Woking Borough Council
Infrastructure Funding Statement 2024/25

Produced by the Planning Policy Team

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Contents

Introduction

The Community Infrastructure Levy Regulations 2010 (as amended) place a duty on local authorities to publish an annual Infrastructure Funding Statement (IFS) by 31st December each year. This should include an 'Infrastructure List', outlining the projects or types of infrastructure which the Council intends to fund partly or wholly through CIL. It should also include the 'CIL Report' and the 'Section 106 Report', summarising the planning contributions that have been agreed, collected, allocated and spent in the previous financial year, in this instance 1st April 2024 to 31st March 2025.

Community Infrastructure Levy (CIL) Report

CIL is a standardised charge, based on net additional floorspace, which is collected for the purpose of providing the infrastructure necessary to support development. Woking Borough Council adopted its CIL Charging Schedule[1] on 23 October 2014, and it came into effect on 1 April 2015. The rate at which floorspace is charged depends on the type and location of development, as summarised below:

Type of Development	Charging Schedule
Residential (Town Centre, Sheerwater and Maybury)	£75 per square metre
Residential (Rest of the borough)	£125 per square metre
Retail (all types)	£75 per square metre
All other commercial and non-residential uses	£0 per square metre

Figure 1: CIL Charging Rates

These rates are subject to indexation in accordance with the RICS CIL Index. An Annual CIL Rate Summary is published between 2nd and 31st December every year demonstrating how this indexation has been applied.

CIL Collection

The collection of CIL is an ongoing process. An individual CIL liability becomes due when the development to which is it is pursuant commences. At this point, a Demand Notice is issued, which outlines the relevant timeframes for payment. In the Financial Year 24/25, the total value of Demand Notices issued was £796,973.56**.** This figure excludes duplicates where multiple Demand Notices have been issued for the same application, which occurs when there are several CIL liable parties.

The Council did not receive any land payments, payments in kind or infrastructure payments during Financial Year 2024/25.

CIL Receipts

As of 31st March 2025, Woking Borough Council had received £ 14,151,615.14 of CIL. The proportions of this which were collected prior to, and during, 2024/25 are outlined below:

Time period	Value of CIL receipts (£)
Prior to Financial Year 2024/25	12,601,495.61
Financial Year 2024/25	1,550,119.53
Total (as at end of Financial Year 2024/25)	14,151,615.14

Figure 2: CIL Receipts

No CIL receipts were used to repay money borrowed during Financial Year 2024/25.

[1] Woking Borough Council, Infrastructure Charging Schedule

CIL Apportionment

Once a CIL payment is received, it is **apportioned** to specific funds as below:

- Administration Fund: 5% of all CIL receipts are retained by the local authority to cover the costs of administration
- Ward and Neighbourhood Area Funds:
    - Where a Neighbourhood Plan has been adopted, 25% of CIL receipts within the neighbourhood area are retained for expenditure by the local community.
    - Where a Neighbourhood Plan has not been adopted, 15% of CIL receipts within the ward are retained for expenditure by the local community.
- Main Fund: The remainder of the CIL receipts is placed in the main fund. Thereafter, it can be **allocated** to a specific infrastructure project.

As at the end of financial year 2024/25, the amount of CIL apportioned to these funds was as below:

Fund	Apportioned CIL receipts (£)
Administration	77,506
Wards and Neighbourhood Areas	387,530
Main	465,036

Figure 3: CIL Apportionment

Wards and Neighbourhood Area Funds

One of the requirements of the IFS is to specify the proportion of CIL receipts that have been passed to parish councils under Regulation 59A and 59B. As Woking Borough does not comprise of parishes, this figure is **£0.00**. Likewise, the IFS also requires that local authorities report on unspent CIL receipts that have been reclaimed from parish councils. This figure is also **£0.00.**

In accordance with Regulation 59F, Woking Borough Council ensures that funds which would otherwise have been passed to a parish council are retained for community use within wards and neighbourhood areas, as outlined above. As shown in *Figure 3*, at the end of Financial Year 2024/25, **£387,530** in CIL receipts had been apportioned for this purpose. For clarity, these funds are the only funds to which Regulation 59(4) applies; this means that Woking Borough Council has not passed CIL receipts to any other parties for the purpose of providing, improving, replacing or maintaining infrastructure.

