

Greater Norwich Development Partnership

**Statement of Representations Received Following Publication of the
Draft Charging Schedules for Broadland, Norwich and South Norfolk**

Summary of Main Issues
May 2012

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1. Executive Summary

1.1 The Greater Norwich Development Partnership published Community Infrastructure Levy Draft Charging Schedules for Broadland, Norwich and South Norfolk, under Regulation 16 of the Community Infrastructure Regulations 2010 (as amended), and invited representations under Regulation 17 for a four week period from 6 February 2012 -5 March 2012. This document sets out the methods of consultation and provides a summary of the main points raised in the comments received.

1.2 The key issues to emerge from the consultation are:

- The approach to residential charging zones
- The charging rates for residential development
- The charging rates for non-residential uses
- Infrastructure provision

2. Introduction

2.1 The Partnership was keen to receive as many comments as possible and promoted consultation by:

- Sending the publication materials to all neighbouring authorities and Parish and Town Councils and local community groups in the three district council areas. Further copies were also sent to the Department for Communities and Local Government.
- A new webpage on the GNDP website, www.gndp.org.uk, which included download copies of the consultation material and the evidence base as well as further background documents. The page was linked from the website homepage and also from the District and County council webpages.
- Public notices in the EDP and Evening News on 6 February and reminder adverts on 20 February.
- Public notices in the Beccles & Bungay Journal, Diss Mercury, Great Yarmouth Mercury, Lowestoft Journal, North Norfolk News, Norwich Advertiser, Wymondham and Attleborough Mercury on 3 February and reminder adverts on 17 February.
- Over 4000 letters and e-mails to organisations, businesses; housing providers and individuals on the three district councils' Local Development Framework consultation database. Correspondence included a link to the website and a contact telephone number.

2.2 Appendix 1 includes copies of the consultation letters, publication notices and reminders and the consultation webpage.

2.3 A total of 35 responses were received. A list of respondents can be found in the table below. Copies of all representations are available on the GNDP website, www.gndp.org.uk.

Name	Ref
Service Providers/ statutory agencies	
Anglian Water	DCS012
Environment Agency	DCS010
Highways Agency	DCS005
Natural England	DCS034
Water Management Alliance	DCS003
Neighbouring Authorities	
Broads Authority	DCS019
Capita Symonds on behalf of Breckland Council	DCS007
Parish and Town Councils	
Blofield Parish Council	DCS016
Brundall Parish Council	DCS006
Chedgrave Parish Council	DCS013
Hainford Parish Council	DCS002
Loddon Parish Council	DCS001
Stratton Strawless Parish Council	DCS008
Thurton Parish Council	DCS015
Community organisations	
Stop Norwich Urbanisation	DCS017
Templemere Residents Association	DCS023
Agents/ Developers/ Landowners	
Barrett Eastern Counties (Bidwells, on behalf of)	DCS026
Building Partnerships	DCS021
Hethersett Land Ltd (Bidwells, on behalf of)	DCS014
McCarthy and Stone Retirement Lifestyles Ltd (The Planning Bureau Ltd)	DCS025
Morston Assets	DCS035
Norfolk Chamber of Commerce (Bidwells, on behalf of)	DCS028
Timewell Properties (Bidwells, on behalf of)	DCS020
United Business & Leisure	DCS030
University of East Anglia (Bidwells, on behalf of)	DCS018
WM Morrisons Supermarkets plc (Peacock and Smith, on behalf of)	DCS024
Welbeck Strategic Land (Barton Willmore, on behalf of)	DCS027
Asda Stores (Thomas Eggar LLP, on behalf of)	DCS033
Easton Landowners, Norfolk Homes, Endurance Estates (Savills, on behalf of)	DCS032
(Sainsburys Supermarkets (Indigo Planning, on behalf of)	DCS031
Interest groups	
CPRE	DCS022

Name	Ref
NNTAG	DCS029
Sport England	DCS011
The Theatres Trust	DCS009
Residents	
Jill Wheatley	DCS004

3. Summary of issues raised and response

- 3.1 A document 'Report of responses received in accordance with regulation 17, with officer comments on the issues raised' has been prepared. This document contains the full responses to the consultation and the charging authority officer response to those comments. Where comments were directly related to the viability evidence 'Viability Advice on a CIL/ Tariff for Broadland, Norwich and South Norfolk' (GVA, 2010) and 'CIL Charging Zones Schedule (GVA, 2011), GVA was asked to respond.
- 3.2 This document is available on the GNDP website, www.gndp.org.uk.
- 3.3 The table below summarises the key issues raised and the charging authority officer response.

