
NON-EXEMPT

HAVANT BOROUGH COUNCIL

Council

24 February 2021

Community Infrastructure Levy (CIL): Proposed Spending of Neighbourhood Portion FOR DECISION

Portfolio Holder: Councillor Leah Turner – Cabinet Lead for Coastal Communities

Key Decision: No

Report Number: HBC/029/2020

1. Purpose

- 1.1. This paper is submitted for a decision on the allocation of funds from the Community Infrastructure Levy (CIL) fund towards the delivery of Community Infrastructure projects.

2. Recommendation

- 2.1. At its meeting held on 10 February 2021 Cabinet recommended to Council that it approve the allocation of Neighbourhood CIL funds to the projects and the amounts as set out at Appendix 1 of this report.

3. Executive Summary

- 3.1. This report provides details of the 23 bids received during the Community Infrastructure Levy (CIL) Neighbourhood Portion bidding process held in the summer of 2020, and asks the Cabinet to recommend to the Council the release of £419,329 to fund 12 of those projects. The detailed breakdown of the proposed funding is set out at Appendix 3.
- 3.2. Bids have been discussed in detail with the Cabinet Lead for Coastal Communities, whose portfolio covers CIL. The proposed funding breakdown has also been presented at a session open to all members on 3 December 2020.

- 3.3. CIL is a levy on development to fund infrastructure, with 15% allocated to the neighbourhood portion. As at 31 March 2020 there is a total of £599,535 available in that fund, once outstanding commitments have been taken into account. It is considered in three Neighbourhood Areas: 'Coastal Communities', 'Wider Havant' and 'West of the A3(M)'. The proposed spend can be met in full from the available CIL Neighbourhood fund in each of the areas.
- 3.4. A summary of all the bids received, including unsuccessful ones, is shown at Appendix 1. Appendix 2 shows how bids have been considered to arrive at the recommended spending proposal.

4. Additional Budgetary Implications

- 4.1. None

5. Background and relationship to Corporate Strategy and/or Business Plans

- 5.1. The proposed decision on the funding breakdown is based on the Council's CIL Spending Protocol. This sets out that an annual bidding round will take place for Community Groups to apply for funding from the CIL Neighbourhood Portion, with a decision being made in February. It also sets out criteria to be considered in that decision making process.
- 5.2. The schemes proposed to be funded are in line with the goals of the Corporate Strategy 2020-2024, most notably Theme 1: An environmentally aware and cleaner Borough; Theme 2: A safe environment, healthier and more active residents and Theme 4: A revitalized borough with infrastructure that meets our ambitions.

6. Options considered

- 6.1. In making the recommendation for the Funding breakdown, all 23 bids made in this funding round have been considered in detail. A summary of all the bids received is set out at Appendix 1. All were assessed in a two stage process, first considering their eligibility for funding against national and local criteria, followed by a further prioritisation assessment against a further set of local criteria

- 6.2. According to previously established protocol, CIL Neighbourhood Spending is considered in three sub-areas of the Borough: 'Coastal Communities', 'Wider Havant' and 'West of the A3(M)'. Funding available in the Coastal Communities and West of the A3(M) areas is sufficient in this spending round to cover all CIL bids received. Bids received for the Wider Havant area exceed the amount of funding available.
- 6.3. It is open to the Council to decide how to distribute the available funding to eligible bidders. The Council has established a CIL Protocol for this purpose. In past funding cycles, the criteria from the protocol have largely been used to confirm eligibility for funding. In this funding round, with funds exceeded available funding in the Wider Havant area, it is therefore been necessary to apply criteria to determine which projects should be funded. Tables showing how all the bids were assessed is found at Appendix 2.
- 6.4. The criteria based assessment of identifying priority projects is considered to be the most equitable way of deciding which projects to fund, albeit it results in some eligible projects not receiving any funding.
- 6.5. Funds could have been distributed in other ways, for example by funding all eligible bids to a reduced amount. This option was rejected on the basis that this way all projects would receive much reduced amounts, potentially making the CIL contribution to the project ineffective. Nevertheless, this report recommends that the funding allocated to two high value bids is reduced, in order to fund all the priority projects identified through the consideration process within the amount available in the Wider Havant fund. The CIL contribution to these projects remains substantial.

7. Resource Implications

7.1. Financial Implications

As at 31 March 2020 there is a total of £599,535 available in the CIL Neighbourhood Portion fund. This figure reflects outstanding commitments through previous spending decisions which have not yet left the account. Availability of funds for spend is broken down into three distinct Neighbourhood

Portion areas. The table below shows the available funds in each of the Neighbourhood Portion Areas, the proposed spend, and funds remaining for allocation in future years. The spend proposed in this report can be met in full from the available CIL for each area.

