

## **WAVERLEY BOROUGH COUNCIL**

### **VALUE FOR MONEY AND CUSTOMER SERVICE OVERVIEW AND SCRUTINY COMMITTEE – 26 MARCH 2018**

#### **COMMUNITY INFRASTRUCTURE LEVY (CIL) – UPDATE PAPER**

##### **Background**

1. The Community Infrastructure Levy (CIL) is a tariff system that enables contributions to be collected from development towards infrastructure projects. The Council has to prepare a CIL Charging Schedule, which goes through two stages of consultation, before being considered at an independent examination.

##### **Four work-streams**

2. In order to progress CIL in an effective manner, four related work streams have been identified:
  1. Adoption and implementation of the CIL charging schedule
  2. Recruitment of one or more CIL officers,
  3. The purchasing of an IT system to manage the collection of CIL and
  4. The development of governance arrangements, including decision-making processes to agree and oversee how CIL funds are spent.

##### **Adoption and Implementation of the CIL Charging Schedule**

3. A report will be taken to the Executive on 10 April and Council on 24 April seeking approval to submit the CIL charging schedule for examination. It is anticipated that the CIL charging schedule will then be submitted at the end of April, or in early May, with hearings held in June/July 2018. Whilst the timetable after submission is out of the direct control of the Council, it is expected that the charging schedule will be adopted in September or October, with implementation in December 2018.
4. The Environment Overview and Scrutiny Committee has been the Committee charged with being involved throughout the whole process up to this point, and this will continue to be the case, as necessary, leading up to the adoption and implementation of the charging schedule.

##### **Governance and other Arrangements**

5. As the other workstreams have emerged, officers are now progressing arrangements with regard to putting in place appropriate resources and IT support ready for the implementation of CIL.
6. Governance arrangements and decision-making processes need to be put in place to prioritise and agree the spending of CIL funds. This will include mechanisms for engaging relevant parties, including Waverley Members,

Surrey County Council and the Town and Parish Councils. It should be noted that 15% of CIL revenue is paid directly to Parish Councils where the development takes place, rising to 25% where there is a made (adopted) neighbourhood plan in place. Some nearby local authorities, such as Havant Borough Council, have CIL Funding Decision Protocols in place and it would be sensible for Waverley to do the same.

7. With regard to this particular workstream, the Value for Money and Customer Service Overview and Scrutiny Committee has been identified as most appropriate to lead on this piece of work, helping to shape and inform the process for how to prioritise schemes and how the monies should be spent and allocated. Because CIL income is a corporate resource, it is proposed that the report on the governance arrangements will be considered by this Committee.
8. In terms of timescales, approval is sought from the Committee to receive a report at its June meeting, enabling the Committee to contribute views and suggestions about how the governance arrangements should be shaped. The report will then be considered by the Executive and Council in due course. It is preferable for the arrangements to be adopted in good time to be operational as soon as the CIL scheme is implemented by the end of the year.

### **Recommendation**

It is recommended that the update report be noted and the Committee agree to add CIL Governance Arrangements to its work programme with a view to receiving a report to its June meeting.

### **Contact Officer**

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