



# Agenda

## Policy, Resources & Economic Development Committee

Wednesday, 8 March 2023 at 7.00 pm

Council Chamber, Town Hall, Ingrave Road, Brentwood CM15 8AY

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### Membership (Quorum – 3 )

Cllrs Hossack (Chair), Poppy (Vice-Chair), Kendall, Lewis, Mynott, Naylor, Mrs Pearson, Russell and White

### Substitute Members

Cllrs Aspinell, Fryd, Gelderbloem and Parker

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### Agenda

Item	Item	Wards(s) Affected	Page No
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### Live broadcast

[Live broadcast to start at 7pm and available for repeat viewing.](#)

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|----|---|--|---------|
| 1. | <b>Apologies for absence</b>  |  |         |
| 2. | <b>Minutes of the previous meeting</b>  |  | 5 - 12  |
| 3. | <b>Year in review</b><br>A presentation will be given to the Committee.           |  |         |
| 4. | <b>OneTeam 4th Quarter Overview Update</b>  |  | 13 - 22 |
| 5. | <b>Response to Government Consultation on Reforms to National Planning Policy</b> |  | 23 - 40 |

**6. Community Infrastructure Levy Submission**

41 - 156

**7. Urgent Business**

**8. EXEMPT - Less than Best Consideration - Minus Cloud  
Nine**

The public were excluded from the meeting for the item of business on the grounds that the disclosure of exempt information as defined in Schedule 12A of the Local Government Act 1972 was involved.

**9. EXEMPT - Less than Best for Nightingale Centre for SNAP**

The public were excluded from the meeting for the item of business on the grounds that the disclosure of exempt information as defined in Schedule 12A of the Local Government Act 1972 was involved.



Jonathan Stephenson  
Chief Executive

Town Hall  
Brentwood, Essex  
28.02.2023

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### Information for Members

#### Substitutes

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The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Where substitution is permitted, substitutes for quasi judicial/regulatory committees must be drawn from Members who have received training in quasi- judicial/regulatory decision making. If a casual vacancy occurs on a quasi judicial/regulatory committee it will not be filled until the nominated member has been trained.

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#### Rights to Attend and Speak

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Any Members may attend any Committee to which these procedure rules apply.

A Member who is not a member of the Committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a Member will be allowed to speak on a ward matter.

Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting.

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#### Point of Order/ Personal explanation/ Point of Information

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##### Point of Order

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.

##### Personal Explanation

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.

##### Point of Information or clarification

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate. If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

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### Information for Members of the Public

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#### Access to Information and Meetings

You have the right to attend all meetings of the Council and Committees. You also have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published.

Dates of the meetings are available at [www.brentwood.gov.uk](http://www.brentwood.gov.uk).

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#### Guidelines on filming, photography, recording and use of social media at council and committee meetings

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

Where members of the public use a laptop, tablet device, smart phone or similar devices to make recordings, these devices must be set to 'silent' mode to avoid interrupting proceedings of the council or committee.

If you wish to record the proceedings of a meeting and have any special requirements or are intending to bring in large equipment then please contact the Communications Team before the meeting.

The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

The Chair of the meeting may terminate or suspend filming, photography, recording and use of social media if any of

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these activities, in their opinion, are disrupting proceedings at the meeting.

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 **Private Session**

Occasionally meetings will need to discuss some of its business in private. This can only happen on a limited range of issues, which are set by law. When a Committee does so, you will be asked to leave the meeting.

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 **Access**

There is wheelchair access to the meeting venue from the Main Entrance. If you do wish to attend this meeting, please contact the clerk should you have specific accessibility needs. There is an induction loop in the meeting room.

 **Evacuation Procedures**

Evacuate the building using the nearest available exit and congregate at the assembly point in the Car Park.



## Minutes

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### Policy, Resources & Economic Development Committee Wednesday, 8th February, 2023

#### Attendance

Cllr Hossack (Chair)	Cllr Naylor
Cllr Poppy (Vice-Chair)	Cllr Mrs Pearson
Cllr Kendall	Cllr Russell
Cllr Lewis	Cllr White
Cllr Mynott	

#### Also Present

Cllr Aspinell  
Cllr Gelderbloem  
Cllr Parker

#### Officers Present

Phoebe Barnes	- Director - Assets & Investments
Justin Booij	- Senior Planning Officer (Dunton Hills Garden Village)
Greg Campbell	- Director - Policy and Delivery
Phil Drane	- Director - Place
Laurie Edmonds	- Corporate Manager - Economic Development
Zoey Foakes	- Governance & Member Support Officer
Andrew Hunkin	- Interim Director - People & Governance
Jonathan Stephenson	- Chief Executive
Steve Summers	- Strategic Director
Tim Willis	- Interim Director - Resources
Sam Wood	- Corporate Manager - Finance
Emily Yule	- Strategic Director

#### LIVE BROADCAST

[Live broadcast to start at 7pm and available for repeat viewing.](#)

#### 328. Apologies for absence

There were no apologies of committee members.

**329. Minutes of the previous meeting**

The minutes of the Policy, Resources and Economic Development meeting held on 23rd November 2022 were approved as a true record.

**330. Vary the order of the agenda**

Cllr Hossack **MOVED** to vary the order of the agenda and was **SECONDED** by Cllr Poppy to take Item 9 of the agenda – SAIL Quarterly Update at the beginning of the Agenda.

**331. EXEMPT APPENDIX - SAIL Quarterly Update**

The public were excluded from the meeting for the item of business on the grounds that the disclosure of exempt information as defined in Schedule 12A of the Local Government Act 1972 was involved.

The report presented the Seven Arches Investments Limited (SAIL) quarterly update to shareholders and provided management updates on the owned and managed commercial properties.

This item was for Information only.

**332. Corporate Peer Challenge Review Update**

Brentwood Borough Council invited the Local Government Association to conduct a Corporate Peer Challenge in November 2021. The Peer Team issued their Feedback Report on 23 February 2022. Alongside a number of positive reflections, the report included a series of recommendations for the council to implement. Subsequently, at Ordinary Council on 16 March 2022, (min 367 refers), an Action Plan to deliver the Peer Team's recommendations was agreed.

The Peer Team returned on 14 December 2022 to review progress. This report updates members on the outcome of this review of our actions from the original Peer Review outcome.

This Item was for information only and no voting was required.

**333. UK Shared Prosperity Fund 2023-2025**

On 13 July 2022, the Policy, Resources and Economic Development (PRED) Committee granted delegated authority to the Strategic Director, in consultation with the Chair of PRED Committee, to prepare and submit an Investment Plan for the UK Shared Prosperity Fund (UKSPF). On 1 August 2022, Brentwood Borough Council submitted its UKSPF Investment Plan. On 5 December 2022, the Department for Levelling Up, Housing and Communities (DLUHC) confirmed that they had concluded the validation of the Brentwood Investment Plan.

Due to tight time constraints, a paper for decision was taken to the Community, Environment and Enforcement (CEE) Committee on 19 December 2022 to delegate authority to the Strategic Director to accept the 2022/23 UK Shared Prosperity Fund grant of £51,262 and to delegate authority to the Strategic Director, in consultation with the Chairs of the CEE and PRED Committees, to allocate funding for 2022/23 in line with the council's submitted UKSPF Investment Plan.

A memorandum of understanding was subsequently signed by the council's Chief Executive and returned to DLUHC on 20 December 2022 to accept the 2022/23 UKSPF grant of £51,262.

An **AMENDMENT** was **MOVED** by Cllr Lewis and **SECONDED** by Cllr Naylor for the deletion of the words "*Chair of*" for Recommendation 1 and 2. After a discussion, the amendment was withdrawn by the mover and seconder.

**Members were asked to:**

**R1. Delegate authority to the Strategic Directors to accept the 2023/24 UKSPF grant of £102,524 and the 2024/25 UKSPF grant of £846,214.**

**R2. Delegate authority to the Strategic Directors, in consultation with the Chair of PRED Committee, to distribute funding from 1 April 2023 – 31 March 2025 in line with the council's submitted UKSPF Investment Plan.**

**R3. Delegate authority to the Strategic Directors, in consultation with the Chair of PRED Committee, to revise UKSPF budgets as required between 1 April 2023 – 31 March 2025.**

After a full discussion, Cllr Hossack **MOVED** and Cllr Poppy **SECONDED** the recommendation in the report. A vote was taken and it was **RESOLVED UNANIMOUSLY**.

**334. Business Improvement District for Brentwood, Shenfield and Ingatestone**

Business Improvement Districts (BIDs) are business led partnerships which are created through a ballot process to deliver additional services to local businesses. They can be a powerful tool for directly involving local businesses in local activities and allow the business community and local authorities to work together to improve the local trading environment.

Following the High Streets Conferences held on 11 January and 21 March 2022, the council commissioned a BID feasibility report. The report provided a series of recommendations for potential formation of a BID for Brentwood, Shenfield and Ingatestone, subject to the outcome of a ballot in summer 2023. At the 10 January 2023 Brentwood Business Partnership (BBP) meeting, the board voted unanimously to write to the Department for Levelling Up, Housing and Communities (DLUHC) and the Chief Executive of Brentwood Borough

Council to give notice that BBP is asking the billing authority (Brentwood Borough Council) to put a BID Proposal to ballot on 29 June 2023.

Cllrs Poppy, Hossack, Kendall and Pearson declared a non-pecuniary interest as they are members or attend meetings of Brentwood Business Partnership.

**Members were asked to:**

**R1. Approve that Brentwood Borough Council adopts the role of the Brentwood, Shenfield and Ingatestone BID Body, subject to the submission of a final BID business plan by the Brentwood Business Partnership on 17 May 2023 and the outcome of a BID ballot on 29 June 2023.**

**R2. Note that the Brentwood Business Partnership will become the BID advisory group, subject to the outcome of a BID ballot on 29 June 2023.**

After a full discussion, Cllr Hossack **MOVED** and Cllr Poppy **SECONDED** the recommendation in the report. A vote was taken and it was **RESOLVED**.

### **335. Dunton Hills Garden Village Supplementary Planning Document (SPD)**

Delivery of Dunton Hills Garden Village will contribute to growth that meets the borough's housing and employment needs, whilst providing supporting infrastructure and facilities, consistent with the borough's village character. It is a corporate priority to deliver the new community and an essential part of the council's recently adopted local plan.

The strategy for growth set out in the local plan includes site specific policies to deliver Dunton Hills in line with garden community principles, among other things. Ensuring that an entirely new garden village community can be delivered in line with relevant policies requires accompanying master planning and design guidance. A Supplementary Planning Document (SPD) has been prepared to provide additional guidance help shape how the garden village should be delivered.

Work started on the creation of design coding/guidance during 2020 following completion of the Dunton Hills Garden Village Framework Masterplan Document (FMD), which provides mandatory spatial design principles for the site. More detailed design guidance in the form of a draft SPD was approved for public consultation by the Policy, Resources and Economic Development (PRED) Committee on 17 March 2021 alongside the FMD. Eventual adoption of an SPD will hold material weight when determining planning applications for the garden village.

Following consultation several amendments to the SPD have been made. The report provided members with the final proposed version of the SPD for approval / adoption (Appendix A). In addition, to inform the recommendation a record of the consultation process (Appendix B) and SPD amendments (Appendix C) are provided. The latter two documents would be included with the publication of the SPD as part of an "adoption statement".



Mr Drane introduced the report and confirmed that the SPD is the starting point for how development should be delivered at Dunton Hills Garden Village, but that the currently live planning application for the site has in some cases progressed beyond the starting point of the SPD design guidance. For example, plans for the school to be delivered in the Dunton Waters neighbourhood of the garden village had evolved further following discussion with Essex County Council as local education authority. This highlighted the fact that once a planning permission is established it would take precedent over the SPD.

After a full discussion, Cllr Hossack **MOVED** and Cllr Poppy **SECONDED** the recommendation in the report. A vote was taken and it was **RESOLVED UNANIMOUSLY**.

**Members were asked to:**

**R1. Adopt the Dunton Hills Garden Village Supplementary Planning Document (Appendix A).**

#### **Reasons for Recommendation**

The Council's local plan includes policies for the delivery of a new community at Dunton Hills Garden Village that require growth to be brought forward through a masterplanned approach. This reflects the size and complexity of bringing forward a garden village, which will be the borough's largest development project in living memory. Detailed design guidance set out within the Supplementary Planning Document (SPD) is essential to interpret the higher-level requirements of policy and principles set out in the Framework Masterplan Document.

The related planning application for delivery of the garden village (Ref. 21/01525/OUT) is currently being determined, due for presentation to the council's Planning Committee for decision once outstanding matters have been resolved. It is important that the design guidance set out within the SPD has material weight in the decision-making process.

### **336. Budget 2023/24 and Medium Term Financial Strategy**

At 9.00pm, a vote was taken on Standing Orders and it was **UNANIMOUSLY AGREED** to extend the meeting for a further 30 minutes.

The report and appendices set out all the relevant information in support of the Council's Budget for General Fund services and Council Tax for 2023/24, together with financial forecast information through to 2025/26. Also included is information on the Housing Revenue Account (HRA) budget for 2023/24 and the Capital Programme 2023/24 to 2025/26.

- (i) Appendix A - The General Fund budget proposals for 2023/24 to 2025/26.
- (ii) Appendix B - The Housing Revenue Account (HRA) budget proposals for 2023/24 onwards.
- (iii) Appendix C - The Capital Programme 2023/24 to 2025/26.
- (iv) Appendix D – Fees & Charges Schedule 2023/24.
- (v) Appendix E - Pay Policy Statement.
- (vi) Appendix F - Section 151 Officer's Assurance Statement and useful information.
- (vii) Appendix G - Corporate Strategy Budget Summary.

The Policy, Resources and Economic Development Committee is required to consider the proposals and make recommendations to Ordinary Council for approval on 1 March 2023.

The report summarised the detailed service budgets, together with known adjustments including the impact of the provisional central government grant funding.

The key elements of the proposed budget are:

#### General Fund

- 1) A proposed 3% increase in Council Tax for 2023/24 for Brentwood Borough Council services.
- 2) Earmarked Reserves to set aside appropriate balances to mitigate future
- 3) Future uncertainty of Local Government Financing.