Issue	Response
The boundary of the charging zones	
Some respondents raised concerns about the zone A and B boundary and suggested that in some zone B areas the charge should be higher	The two zones are related to viability across the area and there are variations within the zones. The representations did not produce evidence to support their argument.
The viability of residential development	
Some criticisms of GVA evidence in relation to the viability of residential development i.e. that the CIL schedule is not supported by background documents containing appropriate and robust assumptions and evidence and concern that the proposed rates could seriously risk the overall development of the Greater Norwich Area	The CIL Viability Report, by GVA, is based on evidence provided by the Land Registry and supplemented by evidence from the local development community. Many of the assumptions used to refine and understand the viability were provided to the GNDP by a local developer as part of their model.

Issue	Response
(particularly the Inner Area (Zone A)).	
The viability of commercial development	
Comments that the CIL rate for retail developments below 2,000 sqm is too low in comparison to those above the threshold and that this unreasonably favours smaller scale retail developments	The higher rate for larger scale convenience goods stores is justified by GVA in their evidence. The threshold of 2000 sq m has been further justified through additional evidence produced as part of the Regulation 16 consultation. This is justified on the basis of sales figures for larger format stores. GVA suggest a much higher rate of CIL could be viable. Most retail in the area will be liable for the lower rate of CIL.
Payments in Kind and Staged Payments	
The approach for managing payments in kind and staged payments as set out was supported by a number of representations	<p>The approach to payments in kind was supported by a number of representations and was seen as a sound approach to dealing with this form of provision.</p> <p>The approach to stage payments was supported by a number of representations. This approach was seen to have a positive impact on development viability and aid developer cash flow, enhancing the delivery of the proposed housing growth in the Joint Core Strategy area.</p>
Parish Council portion of CIL income	
A number of Parish Councils thought a greater proportion of the CIL levy should go to the Parish Council and they should have a greater say on how the CIL money is spent.	In late 2011, the Government consulted on detailed changes to the CIL regulations to take account of the Localism Act. This consultation process indicated that a minimum amount to be passed to local communities was likely to be established nationally. Parish Councils will discretion over spending of the CIL passed to them, within the scope of the regulations.
GVA evidence base	
Some criticisms of GVA evidence in relation to 'Limited Sales Evidence'.	While there is limited sales evidence across the country, GVA used the most comprehensive evidence base available, broken down to house type in order to try and accurately reflect the housing market. GVA did not just rely on sales evidence but also on the view of local estate agents and developers to determine values across the GNDP area.

Issue	Response
Comments relating to GVA Study's assumption on the values of land	The land values used by GVA were based on discussions with local agents.
The provision of infrastructure	
Some respondents expressed concerns regarding how CIL might be spent. There were suggestions that CIL infrastructure costs should be split between developments. Some thought the charging schedule should also include an indication of income to give clarity to developers on what level of CIL will be available to deliver the infrastructure that is identified with the Infrastructure Framework.	The CIL regulations require the CIL charging schedule to be based on viability. CIL income will not cover the full cost of infrastructure requirements. The expenditure of CIL is not a matter for consideration through the Charging Schedule process, nor a matter for the examination. Spending of CIL will be determined through the LIPP process and more detailed investment plans looking ahead approx 5 years. This will be agreed subsequently by GNDP and constituent local authorities. It is unnecessary to attempt to apportion CIL to individual items in the Infrastructure Framework or include it in the Charging Schedule.

Regulation 16 Notification

- Letter of notification, including Statement of Representations Procedure, sent to identified interested parties and all businesses in Broadland District by post, and to all Norwich City and South Norfolk business contacts by email.
- Letter of notification, sent to approx 260 Statutory bodies and Parish Councils
- Copy of public notice and dates when published
- Copy of reminder advert and dates when published
- Screen shots of news release and consultation page as published on the GNDP website for the duration of the publication period

1 February 2012

Publication of the Community Infrastructure Levy Draft Charging Schedules for Broadland, Norwich and South Norfolk

Community Infrastructure Levy Regulations 2010 (as amended)

I am writing to inform you that the GNDP will be publishing Community Infrastructure Levy Draft Charging Schedules for Broadland, Norwich and South Norfolk, under Regulation 16 of the Community Infrastructure Regulations 2010 (as amended), and representations under Regulation 17 are invited.

A Statement of Representations Procedure that sets out the process for making representations is enclosed with this letter. The Draft Charging Schedules and other supporting documentation are available for inspection on the GNDP website, www.gndp.org.uk and at a number of locations. A statement detailing where and when viewing is possible is also enclosed with this letter.

Representations can be made from **Monday 6 February 2012 to 5pm on Monday 5 March 2012**. Comments received after the closing date will not be accepted.

A Comments Form and Guidance notes are available on the GNDP website www.gndp.org.uk. These guidance notes give more detailed information about making your comments.

Please read the Statement of Representations and the Guidance Notes before completing the comments form. Comments can be submitted by email to cil@gndp.org.uk using the form available online at www.gndp.org.uk or they can be submitted by post to GNDP, PO Box 3466, Norwich, NR7 7NX. Copies of the form are also available by phoning 01603 430144.

