

# CIL Levy Guidance Policy

## SUMMARY

Community Infrastructure Levy (CIL) is a levy that the Planning Authority, Daventry District Council (DDC) 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 DDC 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 Parish Council 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. Daventry District Council should consult with the Parish Council about the potential CIL amounts and services / infrastructure requirements. If the Parish Council chooses not to receive CIL DDC will choose how to spend the monies in consultation with the Parish Council. The Parish Council must agree and publish the following:

- How the Parish Council will decide what to spend CIL on;
- How the Parish Council 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:
  - 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 Parish Council 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 DDC to pass on CIL funds. The Parish Council must approve the following:

- How the Parish Council will receive funds from DDC 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 DDC each year (no later than 31st 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 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 Parish 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 Parish Council should be realistic with the projects and associated costs so as not to disadvantage local residents. The Parish Council should also be mindful that they have 1 member of staff employed on a part time basis and any additional workload ie ensuring the timely delivery of projects could impact on their other Parish Council work / including statutory requirements.