#### Housing Revenue Account

- 1) For 2023/24 a budget that delivers a surplus of £26k.
- 2) Proposed increase in rents of 7% per annum.
- 3) Continued investment in the delivery of Decent Homes and development of Housing within the Borough.
- 4) Significant investment in the Strategic Housing Delivery Programme ensuring the 30-year business plan is sustainable.

#### Capital

- 1) Total capital investment of £36.3 million (General Fund) and £22.0 million (HRA) in 2023/24.
- 2) Subsequent investment of £20.2 million (General Fund) and £50.3 million (HRA) from 2024 to 2026.

At 9.30pm, a vote was taken on Standing Orders and it was **UNANIMOUSLY AGREED** to extend the meeting for a further 30 minutes.

After a full discussion, Cllr Hossack **MOVED** and Cllr Poppy **SECONDED** the recommendation in the report. A vote was taken and it was **RESOLVED**.

**Members were asked to:**

**R1. Approve the General Fund Budget 2023/24 and Medium-Term Financial Strategy as set out in Appendix A.**

**R2. Approve a proposed Council Tax increase of 3% for 2023/24, the charge of Band D property increases to £204.58 per annum for Brentwood Council services only.**

**R3. Approve the HRA budget 2023/24 including the 30-year HRA Business Plan within Appendix B.**

**R4. Approve a proposed increase to rents of 7% for 2023/24.**

**R5. Approve the Capital Programme in Appendix C.**

**R6. Approve the Fees & Charges Schedule in Appendix D.**

**R7. Approve the Pay Policy Statement in Appendix E.**

**R8. To note the Section 151 Officers Assurance Statement in Appendix F.**

#### **Reasons for Recommendation**

Effective financial management underpins all the priorities for the Council and will enable the Council to operate within a sustainable budget environment.

The Council is required to approve the Budget as part of the Budget and Policy Framework

#### **337. Urgent Business**

There were no items of Urgent Business and the meeting concluded at 9.35pm.

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# Agenda Item 4

<b>Committee(s):</b> Policy, Resources & Economic Development Committee	<b>Date:</b> 8 March 2023
<b>Subject:</b> OneTeam 4th Quarter Overview Update	<b>Wards Affected:</b> All
<b>Report of:</b> Greg Campbell, Director Policy & Delivery	<b>Public</b>
<b>Report Author:</b> Name: Greg Campbell, Director Policy & Delivery Telephone: 01277 312500 E-mail: greg.campbell@brentwood.gov.uk	<b>For Information</b>

## Summary

The purpose of this report is to provide a quarterly update on progress of the One Team Transformation Programme.

## Main Report

### **Introduction and Background**

1. On 26 January 2022, Extraordinary Council resolved to agree the Strategic Partnership between Rochford District Council (RDC) and Brentwood Borough Council and appointed Jonathan Stephenson as the Joint Chief Executive for both councils and the Council's Head of Paid Service with effect from 1 February 2022.
2. To develop this strategic partnership a roadmap has been created. It is estimated that the roadmap will take approximately 24 months to complete.
3. This report sets out progress in the 4th quarter of the first year of this roadmap from November 2022 to January 2023.

### **Progress to Date**

4. The following table identifies the service reviews so far started and a recent short update of progress so far.

<u>Service</u>	<u>Business Case Update</u>	<u>Expected Business Case Completion Date</u>	<u>Implementation Update</u>
Human Resources		Approved April 2022	August 2023
Communications and Digital Engagement		Approved November 2022	May 2023

<b>Phase 1 – October 22-April 23</b>			
ICT and Data Protection	Scope set on initial structure review to support 'service reviews'	April 2023	To be confirmed once business case is approved
Revenues and Benefits	Information Pro-forma from Basildon in progress to be completed	June 2023	To be confirmed once business case is approved
Economic Development and Inward Investment	Initial meetings completed and work commencing on Business Case preparation	April 2023	To be confirmed once business case is approved
Risk Management and Insurance	Initial fact-finding meetings taken place, data gathering started and a general way forward agreed.	March 2023	To be confirmed once business case is approved
Emergency Planning and Business Continuity	On hold while scope of review is confirmed.	May 2023	To be confirmed once business case is approved
Accountancy and Finance	Limited resources in Finance have delayed initial start however initial scoping has now started. The 'As Is' work will begin once budget setting process is complete	May 2023	To be confirmed once business case is approved
Customer Contact	Initial scoping and 'As Is' work progressing, meetings set up to consider the 'To Be' stage	April 2023	To be confirmed once business case is approved
Waste Recycling, Countryside manager and Public Realm, Open Spaces – management	Initial scoping complete, data gathering being undertaken	May 2023	To be confirmed once business case is approved
Parking	Initial scoping schedule to be confirmed following change in service management	May 2023	To be confirmed once business case is approved

Democratic Services and Secretarial Support	On hold due to key staff absence. Some initial scoping being undertaken	June 2023	To be confirmed once business case is approved
Legal	Data capture in progress.	April 2023	To be confirmed once business case is approved
Fraud	Initial scoping meeting held between Service Managers.	May 2023	To be confirmed once business case is approved
Procurement	Initial data gathered, 'To Be' complete and 'As Is' initial work being undertake.	March 2023	To be confirmed once business case is approved

### **Update on Business Cases for Joint Working (Service Reviews)**

5. The Communications Review has been progressed and work aligning the team is presently ongoing, as is the development of the HR Team under the new joint manager. Both services expect to have a settled structure by August 2023.

### **Other Joint Working Initiatives & Benefits**

6. To enable smooth transition to One Team a report to harmonise pay and conditions across all tiers at both councils was approved by both authorities in December 2022.
7. To reduce security risks and allow joint working across Brentwood and Rochford, both authorities are standardising Wi-Fi access. This will allow staff and members to access internet services at both Brentwood and Rochford offices, and other public sector sites, using a single username and password.
8. New shared channels have been enabled on Microsoft teams, allowing streamlined collaborative working across the two authorities.
9. A new joint intranet is in development, which will provide a single, central location for all news and information relating to OneTeam, staff directory, HR policies, forms and procedures, safeguarding, health and safety, etc, as well as other information to support the OneTeam employee experience.
10. ICT & Digital are beginning to collaborate, support each other and identify quick wins. This collaboration includes some scheduled training to develop skills and knowledge that will improve processes which in turn will assist the customer.

This meeting also considered the risks around overstretching and managing expectations.

11. Templates are beginning to be aligned and should be in place for the new Council year, starting after Annual Council in May 2023.
12. On the 30th of November 2022, a joint workshop of the leadership and managers from both authorities met at Mill Hall, Rochford to develop relationships and identify future ways of working. These workshops are scheduled quarterly and will assist the development of the OneTeam and relationships between the two authorities. This was followed up with two face-to-face meetings with all staff in December, which were very well attended, and a third online session was held, in all over 200 staff participated or were in attendance.

### **Budget Update**

13. There has been no change in the budget spend since the 3rd Quarter update and therefore of the anticipated spend of £247k for year one £173k has been spent with a further £50k committed against this budget across both organisations, leaving £24k available for the remainder of the year.
14. However, some legal costs are anticipated which have been identified at approximately £10,000.
15. Therefore, following a review of the present financial position, it is expected that costs can be contained within the available budget over the duration of the programme.

### **Risk Implications**

16. The OneTeam Programme Board receive risk management reports by way of exception reporting. This exception report and issues log is included at Appendix A.

### **Overall Summary**

17. Work continues to develop transformation towards One Team – Two Councils. 13 service reviews will have started by the end of February, some reviews to be before the Programme Board in March for determination. Other areas continue to develop to identify where contracts or ways of working can be co-ordinated to improve the service, make savings and develop resiliency and create that One Team.

### **References to Corporate Plan**

18. Deliver an effective and efficient Council



## **Implications**

### **Financial Implications**

**Tim Willis, Interim Director – Resources**

**01277 312829/tim.willis@brentwood.rochford.gov.uk**

19. Estimated budgetary savings arising from the OneTeam Transformation Programme have been factored in to the 2023/24 Budget and Medium Term Financial Strategy.

### **Legal Implications**

**Andrew Hunkin, Interim Director – People and Governance**

**01277 312500/andrew.hunkin@brentwood.rochford.gov.uk**

20. There are no direct legal implications from this report.

### **Economic Implications**

**Phil Drane, Director – Place**

**01277 312500/philip.drane@brentwood.rochford.gov.uk**

21. There are no direct economic implications from this report.

## **Background Papers**

None

## **Appendices to this report**

Appendix A: Exception Risk Log

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Risk Register & Issues Log

Project Name: #OneTeam Transformation Programme												
Version Date: 06.12.22												
No.	Programme/Workstream	Description of Risk	Potential Impact	Impact	Likelihood	Initial Risk Score	Mitigating Actions	Risk Owner	Revised Impact	Revised Likelihood	Revised Risk Score	Notes
R4	Programme	The Programme is under resourced	Project benefits not realised impacting on viability of delivery of the programme. Knock on effect to BAU	5	4	20	Budget approved to fund external commission of specialist services to deliver the programme  HR and Comms service reviews prioritised as they are critical in supporting delivery of Phase 2 of the programme  Consideration also given to supporting and creating capacity for those internal staff involved in undertaking service reviews i.e. those performing roles plus their day job, e.g. Key Change Champions  Service delivery workstream to be led by Tier 3 Assistant Director once Phase 1 completed	SRO	3	2	6	HR & Comms Service Reviews moving to delivery stage and BAU
R7	Comms and Engagement	Lack of engagement and understanding of the programme across all levels of the organisation	Key messages not recieved and understood. Engagement opportunities missed. Delays and/or benefits eroded. Transformation not achieved	5	4	20	Communications consultant brought in for up to 29 days between March and July  Communications strategy and accompanying communications handling plan in place  Annualised communications planner for project in development.	C&E WL	5	2	10	Risk likely to reduce further once annualised communications planner and associated actions embedded.
R8	Programme	Programme not delivered due to resource skill set issues	Slippage, reduction in staff morale and perception of programme. Knock on effect to BAU	5	4	20	Resource planning in place for programme, including use of external specialist resources.  HR and Workforce Development Workstream will specifically address this risk	HR & WD WL	3	2	6	Ongoing

R9	Programme	Lack of cross Council/services working prevents successful delivery of programme	Programme will be delayed, milestones missed and benefits not delivered as expected	5	4	20	Shared priorities and objectives confirmed Project processes/templates introduced to encourage and support cross Council working	SRO	2	2	4	Work on templates being undertaken to develop cross working relationships
R11	Programme	Failure to engage key stakeholders leading to lack of understanding of programme, its goals or achievements. Also leads to deterioration in working relationships with external partners at an operational and strategic level	Benefits are eroded. Reputational damage. Operational effectiveness impacted	5	4	20	Communications consultant brought in for up to 29 days between March and July Communications strategy and accompanying communications handling plan in place Stakeholder and channel mapping being undertaken Annualised communications planner for project in development	C&E WL	5	3	15	Comms service review complete and moving to implementation stage with expected completion by May 2023. Will assist with joint comms strategy and annualised planning
R14	HR and Workforce Development	Staff are not supported through transformational change	Slippage and reduction in staff morale	5	4	20	HR and Workforce Development Workstream will specifically address this risk - programme budget has been allocated to required training	HR & WD WL	3	3	9	HR Service Review moving to delivery stage and BAU
R15	HR and Workforce Development	Policy framework and terms and conditions are not resolved	Slippage and reduction in staff morale	5	4	20	HR and Workforce Development Workstream will specifically address this risk and considered within service reviews	HR & WD WL	3	4	12	Comp-leted
R19	Comms and Engagement	Current market for communications specialists makes recruitment into revised roles more challenging.	Failure to recruit. Delays and/or benefits eroded. Transformation not achieved. Reputational damage	5	4	20	None at present	C&E WL	4	4	16	This risk will become clearer as the implementation of the business case is delivered. Market may also change as current situation is believed to have only arisen in past 6 months.
R23	Programme	Impact of Tier 3 review and vacant posts	Programme will be delayed, milestones missed and benefits not delivered as expected	5	4	20	Recruitment to vacant Tier 3 posts and Road Map reviewed in light of appointments made June 2022. Interim arrangements in place as may be required (to be discussed at monthly #OneTeam Project Team meetings). 12.07.22 position to be assessed at Project Team meeting September 2022 - agreed Phase 2 remains on track. Nov 22 - interim arrangements in place therefore risk reduced until final permanent appointments and full establishment of Tier 3 in place	PS	3	3	9	Tier 3 recruitment to be undertaken in Spring 2023, covered by interims at present
R24	Programme	Finance function under resourced	Phase 2 service reviews within the Programme will be delayed, milestones missed and benefits not delivered as expected	5	4	20	06.10.22 Recruitment to vacant posts underway. SD WL considering best way to create capacity and temporary resourcing within Phase 2 of the Programme	SRO	3	3	9	Situation impacted further with present staff not available due to personnel reasons or sickness. Continuing to discuss situation with Finance Managers
R25	ICT	Failure to manage risks within ICT, including resources, contract and management workload	Phase 2 service reviews within the Programme will be delayed, milestones missed and benefits not delivered as expected	5	4	20	Regular Meetings held with ICT on their particular workstream Involved in the OneTeam Review process therefore aware of particulare workload	DoCS&D	5	2	10	Continue to be part of process.