Figure 4 shows when the funds available to wards and neighbourhoods areas were collected:

Date	Apportioned to Wards and Neighbourhood Areas in accordance with Regulation 59F (£)
Before Financial Year 24/25	346,351
During Financial Year 24/25	387,530

Figure 4: Collection of Regulation 59F Funds

Infrastructure Funding Priorities (Infrastructure List)

The Infrastructure List provides details of the infrastructure projects and types of infrastructure which Woking Borough Council intends to fund through CIL receipts, either in part or in full.

The Infrastructure List does not relate to the CIL receipts to which Regulation 59F applies. These receipts are available for ward and neighbourhood areas to spend on infrastructure which they consider necessary. The process for allocating funds to which 59F applies is led by local ward Councillors, in consultation with their communities.

The Council's Infrastructure Delivery Plan (IDP) and its appended Schedule of Infrastructure Delivery[2] Requirements set out the strategic infrastructure required to support planned growth across the borough. The IDP is a live document and was last updated in February 2022.[3]

The IDP establishes the Council's approach to infrastructure planning and investment and identifies a range of infrastructure requirements that may be supported through Community Infrastructure Levy (CIL) funding. It sets out a long-term vision for infrastructure spending and includes prioritisation of infrastructure funding towards Suitable Alternative Natural Greenspaces (SANGs), education, transport and open spaces. The IDP also identifies a wider range of infrastructure requirements, including health facilities, community infrastructure, environmental improvements, leisure and recreation facilities, green infrastructure and other projects necessary to support sustainable growth and the wellbeing of existing and future communities.

The IDP includes estimates of infrastructure costs and identifies funding that has already been secured or is expected from other sources. The difference between the estimated infrastructure costs and available funding represents the infrastructure funding gap. The existence of this funding gap demonstrates the need for additional funding sources, including the collection and allocation of CIL receipts.

When determining the allocation of strategic CIL funding, the Council will have regard to the priorities identified within the IDP. However, decisions on future strategic CIL spending may also be informed by emerging infrastructure needs, updated evidence, corporate priorities, Executive decisions regarding strategic CIL priorities, and changes arising from Local Government Reorganisation and associated governance arrangements. As such, CIL funding may be allocated to a wide range of infrastructure projects where these support development and help address identified infrastructure needs within the borough.

CIL Allocation

Once CIL receipts are apportioned to the Main Fund, they may be allocated to infrastructure projects necessary to support development.

During Financial Year 2024/25, £620,047.81 of CIL receipts were allocated from the Main Fund towards Suitable Alternative Natural Greenspaces (SANGs). SANGs provide alternative recreational space and help mitigate visitor pressure on the Thames Basin Heaths Special Protection Area. Allocated SANG money is placed into a SANG reserve to be spent on SANGs. This allocation had not been spent by the end of the reporting period and therefore formed part of the retained CIL balance at 31 March 2025.

Total value of CIL receipts received before Financial Year 2024/25, which are as yet unallocated	£2,771,063
Total value of CIL receipts received and allocated before Financial Year 2024/25	£554,161
Total value of CIL receipts received before Financial Year 2024/25, which were allocated in Financial Year 2024/25	0
Total value of CIL receipts which were received during Financial Year 2024/25 which are as yet unallocated	£872,682
Total value of CIL receipts which were allocated but not spent in Financial Year 2024/25	£620,047

Figure 5: CIL Fund Allocations

CIL Expenditure

For the Financial Year 2024/25, CIL expenditure had been made on the following:

- Neighbourhood & Ward Projects – £76,028.34. This money was spent in several wards and Neighbourhood areas to repair lifts at the Pheonix cultural Centre, resurfacing footpaths, improve playgrounds, resurfacing tennis courts, insulate and render community centre and install a defibrillator.
- CIL Admin - £57,389.90 - This money was spent on CIL Officer Salary and Planning Software

A summary of the retained CIL funds is shown in *Figure 6* overleaf. For clarity, retained CIL funds include both unallocated receipts and receipts which have been allocated to infrastructure projects but not yet spent:

CIL receipts from prior to the Financial Year 2024/25, other than those to which Regulation 59F applied, retained at the end of Financial Year 2024/25	£0 (Excluding CIL Administration)
CIL receipts from the Financial Year 2024/25, other than those to which Regulation 59F applies, retained at the end of Financial Year 2024/25	£441,090 (*excluding CIL Administration)*
CIL receipts from prior to Financial Year 2024/25, to which Regulation 59F applied, retained at the end of Financial Year 2024/25	£2,640,472
CIL receipts from the Financial Year 2024/25, to which Regulation 59F applies, retained at the end of Financial Year 2024/25	£439,963

Figure 6: Retained CIL Funds at the end of Financial Year 2024/25

Section 106 Report

Section 106 agreements are legal agreements subject to which planning permission for a specific development is granted. Planning obligations secured through this mechanism may take the form of financial or non-financial contributions.

