

Worthing Borough Council

CIL Process Guide (V4)

July 2021



WORTHING BOROUGH
COUNCIL

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Introduction

Following adoption in February 2015, Worthing Borough Council brought the Community Infrastructure Levy (CIL) into effect on 1st October 2015. The Council adopted the revised CIL Charging Schedule on 20th July 2021 and brought it into effect on 1st August 2021. The aim of this guide is to explain the processes relating to the collection of CIL and signpost where additional information can be found. It is published for information and is not intended to be a definitive interpretation CIL regulations / legislation. Information on how CIL was set for Worthing and further details relating to the implementation of CIL (including a set of Frequently Asked Questions) can be found on the Council's website:

www.adur-worthing.gov.uk/worthing-cil/

The Annual CIL rate summary, to be published in December of each year, should be read in conjunction with this document, as it contains the rates for residential and retail development across the borough. CIL is the dominant means for securing financial contributions from development in the Borough but Planning Obligations (despite being scaled back) will continue to play a key role in relation to affordable housing, and certain site specific requirements. The Regulations specify that the relevant date for CIL collection is the date the planning decision notice is issued, not when the planning application was submitted. Therefore, any development where a planning decision notice is issued from 1st October 2015 could be liable to pay CIL and any development where the decision notice is issued from 1st August 2021 will be charged in accordance with the revised CIL Charging Schedule.

Calculating the Charge

What is the CIL Charge in Worthing?

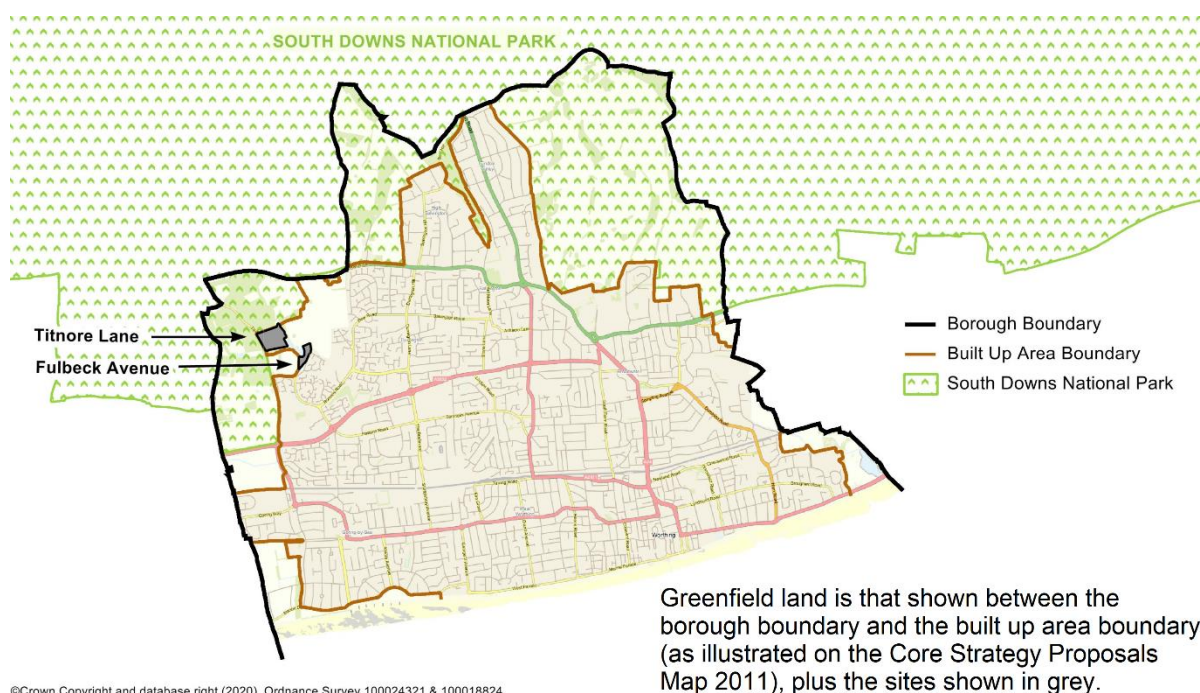
The charge for residential and retail development is set out in the table below. These rates are subject to all planning applications formally approved on or after 1st August 2021. The CIL Levy rate is subject to annual revisions to keep it in line with inflation.

Table 1: Adopted CIL charging rates - 1st August 2021 onwards

Use	Development Type	Levy (£/m ²)
Residential, Including retirement/sheltered housing	10 dwellings or less (all dwelling types)	£125
	More than 10 dwellings (excluding Flatted development)	£125
	Flatted development of more than 10 dwellings	£25
	Extra Care Housing	£0
	Greenfield housing development (greenfield land shown on map below)	£200
Retail	Foodstore/Supermarket/Retail Warehousing development (greater than 280 sq.m.)	£150
	Other forms of retail	£0
All other development		£0

Note: For mixed use schemes on PDL, of more than 10 dwellings, the flatted part of the development would be charged at £25/sq.m. and the housing part of the development would be charged at £125/sq.m.

