NEIGHBOURHOOD PORTION OF THE COMMUNITY INFRASTRUCTURE LEVY: NEIGHBOURHOOD CIL

What is the Community Infrastructure Levy?

The Community Infrastructure Levy (CIL) is a charge made on developments to provide a contribution to supporting the infrastructure in Torbay. The levy is based on the size of the development.

The CIL is used for projects like schools, transport improvements, and other amenities. Most of the charge is used by Torbay Council to support major infrastructure items such as the South Devon Highway.

In Torbay, in areas with a Neighbourhood Plan, 20% of the CIL funds (or Neighbourhood CIL) are available to support suitable community projects. This allocation helps communities fund infrastructure projects that address local needs identified in the local Neighbourhood Plan.

In Torbay there are four Neighbourhood Plans covering the three towns and surrounding areas:

- Torquay
- Paignton
- Churston, Galmpton and Broadsands
- Brixham

There are different arrangements for applying to for the Neighbourhood CIL depending on the project location. Further information for these areas is available from the Council's Cabinet Report and subsequent Decision (November 2022).

Information on the Torquay Neighbourhood CIL is available on the Torquay Neighbourhood Forum website: https://torquayneighbourhoodplan.org.uk/

Who can apply to the Neighbourhood CIL Fund

Constituted not-for-profit community groups and organisations can apply. This includes: community groups, registered charities, social enterprises, including Community Interest Companies, and faith and other interest groups.

Project proposals must be discussed by the local Community Partnership prior to making a full application.

What sort of projects can be funded

The Neighbourhood CIL can be used to fund:

- Provision of new physical and community infrastructure
- Improvement to, or replacement of, existing physical and community infrastructure
- Operation or maintenance of existing physical and community infrastructure

Torbay Council is committed to becoming carbon neutral by 2030. Projects which reduce carbon emissions or reflect the carbon neutral outcomes will be favoured i.e. projects that:

- Reduce carbon emissions from commercial, industrial and public sector organisations, and promote a circular economy
- Help households reduce their carbon footprint and make more sustainable choices
- Reduce emissions from transportation including people and goods.
- Expansion of renewable energy
- Climate resilient communities, landscapes and infrastructure
- Increase carbon drawdown through natural and engineered climate solutions

The key criteria are the project must be for infrastructure, not ongoing expenses, and must benefit the wider community.

Projects must address the aspirations of the Torbay Local Plan and the Torquay Neighbourhood Plan. You can find the Torbay Local Plan 2012-2030 here and Torquay Neighbourhood Plan and further details about applying for the Neighbourhood CIL here.

All projects should address community inequalities in place and communications (inter and intra community) and to improve the quality of life for people living, working and visiting in Torbay.

The following evaluation criteria will be used to assess applications:

- Weighting based on need and/or cost effectiveness (high need and low cost/high impact scores highest)
- Start within 12 months
- Long lasting improvement
- Improves quality of life of the community
- Benefit to the wider community, e.g. applications for sports facilities must demonstrate benefit to the wider community (not just for members)
- Tangible – seen and/or felt
- Supports community aspirations in the local Neighbourhood Plan
- Self-sustaining outcome
- Community consulted, ideally approved by Community Partnership
- Improves communication within and/or beyond the community
- Match funding or other funding available for a larger project

Funding is not available for:

- Highways projects
- Major infrastructure projects
- Basic maintenance (unless a one-off refurbishment), and
- Recurring costs.

If the application is approved by the Torquay Neighbourhood Forum the following will be reviewed by the Divisional Director of Planning, Housing and Climate Emergency before the project can go ahead:

- Planning permission (including Listed Building Consent),
- Building Regulations,
- Any other statutory consents such as from utility companies or the Environment Agency

What costs can be applied for

£25,000 is the maximum grant, more may be considered but only in exceptional circumstances.

- Capital and revenue costs associated with land and buildings, including refurbishment, retrofitting, extensions, new building and developing external spaces like a community garden or play area.
- Costs associated with building works including qualified building professionals, architects and structural engineers and legal and/or other professional advice.

You will be expected to obtain a minimum of three quotations for major building works unless the works are to be undertaken by SWISCo.

How do I apply

You must complete a standard **Project Request** form to be considered for an award from the Neighbourhood CIL. This will ask some simple questions about your project and check your eligibility. If this is approved you will be invited to complete a full **Application Form for CIL Funding**. This includes an outline project plan, a breakdown on project costs and any additional funding you have secured or will be sought to complete the project. This is to ensure all costs have been considered, including on-going maintenance costs, and there is clear project plan, management arrangements and timescale for delivery.

You should discuss your project with the local Community Partnership prior to making a full application. For a list of Community Partnerships with further information and contact details visit: https://www.torbaycommunities.com/community-partnerships/

Torquay Neighbourhood Forum

The Torquay Neighbourhood Forum has its own dedicated website with information about the Torquay Neighbourhood Plan, previous planning applications, and details about the Neighbourhood CIL: https://torquayneighbourhoodplan.org.uk/

The Steering Group of the Torquay Neighbourhood Plan Forum will evaluate applications for funding from the Torquay portion of CIL allocations. The Steering Group meets monthly (except August).

Completed project request forms and full applications should be sent directly to the Torquay Neighbourhood Plan Forum Chair: chair@torquayneighbourhoodplan.org.uk

If you are invited to submit a full **Application Form for CIL Funding** you will be invited to a subsequent meeting of the Steering Group to present your project and discuss your application.

All approvals will be subject to scrutiny by the Divisional Director of Planning, Housing and Climate Emergency to ensure they comply with planning legislation and local guidance.

If your application is successful, you will be required to provide updates on your project in the form of photographs, invoices, list of works etc. to evidence spend to the Torbay Council Planning Department. This information will be uploaded to Torbay Council Execom Portal Torbay Council PFM - Home and the Torquay Neighbourhood Forum website.

Neighbourhood CIL Guidance v2

Date: 15th September 2025