

A Community Infrastructure Levy for Swindon

Swindon Community Infrastructure Levy Statement of Consultation - Addendum

(Draft Charging Schedule consultation update)

**In accordance with:
Regulation 15 and 16 of the Community Infrastructure Levy
Regulations 2010 (as amended)**

Dated 5th July 2013

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1 Purpose

This document has been produced as an addendum to the Swindon CIL Statement of Consultation. Its purpose is to provide an update of the Draft Charging Schedule (DCS) consultation stage of adopting a Community Infrastructure Levy 'CIL' for Swindon.

2 Background

In order for CIL to be adopted, it is required by the Community Infrastructure Levy Regulations 2010 (as amended) 'the CIL Regulations' that the Council holds a minimum of two rounds of public consultation. The first round of consultation to be held is concerned with the Preliminary Draft Charging Schedule. The second round of consultation is on the Draft Charging Schedule to which this document relates.

Regulations 15 and 16 of the CIL Regulations specify the consultation bodies that the Council must consult for the DCS. The Council has consulted beyond the statutory minimum requirement to ensure that a wider range of consultation bodies were given the opportunity to make representations. These consultation bodies include parish councils, community groups and organisations, representatives from the affordable housing sector, local businesses and the development sector that operates locally.

3 The Draft Charging Schedule Consultation

Before submitting the DCS for Examination, the Council, as Charging Authority (CA), is required to publish for consultation the DCS along with the relevant evidence on infrastructure costs, other funding sources and economic viability. The purpose of this round of consultation is to get the opinions of local communities, developers and businesses on the final proposed charging schedule. This is the final stage of consultation before the Examination of the DCS, unless further modifications are required, prior to examination. Any further modifications would be subject to a separate consultation/notification process.

Who, when and how SBC consulted on the Draft Charging Schedule

The consultation period for the DCS was held from 4th April 2013 until 30th May 2013.

The CIL Regulations require all responses to be made in writing and received within the consultation period. In accordance with the CIL Regulations, the CA published a Statement of The Representations Procedure which included the places at which the published documents could be inspected during the consultation period. The CIL Regulations required the representations procedure to contain specific information including the fact that any person making representations may request, in writing within the consultation period, the right to be heard by the Examiner.

The methods of consultation used are detailed below;

- (i) *Public Notice in the local press (Swindon Advertiser)*
The publication of a public notice in the Swindon Advertiser on 4th April 2013 initiated the start of the consultation. A copy of the public notice has been retained as proof of publication and submitted to the Examiner as a further supporting document (**Appendix 1**). The public notice for the DCS contained all the relevant statutory requirements with respect to where the DCS was available to be viewed (both electronically and in hard copy) and how representations could be made.
- (ii) *Letter and e-mail notification*
Notification by either letter (**Appendix 2**) or e-mail (**Appendix 3a-3c**) was sent to the following:
- The statutory consultation bodies (see **Appendix 4**) as specified in the CIL Regulations at Regulations 15 and 16 (see **Appendix 3b** and **3c** for email);
 - Each respondent to the PDCS consultation;
 - The consultation bodies specified in the SCI; and
 - All those other companies, organisations and individuals in the development sector that the Council considered may have an interest in CIL.

All statutory consultation bodies were sent a copy of the DCS and a Statement of The Representations Procedure by e-mail or paper copy (as appropriate). Those non-statutory consultees notified by e-mail also received the same documents.

Those non-statutory consultees notified by letter received a copy of the Representations Procedure only.

- (iii) *Swindon Borough Council Members Bulletin*
A notification of the DCS consultation period was posted in the Swindon Borough Council Members Bulletin in Bulletin 656 on 4th April 2013.

Locations for Draft Charging Schedule Document Inspection

The DCS and relevant evidence is available for public inspection at the following locations.

- (i) *The Council's principal office*
A paper copy of the DCS and relevant evidence is held at Swindon Borough Council's One Stop Shop reception in Wat Tyler House, Beckhampton Street, Swindon, SN1 2JH.
- (ii) *Swindon Borough Council website*
An electronic copy of the DCS and relevant evidence is available on the Council's website by visiting www.swindon.gov.uk/cil.