Comments may also be delivered in person to a member of the Council's reception staff at your local district council office:

- Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU
- Norwich City Council, City Hall, St Peter's Street, Norwich, NR2 1NH
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE

Although publication is a preliminary stage to the Submission of the Community Infrastructure Levy Draft Charging Schedules to the Secretary of State, please note that a decision on whether to proceed to submission will only be taken after Broadland District Council, Norwich City Council and South Norfolk Council have considered the representations received.

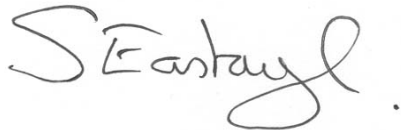
An indicative timetable for the introduction of a Community Infrastructure Levy is outlined below:

Draft Charging Schedule Publication	6 February 2012 – 5 March 2012
Submission	26 March 2012*
Examination	March 2012 – June 2012
Adoption	September 2012*

**Subject to approval from Councils*

To find out more about the process please contact the GNDP office tel: 01603 430144 or email cil@gndp.org.uk. More information and copies of all the documentation can be found online at www.gndp.org.uk.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S Eastaugh' with a period at the end. The signature is written in a cursive, flowing style.

Sandra Eastaugh
Greater Norwich Development Partnership Manager

Note:

You have received this letter as you have been identified as an interested party or have previously responded to a similar consultation. Please let us know if you do not wish to receive any further communications of this nature.

Statement of Representations Procedure

Planning Act 2008 Section 212

The Community Infrastructure Levy Regulations 2010 (as amended) Regulation 16 and 17

Broadland District Council, Norwich City Council and South Norfolk Council, working with Norfolk County Council as the Greater Norwich Development Partnership (GNDP), give notice of the publication, on **Monday 6 February 2012**, of the Community Infrastructure Levy (CIL) Draft Charging Schedules for Broadland, Norwich and South Norfolk.

The CIL Draft Charging Schedules set out the charges that will be applied for new development within the districts of Broadland, Norwich and South Norfolk and detail how the charge will be calculated. The Draft Charging Schedules are being published and comments invited, before their Submission for Independent Examination.

This Statement of Representations Procedure is published in accordance with Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended) and specifies:

- a. that representations of the Draft Charging Schedules for Broadland, Norwich and South Norfolk must be made in the period **6 February 2012 – 5pm, 5 March 2012**
- b. that representations may be made by way of electronic communications, or in writing
- c. that representations made in writing must be sent to Greater Norwich Development Partnership, PO Box 3466, Norwich, NR7 0DU.
- d. that persons making representations may request the right to be heard by the independent examiner and
- e. that representations may be accompanied by a request to be notified at a specified address of any of the following:
 - i. That the Draft Charging Schedule has been submitted to the Examiner in accordance with Section 212 of the Planning Act 2008
 - ii. The publication of the recommendations of the Examiner and the reasons for those recommendations
 - iii. The approval of the Charging Schedule by the Charging Authority

How to Submit Comments

By email: cil@gndp.org.uk

Representations forms can be submitted by email and will be accepted if sent before the closing date and time, 5pm 5 March 2012. Please use the Word version of the representations form which is available on the GNDP's website www.gndp.org.uk. Please do not submit your form as scanned documents. You will receive email confirmation that your representations have been received and after allowing us time to process the forms, they will appear on the website www.gndp.org.uk.

Hard Copy: by post or delivered in person

If you are sending your representations form by post please allow sufficient time for delivery. Forms received after the closing date will not be accepted.

Forms may be delivered in person to a member of the Council's reception staff at your local district council office:

- Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU
- Norwich City Council, City Hall, St Peter's Street, Norwich, NR2 1NH
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE

Statement of where and when the documents can be inspected

The period for comments on the Draft Charging Schedules for Broadland, Norwich and South Norfolk runs for four weeks from **6 February 2012 to 5pm on 5 March 2012**.

The documents available for inspection are:

- Draft Charging Schedule for Broadland District Council
- Draft Charging Schedule for Norwich City Council
- Draft Charging Schedule for South Norfolk Council
- Supporting documents including the evidence base
- a statement of the representations procedure
- a representations form and guidance notes

The documents are available online, to view or download, at **www.gndp.org.uk**.

They can also be viewed, during the four-week publication period, at the following locations:

Broadland District Council (Monday – Friday 8.30am to 5.00pm)

Thorpe Lodge,
1, Yarmouth Road,
Thorpe St Andrew,
Norwich,
NR7 0DU

Norwich City Council (Monday – Friday 9.00am to 5.00pm)

City Hall,
St Peter's street,
Norwich,
NR2 1NH

South Norfolk Council (Monday – Thursday 8.45am to 5.00pm, Friday 8.45am – 4.15pm)

South Norfolk House,
Swan Lane,
Long Stratton,
Norfolk
NR15 2XE

Copies of the publication material can also be inspected at all libraries in the three districts. These libraries, details of which can be found at www.norfolk.gov.uk, which will also hold electronic copies of all other supporting documents, as these documents are too large and numerous to display at all venues in paper form.