Figure 1: Map showing Greenfield Land, part of revised CIL Charging Schedule



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The table below shows the relevant charges for developments that were granted permission in each of the calendar years following the introduction of the Charging Schedule in 2015 and prior to 1st August 2021.

Table 2: Previously adopted CIL charging rates - 1st October 2015 to 31st July 2021

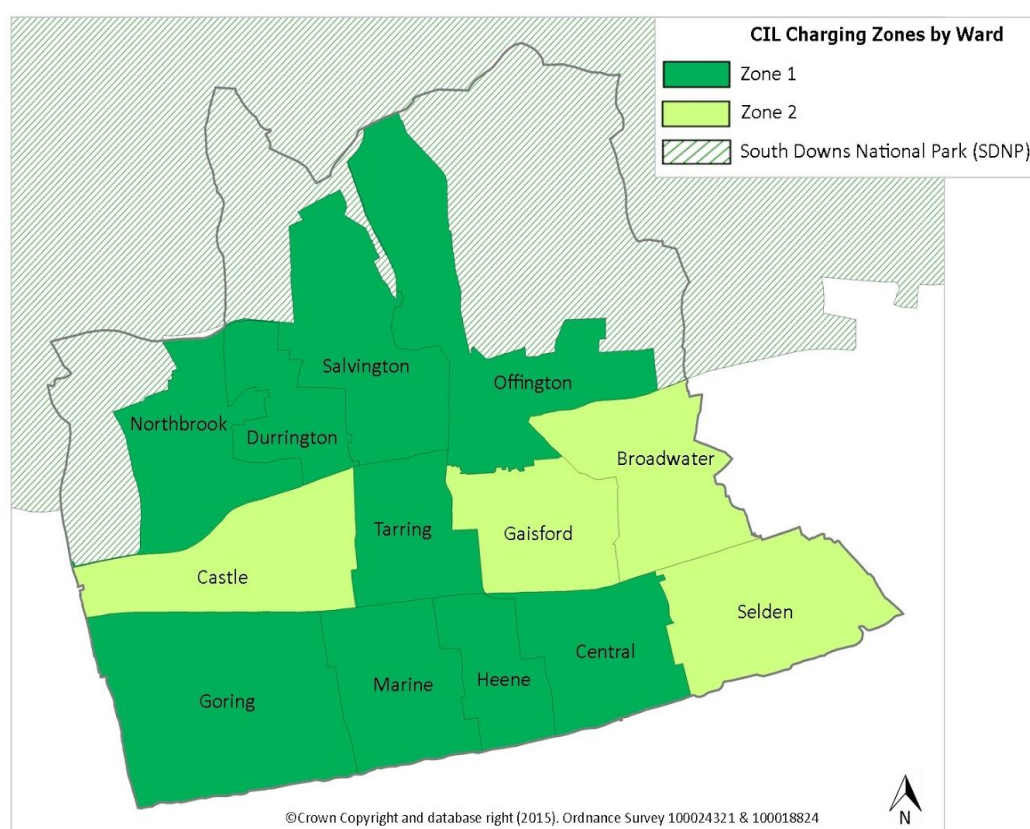
Year	Residential (C3) Zone 1*	Residential (C3) Zone 2**	Retail (A1-A5)***	All other uses
2015 Charging Schedule Levy (£/m²)	£100	£0	£150	£0
2016 Indexed Levy (£/m²)	£104.63	£0	£156.94	£0
2017 Indexed Levy (£/m²)	£109.26	£0	£163.89	£0
2018 Indexed Levy (£/m²)	£126.25	£0	£189.38	£0
2019 Indexed Levy (£/m²)	£128.57	£0	£192.85	£0
2020 Indexed Levy (£/m²)	£128.96	£0	£193.44	£0
2021 Indexed Levy (£/m²)	£128.57	£0	£192.86	£0

*All wards, excluding the four in Zone 2

**The following four wards; Selden, Castle, Gaisford, Broadwater

***Excluding ancillary parking

Figure 2: Map showing residential zones, part of original CIL Charging Schedule



The evidence indicates that the potential for office, industrial and warehousing schemes to be viably delivered will be limited in current market conditions. Therefore, no charge is set for such developments. All other use classes, such as education, leisure and institutional use, will also be zero rated.

Please note that this is to be treated for guidance only and the exact amount of CIL charge will be detailed in the liability notice issued after the grant of planning permission.

How is CIL Calculated?

CIL is charged in £ per square metre and is levied on the gross internal area (GIA) of the liable development. The CIL charge depends on the size, type and location of the development proposed. Where buildings are demolished to make way for new buildings, the charge will be based on the floorspace of the new buildings less the floorspace of the demolished buildings.