(iii) *Local libraries*

A paper copy of the DCS and relevant evidence is held for public inspection on request at every library in the Borough (except Old Town).

Outcome of the DCS Consultation

The Council received 23 responses to the DCS consultation, including representations made by developers, Parish Councils, groups representing the Swindon business community, affordable housing providers, a utilities company, environmental groups, supermarkets, an adjoining authority and a care/retirement home provider.

Representations were received electronically or by letter, and in some instances both.

All 23 representations were made within the consultation period.

The key issues raised in the representations have been outlined in the Regulation 19(b) Statement. The requests arising from the 23 representations are outlined below.

Requests to be Heard	Notification of submission	Notification of Examination dates	Notification of Examiner's recommendations	Notification of approval of Charging Schedule	Notification of further CIL consultations
1	5	1	3	3	2

How have responses to the Draft Charging Schedule consultation been managed?

The representations have been collated and an overview of the comments made has been prepared. Where appropriate, a response from the CA has been prepared. Both the original representations and the overview will be published on the Council's website and will be submitted to the Examiner as additional evidence to accompany the other DCS submission documents.

Records have been kept of those individuals or organisations that have requested to be notified of progress and requested to be heard by the examiner. The CA will follow all relevant statutory processes in respect of these.

Prior to submission for Examination, the Council contacted respondents where it considered representation comments indicated that additional clarification may be required. The purpose of this contact was to invite them to participate in either a meeting or conference call to discuss the contents of their representation and the Council's approach to rate setting. Meetings/conference calls were arranged with the following respondents:

- **DCS Rep 02 - Colliers International** (acting on behalf of MacTaggart and Mickel) - conference call took place on 18th June 2013
- **DCS Rep 11 - Tetlow King** (acting on behalf of South West HARP Planning Consortium) - meeting took place on 20th June 2013
- **DCS Rep 13 - WYG** (acting on behalf of Sainsbury's Supermarkets Ltd) - meeting took place on 25th June 2013
- **DCS Rep 10 - Wroughton Parish Council** - meeting took place on 26th June 2013
- **DCS Rep 22 - The Planning Bureau** (acting on behalf of McCarthy and Stone Retirement Lifestyles Ltd) - meeting took place on 27th June 2013
- **DCS Rep 21 - David Lock Associates** (acting on behalf of Hallam Land Management, Hannick Homes and Taylor Wimpey) - meeting took place on 1st July 2013
- **DCS Rep 18 - Haydon Wick Parish Council** - meeting took place on 3rd July 2013

Minutes were taken at each meeting and subsequently agreed between the parties and will be submitted as additional information to support the Examination. Not every respondent contacted by the Council for a meeting or conference call felt it necessary to discuss their representation further, and in some instances no final decision was made by respondent within the timeframe offered.

Where the Council felt a formal discussion was unnecessary but further correspondence was still appropriate, respondents were sent a letter addressing some of the concerns and queries raised in their representation. Letters were sent to the following respondents:

- **DCS Rep 03 - Savills** (acting on behalf of Thames Water)
- **DCS Rep 15 - Deloitte** (acting on behalf of Universities Superannuation Group Ltd)
- **DCS Rep 16 - Deloitte** (acting on behalf of Science Museum Group)
- **DCS Rep 14 - Vale of White Horse District Council**

Appendix 1

Swindon CIL Draft Charging Schedule Public Notice, 4th April 2013

28101
swindonadvertiser.co.uk
Thursday, April 4, 2013 Swindon Advertiser

Advertiser Classified

To sell items worth under £100, call 0906 4031078 (calls cost £1.60 per minute) or text SWADS then your texts cost £1.50 each plus your standard network rate). To sell items worth over £100, call 01793 501755.

