

Report to: Cranbrook Placemaking Group



Date of Meeting 2 February 2026

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Category 4 Infrastructure Contributions – assessment criteria

Report summary:

Following the report to the Cranbrook Placemaking Group on 4th December 2025 in relation to the mechanism for the allocation of category 4 infrastructure, this report presents a draft set of assessment criteria for bids made for that funding.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That the Cranbrook Placemaking Group endorses the set of criteria for the assessment of category 4 infrastructure funding bids and together with the previously endorsed mechanism and principles for the allocation and spending of category 4 contributions, this is reported to Strategic Planning Committee and then to Cabinet.

Reason for recommendation:

Together with a defined overall mechanism, an agreed set of criteria for the assessment of bids for Category 4 infrastructure funding allows for a transparent and robust process to be undertaken for the awarding Category 4 infrastructure funding, ensuring that the constituent projects are funded in a suitable order.

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Portfolio(s) (check which apply):

- ☐ Assets and Economy
- ☐ Communications and Democracy
- ☐ Council, Corporate and External Engagement
- ☐ Culture, Leisure, Sport and Tourism
- ☐ Environment - Nature and Climate
- ☐ Environment - Operational
- ☐ Finance
- ☒ Place, Infrastructure and Strategic Planning
- ☐ Sustainable Homes and Communities

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk

Links to background information [Agenda for Cranbrook Placemaking Group on Monday, 8th December, 2025, 9.30 am - East Devon](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ A supported and engaged community
 - ☐ Carbon neutrality and ecological recovery
 - ☐ Resilient economy that supports local business
 - ☐ Financially secure and improving quality of services
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Report in full

1. At the meeting of the Placemaking Group on 8th December 2025 a report was considered regarding the mechanism for the allocation of category 4 infrastructure contributions. The resolution of the Group included a request for a further paper regarding the detailed criteria for the making and assessment of category 4 funding bids.
2. Officers of the Placemaking Group local authorities have liaised to derive a set of questions and a scoring template.
3. Funding bids would be requested to answer the following questions to provide the assessors with the information necessary to appraise their bid. The questions have been designed to reflect the discussions that took place at the December meeting. They also take account of the questions that were posed for the council's most recent CIL bidding process to ensure some consistency across the two processes, noting that the category 4 monies are collected via section 106 rather than CIL.

Eligibility check

- a. Is the project specifically identified in the Cranbrook IDP?
- b. Is the project listed under Category 4 infrastructure in policy CB6 (Cranbrook Infrastructure Delivery) of the Cranbrook Plan?

Need

- c. Does the project support a statutory service?
- d. Does the project result in enhanced infrastructure provision or delivery?
- e. What is the consequence of not carrying out the project?
- f. Is the project seeking funding for capital spend or revenue funding for feasibility studies?

Value for money

- g. If the monies requested are awarded, does a funding gap remain (capital or revenue)? If there is match funding, please provide details, even if these are not yet finalised.
- h. Costings detailed – is evidence provided?

Deliverability

- i. Has planning permission been obtained (or is not required), submitted or not yet submitted?
 - j. Please provide details of project risks.
 - k. Please provide details of the readiness to proceed, including proposed completion timescales for the project.
4. Attached is a draft bid scoring template that transposes these questions, requiring assessors to award a score out of 25 for each of the four categories of question. This is

also reflective of the scoring mechanism used for the most recent CIL bidding round and is considered to allow for a robust and transparent scoring that should ultimately provide a good overall assessment of the merits of a bid. The bids themselves will be dealt with in accordance with an agreed mechanism for the allocation and spending of the category 4 contributions.

5. Members of the group are recommended to endorse the questions listed above, together with the draft scoring template. Together with the draft mechanism for the allocation and spending of category 4 contributions, as considered by the Group in December 2025, these will be reported to the council's Strategic Planning Committee and then onward to Cabinet.

Financial implications:

There are no direct financial implication on the Council's finances from the recommendations in the report

Legal implications:

There are no legal implications requiring comment for the Cranbrook Placemaking Group (ALW/002855)