Schedule 1 of the CIL Regulations (as amended) requires collecting authorities to apply an index of inflation to keep the levy responsive to market conditions. A summary of how the amount of CIL chargeable will be calculated is as follows:

$$\frac{R \times A \times I_p}{I_c}$$

Where:

- R = the CIL Levy rate R (see table 1 above)
- A = the deemed net area chargeable at rate R
- I_p = the index figure for the calendar year in which planning permission was granted
- I_c = the index figure for the calendar year in which the charging schedule containing rate R took effect

The value of A must be calculated by applying the following formula:

$$G_R - K_R - \left(\frac{G_R \times E}{G} \right)$$

Where:

- G = the gross internal area (GIA) of the chargeable development
- G_R = the gross internal area (GIA) of the part of the chargeable development that is chargeable at rate R
- K_R = the aggregate of the gross internal areas (GIA) of the following:
 - i. Retained parts of in-use buildings
 - ii. For other relevant buildings, retained parts where the intended use following completion of the chargeable development is a use that is able to be carried on lawfully and permanently without further planning permission, on the day before planning permission first permits the chargeable development
- E = the aggregate of the following:
 - i. The gross internal areas (GIA) of parts of in-use buildings that are to be demolished before completion of the chargeable development
 - ii. For the subsequent phases of a phased planning permission, the value E_x , unless E_x is negative. E_x is calculated by the following formula:

$$E_P - (G_P - K_{PR})$$

Where:

E_P = the value of E for the previously commenced phase of the planning permission

G_P = the value of G for the previously commenced phase of the planning permission

K_{PR} = the total of the values of K_R for the previously commenced phase of the planning permission

The index figure for a given calendar year before 2020 is the figure for 1st November for the preceding calendar year in the national All-in Tender Price Index published by the Royal Institution of Chartered Surveyors (RICS). The index figure for a given

calendar year 2020 and after is the RICS CIL Index published in November of the preceding calendar year.

What is included in CIL chargeable floorspace?

The amount of CIL payable is based on the gross internal area (GIA) of the development. GIA will be measured in accordance with the Royal Institute of Chartered Surveyors (RICS) Code of Measuring Practice.

GIA includes all new build floor space within external walls of a building, including circulation and service space such as corridors, storage, toilets, lifts etc. It includes garages and attic rooms that are useable as rooms but excludes loft space accessed by a pull-down loft ladder. Generally, any structure with three or more walls and a roof is considered to be 'internal' floor space and therefore chargeable.

The latest RICS guidance on measuring floor space is linked below:

www.rics.org/globalassets/rics-website/media/upholding-professional-standards/sector-standards/valuation/code-of-measuring-practice-6th-edition-rics.pdf

What if existing buildings are being demolished or converted?

The GIA of any existing buildings on the site that are going to be demolished or re-used may be deducted from the calculation of CIL liability. However, deductions are only applied where those buildings have been in lawful use for a continuous period of at least six months within the period of three years ending on the day planning permission first permits the chargeable development. In this context, 'in use' means that at least part of the building has been in use.

