

UP HATHERLEY PARISH COUNCIL

Cheltenham, Gloucestershire



COMMUNITY INFRASTRUCTURE LEVY POLICY

Adopted: 03/03/2026

Reviewed: 06/01/2026

Next Review Due: 05/01/2027

CONTEXT

The Community Infrastructure Levy (CIL) is a planning charge, introduced by the Government through the Planning Act 2008, to provide a fair and transparent means for ensuring that development contributes to the cost of the infrastructure that it will rely upon, such as schools and roads.

Cheltenham Borough Council is the 'Charging Authority' for CIL, setting the CIL rates for administering the collection for CIL and allocating expenditure of CIL.

Up Hatherley Parish Council (the Council) are entitled to a 'Neighbourhood Proportion' (NP), sometimes called the 'Meaningful Proportion' of the CIL monies received by the CA, which has been set to 15%

The Council can determine how its CIL receipts are spent within a 5 year period; however, any expenditure must meet the following criteria:

- 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.

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

There are typically three broad categories of infrastructure:

- physical infrastructure – highways, transport links, cycleways, energy supply, water, flood alleviation, waste management
- social infrastructure – education, health, social care, emergency services, art and culture, sports halls, community halls
- green infrastructure – parks, woodlands, play areas, public open space

This policy has been written so that the Council can determine the criteria and which projects to allocate the CIL monies.

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Policy

1. The Council shall publish on the website annually
 - Their total CIL receipts
 - Their total expenditure
 - A summary of what projects the CIL was spent on
 - The total amount of CIL retained year-on year

2. The Council shall determine how to allocate the CIL on projects using the form in Appendix based on the following criteria :
 - a. Does the CIL expenditure meet the infrastructure requirements? See above
 - b. Is there an identified need for funds for an infrastructure initiative/project in the area from which the CIL originated?
 - c. What other parish infrastructure projects are awaiting funds? Consider:
 1. What are the priority of these projects?
 2. What is most significant benefit to residents?

3. The following criteria shall also be considered for all projects :
 - a. Demonstrate that the project supports the community, such as:
 1. Projects that can be shown to benefit the wider community
 2. Projects which can evidence a need in the community and have been subject to public consultation that confirms support for objectives.

 - b. Demonstrate that the project delivers Environmental Sustainability, such as:
 1. Projects aimed at reducing the carbon footprint of the parish
 2. Projects that create meaningful impact towards solving environmental challenges
 3. Projects that minimise waste by reduction, re-use, and recycling methods
 4. Projects that enhance or protect the biodiversity of the parish.

 - b. Demonstrate that the project delivers Value for Money; such as:
 1. Projects which aim to use CIL funding to attract further grant funding
 2. Projects which minimise the CIL requirement through use of own funds, third party funding and community fundraising
 3. Projects which demonstrate effective financial management to obtain optimum value for money
 4. Projects which utilise robust tendering processes to ensure contracted services are cost effective and transparently procured

Process for consideration of application to use CIL external to the council

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External organisations within the parish may put forward costed and deliverable projects in accordance with the information required to constitute a complete application. Applications will be reviewed by council officers to confirm all required information has been provided.

Complete applications will be submitted to the council for consideration, the Council will resolve whether to include the application on its future CIL Projects list and its level of priority in respect of other infrastructure projects or previously agreed inclusions.

The applicant will be informed of the outcome of the council's decision and any corresponding award of funding.

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APPENDIX : CIL CRITERIA / ALLOCATION FORM

This form is to be completed such that and expenditure that to be provided by CIL on a specific project has met the criteria and can be discussed and agreed at the Council

Project Name	
Project Description	
Project Location within Parish	
Lead Councillor / Contact name	
Amount of CIL (£s) requested	
Total amount (£) of project	
Explain how the project meets the infrastructure requirements?	
Is there an identified need for funds for an infrastructure initiative/project in the area from which the CIL originated?	
What other parish infrastructure initiative/projects are awaiting funds?	
Demonstrate Project Supports the Community	
Demonstrate Environmental Sustainability	
Demonstrate Value For Money	