



The Community Infrastructure Levy Advisory Group

Terms of Reference

Remit

The Community Infrastructure Levy Advisory Group is a joint member and officer advisory group set up to work jointly and collaboratively on examining the town's current infrastructure and infrastructure needs and to consider how community infrastructure levy (CIL) receipts should be spent to support the development of the Council's area, in accordance with Reg59C of the Community Infrastructure Levy Regulations 2010 (as amended) which states:

*59C. A local council must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area, by funding—
(a) the provision, improvement, replacement, operation or maintenance of infrastructure; or
(b) anything else that is concerned with addressing the demands that development places on an area.*

Membership

5 members of Council – to include representation from all parties where possible

Meetings and Administration

Meetings to be called as and when required

A minimum of one meeting every six months

The Group will conduct its business in accordance with the Working Group Protocol

The lead of the Working Group shall be appointed at the first meeting of the Working Group after the Annual Meeting of the Town Council.

An officer will support the group by maintaining the record of CIL receipts and expenditure

Aims and responsibilities of the group

1. To identify the infrastructure and investment needs within the community, including any identified in the Neighbourhood Plan
2. To provide an evidence base for spending decisions on locally identified priorities
3. To engage with members of the community who use/will use the facilities and services being delivered
4. To consult with Leeds City Council on proposals for CIL expenditure and to consider Leeds City Council's spending priorities (if any) for CIL expenditure
5. To explore other sources of funding and opportunities for match funding streams
6. To make recommendations to Finance and General Purposes Committee, supported and advised by officers, on how CIL receipts should be allocated in the Council's area based on the priority of proposed schemes and the benefit to the community
7. The Group does not have power to make any decisions as to expenditure or otherwise

Reporting

The group will report to Finance and General Purposes Committee on CIL priorities and CIL spending.

Terms of Reference approved: 29th July 2021

Reviewed: 29th May 2025

Next review date: May 2026