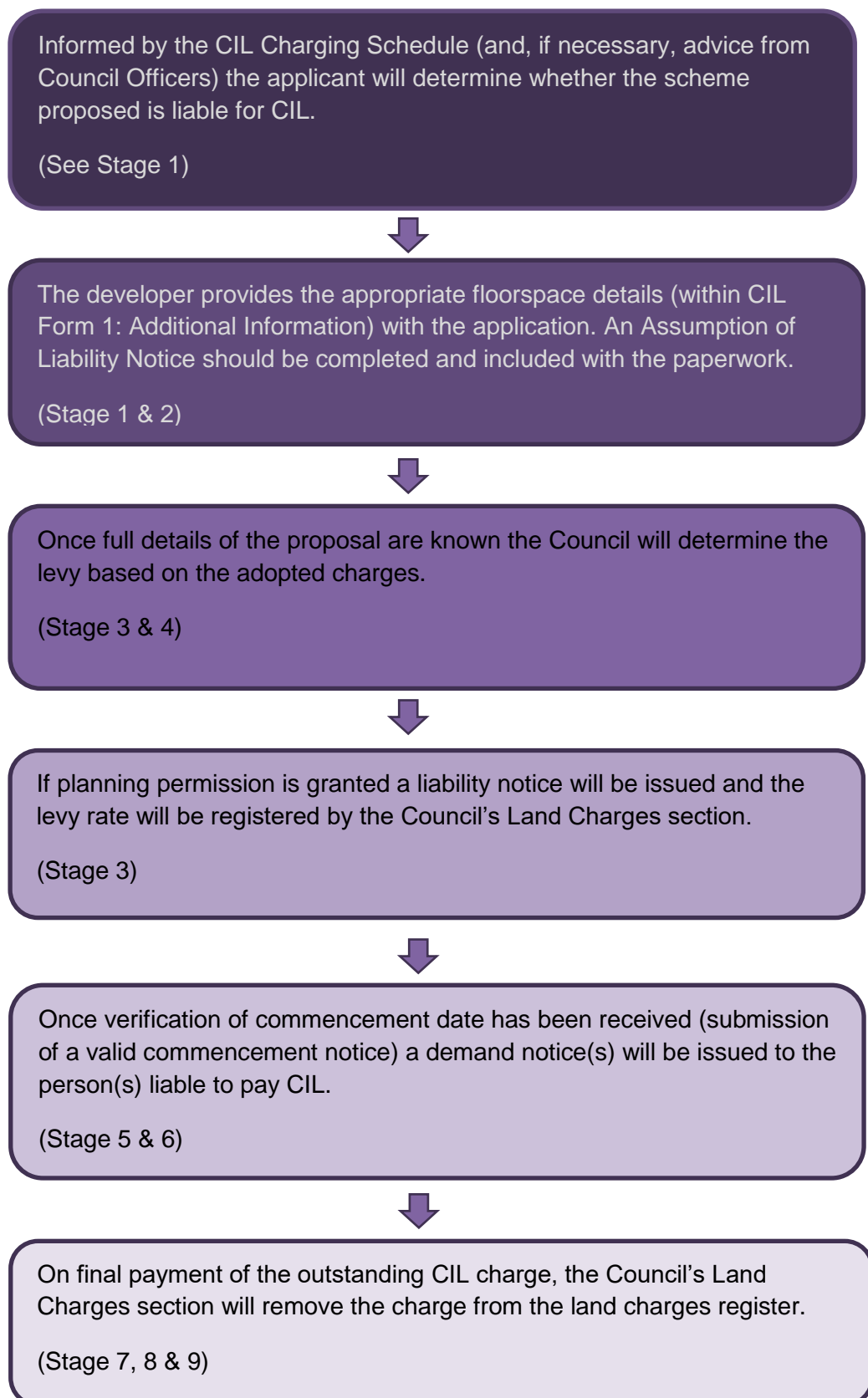
It will be for the applicant or their agent to demonstrate that a building has been in use by providing appropriate evidence such as:

- Time-stamped photographs showing the use of the building as claimed;
- Sworn statements made by people who are able to confirm the use claimed, witnessed by a solicitor;
- Utility or other bills (e.g. Council Tax) relating to the use claimed;
- Copies of leases

If no information is received, under Regulation 40, the Council can deem any existing floorspace to be zero when the chargeable rate is calculated.

The day 'planning permission first permits development' is defined in the CIL regulations as the date at which development may commence. If there are pre-commencement conditions attached to the planning permission, this date is the date at which the final pre-commencement condition is discharged. If there are no such conditions, then the date is the date of the planning permission. In relation to outline applications, subject to any phasing arrangements that may apply, development will only be permitted when the last of the reserved matters is approved.

The CIL Process - Indicative Steps



The CIL Process

Stage 1 - Planning Application and Additional Information Form

A CIL Additional Information Form (Form 1) must be submitted alongside all other application forms and supporting information for applications for any development that will trigger a CIL liability involving creation or conversion of 100sqm floorspace or more (or the creation of a new dwelling). The CIL Additional Information Form (Form 1) is linked below:

https://ecab.planningportal.co.uk/uploads/1app/forms/form_1_cil_additional_information.pdf

The information on this form will enable the Council, as charging authority, to determine whether or not CIL is payable and to calculate the chargeable amount. Failure to supply this information could invalidate the application and / or lead to delays.

Any applicant that thinks existing floorspace (to be used or demolished) should be deducted as part of the CIL calculations, should be able to demonstrate that those buildings have been in lawful use for a continuous period of at least six months within the period of 3 years ending on the day planning permission first permits the chargeable development. If no information is received, under Regulation 40, the Council can deem any existing floorspace to be zero when the chargeable rate is calculated.

Stage 2 - Assumption of Liability

The responsibility to pay CIL runs with the ownership of the land on which the liable development will be situated. However, the CIL Regulations recognise that other parties involved in a development may wish to assume liability for the payment. The Assumption of Liability Form (Form 2), which must be submitted prior to the commencement of the development, informs the Council who will be responsible for paying the CIL charge relating to the development:

https://ecab.planningportal.co.uk/uploads/1app/forms/form_2_assumption_of_liability.pdf

The Council recommends that an applicant submits the Assumption of Liability Form at the same time as the Additional Information Form (Form 1).

If no-one assumes liability, or it is submitted after the development has commenced, then payment will default automatically to the owners of the land and a surcharge is applicable. Failure to assume liability will also remove the option of paying CIL in instalments (which is applicable for some larger developments). Any developer wishing to claim relief or exemption will also need to have assumed liability prior to making a claim. Ultimately, where the Council has been unable to recover the Levy from the party that has assumed liability, despite making all reasonable efforts, the liability to pay will default to the owner(s) of the relevant land. If the Council has to identify the owners of the land, or identify the apportionment between multiple parties, then a surcharge can be applied. The person liable for paying CIL is also required to serve the Council with a CIL commencement notice (see stage 5) stating the date that development will commence. If the Council is not notified, a penalty may be added and payment may be due immediately.

