

Community Infrastructure Levy Assessment criteria for CIL bids

Annex 3



Assessment criteria for CIL bids – quick reference guide

The table below sets out the criteria that all bids for CIL funds will be assessed against. The purpose of the criteria is to determine how well the proposed scheme delivers benefits to the residents and businesses of Test Valley.

Each question should be addressed under a separate heading to assist with the assessment of the bid. The more information that is provided, the higher the bid is likely to score.

Q	Criteria	Question	Further information
1	Evidence of need	What evidence is available to demonstrate that the project mitigates the impact of development in the area?	The best way to answer this question is to provide as much qualitative and quantitative data as possible. For example, for a scheme such as widening footpaths and installing pedestrian safety features, you would need to understand how many people use it, when and how often as well as who; are they vulnerable users such as school children? Is there any data held by others on usage and what information have you gathered from users?
2	Enabling development	How does the proposal demonstrate that it helps bring forward development?	A new access may unlock a rural affordable housing site thereby helping to address local affordable housing needs
3	Evidence gathering - Engagement with communities and stakeholders	How well does the proposal show that it has captured the ambitions of local and interested communities or organisations about the details of the project through a variety of engagement techniques?	A range of consultation techniques should be used to engage local residents such as workshops, exhibitions, questionnaires. These techniques should be targeted to capture a wide range of stakeholders at different times over a period of time. The scheme should demonstrate how engagement attempted to build consensus amongst interested groups and local communities to meet the identified need and address the issue/deficit
4	Benefits	What are the direct benefits and are there any potential indirect benefits?	There may be a multitude of direct and indirect benefits that fully addresses the issue or deficit that has been identified. It's important to explore these as far as possible. E.g. a new road crossing enables pedestrians to get safely from one side of the road to another. However, additional benefits may increase the perception of safety, reduce risk of pedestrian injury and encourage walking

5	Breadth of Impact	Identify the different communities the proposal likely to benefit? What proportion of those communities will benefit.	People of all ages or a specific age group. Communities can be defined by geography or by a common issue/interest. A good scheme will try to maximise the opportunities for the proposal to serve all or a significant number of communities. It's benefits may extend well beyond communities in the local vicinity (e.g. other villages or towns) and serve a high proportion of each of those communities. The benefit of this approach is that it may also generate an income to sustain the facility.
6	Impact of benefits	How do the benefits of the proposal impact upon the intended users? (To address this criteria, see Annex 1 - CIL Bid Form 2 regarding equalities impact assessment.)	<p>Proposals that score highly will have a profound positive effect on users or particular groups of users. Their level of need may be high and the provision of the project may be crucial to better their quality of life. Negative impacts on all users, particularly those with protected characteristics (e.g. those with disabilities) should be fully assessed and minimised or eliminated.</p> <p>Some things to think about? Will users needs cannot be met through an alternative scheme or elsewhere? If the proposal wasn't provided will it have a negative impact on their lives? Will the community function well without this piece of infrastructure?</p>
7	Negative impacts and mitigation measures	Have any permanent/long term negative impacts of the proposal been considered and how are they proposed to be mitigated?	<p>You should identify and assess all potential impacts. If a full package of mitigation measures is proposed these should be costed as part of the scheme.</p> <p>Has advice from a relevant expert been sought, where necessary, to advise on impacts and mitigation? A programme of works should be provided setting out how and when mitigation will be integrated and delivered as part of proposed scheme. For example, a new cycle link proposed but some loss of hedgerow or new crossing point but loss of a parking space.</p>

8	Funding	What are the options for funding the proposal?	<p>Have other sources of funding been investigated or secured?</p> <p>It's important to set out how much you need and why to understand whether your proposal is reliant or partly reliant on CIL. The more information you provide, the better it will be to understand the circumstances around your funding options.</p>
9	Delivery risks	<p>What risks have been identified?</p> <p>What measures have been explored and secured at each stage of the project to minimise the risk of the project not being delivered?</p>	<p>The question seeks reassurance that the funds allocated to the project will be used effectively. The more budget management measures you cover (e.g. fixed price contract tenders, phased payments) the more reassurance will be provided.</p> <p>Some things to think about: Have all approvals and permissions have been secured? Can the contractor/supplier provide guarantees and that all insurances are in place? What projects has the contractor delivered before? What are the risks against going over budget and how have these been mitigated?</p>
10	Sustainability	<p>What are the ongoing costs?</p> <p>How have any ongoing costs been covered?</p>	<p>Can ongoing costs be covered by warranties/certification?</p> <p>Are ongoing costs covered by another organisation?</p> <p>Does the facility provide opportunities to generate income to cover future maintenance/running costs?</p>

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