Alternatively, hard copies of the Draft Charging Schedules and the representations form and guidance note can be obtained from the GNDP tel: 01603 430144, or by emailing cil@gndp.org.uk.

1 February 2012

**Publication of the Community Infrastructure Draft Charging Schedules for
Broadland, Norwich and South Norfolk
Community Infrastructure Levy Regulations 2010 (as amended)**

I am writing to inform you that the GNDP will be publishing Community Infrastructure Levy Draft Charging Schedules for Broadland, Norwich and South Norfolk, under Regulation 16 of the Community Infrastructure Regulations 2010 (as amended), and representations under Regulation 17 are invited.

Enclosed with this letter is:

- The Draft Charging Schedules for Broadland, Norwich, and South Norfolk
- Community Infrastructure Background and Context
- A Statement of Representations Procedure, that sets out the process for making representations and
- A Comments Form and Guidance notes. These guidance notes give more detailed information about making your comments.

Representations can be made from **Monday 6 February 2012 to 5pm on Monday 5 March 2012**. Comments received after the closing date will not be accepted.

Please read the Statement of Representations and the Guidance Notes before completing the comments form. Comments can be submitted by email to cil@gndp.org.uk using the form available online at www.gndp.org.uk or they can be submitted by post to GNDP, PO Box 3466, Norwich, NR7 7NX. Copies of the form are also available by phoning 01603 430144.

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- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE

The Draft Charging Schedules and other supporting documentation are available for inspection on the GNDP website, www.gndp.org.uk and at a number of locations. A statement detailing where and when viewing is possible is also enclosed with this letter.

E: info@gndp.org.uk W: www.gndp.org.uk

Jobs, homes, prosperity for local people

Although publication is a preliminary stage to the Submission of the Community Infrastructure Levy Draft Charging Schedules to the Secretary of State, please note that a decision on whether to proceed to submission will only be taken after Broadland District Council, Norwich City Council and South Norfolk Council have considered the representations received.

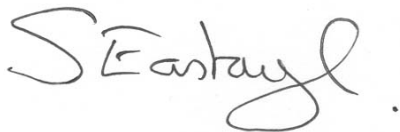
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Adoption	September 2012*

**Subject to approval from Councils*

To find out more about the process please contact the GNDP office tel: 01603 430144 or email cil@gndp.org.uk. More information and copies of all the documentation can be found online at www.gndp.org.uk.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S Eastaugh'.

Sandra Eastaugh
Greater Norwich Development Partnership Manager

CIL Draft Charging Schedule Publication 6 February 2012 – 5 March 2012

Public Notice

Published on Friday 3 February 2012 in the following papers:

Great Yarmouth Mercury
Beccles Bungay Mercury
North Norfolk News
Norwich Advertiser
Wymondham Mercury
Diss Mercury

And on Monday 6 February 2012 in the following papers:

Eastern Daily Press
Norwich Evening News

Planning Act 2008 Section 212
The Community Infrastructure Levy Regulations 2010 (Regulation 14 and 17)
Broadland District Council, Norwich City Council and South Norfolk
Council, working with Norfolk County Council as the Greater Norwich
Development Partnership

Notice of Publication of Documents for Inspection:
Community Infrastructure Levy (CIL) Draft Charging Schedules for
Broadland, Norwich and South Norfolk

Broadland District Council, Norwich City Council and South Norfolk Council, working with Norfolk County Council as the Greater Norwich Development Partnership, give notice of the publication, on **Monday 6th February 2012**, of the Community Infrastructure Levy (CIL) Draft Charging Schedules for Broadland, Norwich and South Norfolk.

Subject matter

The CIL Draft Charging Schedules set out the charges that will be applied for new development within the districts of Broadland, Norwich and South Norfolk, and details how the charge will be calculated. The Draft Charging Schedules are being published and comments invited, before their submission for Independent Examination.

Area covered

The Draft Charging Schedules cover the area of the three local planning authorities, except for those parts for which the Broads Authority is the local planning authority.

Period within which representations must be made

Representations can be made over a four week period, beginning **Monday 6th February 2012**. Representations must be made no later than 5pm on **Monday 5th March 2012**.

Making a representation

Representations should be made on the representation form and submitted either in writing or electronically in the following ways:

Email: Fill in the electronic representation form, which is available to download at www.gndp.org.uk, and send it as an attachment to an email to ci@gnpd.org.uk. Alternatively you may email your comments to this address, clearly stating your full contact details and the question which your comments relate to.