## Definitions

	Impact	Likelihood	Key	Name, Position
1	Negligible	Unlikely	<b>Project Sponsor</b>	Jonathan Stephenson, CEO PS
2	Minor	Less Likely	<b>Senior Responsible Officer</b>	Emily Yule, Strategic Director - from October 2022 SRO
3	Moderate	Likely	<b>HR &amp; Workforce Development Workstream Lead</b>	Nichola Mann, HR Manager HR & WD WL
4	Significant	Very Likely	<b>Service Delivery Workstream Lead</b>	Greg Campbell - Director - Policy & Delivery SD WL
5	Major	Definite	<b>Communication &amp; Engagement Workstream Lead</b>	Leona Murray-Green, Comms Manager C&E WL

**Issues Log**

Project Name: #OneTeam Transformation Programme						
Version _Date: 16.01.23						
Ref	Date Logg	Issue	Impact	Priority	Action(s)	Update & Date
I1	24.02.22	Clarity on agreed shared principles and priorities to guide Phase 2 service reviews	Delay to start of Phase 2	Critical	JS working with Members to aim to have shared principles and priorities to guide Phase 2 service reviews	16.01.23 - alignment review of Corporate Strategy and Business Plan being undertaken by JS in liaison with key Member leads
I2	24.02.22	Lack of key programme resources	Inability to deliver programme	Critical	Commission sufficient external resources and second internal staff to key programme project roles to build resilience within the organisation to be able to maintain momentum, capacity and energy to deliver programme  Consideration of extra resource to support financial information to be considered  Prioritise HR and Comms service reviews	16.01.22 - key programme resources commissioned and in place. Additional resources to be considered by the SRO within the allocated programme resourcing budget  HR and Comms service reviews prioritised and implementation of business cases being delivered
<b>Key</b>						
Critical	Project will stop if issue not resolved					
High	Project budget, timeline, quality or scope will be effected (exceeding tolerance) if issue not resolved					
Medium	Project budget, timeline, quality or scope may be moderately effected (within tolerance) if issue not resolved. Potential to escalate to "High".					
Low	Project budget, timeline, quality or scope may be slightly effected (within tolerance) if issue not resolved.					



<b>Committee(s):</b> Policy, Resources and Economic Development Committee	<b>Date:</b> 8 March 2023
<b>Subject:</b> Response to Government Consultation on Reforms to National Planning Policy	<b>Wards Affected:</b> All
<b>Report of:</b> Phil Drane, Director – Place	<b>Public</b>
<b>Report Author/s:</b> Name: Camilla Carruthers, Senior Policy Planner Telephone: 01277 312500 E-mail: camilla.carruthers@brentwood.gov.uk	<b>For Decision</b>

## Summary

The Government is currently consulting on a range of short and long-term changes to national planning policy which would impact upon how the council manages development in the borough, both through the plan-making and decision-making (planning application) processes. By responding to the consultation, the council can help to ensure that its interests, and those of its communities, are taken into account prior to these changes being introduced.

The consultation opened on 22 December 2022 and closes on 2 March 2023. At the time this report is published, a draft response (Appendix A) has been submitted to comply with the consultation deadline and is subject to committee approval in line with the recommendation.

## Recommendation

**Members are asked to:**

**R1. Approve the response to the Government's consultation on reforms to national planning policy, as set out in Appendix A.**

## Main Report

### **Introduction and Background**

1. The Government is currently consulting on a range of changes to national planning policy that it considers are required to support national objectives. These changes fall into two categories:

- a) **Longer-term changes:** The Levelling-up and Regeneration Bill is currently going through Parliament. If it is passed, and then in whole or parts enacted, it will introduce what could be significant changes to planning legislation. Any new legislation could have a particular bearing on planning policy matters and as such on the Brentwood Local Plan Review.
  - b) **Imminent changes:** Running ahead of the legislation (though informed by thinking and content within) are proposed changes to the existing National Planning Policy Framework (NPPF).
2. The imminent changes to national planning policy include a range of minor textual changes that provide clarity to how policies are expected to be weighted or interpreted. More substantial changes proposed, include:
- a) Clarity that authorities with a newly adopted local plan (less than five years old) would no longer need to continually demonstrate a five year housing supply.
  - b) A proposal that the past over-supply of housing can be off-set when considering how many homes need to be built in the future.
  - c) Clarity that authorities are able to use an alternative method (to the Government's standard method) to calculate how many homes are needed in the area in "exceptional circumstances".
  - d) Clarity that authorities only have to meet their housing needs "so far as possible", as opposed to as a minimum.
  - e) Clarity that authorities are not obliged to review their Green Belts to meet their housing needs.
  - f) Clarity that authorities are not expected to build at densities out of character with existing areas to meet their housing needs.
  - g) Removing the need for local plans to be "justified" by technical evidence.
  - h) Changes to the Housing Delivery Test which remove some penalties and introduce an "unlocking mechanism" where sufficient permissions are in place to deliver housing in the future.
  - i) Clarity over transitional arrangements for local plans currently in preparation.



3. The longer-term changes to national policy generally relate to proposals that are contingent on the passage of the Levelling Up and Regeneration Bill (LURB). Many of these changes are referred to in light detail and future consultations on the detail is proposed for the future. More substantial long-term changes proposed include:
  - a) Potential measures to make the past poor performance of developers, in relation to build out and other matters, a material consideration in future planning applications, as well as a range of tools to incentivise good build out and/or punish poor build out.
  - b) Potential longer-term changes to the Government’s method for calculating local housing need
  - c) The introduction of National Development Management Policies which would have the same weight as local development management policies. These national policies would be restricted to a limited number of themes where a similar policy exists in most local plans or where the Government is keen to ensure national objectives are applied locally.
  - d) Proposed timescales and processes for the preparation of “new style” local plans and the expiration of existing documents.

### **Issue, Options and Analysis of Options**

4. The council’s draft response (Appendix A) provides responses to specific questions the Government has asked as part of the consultation.
5. The response does not offer feedback to every question, given some questions relate to matters that are minor unobjectionable suggestions, or that are not significantly related to the council’s interests. Furthermore, some questions relate to high-level suggestions where insufficient detail is provided to enable the council to give a considered response and where further consultation is promised.
6. It is proposed that the council continues to monitor Government consultations on proposed changes to national planning policy and provide responses where appropriate to ensure its interests, and those of its communities, are taken into account.

## **Reasons for Recommendation**

7. The Government's consultation proposes a range of measures that may impact on the council's interests, both positively and negatively, insofar as they relate to discharging its responsibilities in plan-making and decision-making. There is a risk that some of these measures may have impacts that are perceived to be negative. By responding to the consultation, the council can help ensure that any concerns and wider comments are factored in before the Government introduces these policy changes.

## **Consultation**

8. This consultation opened on 22 December 2022 and closes on 2 March 2023 (at the time this report is published). The council's response (Appendix A) has been submitted to comply with the consultation deadline and is subject to committee approval.

## **References to Corporate Plan**

9. The council's Corporate Strategy identifies priority areas, which include protecting our environment, growing our economy, improving housing, and developing our communities. The Government consultation on reforms to national planning policy relate to all these themes. By responding to the consultation, the council can help to ensure that its interests, and those of its communities, are taken into account prior to these changes being introduced.

## **Implications**

### **Financial Implications**

**Name/Title: Tim Willis, Interim Director – Resources (Section 151 Officer)**

**Tel/Email: 01277 312500/tim.willis@brentwood.rochford.gov.uk**

10. The consultation response has been prepared within existing budgets and resources. The proposed reforms to national planning policy may result in longer-term financial implications, although at present these are not known and the proposals have not been confirmed given they are the subject of consultation.

### **Legal Implications**

**Name & Title: Andrew Hunkin, Interim Director – People & Governance (Monitoring Officer)**

**Tel & Email: 01277 312500/andrew.hunkin@brentwood.rochford.gov.uk**

11. The report raises no direct legal implications.

### **Economic Implications**

**Name/Title: Phil Drane, Director – Place**

**Tel/Email: 01277 312500/phil.drane@brentwood.rochford.gov.uk**

12. The range of short and long-term changes to national planning policy proposed in the consultation would impact upon how the council manages development in the borough. The proposed reforms to national planning policy include the principal that planning assists with economic growth nationally, although at present it is not possible to identify specific local economic implications.

### **Equality and Diversity Implications**

**Name/Title: Kim Anderson, Corporate Manager (Communities, Leisure & Health)**

**Tel/Email: 01277 312500/kim.anderson@brentwood.gov.uk**

13. The report raises no specific implications in respect of equality. As part of the consultation, the Government is inviting views on any potential impacts on protected groups under the Public Sector Equality Duty.

### **Health & Wellbeing Implications**

**Name/Title: Jo Cory, Corporate Health & Wellbeing Officer**

**Tel/Email: 01277 312500/jo.cory@brentwood.gov.uk**

14. The report raises no specific implications in respect of Health & Wellbeing.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

15. None.

### **Background Papers**

- Levelling-up and Regeneration Bill: reforms to national planning policy - GOV.UK ([www.gov.uk](http://www.gov.uk))
- National Planning Policy Framework: draft text for consultation ([publishing.service.gov.uk](http://publishing.service.gov.uk))

### **Appendices**

- Appendix A: Brentwood Borough Council Consultation Response (February 2023)

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## Appendix A: Brentwood Borough Council Consultation Response

Q	Question and BBC Response
1.	<p><b>Do you agree that local planning authorities should not have to continually demonstrate a deliverable 5-year housing land supply (5YHLS) as long as the housing requirement set out in its strategic policies is less than 5 years old?</b></p> <p>Yes, the council supports the proposal to remove the need for authorities with local plans less than five years old to continually demonstrate a deliverable 5-year housing land supply. This change would provide certainty for authorities and communities as to the precedence of their local plans over speculative applications and reduce the need for the deliverability of sites to be re-tested between the examination and the application stage. The removal of the need to demonstrate a 5-year land supply will encourage local authorities to be pro-active in producing a local plan and reviewing the local plan within 5 years to ensure it remains in date.</p>
2.	<p><b>Do you agree that buffers should not be required as part of 5YHLS calculations (this includes the 20% buffer as applied by the Housing Delivery Test)?</b></p> <p>The council supports the proposal for the removal of the buffers from 5 year land supply calculations and agrees that it would simplify plan making and support a plan-led approach to securing new development that aligns with Government aspirations to ensure high quality housing is built in appropriate locations to meet recognised needs.</p>
3.	<p><b>Should an oversupply of homes early in a plan period be taken into consideration when calculating a 5YHLS later on or is there an alternative approach that is preferable?</b></p> <p>The Council supports the principle that the past over-supply of housing should be offset against future housing supply calculations. The current system can lead to scenarios where authorities are penalised for future under-supply despite hugely over-supplying homes in the years prior.</p> <p>The most important consideration is that plan led development is meeting community needs over longer-term time horizons and that fluctuations or variations that result in 'over-supply' in one or more past years are not discounted.</p>

<p>4.</p>	<p><b>What should any planning guidance dealing with oversupply and undersupply say?</b></p> <p>To enable oversupply to be taken into account, the Council considers that planning guidance will need to set a clear and precise approach for how this should be done. In particular, planning guidance should be clear about the way in which oversupply should be calculated (e.g. the housing requirement that supply should be assessed against) and the time period over which it should be calculated.</p>
<p>5.</p>	<p><b>Do you have any views about the potential changes to paragraph 14 of the existing Framework and increasing the protection given to neighbourhood plans?</b></p> <p>The council in principle supports the potential changes as they will provide greater confidence to communities that the hard work that went into preparing a neighbourhood plan will ensure that the area remains protected from speculative growth for 5 years rather than 2 years post adoption. It could also encourage more communities to consider production (or review of) a neighbourhood plan.</p>
<p>6.</p>	<p><b>Do you agree that the opening chapters of the Framework should be revised to be clearer about the importance of planning for the homes and other development our communities need?</b></p> <p>The NPPF “sets out the Government’s planning policies for England and how these should be applied. It provides a framework within which locally-prepared plans <b>can provide</b> for <b>sufficient</b> housing and other development in a sustainable manner..”</p> <p>The council is of the view that Government should give greater consideration as to whether including the word “sufficient” regarding housing and other development in NPPF paragraph 1 is helpful without better defining what is meant. The council considers that additional text should be included in revised PPG to provide greater clarity on how a local planning authority determines what is meant by “sufficient”.</p>

<p><b>7.</b></p>	<p><b>What are your views on the implications these changes may have on plan-making and housing supply?</b></p> <p>The Council supports the principle of reviewing the standard method for calculating local housing need at the earliest opportunity. The Council considers the 2021 Census to provide a more reliable demographic basis from which to consider future housing need.</p> <p>The Council would support further measures to clarify the requirement for Local Plans to meet housing needs and circumstances in which it is acceptable for them not to meet housing needs, as well as any wider changes that make it simpler and easier for local authorities to progress Local Plans that command local support.</p>
<p><b>8.</b></p>	<p><b>Do you agree that policy and guidance should be clearer on what may constitute an exceptional circumstance for the use of an alternative approach for assessing local housing needs? Are there other issues we should consider alongside those set out above?</b></p> <p>The council supports greater clarity in policy and guidance on what constitutes an exceptional circumstance for the use of an alternative approach for assessing local housing need. The examples given in the consultation would appear to be fairly extreme, such that they would be unlikely to apply to more than a handful of authorities.</p> <p>In our case the high proportion of designated Green Belt within the borough constrains development opportunities.</p> <p>Government should give some clarity about the extent to which identified constraints could justify an exceptional circumstance in order to manage community expectations, provide clarity to the development industry and local authorities and ensure that time and resources are not wasted seeking a disproportionate change to the assessed local housing need. Guidance is needed as to what is considered to be “sufficient” housing where exceptional circumstances are applied.</p>

**9. Do you agree that national policy should make clear that Green Belt does not need to be reviewed or altered when making plans, that building at densities significantly out-of-character with an existing area may be considered in assessing whether housing need can be met, and that past over-supply may be taken into account?**

The Council agrees that national policy should be clearer on expectations around the review of Green Belts in relation to meeting housing need. In particular, the Council considers that national policy should make it clearer whether it remains legitimate for local authorities to give weight to housing need in any decision to review their Green Belt (e.g. where there is an urgent for a certain type of housing that can only be addressed through some development in the Green Belt), and greater detail on the weight that can be given to other factors, such as local economic growth ambitions, or a pressing need for new infrastructure that can only be funded through development in the Green Belt, for example.

The Council also considers that clarity is required over the standing of any decision by a local authority not to meet their housing needs in full on account of Green Belt and whether such a decision will automatically be maintained through the appeal process. Were a local authority to make a decision not to review their Green Belt, it would be unhelpful and damaging to the status of the Local Plan were it legitimate for Inspectors to subsequently give much weight to unmet housing need in any appeal brought forward on an omission site in the Green Belt.