<ul style="list-style-type: none"> ● Sales ● Services ● Pets Corner ● Holiday ● Chat Lines 	<ul style="list-style-type: none"> ● Property ● Motors ● Business ● Recruitment ● Notices
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Services

Tel: 01793 501755

Building Plans BOB & NIGEL PACKER Free Help and advice soundly accredited agents Plans drawn 50 years experience 01793532444 07906141845	Landscaping & Gardening D.T.S. LANDSCAPING & BUILDING All landscaping, patios, walls, driveways, all building work incl. extensions. For a free quote tel: 01793 354770 or 01793 641862 TREETOP SERVICES Tree Felling, Lopping, Removal, Hedge Cutting & Trimming. Senior citizens discount. Fencing & Household rubbish removal. Free estimates: 01793 340000
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All types of plumbing & heating undertaken
 • Boiler repairs • Installation • Upgrades & repairs
 Also Fully qualified female engineer
 Family run business established over 30 years
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adverclassified@newswwilts.co.uk

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Local PC Help,
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Nick Bradshaw
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nickbradshaw29@yahoo.co.uk

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Personal,
self-employed and company
tax returns prepared and
filed with HMRC
Salter Consulting Services Limited
01793 824863 or 07771 544437
email: salterconsulting@btinternet.com

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Single item to a full house.
Any distance.
Excellent rates.
8 different size vehicles
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• Whatever you want, whenever you want it
• Light removals & deliveries
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Roofing

COLMAN ROOFING Est. 32 yrs. Fully insured & guaranteed. NFRCA Member. Call Derek: 07831 790564 01793 485623

Pets Corner

Tel: 01793 501755

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PACEMASTER WARDROBES
Professionally fitted, made to measure. Tel: 01793 827188 for a free quote & brochure

Painters and Decorators

B.C.W. PAINTER & DECORATOR Est. 40 yrs. Interior & Exterior. Fully competent in all aspects of trade and fully insured. OAP, disabled and discount for heroes discount 01793 791524

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Telephone:
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adverclassified@newswwilts.co.uk

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All aspects of gardening and all odd jobs. Reliable and friendly. Free quotes. Call Jim on **01793 695430 07906 136351**

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NEED A PLUMBER? For jobs other plumbers don't want Ring Bill 01793 832053

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SMALL Animal glass tank. Critter's Choice. 3 shelf glass tank for hamsters, mice or gerbils. 0800045506, see copy. £35. Tel: 01672 861106

NOTICE OF THE PUBLICATION FOR CONSULTATION OF THE COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE FOR SWINDON

Town and Country Planning Act 2008 (Part 11) (as amended)
Localism Act 2011 (part 6)

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

Swindon Borough Council has prepared its proposals for setting a Community Infrastructure Levy 'CIL' for Swindon. If, and when a CIL is adopted it will be applied as a mandatory charge within the Borough on all new development in accordance with the Charging Schedule and legislative framework. A paper copy of the proposals for the CIL Draft Charging Schedule (DCS) and its associated evidence is available for public inspection at Swindon Borough Council One-Stop Shop, Wat Tyler House, Beckhampton Street, Swindon, free of charge (Monday to Friday 9.00 a.m. to 5.00 p.m.). The proposals may also be viewed at all public libraries within Swindon Borough Council area, during normal opening hours of those libraries. An electronic copy is available via the Council's website at www.swindon.gov.uk/cil.

Representations in respect of the proposals must be in writing and should be sent by post to The CIL Project Team, Service Delivery - Planning, Swindon Borough Council, Wat Tyler House, Beckhampton Street, Swindon, SN1 2JH, or by email to cil@swindon.gov.uk. All representations must be received within the consultation period starting on 4th April 2013 and to be received no later than 5pm on Thursday 30th May 2013.

Representations should specify the matters to which they relate and the grounds on which they are made.

Any organisation or individual may request the right to be heard at the Examination. This must be received in writing within the consultation period.

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

- (i) That the CIL Draft Charging Schedule (DCS) and its associated evidence have been submitted to the examiner.
- (ii) The publication of the recommendations of the examiner and the reasons for those recommendations.
- (iii) The approval of the charging schedule by the Council.

Only representations that are made in accordance with the Representations Procedure and arrive at the address specified above within the consultation period ending at 5pm on Thursday 30th May 2013 can be considered by the Council.

Further information is available by contacting the CIL Project Team at the Borough Council on (01793) 466289 or 466397 or by email to cil@swindon.gov.uk.