A person who has assumed liability may withdraw such responsibility provided that this occurs before commencement of the development (by submitting the withdrawal of assumption of liability, Form 3). In those circumstances the owner(s) of the relevant land will become liable if no other person assumes liability. After the commencement of the development, it is not possible to assume liability or withdraw from assumption of liability. The only manner in which another person may take on such liability is by transfer of liability (by submitting the transfer of liability, Form 4). CIL liability can be transferred to other parties at any time prior to the final payment being due. If you choose to transfer liability, any social housing relief you may receive will not transfer to the new liable party. Following transfer, the new liable party will need to apply for relief, and provide the necessary information.

- [Withdrawal of Assumption of Liability form \(Form 3\)](#)
- [Transfer of Assumed Liability form \(Form 4\)](#)

The Council will record and acknowledge in writing the receipt of assumptions, transferrals and withdrawals of liability.

Where there are multiple parties who wish to assume liability, you must provide information on the portions each party owns, to allow for the CIL liability to be divided

proportionally. If the Council has to identify the owner(s) of the land, or identify the apportionment, then a surcharge can be applied.

Stage 3 - Issuing the liability notice

When planning permission is granted for a CIL liable development, the Council will issue a liability notice. This will set out how much CIL is to be paid.

Liability and the 'chargeable amount' is calculated using the rates set out above multiplied by the gross internal area (GIA) of the new building(s), taking demolished floorspace into account (see guidance on pages 5-6).

The Council will use the Royal Institution of Chartered Surveyor's (RICS) definition of gross internal floorspace and the CIL rates will be index linked to the 'RICS CIL Index' (see box below).

As explained in stage 8, CIL will only become payable upon commencement of development. CIL will need to be paid within 60 days of development commencing, unless it is a development which is covered by the Borough's instalment policy.

Once the Local Authority has issued a liability notice the CIL Land Charge will be added to the register (see stage 9 for further information).

What is indexation and how does it affect the levy calculation?

In calculating individual charges for the levy, regulation 40 (as amended by the 2019 Regulations), requires collecting authorities to apply an index of inflation to keep the levy responsive to market conditions. The index figure for a given calendar year before 2020 is the figure for 1st November for the preceding calendar year in the national All-in Tender Price Index published by the Royal Institution of Chartered Surveyors (RICS). The index figure for a given calendar year 2020 and after is the RICS CIL Index published in November of the preceding calendar year.

The All-in Tender Price Index presents forecast figures, which are updated and finalised periodically. To reduce the need for repeated re-calculation, indexing will be applied as soon as possible in a calendar year using the figure for the 1st November of the preceding calendar year. The new CIL Index will be one figure published in November to be applied for all applications granted in the following calendar year, and will not be subject to revisions.

Stage 4 - Exemptions and Relief

Some developments may be eligible for relief or exemption from CIL. This is not automatically applied by the Council and an application meeting relevant conditions must be made using the relevant forms and by submitting supporting information and evidence where required. To apply for relief and exemption the applicant must have assumed liability to pay CIL on the chargeable development and this application must be made before development commences. The following links provide further information on the types of relief and exemption available:

Minor Development Exemption -

www.gov.uk/guidance/community-infrastructure-levy#para048

Mandatory Charitable Relief -

www.gov.uk/guidance/community-infrastructure-levy#para057

Mandatory Social Housing Relief -

www.gov.uk/guidance/community-infrastructure-levy#para065

Worthing CIL Social Housing Relief Flowchart -

www.adur-worthing.gov.uk/media/Media,155268,smxx.pdf

Claiming Charitable and/or Social Housing Relief Form (Form 10) -

https://ecab.planningportal.co.uk/uploads/1app/forms/form_10_charitable_social_housing_relief_claim.pdf

Self-Build Exemption -

www.gov.uk/guidance/community-infrastructure-levy#para082

Worthing CIL Self Build Exemption Flowchart -

www.adur-worthing.gov.uk/media/Media,155267,smxx.pdf

Exemption for Residential Annexe or Extension -

www.gov.uk/guidance/community-infrastructure-levy#para049

Self-Build Exemption Claim – (Form 7, Part 1) -

https://ecab.planningportal.co.uk/uploads/1app/forms/form_7_self_build_part_1_exemption_claim.pdf

Self-Build Exemption Claim – (Form 7, Part 2) -

https://ecab.planningportal.co.uk/uploads/1app/forms/form_7_self_build_part_2_exemption_claim.pdf

More information can be found on the government [Planning Practice Guidance website](#) or via the [Planning Portal](#).