The Council broadly supports the principle of authorities being able to reject densities that are significantly out-of-character with the existing area, but notes that it may create an expectation that a greater amount of land has to be developed (at a lower density) to enable all the housing need to be met.



<p><b>11.</b></p>	<p><b>Do you agree with removing the explicit requirement for plans to be ‘justified’, on the basis of delivering a more proportionate approach to examination?</b></p> <p>The council supports the intention to deliver a more proportionate approach to Examination. It’s noted the proposed approach makes clear “examination would assess whether the local planning authority’s proposed target meets need so far as possible”.</p> <p>The council notes that deleting the ‘justified’ test could help support this, but also has some concern that it could lead to plans being found sound that are not grounded in robust evidence and could therefore be undeliverable and unrealistic. This in turn could give rise to difficulties at the planning application stage where assumptions made in the Local Plan are shown to not be realistic and have to be changed, which could harm its status and undermine community and developer confidence in the Local Plan.</p> <p>The council would therefore suggest that greater clarity is required about the extent to which Local Plans still need to be grounded in robust evidence and would suggest that a revised test of soundness, which enables Inspectors to apply a more proportionate approach to checking evidence, would be more beneficial than the complete deletion of the justification requirement which implies a local plan does not need to be realistic or deliverable.</p> <p>In support of the proposed approach the council considers that Government should provide new guidance to make clear what is the evidence ‘bar’ for key matters such as housing and employment development. Without this, the Planning Authority may not produce the necessary evidence in a timely way. Alternatively, it could gather and use evidence that is no longer necessary. In both circumstance there is a risk of delay or challenge to plan making, and a risk of incurring unnecessary or avoidable costs.</p>
<p><b>18.</b></p>	<p><b>Do you support adding an additional permissions-based test that will ‘switch off’ the application of the presumption in favour of sustainable development where an authority can demonstrate sufficient permissions to meet its housing requirement?</b></p> <p>The Council supports this change in principle, provided that the permissions-based test is clear and precise, but has concerns that by adding a permissions based test into the HDT there is a danger of taking the test away from its purpose of testing the delivery of housing and starting to look at supply side issues which are the preview of the 5 year housing land supply test. It would only make sense to do this if the 5 year housing land supply test were withdrawn otherwise it is a unnecessary duplication.</p>

<p><b>21.</b></p>	<p><b>What are your views on the right approach to applying Housing Delivery Test consequences pending the 2022 results?</b></p> <p>The council adopted its Local Plan on the 23 March 2022. The 2022 HDT is the council's first following adoption of the new Local Plan, and which subsequently uses the newly adopted housing requirement figures. The HDT 2022 measurement shows that Brentwood Borough met 86% of its housing requirement. Whilst it is acknowledged that further improvement in housing delivery is still needed, the 86% result is an improvement on past performance. A significant difference arises in the consequences of the results from previous years and this year; as the council's most recent delivery is now in excess of 85% of the requirement, the application of the NPPF Paragraph 11(d) presumption in favour of sustainable development no longer applies, nor does a requirement to provide a 20% buffer on the council's five-year land supply.</p> <p>In appreciation of the above circumstances the council wishes to stress the importance of the publication of the 2022 HDT at the earliest possible opportunity. The council is therefore of the view that the test's consequences follow from the publication of the 2022 Test.</p>
<p><b>22.</b></p>	<p><b>Do you agree that the government should revise national planning policy to attach more weight to Social Rent in planning policies and decisions? If yes, do you have any specific suggestions on the best mechanisms for doing this?</b></p> <p>The council strongly supports giving more weight to Social Rent in planning policies and decisions when considering the affordable housing mix within development. House prices in the borough are now over 16 times average salaries and so providing many Intermediate forms of affordable housing simply does not meet the needs of district and certainly does not meet the needs of those in greatest housing need.</p> <p>The council would support prioritising Social Rent ahead of other forms of Intermediate affordable housing such as First Homes if national planning policy were to allow this and where there is evidence of the urgent need to deliver social rent affordable housing.</p>

<p><b>23.</b></p>	<p><b>Do you agree that we should amend existing paragraph 62 of the Framework to support the supply of specialist older people’s housing?</b></p> <p>The council is broadly supportive of the proposed changes. We acknowledge the need for a range of types of housing to meet the needs of older people and the importance of this in freeing up the wider housing stock to meet the needs of the wider community by enabling older people to down size and move from their current homes into more suitable accommodation. Linked to this is a need to provide affordable housing within retirement housing schemes and care facilities, however current case law means that such facilities that fall within the C2 use class do not need to provide affordable housing even when they are providing units with their own front doors and facilities. Government policy should address this so that the needs of older people who are in housing need and cannot afford market housing can also be met.</p>
<p><b>30.</b></p>	<p><b>Do you agree in principle that an applicant’s past behaviour should be taken into account into decision making? If yes, what past behaviour should be in scope?</b></p> <p>The council supports the principle of measures to incentivise build out of planning permissions and effective measures to address the past poor performance of developers. This could include poor performance in terms of ‘bad neighbour’ issues or deviation from approved plans, for example.</p> <p>However, care must be taken not to undermine in any way the basic principle of decision making on planning applications which is that it is based on the planning merits of the proposal. Potentially a better mechanism would be to deal with these issues through stronger enforcement powers at the time the irresponsible behaviour occurs, going further than the changes in the Levelling up and Regeneration Bill do.</p>
<p><b>31.</b></p>	<p><b>Of the two options above, what would be the most effective mechanism? Are there any alternative mechanisms?</b></p> <p>Before introducing either mechanism to take past performance into account, the council considers that more information would be required on how these mechanisms will work in practice and any recourse the applicant would have to challenge these mechanisms. Under either mechanism, it may be an applicant has the ability to appeal to PINS which could create considerable work for the authority in then evidencing that past poor behaviour.</p>

<p><b>32.</b></p>	<p><b>Do you agree that the 3 build out policy measures that we propose to introduce through policy will help incentivise developers to build out more quickly? Do you have any comments on the design of these policy measures?</b></p> <p>The council considers introducing new policy measures to encourage faster build out to be appropriate. The Council would support the requirement for developers to specify the likely build out rate of a development. at the planning application stage, with mechanisms in place that require that build out rate to be maintained.</p> <p>The council notes the proposed policy measures are likely to increase the responsibilities of the planning authority to monitor development, to capture the ‘commitments’ information and compare this to actual completions and updated forecast. Ensuring this is sufficiently resourced will be challenging.</p>
<p><b>33.</b></p>	<p><b>Do you agree with making changes to emphasise the role of beauty and placemaking in strategic policies and to further encourage well-designed and beautiful development?</b></p> <p>The council supports greater emphasis on the role of ‘beauty’ and place-making in strategic policies but would suggest these can only be delivered through clear requirements of the quality expected in the area, such as through design guides and design codes, and strong support from national policy to reject poor or mediocre design.</p>
<p><b>35.</b></p>	<p><b>Do you agree greater visual clarity on design requirements set out in planning conditions should be encouraged to support effective enforcement action?</b></p> <p>The Council supports the use of conditions to create clear expectations around design and visual requirements but notes this is already common practice amongst authorities.</p>

<p><b>36.</b></p>	<p><b>Do you agree that a specific reference to mansard roofs in relation to upward extensions in Chapter 11, paragraph 122e of the existing Framework is helpful in encouraging LPAs to consider these as a means of increasing densification/creation of new homes? If no, how else might we achieve this objective?</b></p> <p>The council recognises the role of appropriate upward extension schemes to contribute to increases in density. However the specific prioritisation of mansard roof development may not be wholly justified. Mansard roofs may be appropriate in some areas but would be harmful to the character and appearance of other settlements where alternative solutions may be preferable. We would suggest guidance encourages upward extensions where this can be achieved without causing harm to the character and appearance of an area but the specific use of Mansard roofs should be left to local level design guides and decision making having regard to the character of the local area.</p>
<p><b>37.</b></p>	<p><b>How do you think national policy on small scale nature interventions could be strengthened? For example in relation to the use of artificial grass by developers in new development?</b></p> <p>The council supports the objectives of strengthening the role of the planning system in protecting and enhancing the environment. It would support changes to national policy and other regulatory regimes, e.g. building regulations, which explicitly mandate the inclusion of small-scale nature interventions within developments. For example, within a planning application, developers could be required to demonstrate inclusion of a proportionate number of nature interventions that are then conditioned to be retained in perpetuity. National policy could further disincentivise the use of materials that are not considered beneficial for nature, e.g. artificial grass, by applying a penalty in Biodiversity Net Gain calculations where it is to be used.</p>
<p><b>38.</b></p>	<p><b>Do you agree that this is the right approach to making sure that the food production value of high value farmland is adequately weighted in the planning process, in addition to current references in the Framework on best and most versatile agricultural land?</b></p> <p>The council would support appropriate weight being given to the need to protect the best and most versatile agricultural land from other uses, subject to an assessment of the merits of alternative beneficial uses and any other material considerations that may apply.</p>

44.	<p><b>Do you agree with our proposed new Paragraph 161 in the National Planning Policy Framework to give significant weight to proposals which allow the adaptation of existing buildings to improve their energy performance?</b></p> <p>The council supports the additional weight and clarity being given to proposals which allow the adaptation of existing buildings to improve their energy performance, subject to the application of other policies within the framework.</p>
45.	<p><b>Do you agree with the proposed timeline for finalising local plans, minerals and waste plans and spatial development strategies being prepared under the current system? If no, what alternative timeline would you propose?</b></p> <p>The council has no objection in principle to the timeline proposed for finalising plans currently being prepared but would advocate for the greatest clarity at the earliest opportunity to ensure reasoned decisions can be made about the contents and strategies of plans currently being prepared, in light of imminent and long-term changes to national policy and legislation. The council feels any continued uncertainty will impede the progress of plans currently being prepared and as such these timescales should be continually reviewed to reflect any delays to the passage of the Levelling Up Bill or wider national policy changes.</p>
46.	<p><b>Do you agree with the proposed transitional arrangements for plans under the future system? If no, what alternative arrangements would you propose?</b></p>
47.	<p><b>Do you agree with the proposed timeline for preparing neighbourhood plans under the future system? If no, what alternative timeline would you propose?</b></p> <p>The council has no objection in principle to the timeline proposed for preparing plans under the future system but would again advocate for the greatest clarity at the earliest opportunity.</p>

<p><b>48.</b></p>	<p><b>Do you agree with the proposed transitional arrangements for supplementary planning documents? If no, what alternative arrangements would you propose?</b></p> <p>The council would suggest that many supplementary planning documents remain fit for purpose and their automatic expiration could have unintended consequences, as local authorities prioritise the progression of the core Local Plan. At this point in time there is a considerable lack of clarity on what Supplementary Plans are or will be. It is suggested that Government consult again on this matter when they can provide greater clarity.</p>
<p><b>49.</b></p>	<p><b>Do you agree with the suggested scope and principles for guiding National Development Management Policies?</b></p> <p>The Council has no objection to the principle of National Development Management Policies where these would be considered alongside, and not preclude, locally-set and locally-responsive development management policies. At this stage we reserve judgement on whether such national policies will be a good thing accepting that avoiding duplication is in principle good.</p> <p>We would highlight that we see potential for significant challenges in drawing a dividing line between what is or should be set out at a national level in policy and what should fall to a local planning authority to determine as matters for a local plan to cover. This consideration has scope to be heightened if or when a planning authority might wish to add extra material to a national policy or consider that it has limitations or weakness when applied to the particular concerns or characteristics that apply to a specific planning authority area or parts within. This concern would equally apply with Neighbourhood Plans and how policies within them would sit with national development management policies and the divide between the two.</p>

<p><b>50.</b></p>	<p><b>What other principles, if any, do you believe should inform the scope of National Development Management Policies?</b></p> <p>The council agrees that National Development Management Policies should be strictly limited in their scope and only focussed on issues which are identical or near-identical considerations nationally (e.g. flood risk) or which directly apply national objectives to the local planning process (e.g. net zero). We would highlight that one further principle that should be built into national policies, should they proceed, is that the flexibility should exist for local planning authorities to add extra considerations or value to such policies where local circumstances can be shown to justify such an approach. Further to this where evidence based, and tested through plan examination, there should be scope for a local planning authority to seek to establish grounds to not apply or use a national policy in their locality and take a different approach.</p>
<p><b>56.</b></p>	<p><b>Do you think that the government should bring forward proposals to update the Framework as part of next year’s wider review to place more emphasis on making sure that women, girls and other vulnerable groups feel safe in our public spaces, including for example policies on lighting/street lighting?</b></p> <p>The council is of the view that all possible initiatives should be taken to ensure women, girls and other vulnerable groups feel safe in our public spaces.</p>



# Agenda Item 6

<b>Committee(s):</b> Policy, Resources and Economic Development Committee	<b>Date:</b> 8 March 2023
<b>Subject:</b> Community Infrastructure Levy Submission	<b>Wards Affected:</b> All
<b>Report of:</b> Phil Drane, Director – Place	<b>Public</b>
<b>Report Author/s:</b> Name: Jonathan Quilter, Corporate Manager – Strategic Planning Telephone: 01277 312735 E-mail: jonathan.quilter@brentwood.gov.uk	<b>For Decision</b>

## Summary

This report updates Members on the progress which has been made in preparing a Community Infrastructure Levy (CIL) Charging Schedule for the borough since the previous updates in March and September 2022.

The draft CIL Charging Schedule was published for Regulation 16 consultation in October 2022. This report presents the outcomes of that consultation and recommends minor amendments to address issues identified through representations received.

This report seeks approval to submit the updated draft CIL Charging Schedule and supporting documents to the Planning Inspectorate for independent examination in accordance with the Community Infrastructure Levy Regulations 2010 (as amended) and the Planning Act 2008. This follows adoption of a new local plan one year ago and the work undertaken since then to progress a CIL. If submitted, it is expected that examination would take between three to six months to complete.