Funding by area from CIL Neighbourhood Portion (rounded to nearest £10)			
Neighbourhood Area	Funds available as at 31 March 2020	Allocation of funds proposed through this report	Funds remaining for spend in future years
Coastal Communities	£322,480	£226,200	£96,280
West of the A3(M)	£151,370	£99,830	£51,540
Wider Havant	£125,680	£112,280	£13,400

The cost of the administration of CIL, including all the processes involved in collection and spend, is covered by an administration allowance of 5% of the CIL collected. This work is delivered within the limits of the Developer Contributions budget by the Planning Service, and includes all activities related to the allocation and spend of Neighbourhood Portion funds covered in this report.

Funds allocated to projects as a result of this decision will be retained by the Council until evidence of successful delivery of the project has been provided to the Community Infrastructure Officer by the Community Group or organisation.

Section 151 Officer comments

Date: 10 December 2020

Full financial details are included in the report. All spend is within moneys received by the Council.

7.2. Human Resources Implications

The administration of CIL is covered by staff within the Planning Service. CIL funding includes an allowance of 5% of the total income taken to be spent on CIL administration, which funds these posts.

7.3. Information Governance Implications

This proposal does not involve the use of personal identifiable information/data and/or personal sensitive or confidential information/data.

7.4. Other resource implications

Some of the projects propose alterations to properties or land within the Council's estate. Where lease terms require landlord consent for the proposed works, allocation of funds will be made conditional upon that consent being in place. It is not anticipated that any of the proposed allocations will have additional resource implications for the management of the Council's estate.

8. Legal Implications

- 8.1. The collection and spend of CIL is governed by The Community Infrastructure Levy Regulations 2010 as amended. Regulation 59(C) requires the neighbourhood portion to be used to support the development of the area 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. The proposed spending allocation meets these requirements.

Monitoring Officer comments

Date: 15 December 2020

No further comments to the Legal Implications comments above

9. Risks

- 9.1. Risks to the Council as a result of this decision are minimal.
- 9.2. Funds have been collected and are being allocated in line with the Community Infrastructure Regulations.
- 9.3. The decision within this report will not result in the transfer of funds to Community Groups or Organisations until evidence of delivery of the project is provided. This approach mitigates against the risk that funds are provided to projects which are subsequently not delivered.

10. Consultation

- 10.1. Bids have been discussed in detail with the Cabinet Lead for Coastal Communities, whose portfolio covers CIL. The proposed funding breakdown has also been presented at a session open to all members on 3 December 2020.
- 10.2. The Estates Officer has been consulted on the projects affecting the HBC Estate, and provided that the necessary landlord / landowner consent is sought under the terms of the bidding organisation's/tenant's lease and granted as appropriate, raises no objection to the proposals. The Communities Team have also been consulted, and are supportive of bids to be funded.
- 10.3. There is no statutory requirement for public consultation on the proposed spend.

11. Communication

- 11.1. The Community Infrastructure Officer will inform bidding organisations and groups of the outcome of their bids. They will continue to liaise with project delivery leads at these groups to stay abreast of the process of the project and ensure timely transfer of the allocated funds upon completion of the project. The Community Infrastructure Officer will liaise with the Communications Team as appropriate regarding opportunities to promote CIL funding support for successfully delivered projects.

12. Appendices

- 12.1. Appendix 1: Summary of all Neighbourhood Portion Bids Received
- 12.2. Appendix 2: Bid Evaluation
- 12.3. Appendix 3: Proposed Funding Breakdown from CIL Neighbourhood Portion, February 2021

13. Background papers

- 13.1. None

Agreed and signed off by:

Portfolio Holder: 8 December 2020

Director: 20 November 2020

Monitoring Officer: 8 January 2021

Section 151 Officer: 21 December 2020

Contact Officer:

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Appendix 1: Summary of Neighbourhood Portion Bids Received