Exceptional Circumstances

At this stage Worthing Borough Council does not intend to adopt an Exceptional Circumstances policy. However, it should be noted that discretionary relief in exceptional circumstances can be activated or deactivated at any time.

If, in the future, the Council decides to adopt an exceptional circumstances policy it could allow relief where a specific scheme cannot afford to pay CIL. These can only be considered on a site-by-site basis, provided that the following conditions are met:

- A S106 agreement must exist on the planning permission permitting the development;
- The cost of complying with the S106 must be greater than the CIL charge on the development;
- Paying the CIL charge would have an unacceptable impact on the developments economic viability;
- The relief afforded must not constitute a notifiable state aid.

Stage 5 - Commencement notice

CIL becomes payable on commencement of the development. The CIL Regulations require that a liable person submits a CIL commencement notice (Form 6) to the Council stating the day that they intend to commence development. The commencement notice, linked below, must be received by the Council **at least one working day before** any work on site (including demolition) is commenced, stating the exact date that commencement will take place:

https://ecab.planningportal.co.uk/uploads/1app/forms/form_6_commencement_notice.pdf

The Council will acknowledge receipt of a CIL commencement notice in writing. It is important that you wait until you receive an acknowledgement of the notice before commencing the development. This notice needs to be submitted even if an exemption/relief from CIL is granted.

If you submit a CIL commencement notice and then wish to change the commencement date, you can submit a revised commencement notice to the Council. Where the Council receives a valid commencement notice, any earlier notice received in respect of the same chargeable development ceases to have effect. A person who has submitted a commencement notice may withdraw it at any time before the commencement of the chargeable development to which it relates by giving notice in writing to the Council.

As defined in the Planning Acts, commencement is classed as any material operation that is carried out on the relevant land. This can include erection of a building, demolition of a building, laying of underground pipes or mains, any operations to construct a road / access, digging foundations or any change in the use of the land that is classed as material development.

If works are intended under general consent it will be necessary to notify the local authority before development is commenced. The only exception to this requirement is if the development in question is less than 100m² of new floorspace and the development does not compromise one or more new dwellings.

Failure to submit a valid commencement notice will result in the Council deeming a date of commencement, with full payment due immediately. The Council can also impose a surcharge. If you are eligible for instalments, you will also lose the right to pay by instalments.

Stage 6 - Demand notice

The Council will issue a demand notice to the liable persons following receipt of a valid CIL commencement notice.

The demand notice will set out precise details of payment arrangements, including any relevant instalment options (see stage 8), which will be payable from the date upon which development commences. In most cases, you will have 60 days to pay from the date of commencement.

If no one has assumed liability to pay CIL before the demand notice is issued, the liability defaults to the owner(s) of the land.

Stage 7 - Completion of self-build developments

Exemption from CIL can be given to genuine self-build developments. However, in these instances, there are criteria that the applicant must adhere to.

Within 6 months of completion, the liable person must submit a 'Self Build Exemption Claim - Part 2' (please see page 13) together with the following appropriate supporting evidence:

- Proof of completion (Building control compliance/completion certificate)
- Proof of ownership (title deeds)
- Proof of occupation of the dwelling (Council tax certificate), and two further proofs of evidence (e.g. utility bill, electoral roll registration, bank statement (redacted))

And one of the following:

- An approved claim for a VAT refund for DIY house builders
- A self-build or custom build warranty*
- An approved self-build mortgage**

**A self-build or custom build warranty is a warranty and certificate of approval issued by a warranty provider which provides a 'latent defects insurance' policy which is accompanied by certified Stage Completion Certificates issued to the owner/occupier of the home.*

***A self-build or custom build mortgage is an approved mortgage arranged to purchase land and/or fund the cost of erecting a home where the loan funds are paid to the owner/occupier in stages as the building works progress to completion.*

Failure to submit the appropriate form and evidence within six months of completion of the development will result in the withdrawal of the exemption and the need for payment in full of the liable amount.

Stage 8 - Payment of CIL

Worthing Borough Council will acknowledge all payments received.

If payment is not made by the due date, the Council can impose penalty surcharges and interest. The Council does not have the flexibility to defer CIL in the same way that we can for planning obligations, and payment of CIL is enforceable through both the courts and the planning process.

It is considered reasonable that payment instalments are scheduled in proportion to the scale of development that is proposed. Therefore, in accordance with Regulation 69B of the CIL Regulations (as amended), Worthing Borough Council will apply the following 'Instalment Policy' to all development on which CIL is liable:

www.adur-worthing.gov.uk/media/Media,147408,smxx.pdf

The Instalment Policy came into effect on 11th January 2018 and is linked to the amount payable as recorded on the demand notice.

