintenance of infrastructure, or anything else concerned with addressing demands of development in an area.

2.3 CIL guidance and legislation allow for broad consideration and flexibility about what can be funded by CIL to help mitigate the impacts of development and deliver the Borough's Local Plan. The definition of infrastructure is wide, and includes roads and other transport infrastructure, flood defences, schools and other educational facilities, medical facilities, sports and recreational facilities, play areas and open spaces.

2.4 In terms of considering the context of current and future infrastructure needs and funding gaps, an updated Infrastructure Delivery Plan 2024 (IDP) (background paper), was published in January 2025 to support the examination of the Council's Local Plan. The IDP details and assesses existing and required infrastructure across the Borough and highlights existing and/or potential requirements and funding gaps, taking account of the development expected in the Local Plan.

2.5 The IDP can be used as a tool to inform the allocation of CIL funds, and also where S106 obligations should be secured. The CIL applications recommended to this committee are considered to meet identified needs in the Borough.

2.6 There are also assessment criteria for the consideration of CIL applications (at Strategic and Local level) (see appendix A) which the recommended applications have been assessed against. This includes criteria on supporting growth, benefits to residents and community support, match funding, value for money and deliverability. The CIL applications set out in this report and recommended for approval generally meet criteria and score strongly, noting that not all have match funding lined up (this is considered reasonable in relation to the type of proposals submitted and availability of alternative funding sources). Largely, the applications are considered appropriate for CIL funding and it is therefore recommended that Strategic CIL funding is approved.

3. Options appraisal and proposal

3.1 The amount of Strategic CIL available for allocation in this spending round (2025-26) is £2,256,847.80. A total of four CIL funding applications were agreed by the Strategic CIL Task Group on 7 October 2026, and four are recommended for approval by this committee. The four applications have a combined value of £549,334.31, leaving a balance of £1,707,513.49 funds in the Council's Strategic CIL fund. This section details each CIL application recommended for approval. A summary of information about each application, presented in two tables, can be found at Appendix B.

Strategic CIL applications (Decision 1.a)

3.2 **Visit Staines Business Improvement District (BID) – digital Information Infrastructure Upgrade** (application value £89,142):

Replacement of the two existing town centre digital kiosks with modern digital information units at their current locations. The upgraded kiosks will provide four public-facing display screens, interactive touchscreen functionality,

improved wayfinding facilities and a digital business directory. The project is intended to enhance access to information for residents and visitors, support navigation around the town centre, and promote local businesses, services and events.

3.3 The project sets out several key benefits of the upgraded infrastructure, including delivery of:

i. *Improved access to real-time public information and town centre updates;*

ii. *Interactive wayfinding facilities to help residents and visitors in navigating the town centre;*

iii. *An expanded digital business directory available to all businesses within the BID area, increasing opportunities for promotion and engagement;*

iv. *Enhanced user experience through larger high-brightness displays, anti-glare technology and integrated mobile phone charging facilities.*

3.4 CIL funding towards the digital kiosks is considered appropriate as the infrastructure supports the town centre's ability to accommodate growth and increased visitor activity arising from development. Visit Staines BID has confirmed it will be responsible for the ongoing management and maintenance of the infrastructure and will provide £8,000 of match funding towards ongoing operational requirements, including software licensing, broadband connectivity and insurance, supporting the continued operation of the kiosks beyond installation.

3.5 **Spelthorne Borough Council, Neighbourhood Services – 10 Play Area Improvement Programme: Resurfacing** (application value £400,000):

A Borough-wide programme of approximately 3,090m² of resurfacing works across ten play areas. Replacement of ageing and deteriorating safety surfacing with new wet-pour surfacing will improve safety, accessibility and the longevity of these important community facilities. Distributed across multiple locations in Ashford, Stanwell, Staines-upon-Thames and Sunbury, the programme provides a broad geographic spread of investment and will help maintain safe, accessible and sustainable play provision and ensure existing play facilities remain fit for purpose for current and future users.

