



ADUR & WORTHING
COUNCILS

Joint Strategic Committee
9 June 2020
Agenda Item 12

Key Decision [~~Yes~~/No]

Ward(s) Affected: Worthing ALL

Worthing Community Infrastructure Levy - Infrastructure Investment Plan (IIP)

Report by the Director for the Economy

Executive Summary

1. Purpose

Worthing Borough Council has introduced a Community Infrastructure Levy (CIL) to allow funds to be raised from developers to pay for infrastructure that is needed to support growth. The Council adopted the Charging Schedule for CIL in February 2015 and implementation of the levy commenced in October 2015. The Council has overarching responsibility for the allocation of CIL monies and reporting the amount of money collected and spent. This report provides an update on progress made by the Joint Officer and Member Board (JOMB) for CIL Governance and:

- provides an update on the current level of CIL funding collected;
- sets out the Infrastructure Investment Plan (formerly called the Infrastructure Business Plan) which will set out priorities for the spending of CIL;
- sets out the need for a formal review of the CIL charging schedule based on the recent recommendations of the Council's Consultants.

2. Recommendations

2.1. The Committee is recommended to:

- Note the progress made by the Joint Officer and Member Board in relation to governance arrangements for overseeing the Community Infrastructure Levy (CIL);
- Agree the Infrastructure Investment Plan (IIP) which will set out the priorities of infrastructure projects to receive CIL funding over the next three years.
- Agree to the formal revised draft CIL Charging Schedule prior to undertaking a public consultation exercise.

3. Context

- 3.1 The CIL Regulations 2010 (as amended), allow local planning authorities to set a CIL charge on some developments in order to contribute toward the cost of the infrastructure required to support the cumulative impact of growth and development in an area. Worthing Borough Council (WBC) adopted its CIL charging schedule in February 2015, with implementation of the levy commencing in October 2015.
- 3.2 The charging schedule must strike an appropriate balance between the desirability of funding infrastructure and the potential effects on the viability of development. It is generally considered that a review of a charging schedule should be considered within 5 years of implementation, to reflect changes to key government policy and guidance, as well as changing market conditions.
- 3.3 CIL is now the main way in which WBC collects contributions from developers for infrastructure provision in Worthing. There is, however, still a role for the use of S106 planning obligations, particularly for securing affordable housing provision and some site specific requirements.
- 3.4 As charging authority, Worthing BC has the responsibility for managing, monitoring and reporting on CIL. Although the CIL 'pot' is growing, it is accepted that CIL will not generate enough funds to completely cover the cost of new infrastructure needed to fully support the planned growth. It is clear that there will be many competing demands on CIL funds which means that it is important that a clear and justified process for the spend and prioritisation of CIL is established.

- 3.5 To oversee this process, a Joint Officer and Member Board (JOMB) has been established (see JSC report 01/02/2018). JOMB oversees the governance around the spend of CIL which includes the development of the Infrastructure Investment Plan (previously referred to as the Infrastructure Business Plan) which sets out the priority of infrastructure delivery over a next three year period.
- 3.6 Although CIL has been in place in Worthing since 2015, funds are only now starting to grow as payment becomes due on commencement of liable development. To date, a total of £812k has been collected through CIL. The table below sets out CIL income receipts at the end of March 2020 and how the money has been split in line with the CIL Regulations and governance arrangements previously agreed by JOMB and JSC:

Money in the CIL Pots (as at 31/03/2020) - Total available £788,000

Strategic Pot (70%)	Neighbourhood Pot (15%)	'Other Services' Pot (10%)	Admin Pot (5%)
£568,000	£122,000	£81,000	£17,000 (remaining)

4. Issues for consideration

Infrastructure Investment Plan (IIP)

- 4.1 An Infrastructure Investment Plan (attached as Appendix A) has been prepared alongside the emerging Worthing Local Plan and the associated Infrastructure Delivery Plan (IDP). The purpose of the IIP is to ensure that infrastructure to support growth is provided across the Borough. The IIP focuses on which projects should be prioritised to receive CIL funding from the 'Strategic Pot' (70% of all receipts) over the period 2020-2023. The IIP will be updated each year to reflect the most up-to-date housing trajectory and infrastructure requirements.
- 4.2 Learning from difficulties being faced by other authorities elsewhere it has been agreed by JOMB that a simplified process for prioritising projects to be funded by CIL should be taken forward. The aim is to avoid a long, complicated and resource intensive process of assessing 'bids' for funds.
- 4.3 Although there is some ability to forecast the level of money that may be collected through CIL, the uncertain nature of development means that the IIP

can never be precise about the amount of money that will be available. Hence, the IIP will be kept under review, updated and rolled forward each year to reflect how much money has been collected and how much CIL is predicted to be collected from development. Money will only be allocated to projects if it is in the strategic pot, and will not be borrowed against projected (forecast) income.

- 4.4 A shared priority of both Worthing BC and West Sussex County Council is 'sustainable growth in the context of climate change', which is the overarching objective of the IIP over the period 2020 to 2023. Informed by this, two main themes have been identified to be the focus for infrastructure funding from the CIL strategic pot; a 'Healthy Town Centre' and 'Managing Strategic Growth'.
- 4.5 A wide range of infrastructure projects come under the two themes, however to achieve the most significant impact it has been deemed appropriate that the CIL money should be used to fund 'large' infrastructure projects that provide a clear and tangible range of benefits to the town and the people who use it. The projects listed in the table below have been identified as key infrastructure projects to be delivered in the next three years, based on the estimated CIL receipts. Further information on each infrastructure project is provided in the IIP.

