Parish Infrastructure Investment Plans (PIIPs)

Guidance for Town and Parish Councils for identifying and prioritising infrastructure

This guidance documents explains the purpose of a Parish Infrastructure Investment Plan (PIIP) is, and how it can be prepared. This will help communities to focus and prioritise their infrastructure needs and spending to deliver local projects. In this guide the term parish council refers to Town Councils, Parish Councils and Parish Meetings. Whilst the guide discusses a number of funding streams, it is important to remember that there is a 5 year spending deadline for parish councils to spend the Neighbourhood CIL they have received. This guide has been developed to focus on priority projects needed by communities.

Why create a PIIP?

Parish councils can receive funding for infrastructure projects from a number of sources, for example, through precept allocations, locality funding, Community Infrastructure Levy (CIL) Neighbourhood CIL, Community Partnerships and other grants, donations and fund-raising events.

When a community has new development in their area they are likely to receive either 15% or 25% Neighbourhood CIL payments, once the development has commenced and is paying the CIL due on the development. There are statutory provisions around receiving and spending the Neighbourhood CIL, but there are also opportunities to spend this collaboratively to deliver on priorities for an area (and this can be wider than the parish area). There is dedicated CIL guidance for parish councils on spending and this includes a list of infrastructure types that parish councils might want to spend CIL on. The list is not exhaustive, and your priorities may go wider than this and include local GP services or early years provision or quiet lanes, etc

PIIPs can help parish councils to:

- Identify the infrastructure and investment needs of 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 council gain a better understanding of local priorities
- Support the development of the Neighbourhood Plan/Infrastructure Delivery Plan

What is infrastructure?

There are generally 3 broad groups or types of infrastructure:

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

What should the PIIP be based upon?

The PIIP should be evidence-based, identifying current existing infrastructure, and assessing the impact of new development and also changes in demographics 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 with 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

every three years.

A template for the contents of a PIIP is provided as Appendix A

How and where should the PIIP be published?

We recommend the PIIP is published on the parish councils website and a hard copy made

available for those without internet access. We also recommend a copy of the PIIP is sent to

East Suffolk Infrastructure Team (contact details below). This is not only so that we have a

record of your proposed actions but so that we understand local needs to help 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.

Contacting us:

CIL@eastsuffolk.gov.uk

Infrastructure Team

Planning

East Suffolk

Riverside

4 Canning Road

Lowestoft

NR33 0EQ

Tel: 01502 523059

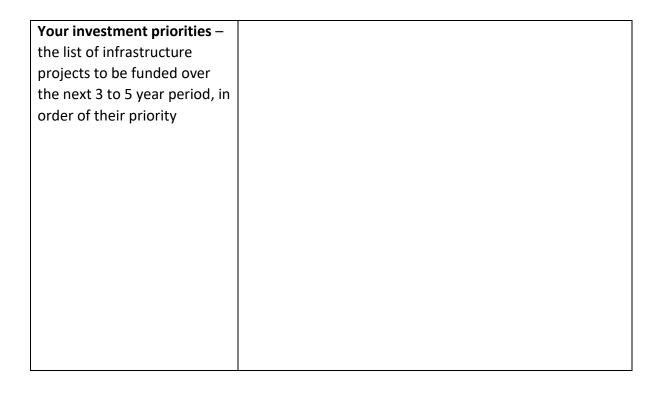
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Parish Infrastructure Investment Plan (PIIP) template

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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.	
capacity and cateminent 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 priority	
according to priority	

Community engagement-	
record details of how you	
have sought the views of	
your community and how	
they have helped to inform	
your current and future	
needs	
Expected growth – location,	
size and timing of	
development sites. What	
impact would these have on	
your community needs?	
Projected income – from all	
sources including external	
grants, CIL and s106 income	
(legal agreements attached	
to planning permissions).	
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East Suffolk may be able to	
give a broad estimate of	
expected CIL income for the	
next 3 year period.	
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Priority projects relating to statutory services such as highways, health and education must be agreed first with the relevant statutory body or partnership:

Education and Highways:

neighbourhoodplanning@suffolk.gov.uk

Health:

Former Waveney Area

stpestates@nchc.nhs.uk

Former Suffolk Coastal Area

planning.apps@suffolk.nhs.uk

East Suffolk would usually expect to work direct with these bodies to deliver these types of local projects.