By post: Fill in a copy of the representation form (available by telephoning 01603 436129, or to download at www.gndp.org.uk) and return it to: Greater Norwich Development Partnership, PO Box 3466, Norwich NR7 7NX

Availability of documents:

The Draft Charging Schedules for Broadland, Norwich and South Norfolk, their evidence base and a Statement of Representations Procedure will be available for public inspection at the locations listed below during normal office hours:

- Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich, NR7 0DU (Monday - Friday 9.30am to 5.00pm)
- Norwich City Council, City Hall, St Peter's Street, Norwich, NR2 1NH (Monday - Friday 9.00am to 5.00pm)
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, Norfolk, NR15 2XE (Mon - Thurs 8.45am to 5.00pm, Fri 8.45am to 4.15pm)

The documents will also be available at libraries (details available at www.norfolk.gov.uk), at the Broads Authority offices and at the Norfolk County Council offices at County Hall. They are also available on the GNDP's website at www.gndp.org.uk


Persons making a representation may request the right to be heard by the Examiner. If you would like to be heard by the Examiner please state this clearly on your representation.

Request to be notified

Representations may be accompanied by a request to be notified at a specified address of any of the following:

- that the Draft Charging Schedules have been submitted to the Examiner in accordance with Section 212 of the Planning Act 2008,
- the publication of the recommendations of the Examiner and the reasons for those recommendations, and
- the approval of the Charging Schedules by the charging authority.

Jobs, homes, prosperity for local people



Reminder Advert

Published on Friday 17 February 2012 in the following papers:

Great Yarmouth Mercury
Beccles Bungay Mercury
North Norfolk News
Norwich Advertiser
Wymondham Mercury
Diss Mercury

And on Monday 20 February 2012 in the following papers:

Eastern Daily Press
Norwich Evening News

Greater Norwich Development Partnership **Community Infrastructure Levy**
Draft Charging Schedule Publication
Deadline for comments —
5pm on Monday 5 March 2012

The Greater Norwich Development Partnership recently published Draft Charging Schedules, containing the proposed Community Infrastructure Levy rates, for Broadland, Norwich and South Norfolk, and invited representations on these documents.

There is still time to comment. Representations will be accepted until **5pm on Monday 5 March 2012**.

The consultation documents, and supporting evidence, are available online at www.gndp.org.uk or can be viewed at the council offices detailed below:

Broadland District Council: Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich NR7 0DU

Norwich City Council: City Hall, St Peter's Street, Norwich, NR2 1NH

South Norfolk Council: South Norfolk House, Swan Lane, Long Stratton, NR15 2XE

For more information please contact the GNDP office:
Tel: **01603 430144**
Email: cil@gndp.org.uk

  **NORWICH** City Council  **South Norfolk** COUNCIL  **Norfolk** County Council

GNDP Website

News release and CIL page

Greater Norwich Development Partnership

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Last chance to comment on infrastructure levy

Monday, 06 February 2012

Final consultation starts today (February 6) on new-style charges designed to help fund improvements to the infrastructure required to support major new homes and jobs growth in Greater Norwich.

The three planning authorities of the Greater Norwich Development Partnership are publishing draft charging schedules for the new Community Infrastructure Levy which local authorities can charge developers to provide extra resources for investment in projects such as new roads, parks, sports and community facilities.

The partnership, made up of Norwich, Broadland and South Norfolk councils together with Norfolk County Council and the Broads Authority, has adopted a Joint Core Strategy that will see 37,000 homes and 25,000 new jobs delivered by 2025.

The partnership consulted widely on levels for the levy in the autumn, and is now giving interested parties such as house builders and parish councils until March 5 to comment on whether the Draft Charging Schedules are legally compliant.

Their comments will be submitted to an independent examiner appointed by the Planning Inspectorate, who will hold a public hearing into the charges in May. If approved, the charges will be adopted by the three councils in September.

The three constituent authorities want to set the levy at £115 per square metre for residential properties in Norwich and the parts of Broadland and South Norfolk closest to the city (Zone A) and £75 in the more rural parts of Broadland and South Norfolk (Zone B) that are covered by the Joint Core Strategy.

In Norwich, the levy on blocks of flats of six storeys or more would be £100 per square metre.

Developers planning large convenience stores would pay £135 per square metre and smaller shops £25 per square metre.

The GNDP estimate income will be about £220m over time, with some of the money being passed to town and parish councils to decide how it is spent locally. In Norwich community organisations will be asked for their views on how funds should be spent.


GNDP chairman Andrew Prodor said: "Without key infrastructure we can not hope to create the thriving communities which people want to live in and this levy will go a long way to achieving that vision.

"It gives local authorities extra resources to invest in these facilities and also gives developers greater certainty and clarity about their role and contribution."

- Ends -

For further media information please contact Paul Durrant, Press Officer, Broadland District Council, on 01603 430538 or at paul.durrant@broadland.gov.uk.

Pin-point project




Latest news

Joint Core Strategy Legal Challenge: Order published

Following the High Court Judgment handed down on 24 February 2012, Mr Justice Ouseley published his order on 25 April 2012.

