

Cotswold District Council Community Infrastructure Levy (CIL)



Guidance notes for submitting an expression of interest form to receive CIL funding

Contents

1. Introduction	1
2. Cotswold District Strategic Infrastructure Fund	3
3. Cotswold District Climate and Ecological Emergencies Infrastructure Fund	5

1. Introduction

The Community Infrastructure Levy (CIL) is a charge placed on development, such as new homes and extensions to homes according to their floor area. The money generated through the levy will contribute to the funding of infrastructure to support development growth in Cotswold District.

Once a year the Council invites bids for available CIL funds. All bids received will be scored against the criteria set out in this guidance note. Bids that score over 75 out of 100 will be taken to Cabinet to make a final decision. A scoring matrix for the relevant funds can be found in the criteria tables in this guidance. Depending on the sum involved, approval from Full Council might also be required.

National policy directs that collected CIL monies are divided as follows:

- **Admin CIL** (5%): retained by the Charging Authority to run CIL.
- **Neighbourhood CIL** (15% rising to 25% if there is a Neighbourhood Development Plan in place): this money is automatically transferred twice a year to the town and parish council where the development took place to fund local infrastructure needs.
- **Strategic CIL**: the remainder of collected CIL retained by the Charging Authority to fund infrastructure. It is this element for which you can submit a bid.

The Council has split the Strategic CIL into two funding pots:

- 10% is set aside for infrastructure projects that help deliver actions related to the Council's Climate and Ecological Emergencies (see section 3); and
- 90% is put into a Strategic Fund aimed at delivering essential and critical infrastructure identified in Cotswold District Council's adopted Local Plan (see section 2).

For both funding pots, the demand for CIL funds is expected to be substantially higher than the available funds. Bids are therefore not guaranteed to receive funds, regardless of their score when being assessed.

The relevant expression of interest form for applying for CIL funds can be found on the [Council's CIL pages](#). If you have any questions or if you would like to discuss your application before submitting your bid, please contact the CIL team via CIL@cotswold.gov.uk.

If you are successful in your bid, you will be required to sign an agreement to ensure the funds are used in line with your bid.

2. Cotswold District Strategic Infrastructure Fund

BACKGROUND

The majority of CIL collected in Cotswold District goes into the Strategic Infrastructure Fund. This fund is primarily aimed at delivering infrastructure identified as critical or essential in the adopted Cotswold District Local Plan.

However, projects that are not identified as such will also be considered if there is strong justification for them. This could for example be:

- critical or essential infrastructure projects in the emerging Local Plan;
- infrastructure projects where CIL funding opens up a large amount of match funding from various sources; or
- infrastructure projects that provide a more sustainable solution to the infrastructure needs identified in the adopted Cotswold District Local Plan (e.g. modal shift away from car use).

WHO CAN APPLY TO THE FUND?

The Cotswold District Strategic Infrastructure Fund is mainly aimed at large infrastructure providers such as Gloucestershire County Council (the Education and Highways authority), the National Health Service, the Environment Agency, etc. The fund is not open to private individuals or organisations/companies operating for profit, Bids must be a minimum of £25,000.

CRITERIA FOR APPLICATIONS

All applications should meet all or most of the following criteria and demonstrate how they do so. The Council will assess the information provided on the submitted application form to see whether bids meet the criteria, scoring each bid out of 100. The list below indicates the maximum score a bid can receive against each criterion and provides some further explanation. There is some overlap between the criteria.

1. Is the project identified in policies SA1, SA2 or SA3 of the adopted [Cotswold District Local Plan](#) (Chapter 7) as an essential or critical project? (Maximum score: 20)

Explain which infrastructure requirement your project would help deliver (please include policy reference number). If your project is not identified as essential or critical in the Local Plan, please explain why it was not identified as such when the plan was made and provide a justification why it should be funded instead of the infrastructure requirements in the current Local Plan.

2. Is the project identified on the Council's Infrastructure List (in the Infrastructure Funding Statement) as a CIL spending priority? (Maximum score: 20)

Provide information on which project it would help deliver. If your project is not on the Infrastructure List, please provide a justification why it should be funded instead of the projects

currently on the list.

3. Is the project deliverable and what is the delivery timeframe? Have you considered alternative options to deliver the outcome of your project? (Maximum score: 30)

Set out the timeframe for your project and provide evidence your project is deliverable within this timeframe. Demonstrate your project has a clear delivery programme and is financially viable. For large projects, the Council may allocate CIL funds to your project even though not enough funds are available yet.