## Recommendations

**Members are asked to:**

**R1. Note the outcomes of the Regulation 16 consultation on the draft Community Infrastructure Levy Charging Schedule.**

**R2. Approve the submission of the updated draft Community Infrastructure Levy Charging Schedule (Appendix A) and supporting documents (Appendices B-G), to the Planning Inspectorate for independent examination in accordance with the Community Infrastructure Levy Regulations 2010 (as amended) and the Planning Act 2008.**

**R3. Delegate authority to the Director of Place, in consultation with the Chief Executive and Leader of the Council, to make modifications to the submission documents during, and as a result of, the Examination in Public as advised to be necessary by the appointed Planning Inspector.**

## Main Report

### **Introduction and background**

1. The Community Infrastructure Levy (CIL) was first introduced by the Planning Act 2008 as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area.
2. On 9 March 2022, the Policy, Resources and Economic Development Committee (Item 337) were presented with an overview of CIL, outlining the need for a levy to support the provision of new infrastructure in the borough, the types of developments which would be liable to pay the levy, how the levy could be used alongside other infrastructure funding mechanisms, the types of projects which could be funded through CIL, how the levy would be administered, and the potential infrastructure funding which could be derived from introducing a CIL.
3. Through the recommendations of the report, the committee approved further work to be undertaken to support the production of a draft CIL Charging Schedule for the borough, in addition to progressing the consideration of options for a CIL panel to determine priorities for the spending of CIL and

Section 106 funds, and the creation of a CIL Officer role to lead the administration of CIL within the council.

4. As agreed by the committee in March 2022, and to support the production of a draft CIL Charging Schedule, HDH Planning and Development were commissioned to produce the CIL Viability Assessment Update (August 2022, see Appendix E). The Viability Assessment provides the evidence base to identify appropriate levy rates for the area. The draft Brentwood Borough CIL Charging Schedule has been prepared based on the conclusions of the CIL Viability Assessment.
5. The regulatory process for producing a CIL Charging Schedule is set out within the CIL Regulations (as amended) 2010, which came into force on 6 April 2010, requiring the production of a CIL Charging Schedule to include the completion of the stages outlined below in Table 1 prior to an examination taking place. The council is now at Regulation 19 stage, subject to approval of the recommendations in this report.

**Table 1: Key stages in the preparation and submission of a CIL Charging Schedule as outlined in the CIL Regulations**

CIL Regulation	Tasks
Regulation 14	The preparation of an evidence base to inform the production of a draft Charging Schedule. This has been undertaken through the production of the Infrastructure Delivery Plan and the CIL Viability Assessment Update.
Regulation 16	Publication of the draft Charging Schedule for public consultation.
Regulation 17	Review and assess consultation representations and amend the draft Schedule to take account of comments as necessary.
Regulation 19	Submission of the draft Charging Schedule for independent examination. Submission documents include the draft Charging Schedule, a consultation statement, and a statement of modifications setting out changes made since the Regulation 16 consultation.

6. Following the submission of the draft Charging Schedule, an independent examination will take place to test the appropriateness of the rates against the available evidence. An Examiners Report will present the findings of the examination process, which will outline if the proposed rates can be adopted and if any changes required to the rates.

7. The Council previously consulted on a 'preliminary' draft Charging Schedule in October 2016. CIL was not subsequently progressed further by the Council at that time (informed mainly by the need to prioritise the now adopted new local plan). Recent amendments to the CIL Regulations removed the requirement to undertake this first stage of consultation previously outlined in CIL Regulation 15. The council is now only required to undertake one period of consultation to produce a CIL Charging Schedule, which is Regulation 16 consultation.
8. On 3 October 2022, the Policy, Resources and Economic Development Committee (Item 178) were presented with the outcomes from the August 2022 CIL Viability Assessment, including proposed CIL rates for the area. Through the recommendations of the report, the committee approved the draft CIL Charging Schedule and supporting consultation material for Regulation 16 public consultation.

### **Regulation 16 CIL Draft Charging Schedule Consultation**

9. Consultation on the draft CIL Charging Schedule took place for four weeks, starting on Wednesday 12 October and ending on Wednesday 9 November 2022. The Consultation Statement provided in Appendix B outlines in detail how the consultation was undertaken, summarising the responses received and the changes made to the draft Charging Schedule to address issues identified through the consultation representations.
10. Alongside the draft CIL Charging Schedule, supporting consultation material included an information sheet and information booklet. Evidence base documents published as part of the consultation included the Brentwood Borough Infrastructure Delivery Plan (Version 3, 2019), the Brentwood Borough Infrastructure Delivery Plan (Part B, January 2021), and the Community Infrastructure Levy Viability Assessment Update (August 2022).
11. Consultees were asked to respond to eight consultation questions regarding the CIL Viability Assessment, the proposed CIL rates within the Draft Charging Schedule, the approach to supporting the viability of new development in the Borough, the draft Instalments Policy, and the provision of discretionary relief. Responses were invited through the council's online consultation portal or through completed response forms.
12. The consultation was promoted on the council's website, social media platforms (Twitter, LinkedIn), and the Brentwood Gazette informing residents of the consultation and how to obtain further information. A press release was published on the councils website alongside the addition of a webpage dedicated to the CIL Draft Charging Schedule consultation.

13. In accordance with the Regulations, the council consulted with individuals, statutory consultation bodies<sup>1</sup>, local authorities, developers, businesses and other organisations on the council's consultation database. In addition to the online publications, copies of the CIL Draft Charging Schedule and associated evidence base documents and consultation material were made physically available at the Town Hall and libraries for members of the public to view.
14. A total of 15 consultation representations were received. These were from developers, organisations, individuals, and statutory consultation bodies. All consultation comments have been reviewed by officers and the council's viability consultant HDH Planning and Development. A summary of the representations made and the council's response to all comments is provided in the Consultation Statement (Appendix B).
15. Table 2 below provides a summary of the key issues raised through the Regulation 16 consultation:

**Table 2: Summary of the key issues raised through consultation on the Draft CIL Charging Schedule**

Topic	Key issues
CIL Viability Assessment	<ul style="list-style-type: none"> <li>• Approach to testing typologies to ensure all potential schemes are appropriately considered.</li> <li>• Approach to considering site specific development costs, abnormal costs, values, and fees, and changes to these figures over time.</li> <li>• The application of contingency within the Assessment.</li> <li>• Consideration of the Tender Price Indices (TPI).</li> </ul>
Proposed CIL rates	<ul style="list-style-type: none"> <li>• Support for the proposed CIL rates.</li> <li>• Objections to the proposed CIL rates, with recommendations for rates to be reduced.</li> <li>• The impacts of CIL on the viability and deliverability of new development.</li> <li>• Requests for CIL exemptions from CIL.</li> </ul>
Approach to producing a CIL Charging Schedule	<ul style="list-style-type: none"> <li>• Identify the infrastructure to be supported by CIL funding.</li> <li>• Production of an up-to-date Infrastructure Funding Statement and Infrastructure Delivery Plan to support CIL.</li> <li>• Suggestions for additional clarifications and details within the CIL Charging Schedule supporting material and consultation documentation.</li> </ul>

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<sup>1</sup> As defined in Regulation 16 of the CIL Regulations 2010 (as amended)

<b>Topic</b>	<b>Key issues</b>
Instalments Policy	<ul style="list-style-type: none"> <li>• Address the gap within the identified instalments between £50,000-£100,000.</li> <li>• Need for a flexible site by site approach to paying CIL.</li> <li>• Approach to determining the proposed instalments.</li> </ul>
Discretionary relief	<ul style="list-style-type: none"> <li>• Apply discretionary relief from CIL for the regeneration of heritage areas and assets.</li> </ul>
Implementation of CIL	<ul style="list-style-type: none"> <li>• Approach to providing infrastructure contributions alongside or instead of CIL.</li> <li>• How CIL will be used alongside Section 106 developer contributions.</li> <li>• Inclusion of a CIL review mechanism.</li> </ul>

### **Modifications to the Draft CIL Charging Schedule**

16. The review of the consultation comments presented in Appendix B identified the need to make modifications to the Draft CIL Charging Schedule. All proposed modifications are presented within the Statement of Modifications (see Appendix C), and a track changes version of the previous September 2022 Draft CIL Charging Schedule is presented within appendix 13 of the Consultation Statement (see Appendix B). The modifications proposed to the CIL rates are outlined in Table 3 below.

**Table 3: Summary of proposed modifications to the rates within the Draft CIL Charging Schedule**

<b>Summary of modification</b>	<b>Reason for modification</b>
Additional non-residential development type added to include a £0 per m2 rate for Brentwood Local Plan Strategic Employment Allocation E11, Brentwood Enterprise Park.	<p>Consultation representations raised concerns regarding the viability of the site as a result of the potential imposition of a CIL charge given existing infrastructure and development costs for the area. Further assessment of the costs associated with the development of the site has resulted in a revised proposed CIL rate for the site.</p> <p>See the agreed Statement of Common Ground (presented in appendix 14 of the Consultation Statement) associated with Brentwood Local Plan Strategic Employment Allocation E11, Brentwood Enterprise Park, for further details.</p>
Additional CIL rate of £0 per m2 included for greenfield industrial development below 2,000sqm in size.	Consultation representations highlighted information within Table 12.9 of the CIL Viability Assessment (see Appendix E), which outlines that ‘small industrial’ development may not be viable with the imposition of a CIL charge.

Summary of modification	Reason for modification
	<p>The CIL Viability Assessment modelled industrial units of 400sqm (Industrial - small in Table 12.9) which are shown to be unviable with a CIL charge, and 2,000sqm (Industrial in Table 12.9) which are shown to be viable up to a CIL charge of £80 per m2. Based on the information presented in Table 12.9, the proposed CIL rates have been amended to include a £0 per m2 rate for smaller industrial units on greenfield sites.</p> <p>In considering an appropriate threshold for 'small industrial', the available BCIS costs data provides information for units up to 500sqm, 2,000sqm, and over 2,000sqm. Table 12.9 demonstrates that units of 2,000sqm or more are viable up to a CIL rate of £80 per m2, however smaller industrial development less than 2,000sqm may not be viable with the inclusion of a CIL rate. Therefore, the proposed CIL rate has been amended to apply a £0 per m2 rate to industrial development of less than 2,000 sqm.</p>

17. Regulation 16 consultation representations associated with local plan strategic employment allocation E11 (Brentwood Enterprise Park) raised concerns regarding the viability of the site as a result of the potential imposition of a CIL charge given existing infrastructure and development costs for the area. The council's viability consultant undertook a further detailed assessment of the site to consider the impact of a CIL charge on the deliverability of the site. To present the outcomes of this additional assessment, a Statement of Common Ground has been jointly produced between the council and the developer associated with site E11 (St Modwen Properties Limited). The agreed Statement of Common Ground is presented within appendix 14 of the Consultation Statement (see Appendix B). The additional assessment resulted in the proposed rate of CIL for the site being reduced to £0 per m2.
18. National Planning Practice Guidance (PPG) outlines that any changes made to the Charging Schedule between Regulation 16 consultation and submission should not be 'substantive', otherwise there would be a need to reconsult. The modifications presented within Statement of Modifications relate to minor amendments, minor changes to the rates for a local plan site allocation, and minor changes to rates for industrial development of a specific size. These modifications are not considered to be substantive, therefore no further public consultation on the updated CIL Charging Schedule is required prior to submission.

19. The updated draft Brentwood Borough CIL Charging Schedule proposed for submission is presented in Appendix A. The updated Schedule includes modified CIL rates presented in Table 4 below, which are based on the conclusions of the CIL Viability Assessment Update (August 2022, see Appendix E) and the outcomes of the Regulation 16 consultation summarised above. Variable rates are included which take account of the specific outputs of the viability testing associated with development costs, residual value, and gross development value for each development type and associated typology. The different rates based on the types of development ensure that new development throughout the Borough will remain financially viable with the imposition of a levy.

**Table 4: Updated proposed CIL rates**

Development type		CIL rate per m <sup>2</sup>
Residential	Brentwood Local Plan <sup>(1)</sup> Strategic Residential-led and Mixed Use Allocations <sup>(2)</sup> : R01, Dunton Hills Garden Village	£0
	R02, Land at West Horndon Industrial Estate	£25
	R03, Land North of Shenfield <sup>(3)</sup>	£150
	All other areas	£250
	Older people's housing <sup>(4)</sup>	£220
Non-residential	Brentwood Local Plan <sup>(1)</sup> Strategic Employment Allocations <sup>(2)</sup> : E11, Brentwood Enterprise Park	£0
	All other areas	See below
Retail	General <sup>(5)</sup> retail: In Brentwood Town Centre High Street <sup>(6)</sup>	£340
	In all other areas	£80
	Supermarket <sup>(7)</sup>	£260
	Retail warehouse <sup>(8)</sup>	£160
Industrial	Located on greenfield land: 2,000 sqm or more in size <sup>(10)</sup>	£80
	Less than 2,000 sqm in size <sup>(10)</sup>	£0
	Located on brownfield land	£0
	Distribution and logistics <sup>(9)</sup>	£140
	All other development	£0

**Notes**

- (1) Brentwood Local Plan 2016-2033, adopted March 2022.
- (2) The location and boundary of the sites are presented in the CIL Variable Rates Maps 1 below.
- (3) Site referred to within the CIL Viability Assessment Update (August 2022) as Officer's Meadows.
- (4) Older people's housing is defined as:
- Retirement living or sheltered housing: This usually consists of purpose-built flats or bungalows with limited communal facilities such as a lounge, laundry room and guest room. It does not generally provide care services, but provides some support to enable



*residents to live independently. This can include 24 hour on-site assistance (alarm) and a warden or house manager.*

- *Extra care housing or housing-with-care: This usually consists of purpose-built or adapted flats or bungalows with a medium to high level of care available if required, through an onsite care agency registered through the Care Quality Commission (CQC). Residents are able to live independently with 24 hour access to support services and staff, and meals are also available. There are often extensive communal areas, such as space to socialise or a wellbeing centre. In some cases, these developments are known as retirement communities or villages – the intention is for residents to benefit from varying levels of care as time progresses.*
- (5) All retail development which is not a supermarket or retail warehouse as defined below.*
  - (6) Retail within the areas of the Brentwood Town Centre High Street Primary Shopping Area identified in the CIL Variable Rates Maps 2 below.*
  - (7) Defined as retail selling predominantly convenience goods in premises of 1,000m<sup>2</sup> or more, offering a shopping destination in their own right where weekly food shopping needs are met. Supermarkets can also include non-food floorspace as part of the overall mix.*
  - (8) Defined as retail selling predominantly comparison goods (such as carpets, furniture, electrical goods, DIY items) in large premises of 2,000m<sup>2</sup> or more.*
  - (9) Uses within the Use Classes Order Class B8 storage and distribution.*
  - (10) Relating to industrial uses, excluding space associated with car parking and landscaping.*

20. Discretionary relief and exemptions policies are not required to form part of the CIL Charging Schedule, and can therefore be produced and amended at any time by the Council following appropriate consultation. Consultation representations were received regarding exemptions for specific types of development, however no supporting evidence was provided to demonstrate the need and appropriateness of the proposed exemptions. As a result, no additional relief or exemptions from the proposed CIL rates are identified at this time.