[Read more >](#)

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Greater Norwich Development Partnership

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Draft Charging Schedule Publication

6 February 2012 – 5 March 2012

In accordance with Section 212 of the Planning Act 2008 and Regulations 16 and 17 of the Community Infrastructure Levy Regulations 2010 (as amended), the Partnership published the Community Infrastructure Levy (CIL) Draft Charging Schedules for Broadland, Norwich and South Norfolk from Monday 6 February 2012 until 5pm on Monday 5 March 2012.


The published documents can be viewed below.

DCS 1	Draft Charging Schedule For Broadland	Size: 2.51 MB	Download >
DCS 2	Draft Charging Schedule For Norwich	Size: 2.5 MB	Download >
DCS 3	Draft Charging Schedule For South Norfolk	Size: 2.54 MB	Download >
DCS 4	Community Infrastructure Levy - Background And Context (Updated)	Size: 2.96 MB	Download >

All representations received are available to view [here](#).

The development of the Community Infrastructure Levy has been supported by an evidence base which is available to view [here](#). A number of background papers also inform the process and these can be viewed [here](#).

Pin-point project




Latest news

Joint Core Strategy Legal Challenge: Order published

Following the High Court Judgment handed down on 24 February 2012, Mr Justice Ouseley published his order on 25 April 2012.

[Read more >](#)

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Community Infrastructure Levy Regulations 2010 (amended)

Draft Charging Schedules for Broadland, Norwich and South Norfolk
Regulation 16 Publication, 6 February 2012 – 5 March 2012

Representations Form and Guidance Notes



Community Infrastructure Levy Regulations 2010 (amended)

Draft Charging Schedule Publication (Regulation 16)

6 February 2012 – 5pm 5 March 2012

Guidance notes

These guidance notes are intended to guide people through the process of submitting comments at the Draft Charging Schedule stage (Regulation 16: Publication stage). The notes provide an overview of this stage and provide a brief guide to the information to include with comments and the ways in which they can be submitted. Also provided is information on how to contact the GNDP, and other sources, for more information. Detailed information about making a representation is in a separate document 'Statement of Representations'. The Representations Form can be found at the end of these guidance notes.

The Community Infrastructure Levy

The Community Infrastructure Levy (CIL) is part of the new system that sets out how local authorities in England and Wales can secure funding from new developments in their area. The money will be used to fund infrastructure to support development that the council, local community and neighbourhoods want – for example, new or safer road schemes, public transport and walking and cycling schemes, park improvements or a community hall.

The system is very simple. It applies to most new buildings and charges are fixed based on the size, type and location of the new development.

The three councils of Broadland, Norwich and South Norfolk have chosen to work together as the Greater Norwich Development Partnership (GNDP) and adopt a co-ordinated approach to the implementation of CIL. In order to comply with regulations, three separate Draft Charging Schedules have been published for comment.

The Draft Charging Schedules

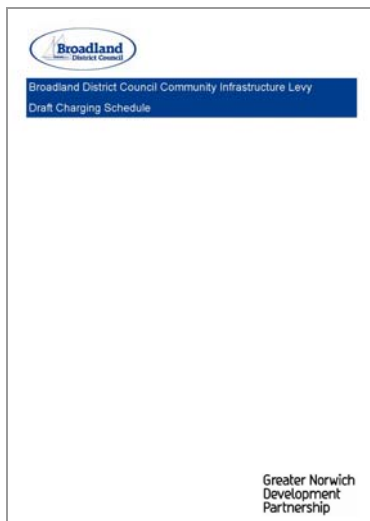
The three Draft Charging Schedules are almost identical and they share the same evidence base. There are two key differences:

- Geographical charging zones: Norwich is entirely in Zone A and Broadland and South Norfolk include areas in both Zone A and Zone B.
- The Norwich City Council Draft Charging Schedule has an additional rate for blocks of flats 6 storeys or more.

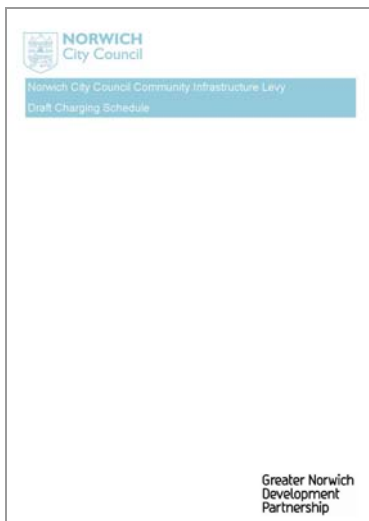
There has already been a preliminary consultation phase and this took place from 3 October 2011 to 14 November 2011. Publication of the Draft Charging Schedules marks a move forward to the final draft phase. At this stage Broadland District Council, Norwich City Council and South Norfolk Council believe that the Draft Charging Schedules are ready to be submitted and therefore the Greater Norwich Development Partnership is publishing them in order to gather comments on whether they are legally compliant. The comments are used by the independent examiner in their consideration of each charging schedule. The comments made at this stage are collated, summarised and submitted with the Draft Charging Schedules. The Councils can make changes before submitting the schedules but are not obliged to.