Strategic Pot	2020/2021	2021/2022	2022/2023
1 st April b/fwd	£568,400	£303,500	£129,500
Income			
Estimated CIL income	£835,100	£826,000	£2,700,600
Funds available	£1,403,500	£1,129,500	£2,830,100
Expenditure			
IIP001 – Public Realm I) Railway Approach II) South Street III) Portland Road	£650,000	£1,000,000	£2,000,000
IIP002 - Public Wi-Fi for Town Centre(s)/ Seafront	£300,000		
IIP003 – Brooklands Masterplan	£150,000		
Total Expenditure	£1,100,000	£1,000,000	£2,000,000
31st March c/fwd	£303,500	£129,500	£830,100

- 4.6 To ensure efficient but robust processes, the IIP establishes a clear and focussed set of priorities that highlight a small number of projects that will best reflect the overarching objectives. However, a degree of flexibility is required to allow for any change in priorities and to reflect the often uncertain nature of the development industry (and therefore the level of CIL receipt). Appendix 2 of the IIP sets out a number of 'live' or longer-terms projects that, whilst not being prioritised in this IIP, do meet many of the overarching objectives. As such, they may be prioritised for CIL funding in subsequent versions of the IIP.
- 4.7 In light of COVID-19, greater emphasis has been placed on ensuring that public spaces are safer and more accessible for use by the public. There is increased demand for cycle networks and suitable pedestrian access to the high street and town centres, as well as using public realm and green spaces to provide leisure activities, whilst allowing for social distancing. The ability to review the IIP provides the opportunity to reconsider priorities. In particular, this will enable the Council to consider how CIL funds could be used in the future to help support businesses and communities as they recover from the Covid-19 crisis.
- 4.8 It has been agreed (see JSC report 02/04/2019) that the 'other agencies' pot (10%) would not be opened up to bids until it has reached a sufficient level of CIL receipts (£100,000). At that time, the IIP priorities will be used to assess which projects receive funding. An early potential project which has been identified proposes a new health hub on the Town Hall Car Park, which is a joint project between WBC and various health partners.

Review of CIL charging schedule

- 5.1 As indicated earlier, CIL has been in place in Worthing since 2015. There is no legal requirement to review CIL on a regular basis, however, the guidance does make it clear that local authorities should ensure that it reflects current market conditions and infrastructure needs. CIL guidance contained within the Planning Practice Guidance (PPG) states that,

'Charging authorities must keep their charging schedules under review and should ensure that levy charges remain appropriate over time. For example, charging schedules should take account of changes in market conditions, and remain relevant to the funding gap for the infrastructure needed to support the development of the area...Charging authorities may revise their charging schedule in whole or in part...The law does not prescribe when reviews should take place'

5.2 In view of the need to keep in step with changing market conditions it is generally accepted that the charging schedule should be reviewed within 3 - 5 years of implementation. An updated CIL charging schedule would reflect up-to-date and (arguably) more robust evidence to ensure that the CIL rates continue to support development across the area whilst striking a balance between additional investment to support infrastructure and the potential effect on the viability of developments.

5.3 There were a number of factors indicating the need for the Council to undertake a review of its charging schedule, including:

- ❑ It may no longer reflect the current market conditions (for example, development values and costs);
- ❑ The Planning Committee has heard from a number of developers that the CIL charge, alongside the requirement of 30% affordable housing on site (for sites of more than 15 dwellings) is having a significant impact on the viability of developments;
- ❑ As a first charge on the land the greatest impact has been on the ability to deliver affordable housing on brownfield sites;
- ❑ Officers have been concerned that the Council has been missing out on CIL contributions from residential development from the 4 exempt Wards; and
- ❑ A local developer has also challenged why the current charging schedule applies to communal areas in flats and basement parking as this was not assessed as part of the original viability assessments to support the introduction of CIL.

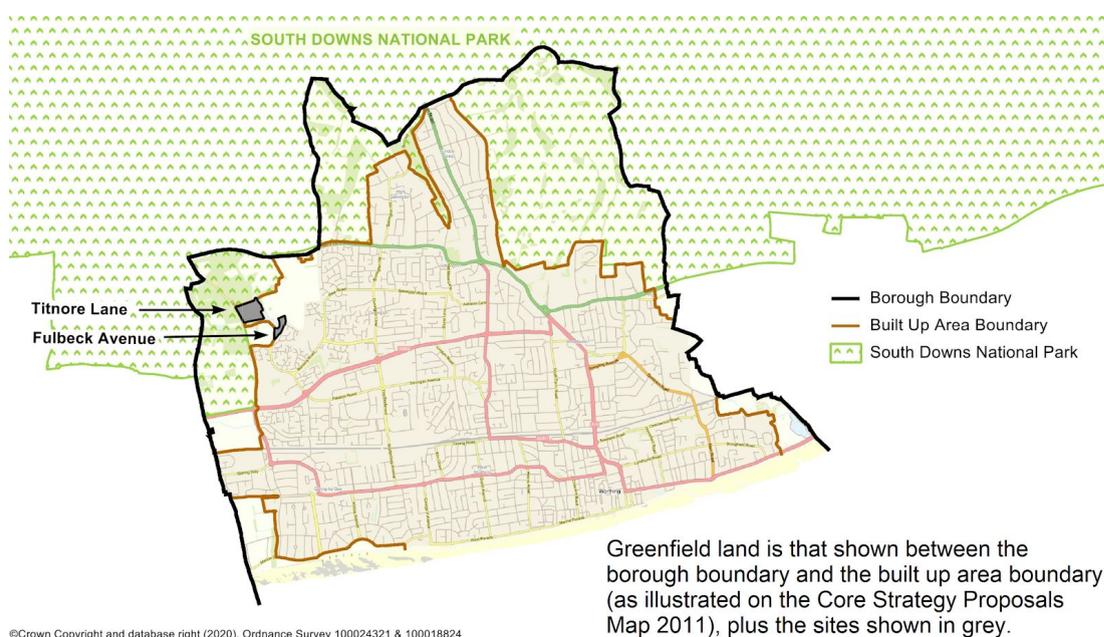
5.4 In view of these issues your Officers commissioned Dixon Searle Partnership (DSP) to undertake an initial review of the current CIL charging schedule in 2019. The final report was received in March 2020 outlining a number of recommendations for the Council to consider. The recommendations of the report suggest a possible revised CIL charging schedule as follows:

Use	Development Type	Levy (£/sq.m)
Residential (Use Class C3) Including retirement/ sheltered housing	10 dwellings or less (all dwelling types)	£125
	More than 10 dwellings (excluding Flatted development)	£125
	Flatted development of more than 10 dwellings	£25
	Extra Care Housing	£0

	Greenfield housing development (greenfield land shown on map - see below)	£200
Retail (Use Class A1)	Foodstore/Supermarket/Retail Warehousing development (greater than 280 sq.m.)	£150
	Other forms of retail	£0
All other development		£0

Table 1: CIL Charge Rates - Note: For a development on PDL, of more than 10 dwellings, that contains both houses and flats, the flatted part of the development would be charged at £25/sq.m. and the housing part of the development would be charged at £125/sq.m.