## **Conclusions and next steps**

21. Having carried out consultation on the draft CIL Charging Schedule and considered the matters raised within the consultation representations, the council is now able to submit the draft Schedule to the Planning Inspectorate for independent examination. The independent examination process typically takes between three to six months.
22. The purpose of the examination is to ensure that the CIL charges proposed are reasonable having regard to the evidence of need for a CIL and the impacts on viability from introducing the CIL charges proposed.
23. The examination is carried out independently, typically by an inspector from the Planning Inspectorate. The inspector will consider the representations made at Regulation 16 and will hear statements from any of those parties who made

representations at Regulation 16 on matters related to the proposed CIL charges.

24. To conclude the examination, the inspector will produce a report which sets out their findings and recommends whether the charges proposed are appropriate or should be modified in any way. Subject to any modifications proposed, the final CIL Charging Schedule can be published with an effective date. The effective date is the date on which the Levy comes into effect. Any applications decided from that date are CIL liable, subject to any specified exemptions in the Regulations.

### **Reasons for Recommendation**

25. The council has identified a corporate priority to adopt a Community Infrastructure Levy (CIL) for the borough. CIL will help secure infrastructure investment alongside new development identified in the council's local development plan. Resource to progress CIL to submission has been prioritised following local plan adoption in March 2021.
26. The recommendations have been made to deliver CIL to the borough, noting the outcomes of the Regulation 16 consultation, which informs the draft CIL Charging Schedule to be submitted for examination. Delegated authority is sought to make amendments that the planning inspector may require through the examination process, much in the same way as was approved for the local plan examination. Subject to approval of the committee and a successful conclusion to the CIL examination, outcomes will be reported to the council ahead of any decision to adopt the CIL Charging Schedule and how it should be implemented with regard to administering, monitoring and spending the levy,

### **References to Corporate Strategy**

27. Progressing a CIL for the borough is identified as a corporate priority following the adoption of a new local plan. CIL provides a source of funding for the council and its partners to deliver infrastructure projects in the borough. Funds would be secured from development in an agreed and transparent manner. This directly contributes towards corporate objectives to grow the economy through supporting and promoting major infrastructure improvements.

## **Implications**

### **Financial Implications**

**Name/Title: Tim Willis, Interim Director – Resources (Section 151 Officer)**

**Tel/Email: 01277 312500/tim.willis@brentwood.rochford.gov.uk**

28. The council has an agreement with Essex County Council to fund £60,000 towards the cost of preparing the Community Infrastructure Levy in return for them being able to access the first £60,000 worth of CIL receipts for Essex County Council led project/projects in the borough.
29. The CIL Regulations allow for the remaining costs for preparing CIL, of the order of £50,000, to be recovered from CIL income in later years. Therefore, whilst the preparation of CIL carries an in-year cost, it will be cost neutral to the council overall if it chooses to recover the investment.
30. There is a cost associated with implementing and managing CIL. Experience from other authorities indicates that this could require at least one dedicated CIL officer to administer the levy and procurement of a suitable supporting software system/database. It is estimated that the cost of an officer would be approximately £40,000 per annum (not including pension contributions etc). Software systems could cost around £30,000 for set-up and around £15,000 per annum thereafter, although this is liable to change and would need to be procured in line with the council's Procurement Strategy. Funds will need to be confirmed and agreed within a future budget, although charging authorities can utilise funds from the levy to recover the costs of administering the levy, with the regulations permitting use of up to 5% of their total receipts on administrative expenses.

### **Legal Implications**

**Name & Title: Andrew Hunkin, Interim Director – People & Governance (Monitoring Officer)**

**Tel & Email: 01277 312500/andrew.hunkin@brentwood.rochford.gov.uk**

31. The council must ensure that the approach to progressing the CIL Charging Schedule is in accordance with the CIL Regulations and the national Planning Practice Guidance, otherwise there could be a risk of legal challenge.
32. Following the adoption of a CIL in an area, there would be a legal requirement on a developer to pay the levy for liable development. The adoption of CIL could reduce the use of Section 106 agreements in the area.

## **Economic Implications**

**Name/Title: Phil Drane, Director – Place**

**Tel/Email: 01277 312500/phil.drane@brentwood.rochford.gov.uk**

33. The production of a CIL will enable the council to require mandatory financial contributions from various forms of development to help fund supporting infrastructure. This by extension can help support and grow the local economy.
34. Delays in progressing a CIL could result in a lack of funding, and therefore a failure to deliver new infrastructure projects in the borough. Ideally, the council would seek to ensure a CIL is in place as soon as possible to maximise the receipts from local plan allocated sites, many of which are coming forward in early years of the plan period.

## **Equality and Diversity Implications**

**Name/Title: Kim Anderson, Partnerships, Leisure & Funding Manager**

**Tel/Email: 01277 312634/kim.anderson@brentwood.gov.uk**

35. The Public Sector Equality Duty applies to the council when it makes decisions. The duty requires us to have regard to the need to:
  - a. Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
  - b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - c. Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.
36. The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for b. or c., although it is relevant for a.
37. The proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic.

**Other Implications (where significant)** – i.e. Health and Safety, Asset Management, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

### **Human Resources**

38. Experience from other authorities who have implemented CIL indicates that whilst generating a source of funding for infrastructure projects, its administration can be burdensome. It requires the monitoring, enforcement and the constant tracking of numerous development projects that may be underway across an area to identify when to issue notices and expect receipts.
39. It also requires the preparation of a statement setting out how CIL, alongside S106 receipts, have been spent in any given year. This confirms the importance of collecting funds for identified services within the organisation or other organisations such as Essex County Council or the NHS to deliver projects, and ensure that those projects are being delivered.
40. Therefore, a CIL officer role (or similar) would be useful to implement CIL, alongside an appropriate software system.

### **Background Papers**

- Item 337, Policy, Resources and Economic Development Committee, 9 March 2022, Community Infrastructure Levy
- Item 178, 3 October 2022, Policy, Resources and Economic Development Committee, Community Infrastructure Levy Charging Schedule Consultation
- National Planning Practice Guidance, Community Infrastructure Levy ([www.gov.uk/guidance/community-infrastructure-levy](http://www.gov.uk/guidance/community-infrastructure-levy))
- Community Infrastructure Levy Regulations (2010) (as amended)
- Brentwood Borough Local Plan (2022)
- Community Infrastructure Levy Viability Assessment Update (August 2022)

### **Appendices to this report:**

- Appendix A: Updated Draft Community Infrastructure Levy Charging Schedule
- Appendix B: Consultation Statement
- Appendix C: Statement of Modifications
- Appendix D: Notice of Submission
- Appendix E: Community Infrastructure Levy Viability Assessment Update, August 2022
- Appendix F: Brentwood Borough Infrastructure Delivery Plan, Version 3, 2019
- Appendix G: Brentwood Borough Infrastructure Delivery Plan, Part B, January 2021

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Brentwood Borough Council  
**Community Infrastructure Levy**  
**Draft Charging Schedule** Appendix A  
 February 2023

**Proposed Community Infrastructure Levy rates**

Community Infrastructure Levy (CIL) liable development, as defined within the Community Infrastructure Levy Regulations (as amended) 2010 and the Planning Practice Guidance, will be required to pay the following levy rates.

Development type		CIL rate per m <sup>2</sup>
Residential	Brentwood Local Plan <sup>(1)</sup> Strategic Residential-led and Mixed Use Allocations <sup>(2)</sup> : R01, Dunton Hills Garden Village	£0
	R02, Land at West Horndon Industrial Estate	£25
	R03, Land North of Shenfield <sup>(3)</sup>	£150
	All other areas	£250
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	All other areas	See below
Retail	General <sup>(5)</sup> retail: In Brentwood Town Centre High Street <sup>(6)</sup>	£340
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	Located on brownfield land	£0
Distribution and logistics <sup>(9)</sup>		£140
All other development		£0

**Notes**

- (1) Brentwood Local Plan 2016-2033, adopted March 2022.
- (2) The location and boundary of the sites are presented in the CIL Variable Rates Maps 1 below.
- (3) Site referred to within the CIL Viability Assessment Update (August 2022) as Officer's Meadows.
- (4) Older people's housing is defined as:
  - Retirement living or sheltered housing: This usually consists of purpose-built flats or bungalows with limited communal facilities such as a lounge, laundry room and guest room. It does not generally provide care services, but provides some support to enable



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residents to live independently. This can include 24 hour on-site assistance (alarm) and a warden or house manager.

- Extra care housing or housing-with-care: This usually consists of purpose-built or adapted flats or bungalows with a medium to high level of care available if required, through an onsite care agency registered through the Care Quality Commission (CQC). Residents are able to live independently with 24 hour access to support services and staff, and meals are also available. There are often extensive communal areas, such as space to socialise or a wellbeing centre. In some cases, these developments are known as retirement communities or villages – the intention is for residents to benefit from varying levels of care as time progresses.

- (5) All retail development which is not a supermarket or retail warehouse as defined below.
- (6) Retail within the areas of the Brentwood Town Centre High Street Primary Shopping Area identified in the CIL Variable Rates Maps 2 below.
- (7) Defined as retail selling predominantly convenience goods in premises of 1,000m<sup>2</sup> or more, offering a shopping destination in their own right where weekly food shopping needs are met. Supermarkets can also include non-food floorspace as part of the overall mix.
- (8) Defined as retail selling predominantly comparison goods (such as carpets, furniture, electrical goods, DIY items) in large premises of 2,000m<sup>2</sup> or more.
- (9) Uses within the Use Classes Order Class B8 storage and distribution.
- (10) Relating to industrial uses, excluding space associated with car parking and landscaping.

### Proposed Instalments Policy

The above levy rates are required to be paid to the Council through the following instalments following the provision of a CIL Demand Notice issued by the Council.

Overall CIL liability	Payment instalments
£20,000 or less	Payment in full within 240 days
£20,000 - £99,999	50% paid within 360 days Further 50% paid within 540 days
£100,000 - £499,999	10% paid within 270 days Further 15% paid within 540 days Further 25% paid within 720 days Remaining 50% paid within 900 days
£500,000 or more	Agreement of project specific payment schedule



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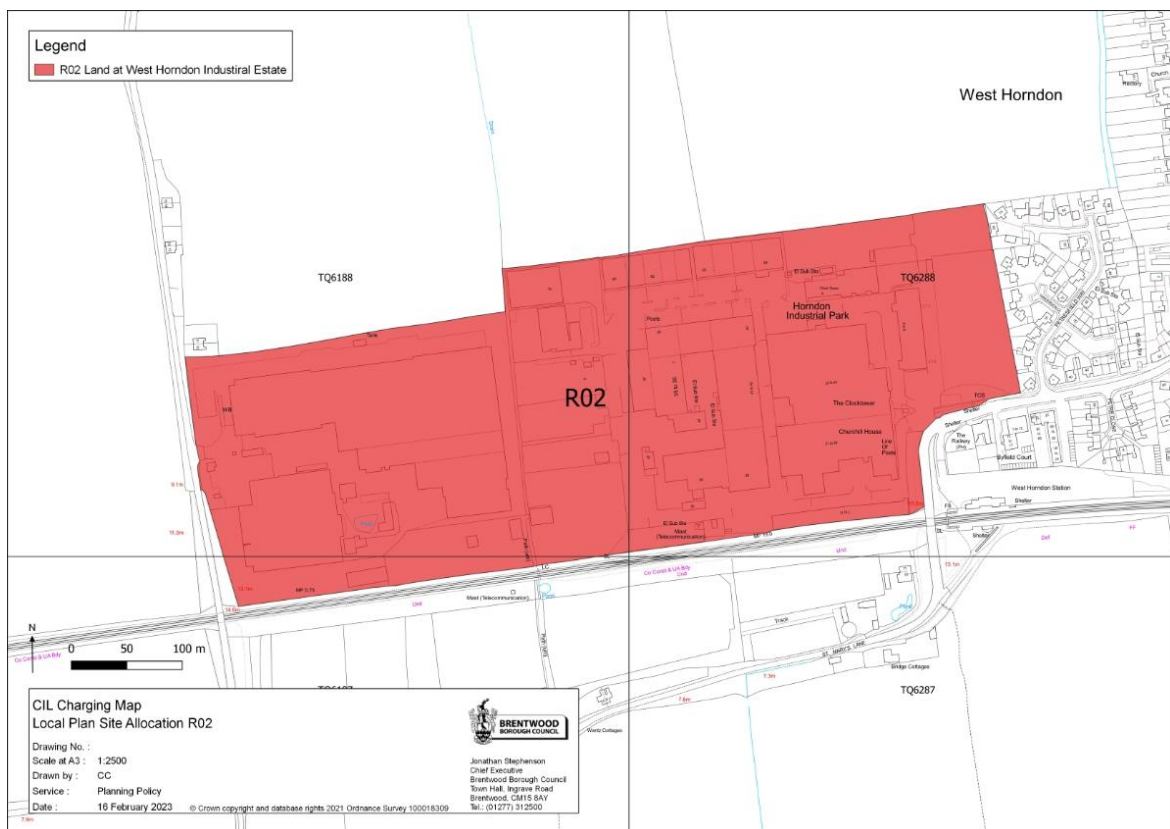
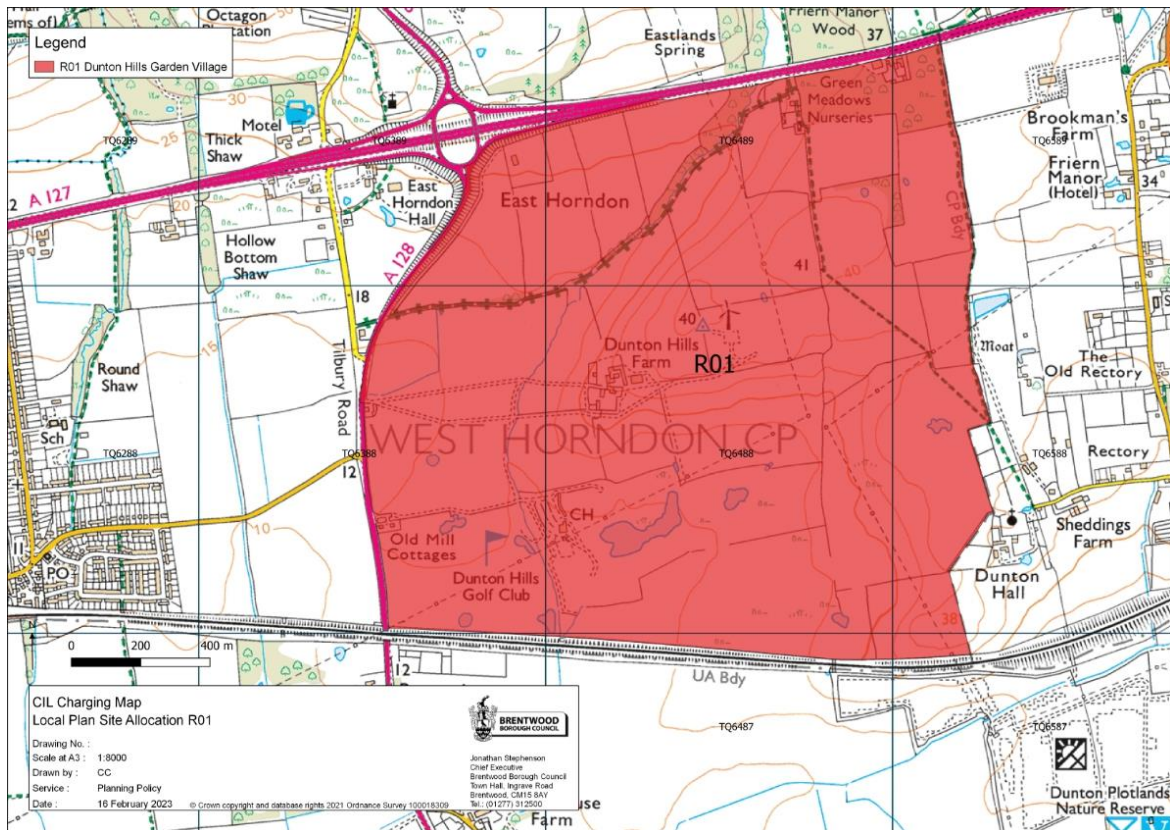
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# CIL Variable Rates Maps 1: Brentwood Local Plan Strategic Allocations R01, R02, R03, and E11