The benefit of paying by instalment can be lost if any of the following occur:

- No party has assumed liability to pay CIL
- No valid CIL commencement notice submitted prior to commencement of the development
- Failure to pay instalment in full by due date

If a large scheme has outline permission each phase is a separate chargeable development and each phase is regarded as having permission which 'first permits' when the last reserved matter is approved from that phase. The payments will therefore relate to individual phases.

In exceptional circumstances, the CIL Regulations allow the Council to accept full or part payment through the provision of land or infrastructure. This is subject to a number of conditions detailed in the 'Payment in Kind' policy below:

www.adur-worthing.gov.uk/media/Media,151692,smxx.pdf

Where CIL is paid by way of a land payment, the amount of CIL paid is an amount equal to the value of the acquired land. The land must be acquired from the person who has assumed liability to pay the CIL liability and not from any person otherwise liable. The Council aims to ensure that any acquired land from a CIL payment is used for a relevant purpose.

Stage 9 - Notification to Land Charges

Once the Council has received all outstanding amounts of CIL due, the CIL charge will be removed from the Land Charges Register.

However, if relief has been granted, then the CIL charge will remain on the Land Charges Register for 3 or 7 years, depending on type of relief granted, provided that no disqualifying event occurs. The CIL charge will be removed when the time period lapses. The full CIL liability will remain on the Land Charge register until the end of the clawback period, allowing prospective buyers of the land to be aware of the implications of triggering a 'disqualifying event'.

In the event permission is not built out, the CIL charge will be removed from the Land Charges Register upon expiry of the planning permission.

Stage 10 - Notification of any Disqualifying Event

To ensure that the CIL relief system is not used to avoid proper liability, any scheme benefiting from CIL relief would need to repay the relief in the event that the use changes and development no longer qualified for CIL relief (triggering a 'disqualifying event'), within the 'clawback period'. The relief must be repaid by the beneficiary. Where relief has been granted and then a disqualifying event occurs, the Council must be notified in writing, giving 14 days advance notice. Failure to do so will incur a penalty surcharge.

The Council will then issue a revised Liability Notice showing the amount that is payable and issue a Demand Notice for payment.

The Council will give the relevant person 28 days before taking action in the event that the Council has not been notified of a disqualifying event.

What are the clawback timescales for each relief?

Relief	Disqualifying period in years	Trigger for a disqualifying event
Social Housing	7 years - beginning on the day the dwelling is let or occupied	Where the qualifying dwellings are sold or privately rented (as a market house), not through a local authority or Private Registered Provider
Charitable	7 years - beginning on the day of commencement of the development	Where the owner ceases to be a charitable institution or uses the building not for charitable purposes, either through sale or lease termination
Self Build	3 years - beginning from 6 months after completion (date of compliance certificate)	Where the dwelling ceases to be occupied as the main residence of the self-builder

Review and Appeals

Appeals against the rate of a Community Infrastructure Levy cannot be made. The charging schedule, once adopted, is for fixed amounts and cannot be negotiated. However, there are opportunities for appeal in connection with decisions made relating to CIL (although the appeal process does not apply to social housing relief or exceptional circumstances relief). If a developer wants to review the CIL charge or feels there has been an error in calculating the charge the following steps can be taken:

First Stage

In the first instance a request for a review should be made in writing to the Council within 28 days of the issue of the liability notice. No work should be commenced on site prior to this review being carried out.

The Council will review the liability notice and appeal grounds, with the review being carried out by a senior officer who has had no involvement in the original calculation.

A decision will be issued within 14 days.

Second Stage

If the applicant disagrees with the review decision they can appeal within 60 days of the issue of the liability notice. The CIL appeals form is available on the Government's planning portal website which should be used and appeals should be directed as follows:

- To the Valuation Office Agency (VOA) against a calculation of the levy chargeable amount in a liability notice, or against the apportionment of liability for the levy.
- To the Planning Inspectorate concerning enforcement actions such as stop notices.

For further information, see our Appeals Guidance Document on the [Council's website](#).

The appropriate forms to appeal to the VOA can be found at:
www.gov.uk/community-infrastructure-levy-how-to-make-an-appeal

Enforcement

CIL is a legal, non-negotiable charge and must be paid at the agreed stages. Should the Council not receive payment on time it will correspond with the developer to try and ensure that the payment is made as soon as possible. Where the amount is not paid after the end of the period of 30 days beginning with the day on which the payment is due, the Council may impose a surcharge equal to 5% of the unpaid amount or £200, whichever is the greater amount. The surcharge can be applied again after six months and twelve months. The liable party may also be subject to a 'late payment interest'. The charge will also continue to show as a Local Land Charge which will be highlighted to any potential purchasers should the property be sold.

Where the payment continues to remain unpaid the Council would be within its rights to take action. This could involve the issuing of a stop notice on the current development; court action; charging fines; or seizing and selling assets. Ultimately developers could face time in prison should the payment not be made.