S. Taylor
Director of Law
Swindon Borough Council
Civic Offices, Euclid Street, Swindon, SN1 2JH
Dated: 4th April 2013

Swindon
BOROUGH COUNCIL

Appendix 2

Draft Charging Schedule 'Non- statutory' standard consultation letter

**Service
Delivery**

Planning
Swindon Borough Council
Wat Tyler House 5th Floor
Beckhampton Street
Swindon SN1 2JH

Tel:- 01793 445500
DX:- 133055 Swindon 16
Mincom:- 01793 436659

< Name >
< Address 1 >
< Address 2 >
< Address 3 >

Please ask for: Sarah Screen / David Haney
Direct Dial No: 01793 466397 / 466289
Email: cil@swindon.gov.uk
Website: www.swindon.gov.uk
Our Ref: CIL DCS Consultation 2013
Date: 2nd April 2013

Dear < salutation >

**Re: A Community Infrastructure Levy 'CIL' for Swindon
CIL Regulation 16 Public Consultation: Swindon CIL Draft Charging
Schedule
4th April 2013 to 30th May 2013 (closing at 5pm)**

The Community Infrastructure Levy 'CIL' is a new charge which authorities in England and Wales can levy on new development in their area. CIL is the Government's preferred method for development to pay towards the infrastructure required to support new development in an area. Examples of infrastructure include the transport network, education establishments, utilities, open spaces such as parks and gardens, emergency services, health and community facilities and waste management.

The CIL will largely replace Swindon's current use of tariff charges secured through the Section 106 obligations. The use of section 106 obligations will remain but with restrictions on its use and application.

Swindon Borough Council has reached the second stage of consultation in adopting a Community Infrastructure Levy 'CIL' for Swindon. The Swindon CIL Draft Charging Schedule 'DCS' sets out the proposed levy rates that it proposes to charge for different types of development within specific areas of the Borough.

For an 8 week period commencing on 4th April 2013 the Council is inviting representations from Parish and Community Councils, the development sector, the

business community and any person or organisation that may have an interest in CIL on its proposals set out its Draft Charging Schedule (DCS).

During the consultation period the DCS Charging Schedule, its relevant evidence and the Representations Procedure can be viewed at www.swindon.gov.uk/cil.

A paper copy of the DCS Charging Schedule, its relevant evidence, and Representations Procedure can be inspected at the following locations:

1. Borough Council's Principle Office at Wat Tyler House Reception, Beckhampton Street, Swindon, SN1 2JH during its normal opening hours of 9.00am to 5.00pm Monday to Friday excluding Public Holidays; and
2. All libraries within the Borough during their normal opening hours.

Copies of the CIL documents may be purchased from the Council by contacting the CIL Project Team.

Representations on this CIL DCS consultation must be made in accordance with the published Representations Procedure (a copy of which is attached to this letter). To be taken into account all representations must be received by 5pm on Thursday 30th May 2013.

Should you have any questions about any aspect of the content of this letter, please do not hesitate to contact the CIL Project Team through either Sarah Screen (01793 466397) or David Haney (01793 466289) or by email to cil@swindon.gov.uk.

Yours faithfully



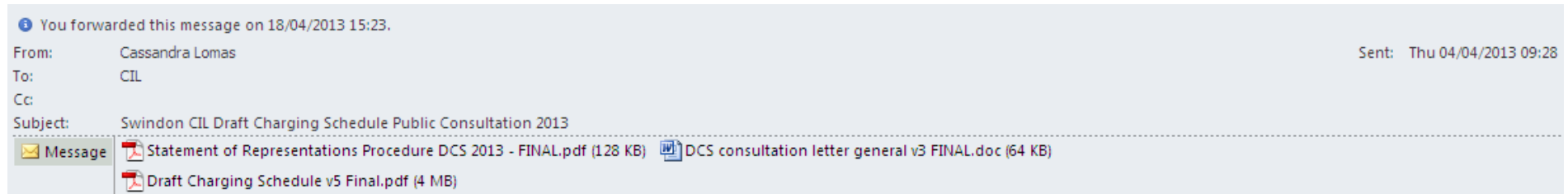
Richard Bell
Head of Planning - Service Delivery

Attachment:

1. Swindon CIL Draft Charging Schedule Statement of Representations Procedure 2013

Appendix 3a

Draft Charging Schedule 'Non-Statutory' standard consultation email



Dear Sir/Madam

**A Community Infrastructure Levy 'CIL' for Swindon
CIL Regulation 16 Public Consultation: Swindon CIL Draft Charging Schedule
4th April 2013 to Thursday 30th May 2013 (closing at 5pm)**

Please accept this email as formal notification of the commencement of public consultation by Swindon Borough Council on its CIL Draft Charging Schedule. This is the second consultation stage in adopting a CIL for Swindon that must take place prior to submitting its CIL Charging schedule for Examination.