ID	Project	Summary of Project	Estimated Project Cost	CIL Requested
A	Acorn Community Centre extension - Wecock Community Association	The community centre has reached capacity which is limiting plans for the future. Project is a single storey multi use extension to the offices adjacent to the former youth wing to house a multi-use workshop area whilst still retaining the office space	£198,880	£87,880
B	Age Concern Hayling Island Building Renovations	Renovate and modernise to maintain existing services and to appeal to new members: Replace conservatory roof; Replace and relocate boiler; Renovate toilet facilities, including heating and hot water, and upgrade of disabled toilet	£12,000	£6,000
C	Artificial cricket pitch at Bidbury Mead, Bedhampton Mariners Cricket Club	Purchase and installation of non-turf, artificial cricket track (30 metres in length, 2.74 metres in width) on the western strip of the cricket square at Bidbury Mead	£10,910	£5,460
D	Citizens Advice Centre and Help Hub	Refurbishment work of unit in Meridian Centre to bring into use as Citizens Advice Centre and Help Hub: Servicing and refurbishment of the air handling unit; Servicing of fire and security systems; Power and wiring compliance work; Upgrade to ceiling lighting; Extension of air handling into small offices and interview rooms; Replacement kitchenette; Refurbishment of toilets	£135,000	£55,000
E	Heart of the Park Signage and Refurbishment Communities First Wessex	New signage to reflect renaming of Centre to 'Heart of the Park'; Further improvement of newly decorated entrance hall better quality, comfortable & inviting furniture, some 'hot desk' space and improved wi-fi access; Refurbishment of at least two of our smaller rooms, to create a vibrant, light and welcoming space to offer a hot desking facility. This will require the improvement of our Wi-fi, and the redecorating of the rooms, with new furniture and power points included.	£12,600	£6,300
F	Emsworth in Bloom	To provide attractive flower displays throughout Emsworth that create greener and cleaner spaces for the enjoyment of all visitors & residents and to create and foster a spirit of	£3,000	£1,500

		community pride and co-operation among residents. Funding requested for 2021 spring planting.		
G	Surgery Fit Out Upgrade Emsworth Surgery Patient Participation Group	Elements of the fit-out of the new surgery on the Cottage Hospital site: items for patient comfort over and above basic provision by surgery, to make the new surgery a welcoming place to visit for all patients and visitors who attend, to make it not just a medical space but one for wellness and wellbeing	£34,000	£17,000
H	Family Church Empower Centre Car Park	Resurfacing of car park to remove pot holes to address safety concerns	£5,000	£2,500
I	Emsworth Youth Eco Council Tree planting & Recycling Bins	As part of a wider Youth Eco Project with the long term aim of reducing waste overall and combat climate change in Emsworth: Funding sought to purchase trees to plant in the area for long term growth and to purchase and install recycling bins for the town.	£13,400	£6,700
J	HAMESH Men's Shed relocation and expansion	Relocation of the Shed from the Meridian Centre to outbuildings at Havant Fire Station. The project includes: Converting the current disused outbuildings at the Fire Station to provide suitable accommodation for the shed; Installing the required electrics, drainage and plumbing for the shed equipment and accessible toilet.	£30,000	£15,000
K	Havant Cricket Club Cricket for the Community	Provide accessible, quality and safe cricket facilities, incl. level and concrete 205m2 of disused and abandoned land to the side and back of Havant Sports Club; replace trees, fencing and gates; widen access path; provision of a KeySafe to enable secure and easy access to the facilities for the whole community; storage container for cricket equipment currently stored in changing room 4 making the room unusable; purchase of two caged cricket nets; outdoor electricity access for the cricket bowling machines.	£26,300	£13,150
L	Havant RFC Hooks Lane Playing Field Restoration (Phase 1)	Improve the quality of the grass rugby pitches at Hooks Lane, Havant: Install new main drainage and irrigation system required to improve the quality of all the playing pitches; strip, install pitch drainage, level, and re-turf Pitch 2; establish the rootzone and turf.	£380,000	£190,000
M	Elstead Gardens to Ladybridge Road path (PAWARA)	Rebuilding the path linking Elstead Gardens and Ladybridge Road wider to allow shared use by pedestrians and cyclists, and to a higher elevation to avoid flooding in the wet season and making it available all year round.	£16,950	£11,950

