CIL Grant Policy and Guidance

Thurston Parish Council

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Review Body: Policy & Resources Committee
Review Period: Annually or following legislative changes.
Next Review: Policy & Resources Committee February 2027

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What is CIL and how is it allocated:

The Community Infrastructure Levy (CIL) allows Mid Suffolk District Council (MSDC) to raise funds, from some forms of new development, to help fund the infrastructure needed to mitigate the impacts of new development. CIL funds are used for either infrastructure of wider strategic benefit to the District or local infrastructure.

Neighbourhood CIL is passed to parish or town councils by MSDC where development is taking place. The amount will be 15% or 25% depending on whether the community has an adopted Neighbourhood Development Plan (NDP). Thurston has an adopted NDP as of October 2019.

Up to 5% of CIL funds collected are retained by MSDC for the administration of CIL. The remaining income of CIL funds collected are retained by MSDC to fund or part fund strategic infrastructure that is needed by new housing development or other growth. These infrastructure projects should be set out in the Infrastructure Delivery Plan for the District Council. Following amendments to the CIL regulations of 2019, this portion of CIL may be spent by the relevant Councils on infrastructure projects anywhere within or outside their district to support development within the districts.

Spending:

The Parish Council has a duty to spend CIL income on providing, improving, replacing, operating or maintaining infrastructure that supports the development of the parish council area or anything else concerned with addressing the demands that development places on the area. The CIL Regulations 2010 as amended state that the parish council must spend the CIL income they received from the District on either:

- 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.
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Providing CIL is spent in accordance with the above, CIL monies may be used to provide seed or match funding with other income streams and / or may be spent collaboratively with other parish councils, community interest companies or other providers to make the most efficient use of funding to benefit the community.

These definitions allow Thurston Parish Council and the local community to consider quite broadly what is needed to help to mitigate the impacts of development in Thurston. Thurston Parish Council will work closely with the local community and infrastructure providers to identify potential improvement schemes, encouraging and, if applicable. sponsoring applications put forward.

As Thurston Parish Council has adopted the General Power of Competence (GPC), it will also be able to spend CIL receipts on all the infrastructure items that non-GPC local councils can spend CIL receipts on and will also be able to rely on the exercise of the GPC to fund wider strategic infrastructure. For example, providing new roads or new or extended school, libraries or doctors surgeries or providing affordable housing or village shops, gyms or cafés or funding or funding a PCSO or a Community Warden etc. - so long as such expenditure can properly be said to relate to the provision, improvement, replacement, operation or maintenance of infrastructure or assists in addressing the demands that development places on the area.

Thurston Parish Council has a five-year period in which to spend CIL monies from the date received, thus funds may be accumulated to provide for major projects.

All decisions involving the approval of CIL applications and disbursement of CIL payments must be made at meetings of the Full Parish Council.

Who can apply:

Applications may be made either by:

a) Thurston Parish Council Committees.
b) External applications from “not-for-profit” organisations.
c) Applicants may include statutory infrastructure providers, state schools, community groups and registered charities.
d) Applications by membership organisations must be able to demonstrate a wider community benefit.
e) Given that CIL is public funding, any new or improved facilities should be accessible to a range of people within the community.
f) Applications must be received from the delivery organisation, rather than an individual.

What is not eligible:

We will normally reject applications from:

a) Projects which improve or benefit privately owned land or property
b) Support for individuals or private business projects
c) Applications by “for profit” commercial organisations
d) From regional and national organisations unless it can be clearly demonstrated that the grant would be used specifically for the residents served by Thurston Parish Council
e) From organisations with political affiliations or those established for the purpose of forwarding a party-political agenda
f) Projects that have been completed prior to an application being submitted
g) Projects that are ongoing revenue costs for an existing project
h) Proposals for annual repair or maintenance
i) If an external organization has been granted CIL funds for a project it may not apply for further CIL funding, regardless of the project, until twelve months have elapsed since the previous award was granted.

Please note it may be determined that some projects are better funded through other funding sources.

What does a project need to demonstrate:

In addition to meeting the Government criteria for spend, the project should be able to show evidence of the following:

a) Addressing impacts created by new development
b) Wider community benefit: beyond just the benefits to the organisation submitting the application.
c) Deliverability: a clear delivery plan in place
d) Evidence of additional resources (people or money) available from partners to complement funding

How much can I apply for:

Applications can be made for full or part funding of a project. It is in the interests of Thurston Parish Council to make CIL monies collected go further by availing of opportunities such as match funding.

Applications for 100% funding are less likely to be supported. CIL funding should be the funding of last resort, with other funding sources having been considered first. If other forms of funding have been sought but unsuccessful, please provide details within the application.

Evidence will be requested that other sources of funding have been sought.

Processing of bids submitted:

The application process will be centred upon a bidding round with consideration on a twice-yearly basis, with submission (preferably by email) of bids by Applicants using the Application for CIL Funding form.

The twice-yearly bid round cycle will be as follows:

Bid Round 1 for the year		
	By 31st May	Applications for CIL to be submitted
	By 30th June	Bids received to be validated and assessed against policy criteria
	July	Bids to be considered by full Council at Parish Council Meeting
	August	Letters to be issued confirming outcome of bids to applicants
Bid Round 2 for the year		
	By 31st December	Applications for CIL to be submitted
	By 31st January (year following)	Bids received to be validated and assessed against policy criteria
	February	Bids to be considered by full Council at Parish Council Meeting
	March	Letters to be issued confirming outcome of bids to applicants

Conditions of grant:

Thurston Parish Council support must be acknowledged as appropriate on all publicity and promotional material including posters, advertisements, press releases and leaflets.
Financial support can be only be used for the purpose for which the grant is given. Grants must not be distributed to any other organisation.

Completing the application form:

Applications forms including supporting evidence should be emailed to the responsible Financial Officer to the Parish Council: finance@thurstonparishcouncil.gov.uk.

If supporting evidence is being provided that is not electronic, please send the evidence along with the **CIL Application Form to:**
The Responsible Financial Officer, Mrs Victoria Waples
Parish Council Office
Thurston Parish Council
New Green Centre
Thurston IP31 3TG