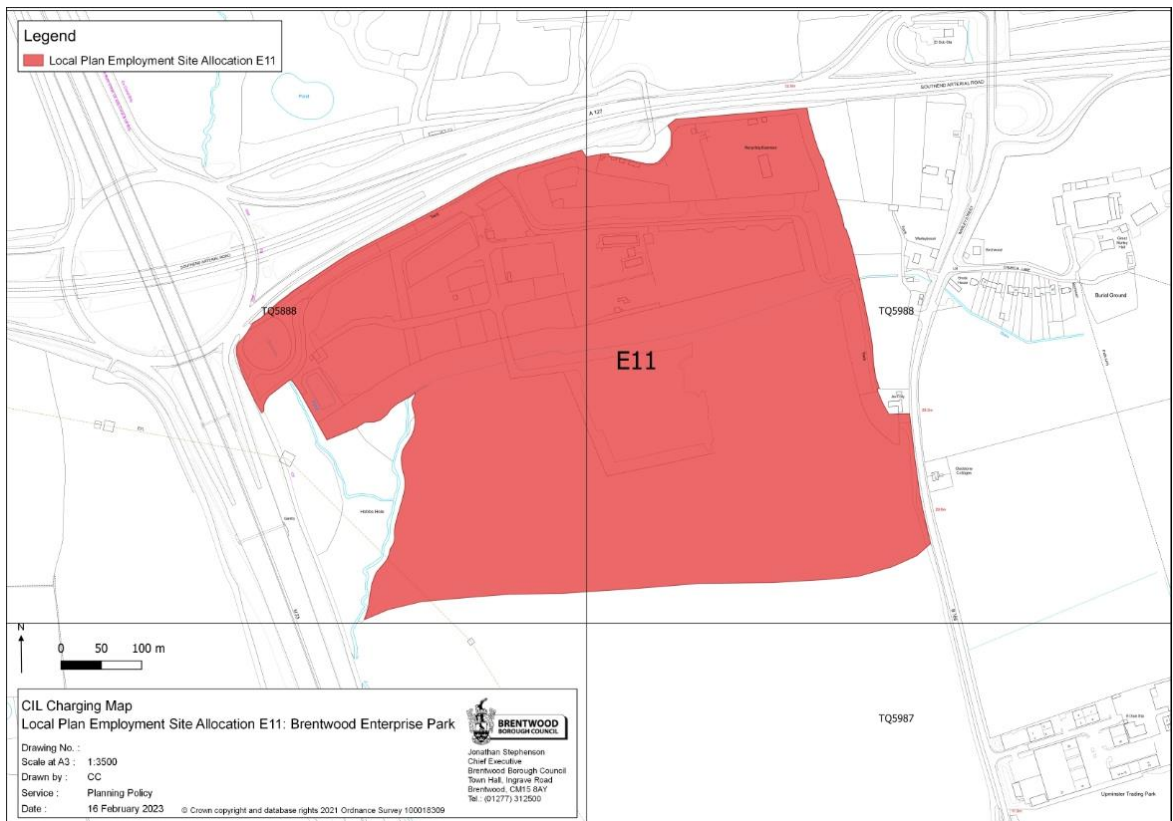
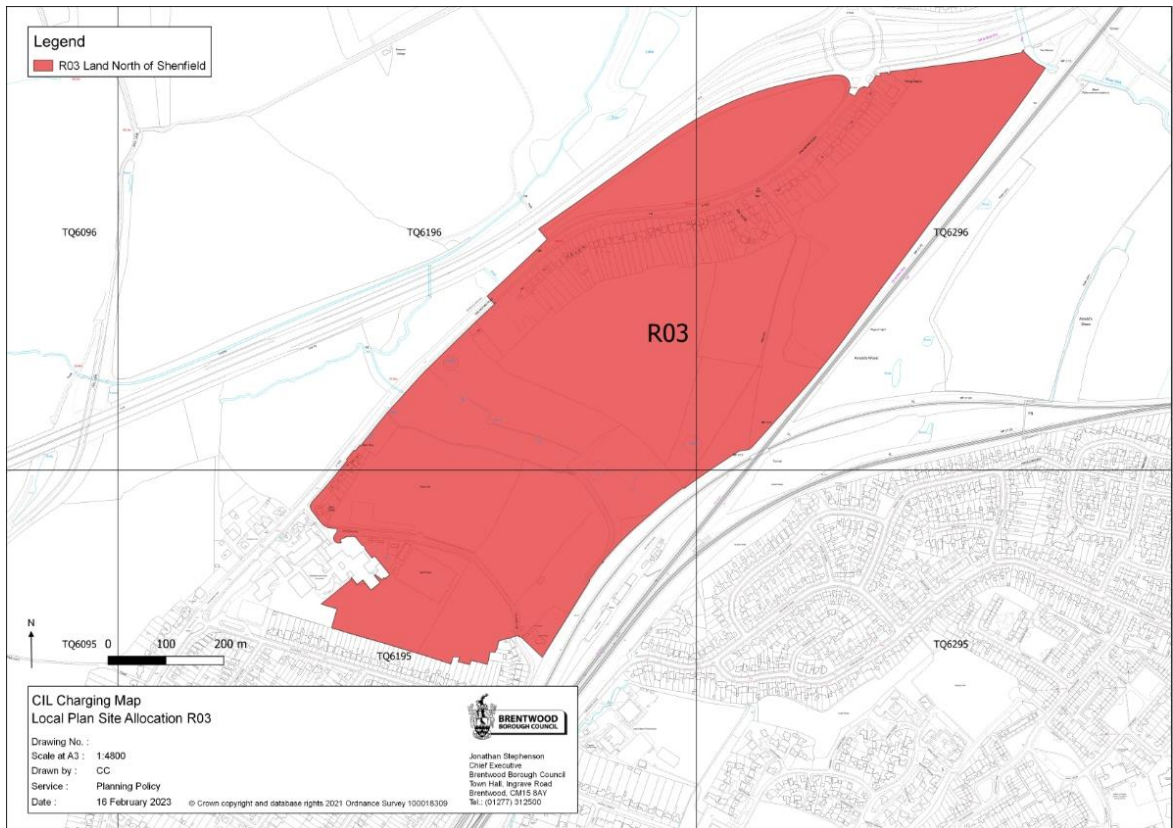


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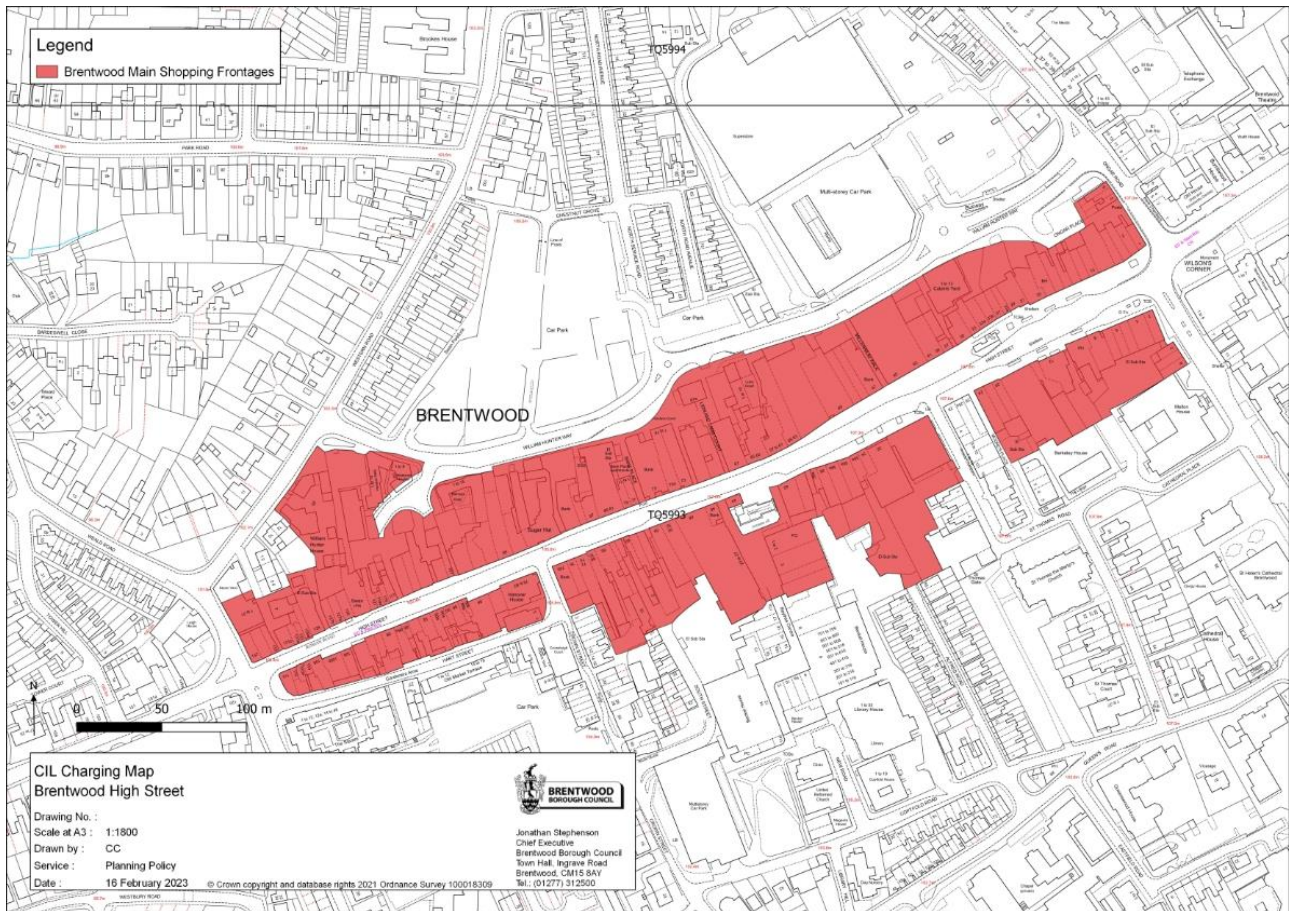
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## CIL Variable Rates Maps 2: Retail within the Brentwood Town Centre High Street Primary Shopping Area



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# Draft Community Infrastructure Levy Charging Schedule

## Consultation Statement

Brentwood Borough Council

February 2023

# 1. Introduction

## Community Infrastructure Levy

The Community Infrastructure Levy (CIL) is a locally set charge on new development that authorities can choose to introduce across their area. It is based on the size and type of development and once set is mandatory to pay and non-negotiable. The funds raised must be used to provide infrastructure which is required to support new development across the area. Levy rates are set out within a CIL Charging Schedule. Brentwood Borough Council is the CIL charging authority in the area.

## Consultation Statement

Regulation 19 of the Community Infrastructure Levy Regulations 2010 (as amended)<sup>1</sup> states that in submitting a draft Charging Schedule to an examiner, the Council should submit:

- a statement setting out if representations were made on the draft Charging Schedule consultation;
- the number of representations made;
- a summary of the main issues raised by the representations; and
- a summary of how the representations received were taken into account.