For an 8 week period commencing on 4th April 2013 the Council is inviting representations from Parish and Community Councils, the development sector, the business community and any person or organisation that may have an interest in CIL on its proposals set out in its CIL Draft Charging Schedule (DCS).

To assist you with understanding the purpose of the consultation, what is being consulted upon, and the relevant evidence published by the Council to inform its approach to setting the CIL rates in the DCS, please find attached the following documents:

1. A cover letter containing an explanation of the process.
2. The Swindon DCS Schedule.
3. The Statement of Representations Procedure

During the consultation period the DCS Charging Schedule, its relevant evidence and the Representations Procedure can be viewed at www.swindon.gov.uk/cil.

A paper copy of the DCS Charging Schedule, relevant evidence, and Representations Procedure can be inspected at the following locations:

1. Borough Council's Principle Office at Wat Tyler House Reception, Beckhampton Street, Swindon, SN1 2JH during its normal opening hours of 9.00am to 5.00pm Monday to Friday excluding Public Holidays and
2. All libraries within the Borough during their normal opening hours (excluding Old Town Library).

Representations on this CIL DCS consultation must be made in accordance with the published Representations Procedure (a copy of which is attached to this letter). To be taken into account all representations must be received within the specified consultation period that closes at 5pm on Thursday 30th May 2013.

Should you have any questions about any aspect of the content of this email, please do not hesitate to contact the CIL Project Team through either Sarah Screen (01793 466397) or David Haney (01793 466289) or by email to cil@swindon.gov.uk.

Yours faithfully



Miss Sarah Screen

Planning Obligations Project Manager /CIL Project Manager

Technical Services, Development & Integration

Planning – Service Delivery

Swindon Borough Council

5th Floor, Wat Tyler House, Beckhampton Street, Swindon, SN1 2JH.

Tel: 01793 46 6397

Fax: 01793 466459

DX: 133055 Swindon 16

Please consider the environment before printing this email

Appendix 3b

Draft Charging Schedule Statutory Consultees (Neighbouring Authorities) consultation email

From: ☐ David Haney Sent: Thu 04/04/2013 15:00
To: ☐ 'cil@wiltshire.gov.uk'; ☐ 'planning@whitehorsedc.gov.uk'; ☐ 'planning@cotswold.gov.uk'; ☐ 'planningdc@gloucestershire.gov.uk';
☐ 'planningconsultations@oxfordshire.gov.uk'; ☐ 'richard.oliver@oxfordshire.gov.uk'
Cc: ☐ CIL
Subject: Swindon CIL Draft Charging Schedule Public Consultation 2013: SBC Adjoining Authorities notification

 Message  DCS consultation letter adjoining authorities v2 FINAL.doc  Draft Charging Schedule v5 Final.pdf
 Statement of Representations Procedure DCS 2013 - FINAL.pdf

Dear Sir/Madam

**A Community Infrastructure Levy 'CIL' for Swindon
CIL Regulation 16 Public Consultation: Swindon CIL Draft Charging Schedule
4th April 2013 to 30th May 2013 (closing at 5pm)**

Please accept this email as formal notification of the commencement of public consultation by Swindon Borough Council on its CIL Draft Charging Schedule. This is the second consultation stage in adopting a CIL for Swindon that must take place prior to submitting its CIL Charging schedule for Examination

For an 8 week period commencing on 4th April 2013 the Council is inviting representations from, Parish and Community Councils, the development sector, the business community and any person or organisation that may have an interest in CIL on its proposals set out in its CIL Draft Charging Schedule (DCS).

The Council, under Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended) is required to send a copy of the Draft Charging Schedule and the DCS Consultation Representations Procedure to the relevant consultation bodies and this includes any Local Authority or County Council that is in or adjoins its area.