Surcharges can also be levied in the following circumstances:

- If no person assumes liability for the CIL before the development commences
- If there is a requirement to apportion CIL between different owners of material interests in the development
- Failure to submit a notice of commencement
- Failure to notify the occurrence of a disqualifying event

Monitoring / Reporting

Regular monitoring and reporting will be undertaken to ensure that the benefits and / or impacts of CIL are understood. The 2019 amendments to the CIL Regulations introduced the 'Infrastructure Funding Statement (IFS)' to replace the reporting in the Annual Monitoring Report. The annual statements will cover both CIL and section 106 receipts, with the first report being published on the Council's website by 31st December each year. The statements will provide information on which infrastructure projects the Council intends to be wholly or partly funded by CIL. The CIL section of the report will relate to the amount of CIL receipts received in the previous financial year, the amount of CIL expenditure for the reported year and details on which projects the receipts were spent on.

The latest Infrastructure Funding Statement (IFS) for Worthing can be found here;

www.adur-worthing.gov.uk/planning-policy/worthing/worthing-developer-contributions/developer-contributions-data-worthing/

The Levy will be used to pay for infrastructure needs such as transport, leisure and open spaces, and schools. The Infrastructure Delivery Plan (IDP) gives an indication of the infrastructure needs of the Borough. The CIL Infrastructure Investment Plan (IIP) is available on the [Council's website](#) and provides more information about the Council priorities for how CIL money is spent across the Borough.

Example CIL Scenarios

Site Description	Proposed Development	Original CIL Charge in Worthing (not including indexation)	Revised CIL Charge in Worthing (not including indexation)	Comments
Cleared site	3 new dwellings (all 90m ²) in Broadwater Ward	£0	£33,750	Previously nil charged as one of four wards in residential zone 2. Under revised Charging Schedule, counts as '10 dwellings or less (all dwelling types)', charged at £125/sqm. $90m^2 \times 3 \times £125 = £33,750$
Cleared site	Construction of a new dwelling (90m ²) in Heene Ward	£9,000	£11,250	Development is under 100m ² but CIL is liable because a new dwelling is being created. $90m^2 \times £125 = £11,250$
Vacant land	Construction of a new 'self-build' dwelling (90m ²) in Central Ward	£0	£0	A self-build dwelling is eligible for relief, if all steps are correctly followed.
Single dwelling	Sub-division of existing dwelling into two flats with no extensions	£0	£0	Not liable under CIL Regulation 6 – conversion of one dwelling into two or more separate dwellings
Single dwelling in use but to be demolished	90m ² existing dwelling to be demolished. New development to be 120m ²	£3,000	£3,750	CIL liable but charge relates to additional floorspace. $30m^2 \times £125 = £3,750$
Vacant land	Development of 15 dwellings (not flats) (77m ²) in Goring Ward – 5 of which are affordable housing.	£77,000	£96,250	The 5 affordable houses are eligible for relief from CIL. $77m^2 \times 10 \times £125 = £96,250$
Vacant land	Development of 15 flats (77m ²) in Selden Ward	£0	£28,875	Previously residential zone 2. Flatted development of more than 10 dwellings

				$77m^2 \times 15 \times £25 = £28,875$
Derelict building	<p>54 flats in Marine Ward – 16 of which are affordable housing.</p> <p>Of the market housing 33 flats are 70m² and 5 are 55m².</p>	£258,500	£64,625	<p>The 16 affordable houses are eligible for relief from CIL. Flatted development of more than 10 dwellings</p> <p>$70m^2 \times 33 \times £25 = £57,750$</p> <p>$55m^2 \times 5 \times £25 = £6,875$</p> <p>$£57,750 + £6,875 = £64,625$</p>
Cleared site	New hotel development with 250 rooms and underground car park	£0	£0	There is a nil charge for this use in Worthing.
Offices	New office building of 3,000m ² .	£0	£0	There is a nil charge for this use in Worthing.
Industrial buildings	New mixed-use scheme of 2,000m ² offices, 400m ² retail and 750m ² basement car park	£60,000	£60,000	<p>The retail element of this scheme is liable, if Foodstore/Supermarket /Retail Warehousing development (greater than 280 sq.m.) (ancillary car parking is excluded).</p> <p>$400m^2 \times £150 = £60,000$</p>
Shop unit	Conversion of existing vacant shop (120m ²) to a residential dwelling. (Shop has been vacant for 7 years).	£12,000	£15,000	<p>As the shop has not been in use, the floor space is chargeable. 10 dwellings or less (all dwelling types)</p> <p>$120m^2 \times £125 = £12,000$</p>

Further Information

Further information / advice on CIL in Worthing can found on the Council's website:

- www.adur-worthing.gov.uk/worthing-cil/

Planning Practice Guidance:

- www.gov.uk/guidance/community-infrastructure-levy

Information via the Planning Portal:

- www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy

Forms and templates:

- www.planningportal.co.uk/info/200136/policy_and_legislation/70/community_infrastructure_levy/5

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