Draft Charging Schedules for Broadland, Norwich and South Norfolk:
Representations Form and Guidance Notes

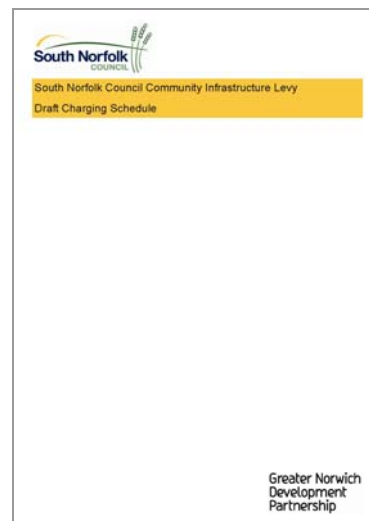
The Broadland District Council Draft Charging Schedule looks like this:



The Norwich City Council Draft Charging Schedule looks like this:



The South Norfolk Council Draft Charging Schedule looks like this:



Evidence

As part of this consultation a number of documents providing supporting evidence have been published:

Reference	Title
EV 1	Viability Advice on CIL/ Tariff for Broadland, Norwich and South Norfolk
EV 2	CIL Charging Zones Study Main Report (GVA, August 2011)
EV 3	Green Infrastructure and Recreational Open Space Topic Paper
EV 4	CIL Viability Advice: The Impact of Garages on the Sale of New Build
EV 5	Supplementary viability evidence relating to flats in Norwich City
EV 6	Supplementary evidence on Residential Viability
EV 7	Supplementary evidence on the viability of large scale convenience goods based retail development
EV 8.1	Preliminary Draft Charging Schedules for Broadland, Norwich and South Norfolk
EV 8.2	Community Infrastructure Levy: Background and Context v1
EV 8.3	Regulation 15 Preliminary Draft Charging Schedule - Report of Consultation
EV 8.4	Regulation 15 Preliminary Draft Charging Schedule – Consultation responses
EV 8.5	Regulation 15 Preliminary Draft Charging Schedule - Audit of responses and Officer Comments

Background documentation

There is also earlier background information supporting this consultation:

BG 1	Joint Core Strategy for Broadland, Norwich and South Norfolk: Adopted March 2011
BG 2	Local Investment Plan and Programme (LIPP) v4.1 December 2011
BG 3	Housing Market Assessment Update (Greater Norwich Housing Partnership, Sept 2011)
BG 4	CIL advice note for applicants
BG 5	CIL Developer Focus Group Meetings
BG 6	CIL Developer Forum 10 May 2011
BG 7	Planning Officers Society CIL and Infrastructure Planning Advice Note October 2011
BG 8	Preliminary Draft Charging Schedule - Notice of Consultation
BG 9	CIL Front Runners - PINS Frontloading Visit
BG 10	Update letters to consultees pre-publication

All these documents are available on the GNDP website, at www.gndp.org.uk. They can also be viewed at each of the district council offices.

The 'Publication' documents will also be available at libraries, at the Broads Authority offices and at the Norfolk County Council offices at County Hall.

The Department of Communities and Local Government has produced a helpful guide to the Community Infrastructure Levy that can be found on their website:

<http://www.communities.gov.uk/publications/planningandbuilding/cilsummary>

Making a representation

It doesn't matter where you live, where your business is based or where your Parish Council or Community Group is located, you can comment on any or all of the Draft Charging Schedules. You can:

- Use one form to comment on the Draft Charging Schedule for one district.
- Use one form to give the same comment on two or all three Draft Charging Schedules
- Use more than one form to give different comments for each district's Draft Charging Schedule that you are commenting on

To comply with the Regulations a Statement of Representations has been produced and this document contains the detail about how you should make your representation. **Please read this document before you submit your form.**

If you would like to make comments please consider carefully what it is that you will be commenting on. The Greater Norwich Development Partnership website, www.gndp.org.uk, provides a list of representations received on the Preliminary Draft Charging Schedules and the Councils' responses to these comments. The Draft

Charging Schedules have been written taking into account these comments and it is not necessary for them to be repeated.

Any comments you make will be public and published on the GNDP website.

At the Examination in Public stage, the independent examiner will consider:

- whether the charging schedules are informed by / consistent with appropriate economic viability and infrastructure evidence?
- whether the rates strike an appropriate balance between the desirability of funding infrastructure from CIL and the potential effects on the economic viability of development across the District?
- whether the Charging Authorities have complied with the procedural requirements set out in the 2008 Act and 2010 Regulations (as amended)?

It should be noted it is acceptable to use different approaches and methodologies in developing a charging schedule, including testing of viability. The decision on where the levy is set to ensure an appropriate balance has been met is a matter for the charging authorities, namely Broadland District Council, Norwich City Council and South Norfolk Council, as long as it is shown to be within the margins set by viability.

If you think you would like to make further comments please note the following:

Do you think changes should be made?