To assist you with understanding the purpose of the consultation, what is being consulted upon, and direct you to the relevant evidence that the Council has published to inform its approach to setting the CIL rates in the DCS, please find attached the following documents:

1. A cover letter containing an explanation of the process.
2. The Swindon DCS Schedule.
3. The Statement of Representations Procedure

During the consultation period the DCS Charging Schedule, its relevant evidence and the Representations Procedure can be viewed at www.swindon.gov.uk/cil.

A paper copy of the DCS Charging Schedule, relevant evidence, and Representations Procedure can be inspected at the following locations:

1. Borough Council's Principle Office at Wat Tyler House Reception, Beckhampton Street, Swindon, SN1 2JH during its normal opening hours of 9.00am to 5.00pm Monday to Friday excluding Public Holidays; and
2. All libraries within the Borough during their normal opening hours.

Representations on this CIL DCS consultation must be made in accordance with the published Representations Procedure (a copy of which is attached to this letter). To be taken into account all representations must be received within the specified consultation period that closes at 5pm on Thursday 30th May 2013.

Should you have any questions about any aspect of the content of this email, please do not hesitate to contact the CIL Project Team through either Sarah Screen (01793 466397) or David Haney (01793 466289) or by email to

Should you have any questions about any aspect of the content of this email, please do not hesitate to contact the CIL Project Team through either Sarah Screen (01793 466397) or David Haney (01793 466289) or by email to cil@swindon.gov.uk.

Yours faithfully



Miss Sarah Screen

Planning Obligations Project Manager /CIL Project Manager

Technical Services, Development & Integration

Planning – Service Delivery

Swindon Borough Council

5th Floor, Wat Tyler House, Beckhampton Street, Swindon, SN1 2JH.

