

Agenda Item 13
Report PC24/25-08

Report to	Planning Committee
Date	12 September 2024
By	Director of Planning (Interim)
Title of Report	Infrastructure Business Plan 2024
Purpose of Report	To approve the Infrastructure Business Pla and the spending of the 2023/24 Community Infrastructure Levy receipts

Decision

Recommendation:

- 1) To approve the Infrastructure Business Plan 2024 (attached at Appendix 2 and 3);**
 - 2) To approve:**
 - **the in-principle allocation of the Community Infrastructure Levy 2023 / 24 receipts of £1,913,648.44 to the projects identified in paragraph 4.4 of this report, and to delegate authority to the Director of Planning to undertake any further assessment of the projects prior to the final allocation of funds as detailed within paragraphs 4.7 and 4.8 of this report, to determine the final allocations of funds up to £1,913,648.44 in respect of those projects and to authorise payments accordingly;**
 - **the ring-fencing of the 2023 / 24 Community Infrastructure Levy funds for three years and should the funding of these infrastructure projects (identified in paragraph 4.4) no longer be required after three years, the money would be made available for other projects within the Infrastructure Business Plan, and**
 - 3) To delegate authority to the Director of Planning to make minor amendments to the wording and formatting within the Infrastructure Business Plan 2024 prior to publication. Any such amendments shall not alter the meaning of the document.**
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I. Summary

- I.1 This report is seeking approval for the South Downs National Park Authority's (SDNPA) Infrastructure Business Plan 2024 (IBP, attached at Appendix 2 and 3) and the specific allocation of the Community Infrastructure Levy 2023 / 24 receipts. The IBP sets out the infrastructure projects required over the lifetime of the South Downs Local Plan and Neighbourhood Development Plans which may be funded partly or wholly by the

Community Infrastructure Levy collected by the SDNPA.

2. Background

- 2.1 In 2016, the South Downs National Park Authority (SDNPA) authorised the introduction of the Community Infrastructure Levy (CIL) across the National Park. The SDNPA produced a CIL Charging Schedule and associated Infrastructure Delivery Plan (including a process for how CIL spending would be prioritised within the National Park) which was supported by the Planning Inspectorate following an examination. The SDNPA became a CIL Charging Authority on the 1 April 2017.
- 2.2 In the National Park, CIL is charged on residential developments (where new dwellings are created and / or where there is a net additional floorspace of over 100sqm) and on new large format retail floorspace (with a net retail selling floorspace of over 280sqm). CIL is to be used to deliver infrastructure in the National Park, working in partnership. The SDNPA is responsible for making the final decision on the allocation of funding raised through CIL.
- 2.3 In the financial year 2023 / 24, the SDNPA collected a total of £1,953,835.86 from CIL.
- 2.4 Under the CIL Regulations 2010 (as amended), the SDNPA as the ‘charging authority’ retains 5% of the money received to cover its administration costs, then 15% or 25% (dependent upon whether there is a made Neighbourhood Plan) is passed directly onto Parish / Town Councils.
- 2.5 In accordance with the CIL Regulations, the remaining CIL money (that is minus the administration costs and Parish / Town Council portion) is then spent on infrastructure projects. The list below sets out the types of infrastructure the SDNPA will spend its proportion of CIL on (see Table 1 below).

Table 1 – The SDNPA’s Infrastructure Categories list (submitted to the Planning Inspectorate when the CIL Charging Schedule was approved in 2016, and formerly known as the Regulation 123 list)

Infrastructure Categories	Project Examples
Green Infrastructure	Landscape-scale mitigation; Access land; informal open space; managed space; village greens; allotments; green roofs; parks; micro-generation energy schemes; South Downs Way improvements; flood management and climate change mitigation; Habitats Regulation Assessment compliance, and tree planting.
Social & Leisure	Cultural heritage; enhancement to historic urban fabric; public realm improvements; added-value in hard surfacing; sports facilities and pavilion improvements; green gyms; playing fields; playgrounds; recreation grounds.
Services & Facilities	Community buildings; libraries; support services and care; village halls; expanding emergency services capacity; car parking; insulation and other improvements to public buildings; National Park interpretation boards and exhibits; visitor centres; tourist information and promotion of National Park.