Figure 1: CIL draft charging schedule map



Note: An online version of the map will be placed on the Council's website during consultation.

- 5.5 The CIL Review undertaken by DSP considered there to be justification to revise the current approach to CIL in the borough, particularly in relation to the removal of the current nil rated 'Zone 2'. A key finding from the CIL Review was a suggested significantly lower rate for larger flatted schemes requiring affordable housing. This reflects the most likely challenging viability scenarios, due to being on previously developed land ('PDL') and the requirement of affordable housing. The findings also show that greenfield development could support a greater level of CIL than currently charged.
- 5.6 It is hard to predict the potential change in CIL receipts collected as a result of the revised CIL charging schedule. However, as explained above, it is important

that the schedule is kept up-to-date and that the most up-to-date evidence of viability is used. Any potential loss of receipts from a lower charge on flatted developments of more than 10 dwellings, may be offset by the uplift from greenfield developments. It is also important to weigh up the balance between collecting CIL on the larger flatted developments versus securing the requirement of affordable housing on those schemes (which we know has been extremely challenging in recent years).

- 5.7 Your Officers have undertaken an assessment of what CIL may have been 'missed' from residential developments in the 4 CIL exempt Wards (Castle, Broadwater, Gaisford and Selden) and over the last few years and this suggests that approximately £400k could have been raised. Whilst, the Inspector at the CIL Examination felt that the viability of developments within the 4 Wards would affect the ability to collect CIL, the work of our Consultants has clearly indicated that this position has changed.
- 5.8 In relation to greenfield development this was not assessed in any detail when setting the original charging schedule as no development was proposed on greenfields (other than West Durrington where outline permission had already been granted). Now that the emerging Plan is considering additional greenfield sites it would be important to consider increasing the CIL rate for these sites in line with the recommendations of our CIL Consultants. This is particularly important as some greenfield sites may come forward before the new Local Plan is adopted.
- 5.9 The recommendation is that the revised CIL charging schedule is approved, so that it can go out for consultation, which will last for 8 weeks. The consultation will last 2 weeks longer than normal to give consultees a chance to respond, given the current situation with COVID-19. Hard copies of the charging schedule will be available in the principal office, subject to public access. Should there not be any public access to view the hard copies, then the consultation will have to be deferred. Representations received will be considered before the Charging Schedule is submitted for independent Examination. If the Charging Schedule is approved (found sound) it would need to be adopted by Full Council to establish the updated CIL charges for liable developments in the Borough.

6.0 Engagement and Communication

- 6.1 The IIP includes consultation with West Sussex County Council and informal consultation with other infrastructure providers. As explained in paragraph 3.5 above, a Joint Officer and Member Board (JOMB) has been established. The

IIP has been prepared by Officers from Worthing Borough Council, with input from West Sussex County Council Officers and from Senior Councillors from both authorities.

6.2 A CIL workshop was held on 12th February 2020 for all Members and our consultants gave a presentation setting out some of their emerging thoughts on the current CIL charging schedule and options for the Council to consider.

7.0 Financial Implications

7.1 The additional CIL funding gives the Council the opportunity to invest in much needed infrastructure which would not otherwise be delivered. Overall the Council expects to generate additional and utilise these resources as follows:

	Strategic Pot 70.00% £	Neighbourhood Pot 15.00% £	'Other Services' Pot 10.00% £	Admin Pot 5.00% £	Total £
Balance as at 17/2/2020	425,000	91,000	61,000	7,000	584,000
Receipts due by the year end	107,600	23,060	15,370	7,690	153,720
Amount to be used				-14,690	
Total as at 1/4/2020	532,600	114,060	76,370	0	737,720
Amount generated	711,200	152,400	101,600	50,800	1,016,000
Amount to be used	-1,100,000			-40,770	-1,140,770
Total as at 1/4/2021	143,800	266,460	177,970	10,030	612,950
Amount generated	907,200	194,400	129,600	64,800	1,296,000
Amount to be used	-1,000,000			-41,590	-1,041,590
Total as at 1/4/2022	51,000	460,860	307,570	33,240	867,360
Amount generated	2,571,800	551,100	367,400	183,700	3,674,000
Amount to be used	-2,000,000			-42,420	-2,042,420
Total as at 1/4/2023	622,800	1,011,960	674,970	174,520	2,498,940

7.2 The Council employs an Officer to administer the scheme. This post is funded from the 5% administration share of the CIL generated.

8.0 Legal Implications

- 8.1 Legislation governing the development, administration and governance of CIL is contained within the Planning Act 2008 and the Community Infrastructure Levy Regulations 2010 (as amended). The Ministry of Housing, Communities and Local Government (MHCLG) has also provided CIL guidance that needs to be followed.
- 8.2 The process for adopting a revised charging schedule is the same as adopting a charging schedule. As part of the adoption process, documentation must be available to the public for inspection as well as being made available on the council's website. As acknowledged in the report, the public consultation can only take place if inspection is possible in order to comply with the legislation.
- 8.3 In addition to the statutory requirement for public inspection, the Council would ordinarily place copies in local libraries for inspection. It is hoped that libraries will be open by the time the consultation begins. However, if they are not, this will not prevent the consultation from taking place and being lawful.
- 8.4 Governance arrangements that are consistent with the CIL Regulations must be agreed. If they are not then the Council runs the risk of complaints and/or challenges from developers and these could then be upheld by the Local Government Ombudsman.
- 8.5 Under the Equalities Act 2010 the Council has a "public sector equality duty". This means that in taking decisions and carrying out its functions it must have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct prohibited by the 2010 Act; to advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it; and to foster good relations between persons who share a relevant protected characteristic and those who do not share it. All decisions on spending CIL will themselves be subject to assessment to ensure the 2010 Act duties are complied with.

