

**DRAFT**

# **Parish Infrastructure Investment Plans (PIIPs)**

## **Guidance for Parish and Town Councils**

V5 – 12/02/18

This guidance documents explains the purpose of a Parish Infrastructure Investment Plan (PIIP) is, and how they can be prepared. This will help Communities to focus and prioritise their infrastructure spending. In this guide the term Parish Council refers to Town Councils, Parish Councils and Parish Meetings.

### **What is CIL?**

Community Infrastructure Levy (CIL) is a charge we can levy on developments within the districts to ensure facilities and services have capacity to keep up with new homes and to enable further sustainable growth.

A portion of CIL income is paid to Parish Councils to be spent on offsetting the impacts of development in the area. They must report on the CIL received and spent each year.

For more information, see the [CIL Guidance for Parish Councils](#).

### **What is a Parish Infrastructure Investment Plan (PIIP)?**

Due to the potential for new CIL income, it can be a good idea for Parish Councils to develop a PIIP. This will help them to identify and prioritise the infrastructure needs of their community and future spending decisions.

PIIPs are optional, non-statutory documents that do not form part of the Babergh Mid Suffolk Joint Local Plan and are not a material planning consideration.

### **Why create a PIIP?**

PIIPs can help Parish Councils to:

- Identify the infrastructure and investment needs within their community.
- Provide an evidence base for spending decisions on locally identified priorities.
- Identify sources of funding and opportunities for matching funding streams to make the most efficient use of income.
- Assist with external funding bids - providing evidence of local investment needs and priorities.
- Provide transparency to local communities - explain where local investment is being targeted.
- Encourage engagement by members of the community who use / will use the facilities and services being delivered.
- Provide a local perspective to help the district councils gain a better understanding of the communities' priorities.

## **What is infrastructure?**

There are typically 3 broad categories of infrastructure:

- Physical infrastructure: e.g. highways, transport links, cycleways, energy supply, water, flood alleviation, waste management
- Social infrastructure: e.g. education, health, social care, emergency services, art and culture, sports halls, community halls
- Green infrastructure: e.g. parks, woodlands, play areas, public open space

## **What other funding is available?**

Funds can often go much further when they are pooled together. Other sources of funding include:

- The CIL allocations of Neighbouring parishes
- Section 106 monies (subject to the legal restrictions relating to these funds)
- Local government grants and other external funding streams
- The District Council's portion of CIL income

Matching up the Parish Council's CIL with other income streams may mean larger, more vital projects can be completed sooner. If their priorities are aligned, the Parish Council may agree that the District Council should retain the CIL to spend on infrastructure, for example for a school, community hall, or road which falls outside of the Parish's administrative area but will support the development of the area. Often, the infrastructure which is essential to address the needs within an area is not limited to a single Parish, and so CIL spending can be enhanced if it is co-ordinated across one or more neighbouring parishes.

The District Councils are preparing an Infrastructure Delivery Plan (IDP) as part of the Joint Local Plan to identify the infrastructure priorities across the districts. This document is available to use to identify potential collaboration between Parish and District councils and identify where funding gaps exist. We also encourage communities to also consider other funding options, for instance applying for grant and other suitable funding to maximise benefit for communities and deliver the projects.

### **How will the District Councils spend their CIL money?**

The District Councils each publish a Regulation 123 list which indicates what their share of CIL money will be spent on. The Regulation 123 Lists can be found on the [CIL Spending webpage](#) on the councils CIL and s106 webpages.

### **What should the PIIP be based upon?**

The PIIP should be evidence-based, identifying current/existing infrastructure, and assessing the impact of new development on this infrastructure. Sometimes this process can also identify gaps in infrastructure provision, for example identified growth in the numbers young or older people but a lack of facilities for them locally.

As infrastructure investment decisions affect all members of a community, the parish council should make efforts to engage as many people as possible in the process.

The PIIP should also be responsive to changes in development and infrastructure. So that it remains a reliable tool for decision-making, we recommend a PIIP is reviewed at least once a year.

### **How do we prepare a PIIP?**

A template for the contents of a PIIP is provided at Appendix A.

### **How and where should the PIIP be published?**

We recommend the PIIP is published on the Parish Council website and a hard copy made available for those without internet access. We also recommend a copy of the PIIP is sent to the Babergh and Mid Suffolk Infrastructure Team. This is not only so that we have a record of your actions but so that we understand your Parish's intentions and support us to work together to achieve your communities' aspirations and objectives.

### **Where can I get more information?**

Further information on CIL spending and Parish Support can be found on the district councils' website.

**Appendix A – Parish Infrastructure Investment Plan (PIIP) template**

Parish name(s)	
Area covered (if combined area)	
Date of PIIP	
Date of next review	
Date adopted / approved by Parish Council	
Existing infrastructure audit – list of services and facilities within the local area, their condition, location, existing capacity and catchment area.	

External infrastructure audit – as above, identifying the services and facilities outside the PIIP area that are used by the community.

Community Infrastructure needs and/ or aspirations. This should be based upon the gaps and/or deficits identified in the preceding two rows.

Once completed, please order ordering these needs according to your priorities.

Community engagement- please confirm how you have sought the views of your community and how they have helped to inform your current and future needs.

**Optional:**

Expected growth – location, size and timing of development sites. What impact would these have on your community needs?

<p>Projected income – from all sources including external grants, CIL and Section106 income.</p>	
<p>Your investment priorities – please prepare a list of infrastructure projects to be funded, in order of their priority</p>	