Transport	Public Rights of Way improvements; walking and cycling infrastructure; bus and rail network improvements; traffic calming; improved signage; highway works that add value to the National Park setting.
Education	State-funded primary and secondary schools.
Health & Wellbeing	GP Surgeries / Hospitals / Mental health provision / adult social care
Utility Services	Broadband provision; utilities supply (where not a statutory undertaking); added value flood schemes; waste management & disposal.

- 2.6 The SDNPA started collecting CIL on 1 April 2017. CIL is payable upon commencement of development, not on the grant of planning permission.
- 2.7 The Infrastructure Business Plan (IBP) is the document that sets out the infrastructure needs to deliver the growth / development identified in the South Downs Local Plan and Neighbourhood Development Plans and prioritises the infrastructure projects which will be funded (partly or wholly) by CIL. The plan identifies a significant funding deficit (of millions of pounds) to delivering the required infrastructure.
- 2.8 CIL will only help to bridge the funding gap, but will never resolve it. Therefore, there is a need to prioritise the infrastructure projects, alongside exploring other funding opportunities and approaches to financing which will require partnership-working arrangements with infrastructure providers.
- 2.9 In 2018 (and as amended in 2019, 2021 and 2022), Planning Committee approved the process for creating the IBP, the details of which are set out in Appendix C of the IBP document (see Appendix 3 of this report), however the key points are summarised below:
- Categorising the infrastructure projects into four groups, Critical, Essential, High Policy Priority and Desirable – as shown in the Table 2 below;
 - Ensuring a broad geographical spread of projects across the National Park;
 - Ensuring the projects are helping to deliver on the Authority’s Corporate Priorities of National Parks for All, Climate Action and Nature Recovery;
 - Scoring the projects using the ‘Prioritisation Matrix’ (as examined by the Planning Inspectorate, copy attached within the IBP Appendices – see Appendix 3), and
 - Projects to be put into 5-year periods, Short, Medium and Long term, based on when the project would most likely be required or delivered.

Table 2 – Category Definitions

Type	Definition
Critical	Infrastructure that must happen to enable growth, i.e. is a pre-requisite to unlock any future works, without which the development can’t proceed. These generally fall within S106 agreements.
Essential	Necessary in order to mitigate impacts arising from the operation of developments e.g. off-site provision of school places, highway improvements.

<p>High Policy Priority</p>	<p>To support wider strategic or site specific objectives, which are set out in policy or subject to our Statutory Duty.</p> <p>The SDNPA will prioritise projects within or with clear links to:</p> <ul style="list-style-type: none"> • Our 5 large Settlement areas • Neighbourhood Plans with development allocations • Development allocations in the Local Plan • Partnership Management Plan Priorities – with clear evidence of partnership working
<p>Desirable</p>	<p>Required but unlikely to prevent development in short-medium term.</p> <p>This will also include projects linked to Neighbourhood Plans with no development allocations and projects which fall within or are close to Large Settlements, or Neighbourhood Plans with allocations, but the projects have no defined timescales / clear commitments (i.e. more aspirational).</p>

2.10 In addition, and in accordance with the 2019 amendments to the CIL Regulations, the SDNPA is required to publish by 31 December each calendar year an ‘annual infrastructure funding statement’ (IFS), which must comprise:

- A statement of the infrastructure projects or types of infrastructure which the SDNPA intends will be, or may be, wholly or partly funded by CIL;
- A report about CIL, in relation to the previous financial year (referred to as the reported year) in a format specified by the Regulations, and
- A report about planning obligations secured through Section 106 Legal Agreements, in relation to the reported year in a format specified by the Regulations.

2.11 The IBP for approval today (attached at Appendix 2 and 3), incorporates the requirements of the ‘IFS’, together with details of the proposed spending of the 2023 / 24 CIL receipts.

3. Infrastructure Business Plan (IBP)

3.1 The IBP (see Appendix 2 and 3) sets out:

- the current understanding of infrastructure required to support the delivery of the South Downs National Park Development Plan (made up of the Local Plan, Neighbourhood Development Plans and Minerals / Waste Plans);
- how the Community Infrastructure Levy (CIL) within the SDNPA will be used (including proposed spending this year), and,
- how it is expected to be used over the coming years (set out in five year time periods).