3.6 The following table displays a breakdown of the ten play areas within the resurfacing programme:

Site	Resurface Area (m2)	Ward
Orchard Meadow	234	Sunbury East
Ashford Recreation Ground	539	Ashford East
Hengrove Recreation Ground	570	Staines

Long Lane Park	212	Ashford North and Stanwell South
Village Park	157	Stanwell North
Oaks Road Park	323	Stanwell North
Groveley Road	295	Sunbury Common
Alexandra Road	143	Ashford Common
Spelthorne Grove	325	Sunbury Common
Lammas	292	Staines
Total	3,090	

3.7 The resurfacing works will deliver several benefits across the Borough's play provision, including:

i. *Improved safety through the replacement of worn and deteriorating surfacing;*

ii. *Enhanced accessibility and usability for children, families and carers;*

iii. *Increased longevity of existing play facilities, helping to protect previous investment in playground infrastructure.*

3.8 It should be noted that the Neighbourhood Services playground improvement budget was removed in 2023/24 as part of the need to find on-going revenue savings and alternative sources, including other Council funds, are not available. Ongoing maintenance costs will be met from the Council's playground maintenance budget.

Referred Local CIL applications (Decision 1.b)

3.9 Two Local CIL applications were referred by Local CIL Spending Boards to the Strategic CIL Task Group, due to inadequate Local CIL funds. These two applications have a combined value of £60,192.31 (part of the overall £549,334.31 to be approved). If agreed by this Committee, these applications would be funded from the Council's Strategic CIL fund. The referred applications are briefly described below:

1) **Manor Mead School**, application value £42,897.68. For the creation of new Special Educational Needs (SEN) play areas to provide inclusive outdoor play opportunities for children with additional needs. The scheme will expand existing play provision and improve access to outdoor space, creating a safer and more inclusive environment that supports child development, physical activity and wellbeing. Benefits include enhanced accessibility, increased opportunities for inclusive play, and improved use of the school grounds.

2) **Surrey County Council**, application value £17,294.63. For improvements to Footpath 7a, Stanwell, including clearance and resurfacing works to reinstate a deteriorated pedestrian route between Stanwell Moor Road

and Hithermoor Road. The scheme will improve year-round accessibility and strengthen pedestrian connectivity between residential areas and local services, providing a safer and more usable route for residents and visitors whilst supporting active travel. A site location map is provided at Appendix D.

Other topics

Ashford Town Centre redevelopment

3.10 The Strategic CIL Task Group considered an application for Strategic CIL funding towards the Ashford Town Centre redevelopment project during the 2024/25 Strategic CIL funding round. It was initially deferred for further information but then the application was not approved for funding.

3.11 Surrey County Council has subsequently confirmed that the project is continuing to progress. Public consultation and stakeholder engagement undertaken during September and October 2025 received over 450 responses. Feedback indicated overall support for investment in Ashford Town Centre, whilst recognising the need to balance proposed improvements with accessibility, traffic impacts and parking provision. There was also support for the creation of flexible community spaces for markets and events, together with the introduction of a 20mph speed limit to improve safety.

3.12 Feasibility work has been undertaken, money secured for detailed design, and funding opportunities are being explored for further public engagement and construction.

3.13 There is currently a review taking place in relation to Local Cycling and Walking Improvement Plan routes and the implications of LGR, including the availability of funding and timing for implementation of the project.

3.14 Further information and engagement is expected in the coming months.

Staines Masterplan Implementation

3.15 A report is being taken to Environment and Sustainability Committee on 19 November 20226, followed by Council on 3 December 2026 to consider the Staines Masterplan. If approved, it is likely that there will be a future CIL funding request (which may be Local or Strategic) to support the delivery of the Masterplan.

4. Governance and Risk Considerations

4.1 CIL funding is not paid out until work is complete and an invoice is provided to the Council meaning financial risks are minimal. Only funding received by the Council is allocated to projects, reducing risks.

4.2 CIL funding is collected for the specific purpose of providing funding towards the provision, improvement, replacement, operation or maintenance of

infrastructure required to support the development in the Borough. There is potential reputational risk of not spending the funds collected.

4.3 Strategic and Local CIL funding proposals are each considered annually, an approach which has inherent risks as future bids are unknown. In the review and appraisal of CIL funding proposals, due diligence needs to be undertaken to understand potential risks and identify any issues.

4.4 Whilst it is not clear at this stage what will happen to CIL funding collected after Local Government Reorganisation is enacted and Spelthorne Borough becomes part of West Surrey, there is potential that future funding decisions could be taken across a wider geographic area. No formal guidance has yet been provided regarding the future administration or allocation of CIL receipts, and the implications for existing and future CIL funding therefore remain unclear, including whether any further CIL bidding rounds will take place.