4. Have you secured match funding to increase potential outputs from the project? (Maximum score: 20)

Provide evidence that shows other funding options for the project have been explored. Explain which match funding has already been secured and which funding is dependent on your bid for CIL funding being successful. Priority will be given to projects that can evidence match funding.

5. Does your project meet the legal requirements in the CIL Regulations? (Maximum score: 10)

Please note that scoring zero on this criterion will automatically fail your bid, regardless of the total score.

The CIL Regulations require that CIL funding must fund the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area. The levy should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development. Please explain how your project meets these legal requirements.

The Council is legally bound to use collected CIL funds in line with the above definition. Feasibility and other preliminary studies can therefore only be funded if sufficient evidence is provided showing that such studies are likely to lead to the delivery of infrastructure (such as evidence of part match funding secured, full timeline for the whole project...).

3. Cotswold District Climate and Ecological Emergencies Infrastructure Fund

BACKGROUND

The objective of the Cotswold District Climate and Ecological Emergencies Infrastructure Fund, which comprises 10% of the Strategic CIL funding pot, is to help deliver Cotswold District Council's [Climate Emergency Strategy 2020 to 2030](#) and [Ecological Emergency Action Plan](#). As CIL must be used on infrastructure that supports development growth, bids should deliver new green and ecological infrastructure projects and/or climate change mitigation or adaptation projects, such as:

- creating and improving green infrastructure and/or in the district; or
- creating and improving active travel provision in the district.

WHO CAN APPLY TO THE FUND?

The fund is not open to private individuals or organisations/companies operating for profit, but aimed at charities, other not-for-profit organisations and Parish, Town, District and County Councils. Bids must be for a minimum of £15,000.

CRITERIA FOR APPLICATIONS

All applications should meet all or most of the following criteria and demonstrate how they do so. The Council will assess the information provided on the submitted application form to see whether your bid meets these criteria and score each bid out of 100. Please find below a list of essential and desirable criteria and the maximum score for each. Note that there is some overlap between the criteria. Bids that score zero on any of the essential criteria will automatically be rejected. Preference will be given to projects that work at a strategic scale providing large scale and multiple benefits.

Essential Criteria

1. Provide information on how the project would meet all or some of the actions in the following strategies (Maximum score: 30)
 - a. [Climate Emergency Strategy 2020 to 2030](#) (climate change related projects)
 - b. [Ecological Emergency Action Plan](#) (ecology related projects)
 - c. Any adopted or emerging local nature recovery strategy such as the [Gloucestershire Nature Recovery Network](#) (ecology related projects)

2. Lead bid partner must have a robust constitution; been in existence for at least 6 months prior to the application; have a good track record of delivering relevant projects. (Maximum score: 10)

Please provide evidence of the above, including a copy of the constitution and examples of previous successful projects.

3. Is the project deliverable and what is the timeframe? (Maximum score: 20)

Set out the timeframe for your project and provide evidence your project is deliverable within

this timeframe. Demonstrate your project has a clear delivery programme and is financially viable. Explain why alternative options cannot be used to deliver the project?

4. Does your project meet the legal requirements in the CIL Regulations?
(Maximum score: 10)

Please note that bids that score zero on this criterion will be rejected regardless of their total score.

The CIL Regulations require that CIL funding must fund the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area. The levy should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development. Please explain how your project meets these legal requirements.

The Council is legally bound to use collected CIL funds in line with the above definition. Feasibility and other preliminary studies can therefore only be funded if sufficient evidence is provided showing such studies are likely to lead to the delivery of infrastructure (such as evidence of part match funding secured, full timeline for the whole project, etc.).

Desirable Criteria (Maximum score 30 overall)

- Provide evidence that shows other funding options for the project have been explored. Explain which match funding has already been secured and which funding is dependent on your bid for CIL funding being successful. Priority will be given to projects that can evidence match funding.
- For ecology related projects located within the Cotswold Water Park or Cotswolds National Landscape: Provide information on how the project would meet all or some of the actions in the [Cotswolds National Landscape Nature Recovery Plan](#) and/or [Cotswold Water Park Nature Recovery Plan](#).
- Describe any additional benefits that your project would bring to the community – and which communities (of location or interest).
- Describe how your project would help deliver the [Cotswold District Green Infrastructure Strategy](#) and the [Strategic Framework for Green Infrastructure in Gloucestershire](#).