Background Papers

- Appendix A - Draft Infrastructure Investment Plan (IIP)

- Adur & Worthing Councils JSC: Worthing CIL Governance and Procedural Matters; agenda item 7, 2 April 2019
- Adur & Worthing Councils JSC: CIL Governance Arrangements; agenda item 7, 1 February 2018
- Worthing CIL Expenditure Strategy - September 2019
- Worthing CIL Charging Schedule 2015

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Sustainability & Risk Assessment

1. Economic

- The efficient collection and distribution of money collected through CIL will help to ensure that infrastructure is delivered alongside development to meet the identified needs of new and existing residents, communities and businesses.

2. Social

2.1. Social Value

- The efficient governance of CIL will ensure that money collected is spent on projects that provide the greatest benefit to the community.

2.2. Equality Issues

- Issues relating to race, disability, gender and equality have been considered and it is not felt that CIL will have an adverse impact on any social group. In reality, by making communities more sustainable, CIL will facilitate economic growth and help to deliver improved services. The infrastructure and services that CIL can provide (such as community facilities and transport networks) could enhance liveability for all sectors of society, and could help to deliver new infrastructure that serves different needs within the community.

2.3. Community Safety Issues (Section 17)

- Matter considered and no issues identified.

2.4. Human Rights Issues

- Matter considered and no issues identified.

3. Environmental

- Matter considered and no issues identified.

4. Governance

- The Council has overarching responsibility for the allocation of CIL monies and reporting of monies collected and spent. The protocols proposed and being taken forward, will enhance the Council's reputation as they will ensure that CIL is managed in an open way and in accordance with the CIL Regulations.
- Without clear and robust governance arrangements being in place, the Council could be open to challenge on the basis of maladministration of CIL funds.
- The efficient distribution of money collected through CIL will help to ensure that infrastructure is delivered alongside development to meet the identified needs. This will help to contribute towards meeting many Council priorities.



WORTHING BOROUGH
COUNCIL

Community Infrastructure Levy (CIL):
Draft Infrastructure Investment Plan (IIP)
2020 - 2023

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1.0 Background

- 1.1. This Infrastructure Investment Plan (IIP) covers the Worthing Local Plan area, excluding the parts of the Borough that fall within the South Downs National Park, for which the South Downs National Park Authority (SDNPA) are responsible for. The SDNPA adopted the Community Infrastructure Levy (CIL) in April 2017.
- 1.2. Infrastructure can be funded through a number of different sources, for example:
 - Customer bills - to utility companies to supply the infrastructure to your home
 - Government Funding and Grants - e.g. to help provide school places, and provide road and rail infrastructure.
 - County and Borough Council Capital Investment Programmes
 - Planning obligations - S106 agreements provide infrastructure for site specific mitigation
 - Community Infrastructure Levy - CIL
- 1.3. The IIP will focus on which projects should be prioritised to receive funding from the Community Infrastructure Levy (CIL). As expected, in the early years since the introduction of CIL in Worthing in October 2015 there has been little money collected. However, more recently, the amount of money collected from CIL has steadily increased as larger development projects have been implemented. Therefore, Worthing Borough Council is now at a point where there is sufficient CIL funds to start deciding which projects could receive funding.
- 1.4. The IIP prioritises infrastructure via a three year rolling programme. The IIP programme is updated each year to reflect the most up-to-date housing trajectory and infrastructure requirements across the plan area.
- 1.5. Although there is some ability to forecast the level of money that may be collected through CIL, the uncertain nature of development means that the IIP can never be precise about the amount of money that will be available; it is just the best estimate at any given point in time. As a consequence, the IIP is a 'living' document which will be kept under review, updated and rolled forward each year to reflect how much money has been collected and how much CIL is predicted to be collected from development.
- 1.6. As explained briefly below, when CIL funds are received by Worthing Borough Council (as the collecting authority) the money collected is split into three 'pots': administration costs (5%); the 'local proportion' (15%); and the 'strategic' pot (80%). The CIL Expenditure Strategy, which is available to view on the Council's website, explains in more detail the process surrounding the different 'pots' of CIL funding available <https://www.adur-worthing.gov.uk/media/media,155253,en.pdf>

- 1.7 The 'local proportion' (15%) money is allocated to each ward. Community groups, in liaison with the respective ward Members, will be invited to put forward projects that would benefit from funding from this pot. Invitations will only be invited once the individual ward pot has reached around £10,000, as this allows for sufficient funds to be available for projects to 'bid' for. Assessment criteria will be used to help reach agreement on how funds will be allocated. There is freedom placed on how this money will be spent. However, if it is seen as a local priority by the local community, the money collected within this pot could be put towards projects that fall under the listed priorities below.
- 1.8 The 'strategic pot' (80%) forms the main focus of this IIP. For clarity, Worthing Borough Council has agreed to 'top slice' this proportion, so that 70% of all CIL money received is spent on Worthing Borough Council and West Sussex County Council projects. The remaining receipts (10% of total CIL money collected) is allocated to 'other service providers' (such as NHS partners, Police, Ambulance Trust) once that part of the 'pot' has reached £100,000. It is also agreed that the minimum bid for funding from the strategic pot is set at £50,000.

2.0 Purpose of the IIP

- 2.1. The delivery of the right levels and types of infrastructure (such as roads, flood defences, schools, children's playgrounds etc.) is essential to support new homes, economic growth and to protect the environment. One purpose of the IIP is to ensure that infrastructure to support growth is provided across the Borough when and where it is most needed. The IIP also helps to demonstrate how the spending of CIL reflects and responds to Council (Worthing Borough Council and West Sussex County Council) priorities.
- 2.2. The IIP has been prepared by Officers from Worthing Borough Council, with input from West Sussex County Council Officers and from Senior Councillors from each authority.
- 2.3. The Worthing Infrastructure Delivery Plan (IDP) provides an evidence base document to support the emerging Worthing Local Plan in meeting its vision and the relevant strategic objectives for infrastructure. The latest IDP can be found on the Council's website. The IDP, which also forms one part of the evidence that informs the IIP, identifies the extent of the funding gap. CIL will help to bridge the gap, but won't completely fill it. There will therefore be a need for prioritisation along with exploration of external funding opportunities and innovative approaches to financing which will require strong partnership working arrangements with a variety of infrastructure providers.
- 2.4 Reporting on the spend of CIL money is done through the Infrastructure Funding Statement (IFS) which is to be published on the Council's website each December (from 2020 onwards). The IFS includes the list of infrastructure

projects that are to receive CIL funding; a report into the amount of CIL money that has been collected and spent in the previous financial year; as well as a Section 106 report into the developer contributions received and spent in the previous financial year.

