COMMUNITY INFRASTRUCTURE LEVY (CIL) POLICY

1. Introduction

1.1 This document details Rackheath Community Council's framework, policy and procedure for spending Community Infrastructure Levy (CIL). It is important to emphasise that any monies arising from CIL are one off payments by developers to support development in the Rackheath Parish area.

1.2 CIL was introduced to help pay for infrastructure needed to support growth and to encourage local communities to assimilate new development into their area. To assist in achieving this, the District Council is required to pass on a proportion of the CIL funds collected to local Parish / Town Councils where development is taking place. The Community Infrastructure Levy (CIL) is applicable to most new developments.

1.3 All Parish / Town Councils will receive a minimum of 15% of CIL funds raised from development within their area. However, a further 10% (total 25%) is available for those Councils that have adopted a Neighbourhood Plan.

1.4 Rackheath's Neighbourhood Plan was revised and subsequently adopted in 2026 to shape development until 2045.

1.5 The Neighbourhood Plan has a vision that 'by 2045 Rackheath will be an attractive and distinctive place, growing in a way that is sensitive to its existing community and rural setting. Green spaces, the natural environment and local heritage will be valued and protected. New development will be well designed, accessible and environmentally sustainable. It will have thriving local businesses and a strong and vibrant resident community. There will be a range of focal points in Rackheath which are used by local people, providing an excellent range of inclusive services and facilities. There will be good connections both within Rackheath and beyond. It will be a place where people want to live, work and get involved, now and for future generations.'

1.6 Within Broadland, the remainder of the CIL monies received are passed to the Greater Norwich Growth Board for spending on projects for the provision, replacement, operation and maintenance of strategic infrastructure within the greater Norwich area, which has been included within the joint Infrastructure Investment Plan.

1.7 CIL is difficult to forecast. The CIL policy reflects the uncertainty of forecasting the final sum handed to the Council as well as attempting to ensure that the Council is not overextended or in debt resulting from CIL expenditure.

1.8 CIL Projects must be of long term and lasting benefit to the people of the parish area.

2. What can CIL be spent on?

2.1 According to The Community Infrastructure Levy Regulations 2010 (as Amended), CIL can only be spent to support the development of the Council's area, or any part of it, by funding:

(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or

(b) anything else that is concerned with addressing the demands that development places on an area.

This gives communities freedom and power to spend the money on a wide range of things in consultation with the community.

2.2 CIL monies should be spent within five years of receipt. Where money is not used to support the development of the area within five years or it is used for other purposes, the CIL Regulations give the Local Authority the power to recover those funds. This is to ensure that money is spent effectively to the benefit of the local community.

2.3 The Parish / Town Council can also provide grants to other local bodies, for them to improve their facilities, in order to cater the demands that new development is placing on the area.

If however CIL funds are used on purposes which are outside the legal boundaries, Broadland District Council can require the funds to be returned. Therefore, while it is not a legal requirement, Rackheath Community Council will liaise with Broadland District Council before any project involving third parties is agreed to ensure there is no conflict of interest.

3. How will CIL be allocated?

3.1 The Community Council will work closely with Broadland District Council and other stakeholders to ensure that delivery of its projects fits into a co- ordinated whole in relation to the parish and adjoining areas to ensure that town projects interrelate with others in the parish area.

3.2 The Council will consider projects brought forward on the appropriate application form by individuals and community groups and organisations within the parish boundary.

3.3 Any application must demonstrate sound financial management and a portion of match funding. Depending on the amount requested, groups may be required to make a presentation to Council.

4. Receipt of Monies

4.1 Any monies due will be transferred to the Community Council by Broadland District Council. These monies will be 'ringfenced' by the Council and only spent on approved projects and used in accordance with the council's financial regulations i.e. following agreed processes for quotations etc.

4.2 The Community Council must make proper arrangements for administration of its financial affairs as set out in s151 of the Local Government Act 1972 and the Accounts and Audit (England) Regulations 2011. These

requirements also apply when dealing with the meaningful proportion of payments given to the Town Council under CIL.

5. Monitoring

5.1 Under Regulation 62A of the CIL regulations, Rackheath Community Council is required to produce a publicly available annual report detailing CIL receipts and spend. The report will show:

a. The total amount of CIL received in the financial year.
b. The total amount of CIL spent in the financial year.
c. A summary of expenditure including details of what items CIL was spent on and the amount of CIL expenditure per item.
d. Any CIL that has been returned to Broadland District Council due to failure to spend or applying CIL funds to inappropriate items.
e. The total amount of CIL unspent from previous years broken down into annual amounts.

5.2 The report must be published by 31st December following the reported year (ie for the 26/27 financial year the report must be published by 31 December 2027). The report must be published on the Community Council's website and sent to the CIL Monitoring Officer at Broadland District Council.

5.3 Income received from CIL will also be included in the overall published accounts but is not required to be identified separately.

6. Review

6.1 This policy will be reviewed annually.

Review Date: October 2026