3.2 The IBP can never be precise about the costs of some of the infrastructure projects required. The document is a best estimate at a given point in time. It is a ‘living’ document that is kept under review and updated annually (and approved at Planning Committee annually).

3.3 The IBP has been prepared by the SDNPA with input from the Parish and Town Councils, District and County Councils (including drawing on information in the Statements of Common Ground prepared to support the production of the South Downs Local Plan), Natural England, Historic England, Environment Agency, Wildlife Trusts and other interest and amenity groups within and adjacent to the National Park.

- 3.4 All interested parties were also asked to review the SDNPA’s 2023 Infrastructure Business Plan and provide updates on relevant entries (interested parties were given 4 months to review and submit their bids). In total, over 400 projects were submitted for funding and these were all reviewed. There are now 336 projects in the Infrastructure Business Plan.
- 3.5 All infrastructure projects identified have been separated into four categories, critical, essential, high policy priority and desirable (as agreed as part of the process previously approved by Planning Committee).
- 3.6 Categorising projects is always going to involve an element of judgement and the category that a project falls within may change over time.
- 3.7 For this year’s IBP, no projects were identified as being critical, 8 projects were identified as essential, 127 projects as high policy priority and the remaining as desirable.

4. Spending of 2023 / 24 CIL receipts

- 4.1 From 1 April 2023 until 31 March 2024, the SDNPA collected £1,953,835.86, in CIL. £313,976.82 has been distributed to Parish / Town Councils where development has commenced (in accordance with the CIL Regulations). Payments to the Parish / Town Councils are made, as per CIL regulations, in April and October. The total amounts passed onto the qualifying Parish / Town Councils from 2023 / 24 CIL receipts, is set out in Table 3 below.

Table 3 – 2023 / 24 CIL receipts passed onto the Parish / Town Councils

Parish / Town (where CIL liable development has commenced)	Amount paid to Parish / Town Council
Amberley Parish Council	£4,379.09
Binsted Parish Council	£17,875.93
Bishops Waltham Parish Council	£2,321.39
Buriton Parish Council	£11,625.78
Cheriton Parish Council	£1,800.00
Cocking Parish Council	£5,158.01
Ditchling Parish Council	£6,525.41
Easebourne Parish Council	£58,091.96
East Dean and Friston Parish Council	£1,534.42
Elsted and Treyford Parish Council	£13,208.28
Findon Parish Council	£6,388.43
Fulking Parish Council	£900.00
Funtington Parish Council	£26,222.22
Glynde & Beddingham Parish Council	£2,155.11

Parish / Town (where CIL liable development has commenced)	Amount paid to Parish / Town Council
Greatham Parish Council	£975.00
Harting Parish Council	£4,595.94
Kingston (Nr Lewes) Parish Council	£4,828.24
Langrish Parish Council	£2,332.55
Lewes Town Council	£23,448.82
Liss Parish Council	£10,744.42
Midhurst Town Council	£70,684.78
Petersfield Town Council	£20,733.47
Petworth Town Council	£1,208.62
Selborne Parish Council	£8,460.62
Slindon Parish Council	£3,523.76
Soberton Parish Council	£300.00
Tichborne Parish Council	£1,472.31
Upham Parish Council	£869.28
West Dean Parish Council	£1,612.98
Total	£313,976.82

- 4.2 Once the Parish / Town Council payments have been made (and minus the 5% deducted for administration purposes in accordance with the Regulations) this leaves £1,543,691.87 of 2023 / 24 CIL receipts to spend on the infrastructure projects set out in the IBP.
- 4.3 In addition to the 2023 / 24 CIL receipts, there are also the following monies to 'reallocate', resulting in a total of £1,913,648.44 to allocate to projects this year:
- £258,969.60 'claw back' from the 2018 / 19 allocation to West Sussex County Council which has not been spent (this allocation was ring-fenced for 5 years), and
 - £110,986.97 'claw back' from the 2018 / 19 allocation to East Sussex County Council which has not been spent (this allocation was ring-fenced for 5 years).
- 4.4 It is recommended that £1,913,648.44 is allocated to the following 27 projects. One project is from the 'Essential' project list (Cycle Route 90, within Lewes, with the money to be spent by East Sussex County Council). The other 26 projects are listed as 'High Policy Priority' within the IBP as these projects scored the highest in the priority matrix, can be delivered in the short term and represent a broad geographical spread of projects across the National Park. The proposed allocations (including which corporate priorities they are helping to deliver) are set out in Table 4 below in descending financial order and the broad locations of these projects are shown on the Map attached at Appendix I.