5. Financial implications

5.1 As set out in section 3, there are £2,256,847.80 Strategic CIL funds available for allocation in this spending round (2025-26). This is the available balance up to 31 March 2026, which relates to the 2025-26 funding round. CIL funds accrued in the period since 1 April 2025, together with remaining CIL funds from this year, will be available in next year's (2026-27) CIL funding rounds.

5.2 The available Strategic CIL funds are based on 80% cumulative total CIL receipts (as per paragraph 2.1 of this report). The amount of Strategic CIL funds committed from previously agreed CIL bids are then subtracted, and funds no longer required from previously agreed allocations added, to give the available amount. This is set out below.

Table 1: Calculating available Strategic CIL funds**

Calculating available Strategic CIL Funds	Value
Total CIL collected by the Council from 1 April 2015 to 31 March 2026:	£13,759,271.53
Strategic CIL collected from 1 April 2015 to 31 March 2026 (80%)	£11,007,417.22
Committed Strategic CIL funds	- £8,860,569.42
Strategic CIL funds no longer required and returned to pot from 2025	+ £110,000
Strategic CIL funds available in this 2025-26 spending round	£2,256,847.80

***For transparency, CIL balances presented in this report are based on the CIL monitoring records, which track contributions on a cash receipt basis. The Council's financial ledger records income on an accruals basis and therefore shows a different overall position. As at 31 March 2026, the Council had issued CIL demand notices totalling £14,345,135.02 and received £13,861,578.63, leaving £483,556.39 outstanding for collection. Amounts not yet received are not included within the Strategic CIL balance reported in this document, and the financial system therefore records a higher overall balance.*

5.3 Detail of the applications recommended for approval can be seen in Appendix B and Section 3. It should be noted that the Strategic CIL applications (Decision 1.a) and referred Local CIL applications (Decision 1.b) recommended for approval would both be funded from the Strategic CIL fund. A table summarising CIL applications and values, totals and remaining Strategic CIL funds to be carried forward to next year (2026-27) is below.

Table 2: This year's CIL applications for approval, values and totals

CIL applications	Value
Decision 1.a. Strategic CIL applications, combined value £489,142	
SCIL01 – Visit Staines BID – 2 kiosk upgrading and replacements	£89,142
SCIL02 – SBC – 10 park playground resurfacing	£400,000
Decision 1.b. Referred Local CIL applications, combined value £60,192.31	
LCIL04 – Manor Mead School – creation of SEN play areas	£42,897.68
LCIL07 – Surrey County Council (SCC) – Footpath 7a resurfacing and improvements	£17,294.63
Total CIL applications	**£549,334.31**
Remaining Strategic CIL funds after approval of above funding (will be carried forward to 2026/27 subject to ongoing reconciliation)	**£1,707,513.49**

5.3 The Council's Finance Team record CIL receipts, which have been paid to the Council by developers or landowners. They also record accrued payments made to approved CIL projects. The Finance Team do not record CIL funding allocations that are not yet paid out but are approved. The Strategic Planning team record CIL funding allocations not yet paid, as this funding is already approved and should be accounted for when making CIL funding decisions.

6. Legal comments

6.1 Community Infrastructure Levy (CIL) is a discretionary planning charge on new development introduced by the Planning Act 2008. It is designed to help fund local and sub-regional infrastructure identified in local planning authorities' development plans. CIL Regulations 2010 provide governance detail.

6.2 The CIL Working Group assess bids for Strategic CIL funding and will make recommendations to this committee for approval.

6.3 The award of CIL funding is to be documented in a legal agreement and Legal Services will provide support.

Corporate implications

7. Commissioners' comments

7.1 No comments have been received from the Commissioners to date.

8. S151 Officer comments

8.1 The S151 Officer confirms that relevant financial considerations have been identified in the report.

9. Monitoring Officer comments

The Committee must be satisfied that CIL funding is allocated to support development by funding the "provision, improvement, replacement, operation or maintenance of infrastructure", and that the projects fall within (or are properly treated as falling within) the statutory concept of "infrastructure" to ensure compliance with the applicable legislative framework.