If you think the Draft Charging Schedules could be changed to address your comments please say precisely how you think the Schedules should be changed. You should support your comment with evidence showing why the schedule(s) should be changed.

Comments should succinctly cover all the information, evidence and supporting information necessary to support or justify the comment and the suggested change. You should assume that there will not be an opportunity to add further information, although the examiner may request additional information from you, based on the matters and issues he/she identifies for examination.

Further Communications

Please indicate on the comment form whether you wish to:

- a. request to be heard by the independent examiner;
- b. request to be notified at a specified address of any of the following –
 - i. that the Draft Charging Schedule has been submitted to the examiner in accordance with Section 212 of Planning Act 2008,
 - ii. the publication of the recommendations of the Examiner and the reasons for those recommendations, and
 - iii. the approval of the Charging Schedule by the Charging Authority.

The Examiner will determine the most appropriate procedure to adopt to hear those who wish to attend for the oral part of the examination.

Supporting Documents

You can support your comment with documents, for example where they contain evidence that supports a change you are suggesting. Please do not submit documents that are publicly available or that are subject to copyright as copies are

needed for the examination process. However, these documents will need to be clearly referenced.

If you are submitting comments please list any documents that you are sending to support your comment.

How to Submit Comments

By email: cil@gndp.org.uk

Comments can be submitted by email and will be accepted if sent before the closing date and time, 5pm 5 March 2012. Please use the Word version of the Representations Form which is available on the Partnership's website. Please do not submit your form as a scanned document. You will receive email confirmation that your form has been received and after allowing us time to process your form it will appear on the website **www.gndp.org.uk**.

Hard Copy: by post, fax or delivered in person

If you are sending your form by post please allow sufficient time for delivery. Forms received after the closing date will not be accepted.

Forms may be delivered in person to a member of the Council's reception staff at your local district council office:

- Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU
- Norwich City Council, City Hall, St Peter's Street, Norwich, NR2 1NH
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE

Further information

Further information on the preparation, publication and examination of documents is provided in the Planning Act 2008, the Community Infrastructure Levy Regulations 2010 (as amended) and in the DCLG Community Infrastructure Levy Guidance available on the Planning Advisory Service website.

The preparation of the Community Infrastructure Levy is a public process and your full representation will be made public for this purpose.	<i>For office use only:</i>
	<i>Date received:</i>
	<i>Rep no:</i>

**Greater Norwich
Development
Partnership**

**Community Infrastructure Levy
Draft Charging Schedules for Broadland,
Norwich and South Norfolk**

Representations Form

Please return to:

By email: cil@gndp.org.uk
By post: Greater Norwich Development Partnership
PO Box 3466
Norwich
NR7 0DU

All comments must be received by 5pm on Monday 5 March 2012

Please read the Statement of Representations Procedure and Guidance Notes before you complete this form.

1. Personal details:

2. Agents details (if applicable)

**If an agent is appointed, please complete only the Title and Name boxes in column 1 below, but complete the full contact details of the agent in column 2.*

Title	<input type="text"/>	<input type="text"/>
First name	<input type="text"/>	<input type="text"/>
Last name	<input type="text"/>	<input type="text"/>
Job title	<input type="text"/>	<input type="text"/>
Organisation	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
Telephone no.	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	<input type="text"/>

Q1. Do you consider the Council(s) has followed a correct approach in developing the Draft Charging Schedule as required by the Community Infrastructure Levy Regulations 2010 (as amended)?

Yes No

I would like my representation to be considered for (please tick all that apply):

Broadland District Council's Draft Charging Schedule.....

Norwich City Council's Draft Charging Schedule.....

South Norfolk Council's Draft Charging Schedule.....

If no:

a. Did you raise this issue at the Preliminary Draft Charging Schedule Consultation Stage?

Yes No

b. Please give details of what change(s) you consider are necessary, having regard to the legal requirements for a charging schedule and, if not raised previously, why not. You will need to say why you think this change will make the Draft Charging Schedule legally compliant. It will be very helpful if you could also put forward your suggested revised wording of any text. Please note your comment should briefly cover all the information, evidence and supporting information necessary to support or justify the representation and the suggested change as, after this stage, further submissions will only be possible at the request of the examiner, based on the matters and issues he/she identifies for examination. Please be as precise as possible. Only information that relates to the representation will be accepted.

Please add your comments here

Notification requests

In line with the Statement of Representations procedure, please indicate if you wish to be:

- heard by the Examiner
- notified that the Draft Charging Schedule has been submitted to the Examiner in accordance with Section 212 of the Planning Act 2008
- notified of the publication of the recommendations of the Examiner and the reasons for those recommendations
- notified of the approval of the Charging Schedule by the Charging Authority(s)

Signature:

Signature:	Date:
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NB: A signature is not required on forms returned electronically

Please email to cil@gndp.org.uk or post to Greater Norwich Development Partnership, PO Box 3466, Norwich, NR7 0DU