

CIF 2025-26 TIMELINE



Application packs for CIF 25/26 produced and sent out to all parish, town and community councils (PTCC).

Each PTCC will have a Highways Liaison Officer allocated to them as their contact should they need any assistance or have any questions about how or what they can apply for.



Deadline for applications to CIF 25/26. The completed application including any supporting information must be received by the Highways Liaison Team by this date.



Feasibility reports will be carried out by the Highways Liaison Officers. This will include checking quotes, landownership, scope of works and other items. They will also speak to other council services if required.



CIF Panel meets to shortlist all the applications and score each project against the criteria on the matrix. Scoring matrix is used to score each application out of 16. Projects with highest scores added to shortlist for Delegated Decision (Annex B)



Delegated decision papers are prepared and submitted as part of the Council's internal governance. Details of the scheduled Delegated Decision are circulated to all PTCC and are published in Councillors' News. The list of projects to be offered CIF will be included in these papers as Annex B.



Delegated Decision taken by Cabinet Member. The decision is made to confirm the spend of the CIF amount from the MKCC budget. Parishes will be notified of their CIF offer via email and will be asked to accept in writing before end March.