**Community Infrastructure Levy (CIL) 2024/25 bidding guidance note**

**Processing applications**

As part of the CIL bidding process, this note sets out the process for how schemes will be assessed.

There is a total funding amount of £500,000 available for this bidding round

The minimum award to a project will be £10,000 and the maximum £100,000.

**Assessment**

The CIL bidding form needs to be complete and the scheme must be used to fund infrastructure investment; the links from the bidding form provides some further links.There are a range of mandatory requirements:

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| **Mandatory Requirements (to be assessed by the CIL Officer)**  |
| For a project to be assessed against the scoring criteria all of the mandatory requirements must be satisfied:  |
| ☐ | The application form must be completed satisfactorily. |
| ☐ | The organisation must be capable of carrying out the proposed project.  |
| ☐ | The project must meet the terms of the CIL Regulations, as amended. |
| ☐ | The project must be clearly defined as ‘infrastructure’.  |
| ☐ | The CIL Regulations require that CIL funding must be for the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area.  |
| ☐ | The levy is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development.  |
| ☐ | The project must be able to be delivered by July 2025. |

**Assessment scoring**

The Assessment of the respective bids will be scored out of 100 using the following:

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| **Item** | **Maximum score** |
| Supports schemes in the infrastructure delivery plan (IDP) | 25[[1]](#footnote-1) |
| Enhances the resilience of communities within West Berkshire[[2]](#footnote-2) | 20 |
| Benefits to the local community[[3]](#footnote-3) | 20 |
| Utilises match funding[[4]](#footnote-4) | 15 |
| Delivery supports the Council Strategy[[5]](#footnote-5)  | 20 |
| **Total** | **100** |

**Assessment process**

A panel will consider the Bids. The panel consists of:

* The Leader of the Council
* The Portfolio Holder with responsibility for finance
* The Portfolio Holder with responsibility for planning
* Three officers from the Capital Strategy Board, and one officer from the CIL team / planning team.
1. 25 = Critical project to deliver the IDP (<https://info.westberks.gov.uk/CHttpHandler.ashx?id=41472&p=0>) through to 0 for no relevance to the IDP. [↑](#footnote-ref-1)
2. Sliding scale from 20 points demonstrating how this infrastructure ensures that the community that benefits is more resilient [↑](#footnote-ref-2)
3. Sliding scale from 20 points demonstrating community support, and as a wide a part of the community, through the enhanced community infrastructure to 0 [↑](#footnote-ref-3)
4. Siding scales from 15 points for 50% matched funding to 0 for no matched funding [↑](#footnote-ref-4)
5. 20 points for strong link to the Council Strategy priority measures through to 0 for no link [↑](#footnote-ref-5)