N	Havant REMADE Community Cycle Project	CIL funding is being sought for a scoping and feasibility study to repair and bring the Grade 2 listed Havant Signal Box (at the far end of the station car park by New Lane / School Lane) back into use as a community building to deliver projects under Havant REMADE. Amongst other community uses the location would provide a home for a cycle project. The scoping report would include a full day survey of the building, an electrical report, a detailed report and costings for future work, in order to be able to bid for other sources of funding	£5,690	£1,500
O	Energy Efficiency Improvements at The Spring Arts Centre	Environmental Improvements Project to improve the environmental sustainability of The Spring, by procuring energy saving equipment. CIL sought for installation of new theatre lighting using energy saving LEDs, while the wider project also addresses the energy efficiency of sound and computer equipment	£65,150	£32,050
P	Accessible Toilet at St Faith's Church	Provision of a wheelchair-accessible toilet, available to all building users, local shoppers and visitors.	£73,370	£36,690
Q	Paths at Sir George Staunton Country Park	To restore and replace certain pathways and fishing pegs in the Sir George Staunton Country Park, that have been affected by natural erosion. The surface material will consist of a self-binding gravel which will give a long lasting, firm and level surface fit for purpose	£57,600	£28,800
R	Refurbishment of Conservatory and Lounge at Domestic Abuse Refuge	Refurbishment of the children's lounge and play area and the conservatory annexe to create a homely environment.	£5,430	£2,720
S	The Avenue Tennis Courts	Improvement programme covering club facilities and courts. CIL funding is requested for the conversion of 2 unlit grass tennis courts to floodlit all-weather surface thus providing increasing capacity and providing better balance (Currently 10 grass / 7 all-weather) of courts at the club	£335,000	£50,000
T	Enhanced Access for People with Disabilities at 3rd Hayling Scout Group	To redesign and repurpose the forecourt at the HQ to allow for a drive in and drive out facility with a dedicated drop off point by the ramp for disabled access at the front door.	£16,000	£8,000
U	Waterlooville Bowling Club - Club House Extension	To extend and upgrade the clubhouse. Project has commenced; additional funding required to address inflation costs and Health & safety concerns raised during implementation	£15,000	£7,500

V	Widbrook Utd - Bartons Green Store Room	Replace the store room doors at Bartons Green Pavilion and install a remote access fire security system.	£4,110	£2,050
W	YMCA Emsworth, Redlands Grange	Construction of a new early years, youth and community centre in North Emsworth, known as YMCA Emsworth. Located in Redlands Grange, the building would occupy designated community land, and will serve all the wider North Emsworth area, offering youth facilities, a childcare nursery and community programmes	£1,500,000	£200,000

A	Acorn Community Centre extension - Wecock Community Association	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
M	Elstead Gardens to Ladybridge Road path (PAWARA)	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
U	Waterlooville Bowling Club - Club House Extension	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	no
Wider Havant												
C	Artificial cricket pitch at Bidbury Mead, Bedhampton Mariners Cricket Club	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
D	Citizens Advice Centre and Help Hub	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
E	Heart of the Park Signage and Refurbishment Communities First Wessex	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
H	Family Church Empower Centre Car Park	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	no
J	HAMESH Men's Shed relocation and expansion	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
K	Havant Cricket Club Cricket for the Community	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
L	Havant RFC Hooks Lane Playing Field Restoration (Phase 1)	yes	yes	yes	yes	yes	yes	no	no	yes	yes	no
N	Havant REMADE Community Cycle Project	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
O	Energy Efficiency Improvements at The Spring Arts Centre	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
P	Accessible Toilet at St Faith's Church	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	no
Q	Paths at Sir George Staunton Country Park	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
R	Refurbishment of Conservatory and Lounge at Domestic Abuse Refuge	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
S	The Avenue Tennis Courts	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
V	Widbrook Utd - Bartons Green Store Room	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes

Stage 2: Assessment of Bids in Areas with Sufficient Funds (Coastal Communities; West of A3(M))

In the CIL areas where there are sufficient funds to cover the CIL requests, the bids remaining after the eligibility check were assessed as shown below. Criteria cover the funding reach, the community reach and the community benefit of the proposal. The top score is 12. Bids much reach at least 7 points to be eligible for funding.

Projects		Is the bid for the project deliverable stage?	50% match funding (cash or other)?	Group or facility has not had CIL funding last 2 years (excluding feasibility)	Open to all/ community based club (vs largely benefits private members)	Does the bid address identified priorities in Havant? *	First time the group or the project is receiving CIL funding	Would CIL funding lever in other funds?	Match funding is in cash (not volunteer hours)	Combined Priority Score
		Key criteria: Double weighted				Additional Criteria: Single weighted				
Coastal Communities										
B	Age Concern Hayling Island Building Renovations	yes	yes	no	yes	yes	no	no	yes	8
G	Surgery Fit Out Upgrade Emsworth Surgery Patient Participation Group	yes	yes	yes	yes	yes	yes	no	yes	11
T	Enhanced Access for People with Disabilities at 3rd Hayling Scout Group	yes	yes	yes	yes	yes	yes	no	yes	11
W	YMCA Emsworth, Redlands Grange	yes	yes	yes	yes	yes	no	no	yes	10
West of A3(M)										
A	Acorn Community Centre extension - Wecock Community Association	yes	yes	yes	yes	yes	no	yes	yes	11
M	Elstead Gardens to Ladybridge Road path (PAWARA)	yes	no	yes	yes	yes	yes	no	yes	9

* based on the Corporate Strategy, the Local Plan, or the Regeneration Strategy

Stage 2: Assessment of Bids in Areas Where Bids exceed available Funds (Wider Havant)

In the CIL areas where there are insufficient funds to cover the CIL requests, the bids remaining after the eligibility check were assessed as shown below. Criteria cover the funding reach, the community reach and the community benefit of the proposal.

