



## KEYNSHAM TOWN COUNCIL CIL POLICY

### 1. BACKGROUND

1.1 The **Community Infrastructure Levy (CIL)** is a charge that Local Authorities can make on new developments in their area. It was introduced by the Government in April 2010 under the CIL Regulations 2010. The CIL is essentially a pre-set charge that can be applied to new developments and collected by each local authority. CIL is intended to be used to help towards funding a range of infrastructure that is needed as a result of new development, for example road schemes, schools and community facilities.

1.2 The CIL will contribute towards providing the necessary infrastructure that the District Council, Town Council and neighbourhood want – for example new or safer road schemes, park improvements or new community facilities. This will also ensure that more development contributes to the infrastructure needed to mitigate and reduce the impact on the communities in which the new development is taking place. The CIL gives councils greater control and flexibility over where and on what developer contributions are spent, to benefit local communities.

1.3 A proportion of CIL income will go directly to the Town Council, where new development is built to spend as they wish on their local infrastructure needs. Each year, the Town Council will be entitled to up to 15 per cent of the CIL collected from liable developments within their Parish/Town.

### 2. WHAT CAN CIL MONIES BE SPENT ON?

2.1 CIL monies can be spent on the provision, improvement, replacement, operation or maintenance of infrastructure, or anything else that is concerned with addressing demands that development places in an area. This gives the Council freedom and power to spend the money on a wide range of things, in consultation with the community.

2.2 Where community priorities for infrastructure are the same as those of the local authority, for example if they are agreed a new school or road is needed, the community can agree that the local authority will keep all or part of the 15% funding element to ensure maximum funding is enabled.

2.3 What is infrastructure?

'Infrastructure' is broadly defined in the Town and Country Planning Act 2008.

<http://www.legislation.gov.uk/ukpga/2008/29/section/216>

There are typically 3 broad categories of infrastructure: -

- Physical infrastructure: e.g. highways, transport links, cycleways, energy supply, water, flood alleviation, waste management
- Social infrastructure: e.g. education, health, social care, emergency services, art and culture, sports halls, community halls
- Green infrastructure: e.g. parks, woodlands, play areas, public open space.

2.4 Keynsham Town Council has three types of CIL spending:

- i) Requests for CIL suggestions from the community
- ii) Help funding infrastructure projects for community groups called Community CIL.
- iii) Remaining CIL funding is managed by the Council spent on Council infrastructure projects.



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### 3. CONSULTATION FOR CIL SUGGESTIONS

3.1 A call will be put out in Keynsham Voice and over social media in May and October for the community to suggest a project. Dates where the consultation is open will be stated in the press releases.

Members of the public are able to propose areas of need to the Council, via the website [www.keynshamtowncouncil.gov.uk](http://www.keynshamtowncouncil.gov.uk), or in writing to the Town Clerk at [townclerk@keynsham-tc.gov.uk](mailto:townclerk@keynsham-tc.gov.uk)

3.2 Each year, at the Annual Town Meeting in May, the Town Council will present identified infrastructure projects for priority CIL funding (Appendix 1) as suggested by the Community.

### 4. COMMUNITY CIL

4.1 Keynsham Community groups can apply to the Town Council for consideration of funding an infrastructure project (in a similar way to a S137 grant application).

- i) Such an application will be considered by the whole council, and it must be an 'infrastructure' project and for the good of the whole community.
- ii) An application from a Community Group would need to demonstrate sound financial management and other funding.
- iii) Any applicant organization that has a trustee, board member, or lead officer who is a serving Councillor or current council officer or close relative of either must declare this on the application. The individual should take no part in the assessment or decision-making process.
- iv) A community consultation may be carried out to ensure the community agrees with the CIL funding.
- v) The amount available for Community funding depends on how much CIL was received the year before and how much CIL is in the CIL Earmarked Reserve. 10% of the previous year's CIL can be ringfenced for external funding up to a limit of £10,000. The remaining 90% of the CIL will be used by the Council for Council infrastructure projects. Please note that if CIL funds are low there will be no Community CIL in that year.
- vi) Community CIL funding must be spent within 12 months of the time the application has been successful.
- vii) To ensure fair distribution, applicants may not reapply for the same project, may not apply in two consecutive years after successful awards, may receive substantial grants (over £5,000) only once every five financial years, and may submit only one application per funding cycle. Repeat applicants will be subject to additional scrutiny to ensure no dependency as an alternative to income generation.
- viii) The applicant can either apply for CIL funding or a grant, not both.
- ix) Application forms will be sent out by the office staff on request.

4.2 A press release will be circulated in the local paper and over social media in May after the calculations are made on funding available. Dates and times will be stated in the press releases.

4.3 Applications for CIL funding will be considered at the Finance and Policy Meetings October followed by the full Council, also in October.



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### 5. SPENDING CIL

5.1 The Town Council should spend their local CIL money within 5 years of receipt. Where money is not used to support the development of the area within five years of receipt, or is used for other purposes, the regulations give charging authorities the power to recover those funds. This is to ensure that money is spent, and spent effectively, to benefit the local community.

### 6. MONITORING

6.1 The Town Council will produce a publicly available annual report on the use of their share of the CIL receipts. This will include the total receipts for the reported year, the projects CIL has been applied to, and the amount of expenditure on each item. This report will be publicly available and published on the Town Council website.

### 7. RECEIPT OF MONIES

7.1 Monies will be transferred to the Town Council by Bath and Northeast Somerset Council. Upon receipt, these monies will be 'ringfenced' by the Town Council and only spent on projects already identified in the council's 'infrastructure projects list' (see appendix 1), subject to full council approval and in accordance with council Financial Regulations, i.e following process for quotations etc.

Signed..... Date.....

Chairman, Keynsham Town Council (**To be reviewed: November 2027**)

Signed..... Date.....

Town Clerk