10. Procurement comments

10.1 The report covers details about applications for improvements to playground surfacing, digital information infrastructure, SEN play facilities and public rights of way. Where projects are delivered by the Council, the proposals will be subject to the Council's procurement processes. Officers will follow the Contract Standing Orders and involve Procurement accordingly.

10.2 For projects delivered by external organisations, Officers will liaise with Legal Services and the successful applicants regarding the preparation of any required Strategic CIL funding agreements. Legal Services will lead engagement with applicants on the drafting and agreement of terms, consulting officers as necessary on project-specific matters and the conditions attached to the funding award.

11. Equality and Diversity

11.1 The proposals recommended for CIL funding would bring a number of benefits with regards to equalities and diversity across the Borough. These are listed against each proposal in turn below:

- **Visit Staines BID, kiosk replacement** of the town centre's digital information kiosks will improve access to information, services and wayfinding for residents and visitors. Enhanced digital functionality, including interactive touchscreen facilities, will support engagement with the town centre and improve access to information for a broad range of users.

- **Play area resurfacing works** across ten locations in the Borough will help ensure these facilities remain safe, accessible and fit for purpose. Outdoor play supports children's physical activity, development and wellbeing, and the proposed improvements will help maintain access to these important community facilities for current and future users.

- **Manor Mead School** – **the creation of new Special Educational Needs (SEN) play areas** will provide inclusive outdoor play opportunities for children with additional needs. Expanded and improved play provision will enhance accessibility and participation, supporting physical activity, social interaction and wellbeing within an inclusive environment.

- **Surrey County Council** – **i**mprovements **to Footpath 7a**, Stanwell will enhance accessibility and pedestrian connectivity between residential areas and local services. Reinstating the route will improve year-round usability, support active travel and provide a safer and more accessible route for residents and visitors.

12. Sustainability/Climate Change Implications

12.1 The schemes recommended for approval in this report meet the purposes of CIL funding, for the provision, improvement, replacement, operation or maintenance of infrastructure required to support the development of its area, and for the types of infrastructure outlined in CIL guidance and legislation. CIL is part of the Government's and Council's objective to take forward sustainable development and growth. Granting the recommended applications CIL funding is important to supporting this objective.

13. Other considerations

13.1 There are no further considerations.

14. Local Government Reorganisation Implications

14.1 Officers do not consider Local Government Reorganisation (LGR) to present a barrier to the projects recommended in this report. The Council already has a number of existing funding commitments which will continue to be honoured, and any new Strategic CIL funding agreements approved by the Committee would be managed in accordance with the terms of those agreements.

14.2 The longer-term implications of LGR for the governance, administration and allocation of CIL funding remain unclear. No formal guidance has yet been issued on future arrangements and, as such, there remains uncertainty regarding how CIL receipts and future funding decisions will be managed under the new authority.

15. Timetable for implementation

15.1 As set out in the Council's Strategic CIL Funding Guidance (background paper), projects must be able to commence within the twelve months following the award and acceptance of the terms and conditions. Where relevant, CIL funding will be conditional upon the applicant obtaining any necessary building regulations and/or planning permission and any other consents or permissions as may be required.

16. Contact

16.1 Rupinder Gill r.gill@spelthorne.gov.uk;

16.2 Jane Robinson J.Robinson@spelthorne.gov.uk or;

16.3 CIL@spelthorne.gov.uk

Please submit any material questions to the Committee Chair and Officer Contact by two days in advance of the meeting.

Background papers: There are no unpublished background papers.

- **Infrastructure Delivery Plan (2024).** Published in January 2025.
- **Strategic CIL Funding Guidance Notes.**

Appendices:

- **Appendix A: CIL Applications - Assessment Criteria and Scoring.** Outlines the Council's criteria for assessing Strategic and Local CIL applications.

- **Appendix B: Table of Strategic CIL applications and referred Local CIL.** Applications recommended for Environment & Sustainability Committee Approval.

- **Appendix C: Questions raised by the Strategic CIL Task Group and responses.** At the Strategic CIL Task Group on 7 October members raised a few questions about the applications presented, and this document records those questions and the responses received from applicants.

- **Appendix D: LCIL06 Referred – SCC Footpath 7a maps.** Site location and route of improvement for project Footpath 7a submitted by Surrey County Council.