3.0 Governance

- 3.1 The primary role of the Joint Officer and Member Board for CIL (JOMB) is to oversee the governance around the spending of CIL, which will include the development of the IIP to help set the prioritisation of infrastructure delivery over a three year period.
- 3.2 The JOMB will agree the draft IIP and recommend the Plan for adoption to the Joint Strategic Committee (JSC) who in turn will, if agreed, recommend the Plan for adoption by Full Council. The governance arrangements were agreed by JSC on the 2nd April 2019.
- 3.3 Once the IIP is approved a detailed request for funding would need to be submitted to the Community Infrastructure Officer (using the form in Appendix 3) and a Cabinet Member report prepared. The Cabinet Member for Regeneration would consider the funding request in relation to the approved IIP and have regard to the delivery timetable of other priority projects and CIL spend available at the time.
- 3.4 As indicated earlier the strategic pot also incorporates 10% of the overall CIL collected to be used by other infrastructure or service providers (e.g. Clinical Commissioning Group (CCG), Police Authority). Unless the IIP identifies a strategic infrastructure project where the Council is working with one of our infrastructure partners, a separate bidding process for other service providers would be undertaken on an annual basis. This would be following the adoption of the IIP and only when the 10% pot exceeded £100,000. Submitted bids would be considered and evaluated by the CIL Officer Group and a recommendation made to the Cabinet Member for Regeneration.
- 3.5 The IIP concentrates primarily on the priority projects for the Strategic pot. However, there are separate governance arrangements for assessing the spend requests on community projects – ‘the neighbourhood pot’. An annual bidding process would be undertaken following the adoption of the IIP and when CIL exceeds the threshold of £10,000 in the relevant Ward. A standard application form and guidance notes have been prepared for the local community group or organisation to use. Submitted bids will be evaluated by the CIL Officer Group and proposal will be expected to meet the eligibility and evaluation criteria summarised below:

- the project led by a local community or local organisation, and supported by ward member(s)?
- does the project proposal provide infrastructure in terms of the CIL Regulations neighbourhood fund definition?
- is it a capital project?
- does the project proposal provide evidence of benefits to local communities, residents and businesses?
- will other sources of funding be secured / leveraged in alongside CIL neighbourhood funds?
- what stage of development is the project at?
- what is the plan for sustaining the benefits of the project in the long-term?

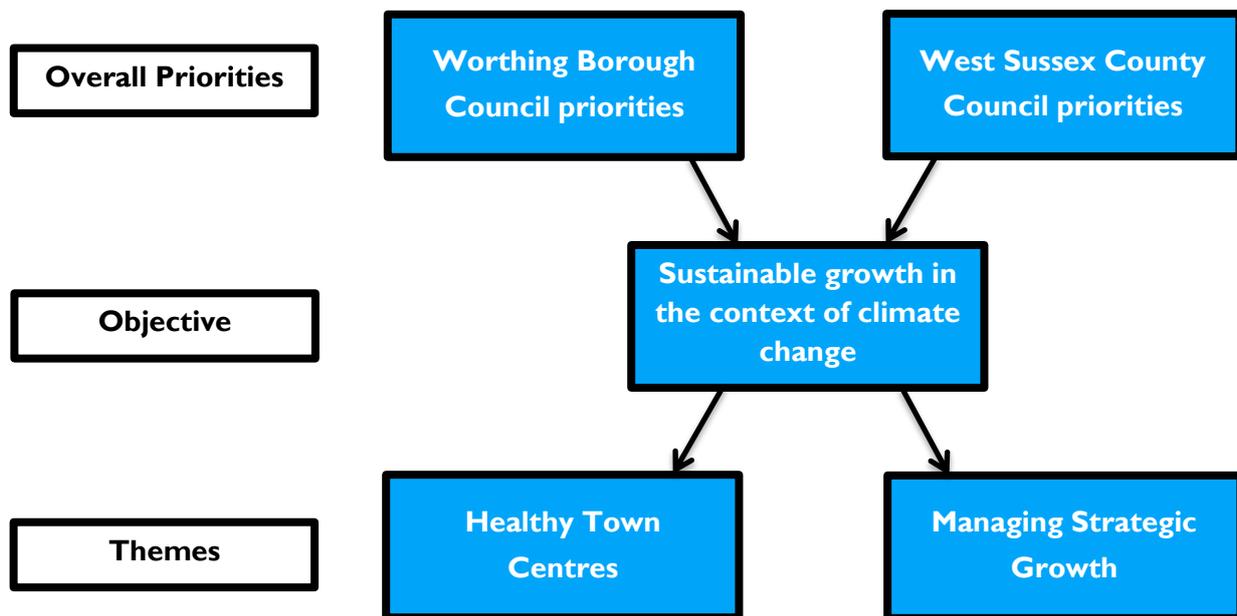
3.6 The final decision on the submitted bid would be taken by the Cabinet Member for Regeneration following recommendations from the CIL Officer Group.

4.0 Prioritisation of Infrastructure Projects

4.1 In order to be able to assess which projects should benefit from CIL funding it is important to assess what are the key priorities of Worthing Borough Council (WBC) and West Sussex County Council (WSCC). At appropriate stages stakeholder consultation will take place to discuss priorities which will help inform which projects are allocated CIL funding.

4.2 A shared priority of both WBC and WSCC is responding to the impacts of climate change whilst at the same time managing and supporting growth. In April 2019 WSCC pledged to work towards making the County Council carbon neutral (net zero carbon emissions by 2030) and prioritised a campaign to encourage residents and businesses to do more to help tackle climate change. In July 2019 Adur and Worthing Councils declared a climate change emergency which commits the Councils to demonstrate leadership to respond to the climate agenda and aims to see the authorities become carbon neutral by 2030.

