

Appendix C – Instalments Policy

Introduction

The CIL Regulations set a default requiring full payment of the Levy charge within 60 days of the commencement of the chargeable development. However, under Regulation 69B of the Community Infrastructure Levy Regulations 2010 (as amended) it is permissible for a CIL Charging Authority to establish an Instalment Policy, offering developers more flexible payment arrangements.

Instalment Policy

The Council will apply the following Instalment Policy to all development on which CIL is liable:

Total CIL Liability	Payment Period – all within numbered days of commencement
Up to £50,000	Full payment within 60 days (2 months)
£50,001 - £100,000	1st instalment – 50% within 60 days (2 months) 2nd instalment – 50% within 180 days (6 months)
£100,001+	1st – 25% within 60 days (2 months) 2nd – 25% within 180 days (6 months) 3rd – 25% within 270 days (9 months) 4th – 25% within 360 days (12 months)

Application of the Instalment Policy

Regulation 70 of the Community Infrastructure Levy Regulations 2010 (as amended by the Community Infrastructure Levy (Amendment Regulations 2011) sets out the requirements that must be complied with to benefit from the CIL Instalment Policy.

The CIL Instalment Policy will apply in the following circumstances:

1. Where the Council has received a valid CIL form 2 - Assumption of Liability form prior to commencement of the development (Regulation 70(1)(a); and
2. Where the Council has received a valid CIL form 6 - Commencement Notice prior to commencement of the development (Regulation 70(1) (b))

Where a phased planning permission is granted, Regulation 9.4 requires that each phase is treated as a separate chargeable development. Each separate phase is liable for its own CIL contribution and can pay in line with the instalments policy, where valid forms are received prior to commencement.

Once the development has commenced, the CIL payments must be made in accordance with the CIL instalment policy. Where instalments do not clear the Council's bank account by the due date, the total CIL liability will become payable in full immediately.