

SEVENOAKS DISTRICT COUNCIL: COMMUNITY INFRASTRUCTURE LEVY (CIL) SPENDING BOARD
BID FOR FUNDING PRO-FORMA (INFRASTRUCTURE ONLY)

Scheme Name

Description of Scheme

1	Working in Partnership	
	Is this scheme promoted by your organisation in partnership with another organisation(s)?	Yes / No (please delete as appropriate)
	Organisation Name(s):	
	Responsible individuals(s):	
	Signature(s) on behalf of other supporting organisations(s):	
	Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.	

2	Planning Permission Details	
	Is planning permission required for the scheme?	Yes / No (please delete as appropriate)
	If yes, has it been applied for?	
	If no, please explain why?	
	If planning permission has been granted – please provide details and a reference number.	
	Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Government bodies)	
	Date applied for / granted	

Need for the Scheme

3	List of projects or development that result in the need for this scheme: Can you please provide details of how your project supports a specific development scheme/s. Please provide evidence of how your project address this growth in our District and needs to be of the size proposed.

4	How is the scheme related to these developments (additional information, such as usage forecasts and existing and alternative capacity assessments, can be attached as an appendix):

Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Sevenoaks District:

8	Is the need for the scheme identified in any adopted strategy/plan? E.g. Neighbourhood Plan, Work programme of a Statutory Body, Infrastructure Plan. If so, which?

9	How does the scheme identify with the Council's Infrastructure Delivery Plan (IDP) and its priorities?

Funding

11	Total Project Cost
	£

12	Funding from CIL Details
	Funding required from CIL £
	Please identify other funding sources for this project, what contribution they are making and why these cannot be used to fund the scheme in its entirety. Please provide the status of each source of funding for example whether it has been formally agreed, whether it has already been paid, whether it has been agreed in principle, if you are waiting for a decision in regard to the funding, or whether you are investigating the source of funding etc.
	1) 2) 3)

12	Funding from CIL Details
	4)
	5)
	6)

13	Staged Payment Details	
	Is this bid for staged payments?	Yes / No (please delete as appropriate)
	Will staged payments be accepted?	Yes / No (please delete as appropriate)
	Please provide details of anticipated funding requirements and timetable	

14	Town & Parish Councils CIL Funding	
	Has a bid(s) for CIL funding been made to relevant town and parish councils?	Yes / No (please delete as appropriate)
	Details of bid	
	Decision made	
	Details of decision	

15	Would the scheme be fully funded if the CIL contribution is agreed?
	Yes / No (please delete as appropriate)

16	Has this scheme already benefited from CIL funding through the CIL Spending Board?
	Yes / No (please delete as appropriate)
	If yes, please provide further justification as to why further CIL funding is required for this project.

17	Has this scheme/land/building already benefited from funding from Sevenoaks District Council?
	Note- this can include grants, section 106s, a Community Fund etc.
	Yes / No (please delete as appropriate)
	If Yes, please provide further details of amount and the project involved.

18	Has the project, at any stage benefited from any CIL Exemptions as laid out in the Community Infrastructure Levy Regulations 2010 (as amended)?
	Yes / No (please delete as appropriate)
	If yes, please explain why CIL is still required following an exemption.

Deliverability

19	Does your organisation have the legal right to carry out the proposed scheme?
	If not, you must attach documentation showing that the statutory provider of this service supports this scheme.
	Yes / No (please delete as appropriate)

20	Anticipated start date for delivery of the scheme

21	Anticipated finish date for the delivery of the scheme

22	Anticipated date when CIL funding will need to be made available

23	Does land need to be purchased to facilitate the scheme?
	Yes / No (please delete as appropriate)
	If no, please provide details:

24	Please provide a consultation plan to let SDC know when they can expect progress reports on the project.

25	Please provide details of the management and timescales of the project.

26	Has consultation been carried out on the scheme or is any planned?
	Carried out / Planned / No consultation planned (please delete as appropriate)
	Please provide details (Note: Results can be attached separately if necessary.)

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Maintenance

30	Which organisation will be responsible for ongoing maintenance?

31	Are funding arrangements in place for maintenance?
	Yes / No (please delete as appropriate)
	Please provide details

32	Please provide any further comments here. This could include if there are any other infrastructure projects that are related to this bid or any that rely on this bid.

Declaration

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Sevenoaks District Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Sevenoaks District Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

Signature

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Name

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Position

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Further Information

CIL Bid Contact Details	
Name, role and contact details of the person that will be the contact for this bid:	
Name, role and contact details of the person that will be attending SDC's CIL Spending Board to support this bid:	

CIL Bid Contact Details	
Name, role and contact details of the person that will be the point of contact and responsible for the Legal Contract:	
Name, role and contact details of the person that will be legally responsible for receiving the CIL fund:	
Full company/charity name:	
Registered No:	

Privacy Notice

The personal data which is collected within this form is reasonably necessary for its public task of processing your application for CIL grant funding. This includes considering whether to grant the application and to ensure the effective management of CIL grant funding if approved.

If your application is unsuccessful then personal information will be retained for a period of 10 years after the application is refused. The personal data shall then be deleted except for any information made public under the Council's other legal obligations (including the Access to Information provisions of the Local Government Act 1972 or the Freedom of Information Act). If your application is successful then your data will be retained for the duration of the project applied for and for the full period in which the contract under which the monies are transferred is enforceable. The personal information will then be deleted, except for any information made public under the Council's other legal obligations. Any information relating to this application which is deleted will be deleted in accordance with the Council's standard record retention practice.

Unless otherwise stated we will generally handle personal information in accordance with the Council's Privacy Policy, which can be found through our website at [Council's Privacy Policy](#).