4.3 Informed by this overarching objective, for the 3-year period 2020-2023, two main 'themes' have been identified to be the focus for infrastructure funding from the CIL strategic pot (70% of total CIL). As illustrated below, these are 'A Healthy Town Centre' and 'Managing Strategic Growth'. Both of these themes are key goals for both Councils and rest under the overall objective, whilst providing some further focus as to the types of infrastructure projects that could receive CIL funding. An explanation of what is meant by the two themes is given below.



4.4 The key themes have been agreed on the basis of current priorities across both Worthing Borough Council and West Sussex County Council. The themes link in to a number of important policy documents including:

- [Platforms for Our Places](#) - plan that sets out Adur & Worthing Councils' ambition for our places' and our communities' prosperity and wellbeing. Five 'Platforms' are identified, three of which (Leadership of Place, Prosperous Places and Tackling Climate Change and Supporting our Natural Environment) have very close links to key priorities identified in this IIP.
- [Sustainable AW](#) - through this programme, the Councils are committed to protecting and improving the environment in Adur and Worthing and achieve carbon neutral status by 2030. By working with the local community and collaborating with partners, the Councils plan to tackle some of the biggest environmental issues of our time - from climate change, biodiversity loss, clean energy and transport, to poor air quality, water efficiency, water quality, and waste reduction.
- [Draft Local Cycling and Walking Infrastructure Plan \(LCWIP\)](#) & [Walking and Cycling Strategy](#) - Adur & Worthing Councils, with key partners, have been preparing the LCWIP which promotes new and enhanced cycling routes and core walking zones. In addition, the West Sussex Walking and Cycling Strategy is designed to complement the Government's emerging Cycling and Walking Investment Strategy and sets out the County Council's aims and objectives for walking and cycling together with our priorities for investment in infrastructure improvements.
- [UN Sustainable Development Goals \(SDGs\)](#) - the emerging Local Plan is likely to incorporate these Goals that will help to achieve a better and more sustainable future for all. They address a wide range of challenges

including those related to poverty, inequality, climate change and environmental degradation. For example, United Nations Sustainable Development Goal 9: Industry, Innovation & Infrastructure includes the following target (No. 9.1) “Develop quality, reliable, sustainable and resilient infrastructure, including regional and trans-border infrastructure, to support economic development and human well-being, with a focus on affordable and equitable access for all”.

- [Public Realm Strategy](#) - A key priority for both WSCC and WBC is a public realm improvement strategy focussed on a number of key locations around the town centre. It encompasses streets, parks, squares, pedestrian and cycle routes as a network of interconnected spaces. Good quality public realm, that encompasses streets, parks, green infrastructure and pedestrian / cycle routes is essential in creating environments that people want to live and work in.

4.5 What do we mean by A Healthy Town Centre and Managing Strategic Growth?

- ‘A Healthy Town Centre’ covers a wide range of issues, including: improving the public realm; helping to deliver key development opportunities; supporting the visitor economy; promoting the use of sustainable transport modes; responding to the changing nature of town centres (less reliance on the retail sector); improving the health of residents and visitors; and supporting growth and diversification.
- ‘Managing Strategic Growth’ encourages investment into areas and projects where there is a high concentration of development. In addition, it can help to prioritise funding for projects in areas of deprivation and / or where there is an existing or forecast under-provision of infrastructure.

4.6 A wide range of infrastructure projects come under the two themes above. However, to achieve the most significant impact it has been deemed appropriate that the CIL money collected should be used to fund ‘large’ infrastructure projects that provide a clear and tangible range of benefits to the town and the people who use it. The projects listed in the section below have been identified as key infrastructure projects to be delivered in the next 3 years.

4.7 In light of COVID-19, greater emphasis has been placed on ensuring that public spaces are safer and more accessible for use by the public. There is increased demand for cycle networks and suitable pedestrian access to the high street and town centres, as well as using public realm and green spaces to provide leisure activities, whilst allowing for social distancing. The ability to review the IIP provides the opportunity to reconsider priorities. In particular, this will enable the Council to consider how CIL funds could be used in the future to help support businesses and communities as they recover from the Covid-19 crisis.

5.0 Estimated CIL Receipts

- 5.1 The identification of likely cash flow provides an opportunity to review the projects which benefit from funding, based on the prioritisation of infrastructure projects set out above.
- 5.2 For the purposes of this IBP, an estimation of CIL receipts between 2019 and 2029 has been calculated. This information will be updated as further information becomes available. The trajectory has been informed by the Worthing Core Strategy/draft Local Plan housing trajectory. To ensure infrastructure delivery is aligned with growth, the phasing of development is then linked to its supporting infrastructure.
- 5.3 Based on a number of assumptions, the estimated CIL receipt income, as of August 2019, can be seen in the table in Appendix 1. Over the 3 year period 2020-2023, the estimated CIL receipt income is just over £6,000,000.

6.0 Priority Projects

- 6.1 The Councils emerging Public Realm Strategy promotes a step change in the overall quality of public realm. It helps to support the vitality and viability of Worthing town centre by improving access from the railway station, promoting enhanced pedestrian and cycle accessibility and enhancing the overall appearance and attractiveness of the area. This joint infrastructure project with the County Council is dependent on a funding strategy that includes CIL funding. The priority projects identified are:

- *Railway Approach to town centre:* The recent approval for the redevelopment of Teville Gate House to provide a new 5 storey office accommodating 800 staff and the current proposals for the redevelopment of Teville Gate for 370 homes, hotel, retail and commercial floorspace provides an opportunity to deliver significant improvements to the public realm from the railway station through Teville Gate (Station Square) and into the town centre.
- *South Street:* The main route into the town centre and seafront finishes in South Street and feasibility work has assessed 3 options for enhancing both the north and south end of the street to enhance the primary shopping areas and gateway to the pier and seafront.
- *Portland Road:* As well as the main access into the town centre (via Chapel Road/South Street) the public realm strategy has identified Portland Road as a key pedestrian route into the primary retail area of Montague Street and an opportunity to provide a shared surface

enhancing pedestrian access and assist businesses in the area. The scheme has significant support from retailers and the Town Centre Initiative.

