

Guidelines for Winchester Town Improvement Fund: project proposals

1. Introduction

The Community Infrastructure Levy (CIL) provides the Winchester Town Account with funding to undertake capital improvements in the Town area in particular where these can address the impact of developments. 15% of the CIL received for Town wards (the neighbourhood portion) will be available to the Town Forum to support the provision of such improvements. Government guidance advises that it should be used for “the provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on an area”. This allows for a wide degree of flexibility in terms of identifying projects which are potentially suitable for CIL funding. To this end a Winchester Town Improvement Fund will be developed to identify and deliver a CIL-funded rolling improvement programme.

2. Suitable proposals

The fund is aimed at one-off capital projects which address individual neighbourhood or multi-neighbourhood issues within Winchester Town. Priority will be given to proposals that support the aims of the Vision for Winchester Town, local community plans, and any other strategies relevant to the Town area. It is envisaged that proposals will generally have an estimated cost to the Fund of between £1,000 and £50,000. There may however be higher value projects where CIL funding is considered appropriate but, in such cases, it is likely that the Town Forum’s contribution to the total cost will be no more than £50,000.

3. Scope of proposal

As this funding comes from CIL contributions arising from developments in the Winchester Town area, all proposals must benefit primarily Winchester Town neighbourhoods. Projects which extend across Town/Parish boundaries but benefit Winchester Town residents will also be considered in conjunction with relevant County, City or Parish Council proposals. Other opportunities for joint funding will also be considered, as will projects that could attract additional sources of funding.

4. Submitting a proposal

Proposals can be made by members of the Winchester Town Forum (Winchester City Councillors representing the Town Wards), Winchester Town community and neighbourhood organisations, residents groups, local non-profit organisations, incorporated groups, societies and charities. Any group considering a scheme for funding should discuss their idea with ward councillors before deciding whether to submit a proposal

All proposals should be submitted using the Winchester Town Improvement Fund Proposal Form (APPENDIX 2) providing as much detail as possible. Completed forms and additional documentation should be returned to the CIL officer at the City Offices, Colebrook Street, Winchester SO23 9LJ or completed via the website – for more information contact: CIL@winchester.gov.uk

Improvement proposals should take into account and explain how the scheme meets the following considerations as these matters will be assessed when requests are considered by the Town Account Informal Group:

- The impact and beneficiaries of the proposal and links to the Vision for Winchester Town, local community plans and any other strategies and policies relevant to the Town area.
- Community support for the proposed improvements (results of any public consultations or other feedback).
- The scale and location of the proposal including any links to development planned or already carried out in that area of the town.
- The scope for joint/matched funding from other sources
- The scope for the proposal to be funded from another source
- On-going (revenue) costs such as maintenance.
- The need to secure planning permission or any other formal consents.

Proposals can be submitted at any time between February and September each year. The selection of schemes for CIL funding will be aligned with the annual budget setting process. They will undergo initial screening for eligibility, including identification of further information, e.g. costings, any planning permission requirements, confirmation of 3rd party co-funding. Where project proposals do not meet screening criteria (see APPENDIX 3 Guidelines: Adjudication), proposers will be advised and, if appropriate, given the opportunity to resubmit their request.

Proposals that satisfy initial screening will be considered by the Winchester Town Account Informal Group, advised by the Assistant Director Environment and any other relevant officers as required, who will make recommendations for schemes to be included in the Town Improvement Programme. The proposed programme will then be referred to the Town Forum and Cabinet of the City Council for decision. All proposers will be informed of the outcome once the package of proposals has been approved and will be updated on progress once an approved project gets underway.

5. Queries

For more information about this process contact the CIL officer
CIL@winchester.gov.uk