SALISBURY CITY COUNCIL

Report

Subject : Community Infrastructure Levy (CIL) Funds and Formation of Working Group
Committee : Full Council
Date : 15 September 2025
Author : Asa Thorpe, Chief Executive Officer

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1. Report Summary:

1.1 This report outlines the current CIL funds held by Salisbury City Council and proposes the formation of a working group to manage and allocate these funds strategically.

1.2 The working group will be tasked with reviewing potential projects, ensuring alignment with community needs, and recommending appropriate use of the funds.

2. Background:

2.1 The Community Infrastructure Levy (CIL) is a charge levied on new developments to support local infrastructure improvements.

2.2 Salisbury City Council has accumulated a significant amount of CIL funds, which must be managed transparently and effectively to benefit the community.

2.3 The council currently has £458,000 CIL funds as of 2025/26.

3. Recommended changes:

3.1 Establish a CIL Working Group composed of councillors and relevant officers.

3.2 Define the terms of reference and scope of the working group.

3.3 Initiate a review of current and potential infrastructure projects.

3.4 Report findings and recommendations to the Committee for approval.

4. Recommendation:

It is recommended that the Committee:

4.1 Approves the formation of a CIL Working Group.

4.2 Requests the group to present a strategic plan for CIL fund allocation by November Full Council.

5. Wards Affected: All

6. Background papers: Draft CIL Working Group Terms of Reference.

7. Implications:
7.1 **Financial:** Effective management of CIL funds will support infrastructure development and community projects.
7.2 **Legal:** Use of CIL funds must comply with national and local regulations.
7.3 **Personnel:** Staff and councillor time required for participation in the working group.
7.4 **Environmental Impact:** Potential for positive environmental outcomes through sustainable infrastructure investment.
7.5 **Equalities Impact:** Working group will consider inclusivity and accessibility in project selection.

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Community Infrastructure Levy Working Group

Terms of Reference

Purpose:

The Working Group will operate on a cross-party basis to develop a model for councillor-led decision making for the expenditure of Community Infrastructure Levy (CIL) monies.

A preferred option will be presented to Full Council at the earliest opportunity.

Recommendations will be made in line with the agreed principles and supported by evidence gathered from key stakeholders.

Membership:

Liberal Democrats – 2 Councillors
Labour – 1 Councillor
Conservatives – 1 Councillor
Other groups – 1 Councillor

Each political group may nominate a primary and a secondary representative. There will only be five voting members in attendance at any one time.

The Chair will be drawn from the membership of five.

Meetings may be held via Microsoft Teams, subject to the agreement of all members.

Principles:

The Working Group will ensure that the recommended model for spending of CIL will:

1. Be led by clear evidence
2. Offer value for the taxpayer
3. Keep in line with existing Salisbury City Council agreements such as the Neighbourhood Plan
4. Set criteria which focus's projects of community benefit – tangible benefits to the local community, enhancing quality of life and promoting social wellbeing
5. Acknowledge the challenge between wards earning CIL and those wards of high use by all residents of the city
6. Consider how best to involve local businesses, communities and interested parties in decision making
7. Examine how best to share this model with the community
8. Encourage monitoring and evaluation; to review the effectiveness of decision making
9. Acknowledge current officer workloads and capacity

Timeline:

The aspiration is for the project in whatever form to deliver in Q4 2025/6. Any recommendation would need to be endorsed by Full Council.

Resources:

The work of the group will be supported by the Head of Communities as lead officer, with administrative support from Corporate Services colleagues.

Further experts may be called to attend the meeting. These invitations could be within or external to the Council.

Please note that servicing meetings and research in between sessions, will be an increase in workload. This may need further resource to be able to support the work and maintain pace.

The Chief Executive will be kept abreast of the work of the group, but may not be in attendance.