- 6.2 Following the delivery of these priority projects, Worthing Borough Council, jointly with West Sussex County Council, are already considering other public realm improvements to enhance cycling and walking through the emerging Local Cycling and Walking Infrastructure Plan (LCWIP).
- 6.3 The other strategic projects relate to the delivery of public Wi-Fi to the town centre and seafront and the implementation of the Brooklands Masterplan.
- 6.4 Worthing is one of 14 areas to join CityFibres Gigabit City programme, a £2.5billion investment plan to bring full-fibre broadband to at least five million homes. The Council in partnership with the County Council has also secured funding to help deliver additional benefits and in particular to create public Wi-Fi to support key town centres and the seafront. Maximising the digital benefits to the public, businesses and residents is part of an integrated approach to promote healthy town centres.
- 6.5 Brooklands is an important area of public open space which is identified as a priority area for investment. It is Worthing's largest area of open space and provides an important role in the local community providing a wide range of formal and informal recreational activities. Whilst it is anticipated that private sector investment will deliver the formal recreational facilities proposed for the site, the provision of a large play area would help to pump prime investment into the site and therefore there is a need for a contribution of CIL money.
- 6.6 Whilst the above are the key priority projects, the IIP is reviewed and updated on an annual basis, to ensure that the appropriate prioritisation of projects is being taken alongside the CIL income trajectory. The projects that are selected for each financial year are dependent on the amount of CIL money that has been collected. Money can only be allocated if it is in the pot (not borrowed against projected income). Therefore projects will only be able to spend CIL money that it has been allocated for the financial year.
- 6.7 In addition to the main 'priority projects' summarised within this IIP there may be additional CIL funding available for other projects. Each of these projects would need to be evaluated against the overarching objective and themes for funding. However, given the focus established in this IIP it is unlikely that funding from the 'strategic pot' would be available for smaller projects within the first 3 years period unless any of the larger infrastructure projects identified are delayed.
- 6.8 To ensure efficient but robust processes this IIP establishes a clear and focussed set of priorities that highlight a small number of projects that will best reflect the

overarching objectives. However, a degree of flexibility is required to allow for any change in priorities and to reflect the, often uncertain, nature of the development industry (and therefore the level of CIL receipt).

6.9 With this in mind Appendix 2 sets out a number of ‘live’ or longer-term projects that, whilst not being prioritised in this IIP, do meet many of the over-arching objectives. As such they may be prioritised for CIL funding in subsequent versions of the IIP, particularly when the next 3 year funding period (2023-2026) is considered. This appendix also includes reference to the new Local Plan and other emerging strategies that will, once adopted, define other priority infrastructure projects across the Borough.

6.8 The table below shows the projects which have been selected to be funded from the ‘Strategic pot’ of the CIL income over this three year IIP period (2020-2023), by year the project will receive the funding. Each project is given a unique code in the title to ensure consistency with reporting.

Infrastructure projects to be funded from ‘strategic pot’

	2020/2021	2021/2022	2022/2023
1 st April b/fwd	£568,400	£303,500	£129,500
Income			
Estimated CIL income	£835,100	£826,000	£2,700,600
Funds available	£1,403,500	£1,129,500	£2,830,100
Expenditure			
IIP001 – Public Realm Enhancements Railway Station to the Town Centre: I) Railway Approach II) South Street III) Portland Road	£650,000	£1,000,000	£2,000,000
IIP002 - Public Wi-Fi for Town Centre(s)/ Seafront	£300,000		
IIP003 – Brooklands Masterplan	£150,000		
Total Expenditure	£1,100,000	£1,000,000	£2,000,000

31st March c/fwd	£303,500	£129,500	£830,100

Note - figures for the amount of CIL funding for each project are only estimates at this stage as projects are still being developed and costed. The IIP and progress on the projects would, in any event, be reviewed on an annual basis.

6.9 The above expected CIL receipts assume that a number of large developments progress in the three year period, such as Teville Gate and Union Place. If any of the schemes were to be delayed, then the likely amount of CIL receipts available in 2022/23 would be lower than the figures in the table above.

7.0 'Other agencies pot'

7.1 There is currently just over £80,000 in the 'other agencies' (10%) pot. To ensure that the process is efficient, it has been agreed that this pot would not be opened up to bids until it had reached a sufficient level of CIL receipts (£100,000). At that time, the above priorities will be used to assess which projects receive funding in relation to this pot at such a time where the authority has collected the sufficient level of receipts.

7.2 Infrastructure projects provided by 'other agencies' will be prioritised in line with the overarching themes and objectives as described above. The range of 'other agencies' who would be eligible to receive CIL funding from this pot include, but are not limited to, the following:

- NHS Coastal West Sussex Clinical Commissioning Group (CCG)
- South East Coast Ambulance Service NHS Foundation Trust (SECAmb)
- Sussex Police & Crime Commissioner
- Environment Agency

7.3 An early potential project which has been identified proposes a new health hub on the Town Hall Car Park. This is a joint project between the Borough Council and various health partners and would provide greatly enhanced health facilities to improve health outcomes for a wide range of residents. It has been identified that there will be a need for a CIL contribution to help ensure a viable project.

7.4 Because of the strategic importance of this project it is considered that 10% of the strategic pot should be allocated for the new health hub project, if the scheme comes forward within the next 3 years.

Appendix 1

Estimated CIL receipts trajectory

The figures set out in this receipts trajectory table are based on a number of assumptions (set out below). It represents a running total that assumes 'no spend'. The table will be updated and revised in future iterations of the IIP, particularly once money has been allocated to priority projects.