Section 106 Agreements Made

Financial Obligations

Financial obligations totalling a maximum value of **£352,793** were entered into during Financial Year 2024/25. *Figure 7* sets out the contributions of which this figure is comprised.

Infrastructure Category	**Contribution Types**	**Amount of money to be provided under planning obligations entered into in Financial Year 2024/25 (£)**
Strategic Access Management and Monitoring (SAMM) Financial Contribution	SAMM	£328,843
Travel Plan Auditing (to Surrey County Council)	Transport	£11,150
Great Crested Newt District Level Licensing Scheme Contribution	Great Crested Newts	£10,800
S106 Monitoring fee	Monitoring	£2,000
Total		£352,793

Figure 7: Financial Section 106 Obligations Agreed in Financial Year 2024/25

In addition, planning permission PLAN/2024/0811 (former BHS site: including 272x build-to-rent apartments) was subject to a clawback agreement. This requires that, if the units are later sold off (other than under certain conditions), money will be paid to the Council for additional affordable housing. The clawback amount is not specified but the methodology for its calculation is set out in the S106.

Non-Financial Obligations

Figure 8 sets out the non-financial obligations which were secured through Section 106 agreements during the Financial Year 2024/25:

Infrastructure Category	Details of non-financial obligations secured through Section 106 agreements during the Financial Year 2024/25
Housing Tenure	PLAN/2024/0811 (Former BHS site) included the securing of 28 'Affordable Private Rented' dwellings on site, and a requirement for the Council to approve a Build to Rent Management Scheme before occupation. PLAN/2023/1037 (Sheerwater Red phase) was a permission to change some affordable dwellings to market ones on a strategic development site, based on the cancellation of already permitted later phases and the fact that delivery of affordable dwellings had been front-loaded. The agreement requires the developer not to implement later phases without restoring the originally permitted proportion of affordable housing.
Transport	PLAN/2023/0835 (Cleary Court) and PLAN/2024/0811 (Former BHS site) included requirements for travel plans to be submitted, implemented and monitored; and for S278 agreements to be signed with Surrey County Council. PLAN/2024/0811 also included requirements for a car club.
Great Crested Newts	PLAN/2021/0914 included a requirement to participate in the Great Crested Newt District Level Licensing scheme in accordance with Woking's Biodiversity and Green Infrastructure Strategy; to obtain a permit from the council before development; and to comply with Natural England Best Practice Guidelines during construction.
Other development conditions	PLAN/2024/0603 required a development to be carried out simultaneously with one on a neighbouring site. PLAN/2024/0162 required the developer not to implement previous planning permissions.

Figure 8: Non-Financial Section 106 Obligations Agreed in Financial Year 2024/25

Section 106 Payments Received

Receipts of financial Section 106 obligations during Financial Year 2024/25 totalled **£**2,079,149.05. *Figure 9* sets out the purposes for which these obligations were secured:

Infrastructure Category	Contribution Type	Value of Section 106 payments received during 2024/25 (£)
SAMM	Strategic Access Management and Monitoring (SAMM) Financial Contribution	49,352.11
Sports and Play Area, Education	Child and youth play areas; allotments; formal sports pitches; primary education; secondary education	2,018,870.05
Great Crested Newts	Great Crested Newt District Level Licensing Scheme Contribution	10,926.89
Total		2,079,149.05

Figure 9: Financial Section 106 Receipts during Financial Year 2024/25

Section 106 Allocations

Once a Section 106 payment has been received, it is allocated to a broad category of infrastructure or specific infrastructure project. This allocation is made in accordance with the relevant clause in the Section 106 agreement.

In Financial Year 2024/25, no Section 106 payments were allocated, but not spent. Details are shown in *Figure 10* below.

Infrastructure Category	Contribution Type/Project	Value of Section 106 payments allocated, but not spent, in 2022/23 (£)
Total		0

Figure 10: Section 106 Payments Allocated in Financial Year 2022/23

Section 106 Expenditure

£161,565.37 of financial Section 106 contributions have been spent during the Financial Year 2024/25. The expenditure is as per *Figure 11* below, and includes money transferred to other organisations:

Infrastructure Category	Project	Value of Section 106 expenditure in 2024/25 (£)
SAMM	Strategic Access Management and Monitoring (SAMM) Financial Contribution	£161,565.37
Total		£161,565.37

Figure 11: Section 106 Expenditure in Financial Year 2024/25