In this area, the key criteria were used to sift the bids further. Much as in the first sift, any bids answering 'no' to any of these criteria were not considered further. The additional criteria were then used to confirm whether any remaining bids should be funded. The top score is 4. Bids must reach at least 2 points to be eligible for funding.

Projects (Wider havant)		Is the bid for the project delivery stage?	50% match funding (cash or other)?	Group or facility has not had CIL funding last 2 years (excluding feasibility)	Open to all/ community based club (vs largely benefits private members)	Does the bid address identified priorities in Havant? *	First time the group or the project is receiving CIL funding	Would CIL funding lever in other funds?	Match funding is in cash (not volunteer hours)	Combined Priority Score
		Key criteria: Any 'no' removes bid from further consideration				Additional Criteria				
C	Artificial cricket pitch at Bidbury Mead, Bedhampton Mariners Cricket Club	yes	yes	yes	yes	yes	yes	no	yes	3
D	Citizens Advice Centre and Help Hub	yes	yes	yes	yes	yes	yes	no	yes	3
E	Heart of the Park Signage and Refurbishment Communities First Wessex	yes	yes	no	yes	n/a	n/a	n/a	n/a	0
J	HAMESH Men's Shed relocation and expansion	yes	yes	yes	yes	yes	yes	no	yes	3
K	Havant Cricket Club Cricket for the Community	yes	yes	no	yes	n/a	n/a	n/a	n/a	0
N	Havant REMADE Community Cycle Project	no	yes	yes	yes	n/a	n/a	n/a	n/a	0
O	Energy Efficiency Improvements at The Spring Arts Centre	yes	yes	yes	yes	yes	yes	no	yes	3
Q	Paths at Sir George Staunton Country Park	yes	yes	no	yes	n/a	n/a	n/a	n/a	0
R	Refurbishment of Conservatory and Lounge at Domestic Abuse Refuge	yes	yes	yes	yes	yes	yes	no	yes	3
S	The Avenue Tennis Courts	yes	yes	yes	no	n/a	n/a	n/a	n/a	0
V	Widbrook Utd - Bartons Green Store Room	yes	yes	yes	yes	yes	yes	no	yes	3

* based on the Corporate Strategy, the Local Plan, or the Regeneration Strategy

Stage 3: Confirmation of Projects to be funded

The projects proposed to be funded as a result of this process are set out at Appendix 3

Appendix 3:

Proposed Funding Breakdown from CIL Neighbourhood Portion February 2021

Coastal Communities

Bid No	Project	CIL Allocation
B	Age Concern Hayling Island Building Renovations	£6,000
G	Surgery Fit Out Upgrade Emsworth Surgery Patient Participation Group	*£12,200
T	Enhanced Access for People with Disabilities at 3rd Hayling Scout Group	£8,000
W	YMCA Emsworth, Redlands Grange	£200,000
	Total Proposed Spend from 'Coastal Communities' Neighbourhood Fund	£226,200
*funding to cover medical infrastructure only		

West of the A3(M)

Bid No	Project	CIL Allocation
A	Acorn Community Centre extension - Wecock Community Association	£87,880
M	Elstead Gardens to Ladybridge Road path (PAWARA)	£11,950
	Total Proposed Spend from 'West of the A3(M)' Neighbourhood Fund	£99,830

Wider Havant

Bid No	Project	CIL Allocation
C	Artificial cricket pitch at Bidbury Mead, Bedhampton Mariners Cricket Club	£5,460
D	Citizens Advice Centre and Help Hub	£55,000
J	HAMESH Men's Shed relocation and expansion	£15,000
O	Energy Efficiency Improvements at The Spring Arts Centre	£32,050
R	Refurbishment of Conservatory and Lounge at Domestic Abuse Refuge	£2,720
V	Widbrook Utd - Bartons Green Store Room	£2,050
	Total Proposed Spend from "Wider Havant" Neighbourhood Fund	£112,280