Tel: 01793 46 6397

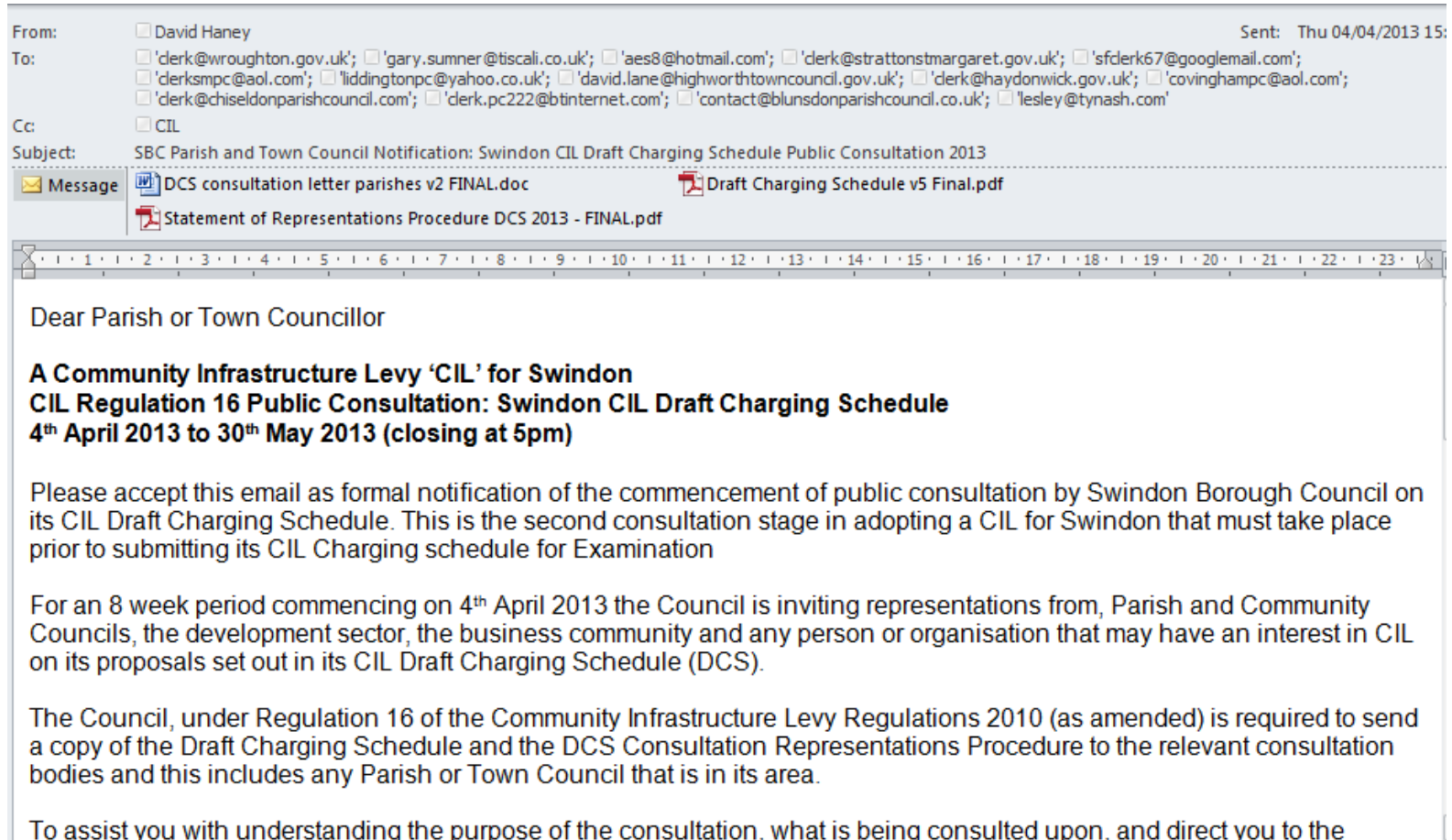
Fax: 01793 466459

DX: 133055 Swindon 16

Please consider the environment before printing this email

Appendix 3c

Draft Charging Schedule Statutory Consultees (Parish Councils) consultation email



relevant evidence that the Council has published to inform its approach to setting the CIL rates in the DCS please find attached the following documents:

1. A cover letter containing an explanation of the process.
2. The Swindon DCS Schedule.
3. The Statement of Representations Procedure

During the consultation period the DCS Charging Schedule, its relevant evidence and the Representations Procedure can be viewed electronically by visiting the Council's website at www.swindon.gov.uk/cil.

A paper copy of the DCS Charging Schedule, relevant evidence, and Representations Procedure can be inspected at the following locations:

1. Borough Council's Principle Office at Wat Tyler House Reception, Beckhampton Street, Swindon, SN1 2JH during its normal opening hours of 9.00am to 5.00pm Monday to Friday excluding Public Holidays; and
2. All libraries within the Borough during their normal opening hours.

Representations on this CIL DCS consultation must be made in accordance with the published Representations Procedure

(a copy of which is attached to this letter). To be taken into account all representations must be received within the specified consultation period that closes at 5pm on Thursday 30th May 2013.

Should you have any questions about any aspect of the content of this email, please do not hesitate to contact the CIL Project Team through either Sarah Screen (01793 466397) or David Haney (01793 466289) or by email to cil@swindon.gov.uk.

Yours faithfully



Miss Sarah Screen

Planning Obligations Project Manager /CIL Project Manager

Technical Services, Development & Integration

Planning – Service Delivery

Swindon Borough Council

5th Floor, Wat Tyler House, Beckhampton Street, Swindon, SN1 2JH.

Tel: 01793 46 6397

Fax: 01793 466459

Appendix 4

List of statutory consultation bodies for Swindon Borough Council in accordance with the CIL Regulations, Regulation 15

Swindon Borough Council Parish Councils

Bishopstone and Hinton Parva Parish Council

Blunsdon St Andrew Parish Council

Castle Eaton Parish Council

Chiseldon Parish Council

Covingham Parish Council

Hannington Parish Council

Haydon Wick Parish Council

Highworth Town Council

Inglesham (Parish Meeting)

Liddington Parish Council

South Marston Parish Council

Stanton Fitzwarren Parish Council

Stratton St. Margaret Parish Council

Wanborough Parish Council

Wroughton Parish Council

Wiltshire Association of Local Councils - Swindon Area Committee

Adjoining District, County and Unitary Councils

Wiltshire Council

Vale of White Horse District Council

Oxfordshire County Council

Cotswold District Council

Gloucestershire County Council

All responsible regional authorities now abolished.