Table 4: Spend Recommendations for 2023 / 24 CIL Receipts

Number on Map (see Appendix I)	Project Name	Corporate Priorities	Recommendation
1	Centurion Way Phase 2	National Park for All	£724,508.44
2	Lower Ouse Valley - Access for All Project (upgrade to a number of paths and infrastructure - linking to train stations and attractions in and around the area)	National Park for All	£245,000.00
3	Winnall Moors Nature Reserve - replacement of existing boardwalks	National Park for All	£150,000.00
4	Cycle Route R90 - Lewes	National Park for All	£120,000.00
5	Selbourne School - building extension to enable 'wrap around care'	National Park for All	£100,000.00
6	Petersfield Health - Access and Toilet improvements	National Park for All	£75,000.00
7	Meon Valley Trail - Access Ramp at Soberton	National Park for All	£75,000.00
8	East Meon 5 ways Byway Upgrade	National Park for All	£50,000.00
9	Seven Sisters Country Park - towards a signalised pedestrian crossing	National Park for All	£50,000.00
10	Downs to the Sea - RSPB Pulborough and Amberley, improving wetland and grazing habitats	Nature Recovery	£50,000.00
11	Boosting Buster's Butterflies - restore and improve an area of priority habitat at Butser Hill Nature Reserve - re-establishing chalk grassland	Nature Recovery	£40,000.00
12	Alfriston Reedbed at Alfriston Clergy House	Climate Action / Nature Recovery	£38,000.00
13	QECP - Changing Places and Visitor Facilities - (installation of Changing	National Park for All	£30,000.00

Number on Map (see Appendix I)	Project Name	Corporate Priorities	Recommendation
	Places Toilet and separate fully accessible shower / changing block)		
14	Chawton House - restoration of walled garden	Nature Recovery	£30,000.00
15	Burpham Village Hall - refurbishment to include air source heat pumps, LED lighting, bike stands and outdoor tap etc	Climate Action / National Park for All	£20,000.00
16	Cheriton - Highway/ Public Realm Improvements (part of Community in South Downs Pilot Project)	National Park for All	£20,000.00
17	Northchapel Sports Club - installation of MUGA	National Park for All / Nature Recovery	£20,000.00
18	Midhurst - Revitalising Northern Gateway Project	National Park for All / Nature Recovery	£20,000.00
19	Rowlands Castle - Highway / Public Realm Improvements	National Park for All	£15,000.00
20	Lewes Railway Land - Winterbourne Stream Viewing Platform	National Park for All / Nature Recovery / Climate Action	£14,000.00
21	Falmer to Stanmer - visitor signage improvements	National Park for All	£7,000.00
22	The Green Room School, Kingsley School - Multi-purpose Pod (helping to deliver therapeutic needs)	National Park for All	£5,500.00
23	Hollycombe Primary School, Milland - tree planting	Nature Recovery	£4,000.00
24	100 Trees Project, Birchwood Wood Tree Planting, Fittleworth	Nature Recovery	£3,140.00
25	Petworth - Market Square Improvements (dropped kerbs)	National Park for All	£3,000.00

Number on Map (see Appendix I)	Project Name	Corporate Priorities	Recommendation
26	Stedham with Iping - Parish Improvements, Access to Local Information	National Park for All	£3,000.00
27	Wild Outdoor Education' - Ballard Close, Twyford	National Park for All / Nature Recovery / Climate Action	£1,500.00
Total			£1,913,648.44

- 4.5 It is further recommended that the money be ring-fenced for the next 3-years (to the financial year 2026 / 27). Should funding for these infrastructure projects no longer be required or not be spent by 2026 / 27, the money would be made available to other projects.
- 4.6 As previously stated the approval of the IBP by the SDNPA’s Planning Committee will constitute an ‘in-principle’ agreement to contribute CIL money towards the above infrastructure projects. However, every project will be subject to further assessment (for example to ensure the project is being carried out by a competent person, checking the project costs / adequate quotations have been received, the project is going to be managed into the future, etc) by SDNPA officers before any actual payment is made. Officers will follow up with each bidder and help them with the process.
- 4.7 Projects seeking CIL monies will need to be supported by clear evidence of the cost and practicality of delivering the scheme or project, including acceptable project governance / management arrangements and feedback / monitoring. Therefore, the Committee is requested to delegate authority to the Director of Planning to undertake further assessment of the projects to determine the final allocation of funds up to the total amount (£1,913,648.44) with that money to be spent on the 27 recommended projects. The delegated authority would also include the authorisation to make the final payments (once the further assessment is completed in relation to any individual project).