Financial Year	Total CIL receipts	Strategic Pot (70%)	Neighbourhood Pot (15%)	'Other Services' Pot (10%)	Admin Pot (5%)
Carried f/wd	£788,800	£568,400	£121,800	£81,200	£17,300
2020/21	£1,981,800	£1,403,500	£300,750	£200,500	£76,950
2021/22	£3,161,800	£2,229,500	£477,750	£318,500	£135,950
2022/23	£7,019,800	£4,930,100	£1,056,450	£704,300	£328,850
2023/24	£10,099,800	£7,086,100	£1,518,450	£1,012,300	£482,850
2024/25	£10,690,800	£7,499,800	£1,607,100	£1,071,400	£512,400
2025/26	£10,887,800	£7,637,700	£1,636,650	£1,091,100	£522,250
2026/27	£11,084,800	£7,775,600	£1,666,200	£1,110,800	£532,100
2027/28	£11,281,800	£7,913,500	£1,695,750	£1,130,500	£541,950
2028/29	£11,478,800	£8,051,400	£1,725,300	£1,150,200	£551,800

These projections are based on the following assumptions:

- They are aligned to the housing land supply trajectory set out in the most recently published Annual Monitoring Report (AMR) – which is published each December to cover the preceding financial year.
- An affordable housing rate of 30% has been applied to all major developments
- For previously developed sites (with existing buildings) an adjustment for existing floorspace (50% discount) has been made.
- A 30% discount has been applied to the 'windfall' allowance – as some of the dwellings delivered will be self-build and a significant proportion will involve the redevelopment of existing buildings
- Greenfield sites will deliver 3 bed houses @ 90 sqm
- Apartment schemes will deliver 2 bed flats @ 66sqm
- Windfalls will deliver 2 bed houses @ 77 sqm
- Payments have been calculated/phased in line with the Council's adopted Instalment Policy

- No index linking has been applied to account for inflation over time

Potential Future Priority Projects

The table below sets out a number of emerging plans that are identifying new infrastructure projects as well as larger strategic redevelopment projects that, whilst not being prioritised in this IIP, are likely to meet the overarching themes. As such they may be prioritised for CIL funding in subsequent versions of the IIP, particularly when the next 3 year funding period (2023 - 2026) is considered.

Emerging Strategies	Comments
The Local Walking and Cycling Improvement Plan (LCWiP).	The Plan is to be adopted during 2020 and will highlight priority projects for investment to help cycling and walking across the Borough.
Sustainable Transport Improvement Plan (STiP)	This Plan is under preparation and once approved will identify key improvements to encourage more sustainable modes of transport and support new strategic growth.
The new Local Plan for Worthing	The Plan, which is due to be adopted in 2021, will allocate sites for development and be accompanied by a new Infrastructure Delivery Plan (IDP) which will set out the key infrastructure improvements necessary to support sustainable growth.
Future Projects	Comments
Annual Delivery Programme (ADP)	The Annual Delivery Programme sets out highways and transport projects for the coming year. It brings together funding streams from Highway Maintenance and transport Improvement Grants, supported by other external contributions such as development funding and WSCC corporate capital funding. The ADP includes projects from the STiP, Local Transport Investment Programme and Community Highway Schemes. Projects include those that are identified to mitigate specific developments and support development in the area.
Creative Industries	Research has shown that this is a growth sector in the area but there is a lack of affordable floorspace to support and grow this sector in Worthing. It is likely that public sector funding including a contribution from CIL would be required to maximise the employment potential from creative and cultural industry.
Redevelopment of Leisure Centre, Shaftesbury Avenue	The emerging Open Space, Sport and Recreation Strategy identifies the need to redevelop this site to provide enhanced indoor sport and recreational facilities.

Redevelopment of Grafton Multi Storey car Park	The Council has identified the car park is in need of redevelopment as it is not economic to continue to repair the structure. It is likely that the costs of redevelopment will require some level of public subsidy.
Future School Provision	The emerging Local Plan will increase the town's population and this may require additional education provision including primary and secondary schools and/or expansion of existing schools/facilities.
Coastal Defence	Climate change will require significant investment in coastal defence as sea levels rise.
Regeneration of Worthing Seafront	A number of projects are being considered to enhance the offer of Worthing Seafront to assist the objective of enhancing Worthing's economy and help support the viability and vitality of the town centre. Some of the emerging projects may require pump priming investment.
West Durrington	The urban extension at West Durrington of 700 dwellings has been extended recently by the grant of outline planning permission for a further 240 dwellings. Reserved matters applications have been submitted and there is a need to deliver cycle path links (including to Goring station to improve the sustainability of the site).
Climate Change	A number of community led projects as well as Council led projects (such as rewilding and tree planting) will come forward to help meet the climate change challenge and the Council's commitment to be carbon neutral by 2030.

CIL Funding Request Draft Proforma
Infrastructure Investment Plan period 2020 - 2023

This form should be completed when requesting any expenditure of CIL funds held by Worthing Borough Council, for projects that have been approved CIL funding in the Infrastructure Business Plan period 2020 – 2023.

1. Contact details for this project

Full Name	
Position and organisation	
Address for correspondence	
Phone Number	
Email	

2. Project title & IIP reference

Project Title	
IIP Reference	

3. Project summary

Brief description of the project	
Total cost of project	
Amount requested from CIL	

4. Project details (Part A)

Is the infrastructure Project identified in the adopted Infrastructure Investment Plan?	Yes <input type="checkbox"/> proceed to question 5 No <input type="checkbox"/> continue below
Does the project meet one of the overall themes of the IIP, if so which?	
What other funding has been identified to help deliver the infrastructure project?	
Is the infrastructure necessary to deliver a Local Plan allocation for employment or housing?	

5. Project details (Part B)

Attach Project plan/Project feasibility study/committee reports/other relevant information	
Date project will start	
Date project will finish	
Key milestones (with anticipated dates)	
Details of how the project will be managed	
Details of who will be responsible for future maintenance	
Likely annual costs of future maintenance	

6. Project Costs & Management

Project Breakdown		How the project is funded	
Item or activity	Item/activity cost	CIL Contribution	Other contributions (£amount & source)
Totals	£	£	£

Please remember that CIL can only be spent on infrastructure and cannot be used to fund feasibility studies or investigative work.

7. Confirmation

<p>I confirm that I have been authorised by the organisation to apply for this funding and that to the best of my knowledge all the information I have provided is true.</p> <p>I understand that WBC may use your project as an example to other applicants on how CIL funds can be used.</p>	
Sign & Date	