5. Planning Committee Considerations

- 5.1 The introduction of CIL, the 2016 Infrastructure Delivery Plan and the process for prioritising projects have previously been approved by the NPA. The process for creating the Infrastructure Business Plan was approved by Planning Committee on 13 September 2018 (as amended in 2019, 2021 and 2022) – links to the reports can be found in background papers listed below.

6. Other Implications

Implication	Yes/No
Will further decisions be required by another committee/full authority?	No, not in relation to the 2023 / 24 CIL receipts. The IBP will be brought back to Planning Committee each year for approval.

Implication	Yes/No
Does the proposal raise any Resource implications?	Yes, the proposed allocation of funds will be met from CIL receipts which are currently held in an earmarked reserve. Regulations allow charging authorities to retain 5% of receipts for administration purposes, which enables the Planning Service to deliver the work associated with operating CIL and producing the IBP.
Has due regard been taken of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	Yes, the bidding for CIL is made available to everyone and promoted through our website, newsletters, Parish and Town Councils and consultation lists. Application forms and promotional material is available in a range of languages and formats upon request. Due regard has also been had to the Equality duty as bidders are asked to demonstrate how the proposed project considers and addresses the needs of people with protected characteristics.
Are there any Human Rights implications arising from the proposal?	No
Are there any Crime & Disorder implications arising from the proposal?	No
Are there any Health & Safety implications arising from the proposal?	No

7. Risks Associated with the Proposed Decision

- 7.1 Risks associated with CIL have been incorporated into the Corporate Risk Register, however key risks have been identified in the table below.
- 7.2 In addition, the methodology and recommendations set out above are intended to help the Authority manage risk through ensuring a robust and fit for purpose process and governance structure in which to allocate CIL funding.

Risk	Likelihood	Impact	Mitigation
Failure to approve allocating CIL funding – poor management of funds would lead to challenge over decision making	Unlikely	Moderate	Approve the IBP
Insufficient information to fully assess the requests for CIL funding (i.e. the projects)	Likely	Minor	Officers assist bidders and follow up with queries as required. Officers also review the CIL module for 'Projects for the South Downs' to ensure

Risk	Likelihood	Impact	Mitigation
put forward)			consistency of information provided and update information available on the website.

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Appendices: Appendix 1 – Map showing the broad locations of the 27 Projects recommended to receive money from 2023 / 24 CIL Receipts
 Appendix 2 - Infrastructure Business Plan 2024
 Appendix 3 - Infrastructure Business Plan 2024 – Appendices

SDNPA Consultees: Legal Services; Chief Finance Officer; Monitoring Officer; Director of Planning

External Consultees: None

Background Documents: Further information on the Community Infrastructure Levy (including the SDNPA’s charging schedule and Infrastructure Business Plan (IBP)) can be viewed at [Community Infrastructure Levy & Section 106](#)

The introduction of the Community Infrastructure Levy and agreement to the process of prioritising projects has been previously agreed by the then Policy and Programme Committee and NPA, the IBP process was agreed by Planning Committee on 13 September 2018 (and amended on 14 November 2019 and 8 October 2020) and the 2023 IBP was approved by Planning Committee on 14 December 2023.

Planning Committee 29 January 2015 – South Downs National Park Authority

Planning Committee 2 February 2016 – South Downs National Park Authority

Planning Committee 22 September 2016 – South Downs National Park Authority

[Planning Committee 13 September 2019 – South Downs National Park Authority](#)

[Planning Committee 14 November 2019 – South Downs National Park Authority](#)

[Planning Committee 8 October 2020 – South Downs National Park Authority](#)

[Planning Committee 14 October 2021 – South Downs National Park Authority](#)

[Planning Committee 14 December 2023 - South Downs National Park Authority](#)