This Consultation Statement therefore satisfies these requirements by detailing how the Council has consulted on the production of the Brentwood Borough CIL Draft Charging Schedule. This Statement outlines the consultation process undertaken, presents a summary of the representations received and the Council's response, and summarises how the representations were taken into account in finalising the CIL Charging Schedule for examination.

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<sup>1</sup> Referred to hereafter as 'the Regulations'

## 2. Engagement to support the production of the CIL Viability Assessment

Brentwood Borough Council (BBC) adopted the Brentwood Local Plan (2016-2022) on 26<sup>th</sup> March 2022. As part of the evidence base for the Local Plan, a Local Plan Viability Assessment (LPVA) was produced in 2018 by HDH Planning and Development Ltd. The LPVA was informed by a consultation process with landowners, agents, and developers, in addition to the consultation stages associated with the Local Plan production. This included a meeting held on 4<sup>th</sup> September 2018 that was used to set out the methodology, test the assumptions, and to put the report in context. Representatives of the main developers, development site landowners, their agents and housing providers in Brentwood were invited to the meeting and to comment on the draft Assessment.

The production of the Brentwood Borough CIL Charging Schedule was informed by the CIL Viability Assessment Update (August 2022), prepared by HDH Planning and Development Ltd to support the identification of appropriate CIL rates, and to determine the impact of proposed rates on the financial viability of new development in the area. This document updates the 2018 LPVA, to consider recent amendments to development costs, infrastructure costs, values, and national and local policy requirements.

To inform the production of the 2022 CIL Viability Assessment Update, a period of consultation was carried out with stakeholders in May/June 2022. An online consultation event was held on 30<sup>th</sup> May 2022, which included a presentation and opportunities for questions and comments from attendees<sup>2</sup>. A list of attendees to the consultation event is shown below.

**Table 1: List of attendees at the CIL Viability Assessment Update consultation event, May 2022**

Organisation	Attendee
Brentwood Borough Council	Simon Drummond-Hay (HDH Planning and Development Ltd – Viability Consultant)
	Tim Parton (DAC Planning – consultancy support)
	Jonathon Quilter
	Thom Hoang
	Camilla Carruthers
Essex County Council	Britney Lees
	Althea Evans
	Anne Clitheroe
Chesters Harcourt	Nigel Jones
Sphere25	Jon Turner
Marrons Planning	Reiss Sadler
Crest Nicholson	Matthew Parsons
Anderson Group	Alasdair Sherry
Savills	Ben Thomas
Turner Morum LLP	Tom Hegan
MS Scott	Richard Martin
Stonebond	Sean Martin
Iceni Projects	Ryan Walker
Countryside Properties	Carl Glossop
BNP Paribas	Caroline McDade

<sup>2</sup> Further details on the consultation event and consultation notes are provided within Appendix 2-4 of the CIL Viability Assessment Update – August 2022, HDH Planning and Development Ltd.

## 3. Draft Charging Schedule Consultation

### Consultation documents

The CIL Draft Charging Schedule consultation was held for a four week period between 12<sup>th</sup> October and 9<sup>th</sup> November 2022 in accordance with Regulation 16 of the Community Infrastructure Levy Regulations (as amended) 2010.

Hard copies of all the consultation documents and all supporting consultation material and evidence base documents were made available for inspection at the following locations:

- Brentwood Borough Council Town Hall, Ingrave Road, CM15 8AY
- Brentwood Library, New Road, CM14 4BP
- Ingatestone Library, High Street, CM4 9EU
- Shenfield Library, Rayleigh Road, CM13 1BD

The following consultation documents were published on the Councils website and made available for inspection at the Borough's libraries and Council offices:

- Draft Community Infrastructure Levy Charging Schedule (see Appendix 2)
- CIL Viability Assessment Update (August 2022)<sup>3</sup>
- CIL Information Sheet (see Appendix 3)
- CIL Information Booklet (see Appendix 4)
- Statement of representation procedure and availability of documents (see Appendix 5)

Representations were invited online through the Councils online consultation portal, and physically through Consultation Response Forms available on request and available at the Council offices. The response forms could be submitted by email and by post. The online consultation portal and Consultation Response Form included eight questions regarding the CIL Viability Study, the proposed CIL rates within the Draft Charging Schedule, the approach to supporting the viability of new development in the Borough, the draft Instalments Policy, and the provision of discretionary relief. The consultation questions are listed within Appendix 11.

### Promoting the consultation

A webpage dedicated to the Draft CIL Charging Schedule consultation was presented on the Council website, providing a summary of the CIL, instructions on how to respond to the consultation, and a summary of the next stages required to be undertaken to produce a CIL Charging Schedule. The page included links to all of the consultation documents listed above. The webpage, as presented throughout the consultation period, is provided in Appendix 6.

A press release titled '*Public consultation underway on the Community Infrastructure Levy (CIL) Draft Charging Schedule*' was posted on the Council's website on 18<sup>th</sup> October 2022. The press release summarised the purpose of the consultation and presented the key details regarding the consultation, including a link to the Council's CIL webpage. The press release, as presented on the Council website, is provided in Appendix 7.

Individuals, statutory consultation bodies<sup>4</sup>, local authorities, developers, businesses and other organisations on the Councils consultation database, including the organisations listed in Appendix 1, were directly notified of the consultation by email (see Appendix 8) prior to the start of the consultation period. The email included a summary of the purpose of the consultation, details on how to respond, and links to the Councils CIL webpage and consultation portal.

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<sup>3</sup> Available on the Council website: [https://brentwood.oc2.uk/docfiles/32/Viability Assessment Update, August 2022.pdf](https://brentwood.oc2.uk/docfiles/32/Viability%20Assessment%20Update,%20August%202022.pdf)

<sup>4</sup> As defined in Regulation 16 of the CIL Regulations 2010 (as amended)



A public notice was published in the Brentwood Gazette local newspaper on Wednesday 26 October 2022, providing a summary of the consultation and the key details on how and when to respond to the consultation. The public notice is presented in Appendix 9.

The consultation was publicised on the Council's social media accounts through a post on Twitter on Monday 24 October 2022, which provided a link to the CIL webpage on the Council's website. The consultation was also publicised on the Council's social media account on LinkedIn. The post provided a short summary of the CIL consultation and provided a link to the CIL webpage on the Council's website. Examples of the published posts are provided in Appendix 10.

## 4. Summary of representations to the Draft Charging Schedule consultation

### Representations

Fifteen responses were received by the Council from developers, organisations, individuals, and statutory consultation bodies. Table 2 below lists the representations received.

**Table 2: Representations received to the Draft Charging Schedule consultation**

Ref	Name	Organisation	Agents Name	Agents Organisation
4294	Roy Warren	Sport England	n/a	n/a
6776	Anne Clitheroe	Essex County Council	n/a	n/a
8304	Ian Butt	Castle Point Borough Council	n/a	n/a
8333	n/a	EA Strategic Land	Leona Hannify	Iceni Projects Limited
8811	Rosemary Spouge	Ingatestone and Fryerning Parish Council	n/a	n/a
8824	Andrew Marsh	Historic England	n/a	n/a
9242	n/a	David Maxwell	GL Hearn	GL Hearn
9272	n/a	Hallam Land Management Ltd	Reiss Sadler	Marrons Planning
9276	n/a	St Modwen and S&J Padfield	Caroline McDade	BNP Paribas Real Estate/Strutt and Parker
9277	n/a	Essex Partnership University NHS Foundation Trust	Alice Maguire	Bidwells
9278	n/a	S&J Padfield & Partners	Laura Dudley-Smith	Savills
9280	Jessica Biggs	Transport for London	n/a	n/a
9281	n/a	Commercial Estates Group Limited	David Barnes	Star Planning and Development
9282	n/a	Officers Meadow Development Consortium	Thomas Hegan	Turner Morum LLP
-	Catherine Bicknall	NHS Mid and South Essex	n/a	n/a

### Assessment of the representations

Appendix 11 summarises the responses received to the Draft Community Infrastructure Levy Charging Schedule consultation and presents the Council's response to each comment made. The key issues raised through the representations are summarised below in Table 3 below.

**Table 3: Summary of the key issues raised through consultation on the draft CIL Charging Schedule**

Topic	Key issues
CIL Viability Assessment	<ul style="list-style-type: none"> <li>• Approach to testing typologies to ensure all potential schemes are appropriately considered.</li> <li>• Approach to considering site specific development costs, abnormal costs, values, and fees, and changes to these figures over time.</li> <li>• The application of contingency within the Assessment.</li> <li>• Consideration of the Tender Price Indices (TPI).</li> </ul>
Proposed CIL rates	<ul style="list-style-type: none"> <li>• Support for the proposed CIL rates.</li> <li>• Objections to the proposed CIL rates, with recommendations for rates to be reduced.</li> <li>• The impacts of CIL on the viability and deliverability of new development.</li> <li>• Requests for CIL exemptions from CIL.</li> </ul>
Approach to producing a CIL Charging Schedule	<ul style="list-style-type: none"> <li>• Identify the infrastructure to be supported by CIL funding.</li> <li>• Production of an up-to-date Infrastructure Funding Statement and Infrastructure Delivery Plan to support CIL.</li> <li>• Suggestions for additional clarifications and details within the CIL Charging Schedule supporting material and consultation documentation.</li> </ul>
Instalments Policy	<ul style="list-style-type: none"> <li>• Address the gap within the identified instalments between £50,000-£100,000.</li> <li>• Need for a flexible site by site approach to paying CIL.</li> <li>• Approach to determining the proposed instalments.</li> </ul>
Discretionary relief	<ul style="list-style-type: none"> <li>• Apply discretionary relief from CIL for the regeneration of heritage areas and assets.</li> </ul>
Implementation of CIL	<ul style="list-style-type: none"> <li>• Approach to providing infrastructure contributions alongside or instead of CIL.</li> <li>• How CIL will be used alongside Section 106 developer contributions.</li> <li>• Inclusion of a CIL review mechanism.</li> </ul>

## 5. The need for modifications to be made to the Draft CIL Charging Schedule

As presented in Appendix 11, the Council has assessed in detail all comments provided within the 15 representations received to the consultation. Modifications have been made to the draft CIL Charging Schedule to address issues identified through the representations. The modifications made are listed in Appendix 12.

The Planning Practice Guidance<sup>5</sup> (PPG) outlines that any changes made to the Charging Schedule between Regulation 16 consultation and submission should not be 'substantive', otherwise there would be a need to reconsult. The modifications presented within Appendix 12 relate to minor amendments, minor changes to the rates for a Local Plan site allocation, and minor changes to rates for industrial development of a specific size. These modifications are not considered to be substantive, therefore no further public consultation on the updated CIL Charging Schedule is required prior to submission.

## 6. Conclusion

The Council has undertaken a comprehensive consultation on the draft CIL Charging Schedule, which meets the requirements of the CIL Regulations 2010 (as amended).

All comments provided within the representations received have been assessed in detail to determine if any amendments are required to the draft CIL Charging Schedule and associated evidence base. The assessment concluded that minor amendments were required to Schedule to address issues raised. Given the likely impacts of the amendments, no further consultation on the draft CIL Charging Schedule is required prior to submission.

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<sup>5</sup> Paragraph: 034 Reference ID: 25-034-20190901

# Appendices

Appendix 1: CIL Consultation Contact List

Appendix 2: Draft Community Infrastructure Levy Charging Schedule (September 2022)

Appendix 3: CIL Information Sheet

Appendix 4: CIL Information Booklet

Appendix 5: Statement of representation procedure and availability of documents

Appendix 6: Council CIL Webpage

Appendix 7: Council Press Release

Appendix 8: CIL Consultation Correspondence Example

Appendix 9: Public Notice in Brentwood Gazette

Appendix 10: Social Media Posts

Appendix 11: Summary of CIL Draft Charging Schedule Representations

Appendix 12: Statement of modifications to the Draft CIL Charging Schedule

Appendix 13: Track changed version of the Draft CIL Charging Schedule (February 2023)

Appendix 14: Statement of Common Ground between Brentwood Borough Council and St Modwen

## Appendix 1: CIL Consultation Contact List

The organisations contacted directly through Regulation 16 consultation included:

Anglian Water  
Basildon and Brentwood CCG  
Basildon Council  
Brentwood Gypsy Support Group  
C2C Rail  
Cadent  
Campaign to Protect Rural Essex  
Castle Point Borough Council  
Chelmsford City Council  
Civil Aviation Authority  
Coal Authority  
Environment Agency  
Epping Forest District Council  
Essex County Council  
Essex Wildlife Trust  
Fire and Rescue Headquarters  
Greater Anglia  
Greater London Authority  
Historic England  
Homes England  
London Borough of Havering Council  
Marine Consents  
Mayor of London  
National Grid  
National Highways  
Natural England  
Neighbouring Town/Parish Councils  
Network Rail  
NHS  
Parish Councils  
Rochford Borough Council  
South Essex Local Enterprise Partnership  
Southend-on-Sea City Council  
Sport England  
Thames Chase Trust  
Thames Water  
The Office for Rail Regulation  
Thurrock Council  
Transport for London  
UK Power Networks  
Agents - All agents / site promoters who had been invited to attend the CIL Viability Assessment Workshop were also directly notified of the consultation.

Brentwood Borough Council  
**Community Infrastructure Levy**  
**Draft Charging Schedule**  
 February 2023

### Proposed Community Infrastructure Levy rates

Community Infrastructure Levy (CIL) liable development, as defined within the Community Infrastructure Levy Regulations (as amended) 2010 and the Planning Practice Guidance, will be required to pay the following levy rates.

Development type		CIL rate per m <sup>2</sup>
Residential	Brentwood Local Plan <sup>(1)</sup> Strategic Residential-led and Mixed Use Allocations <sup>(2)</sup> : R01, Dunton Hills Garden Village	£0
	R02, Land at West Horndon Industrial Estate	£25
	R03, Land North of Shenfield <sup>(3)</sup>	£150
	All other areas	£250
	Older people's housing <sup>(4)</sup>	£220
Non-residential	Brentwood Local Plan <sup>(1)</sup> Strategic Employment Allocations <sup>(2)</sup> : E11, Brentwood Enterprise Park	£0
	All other areas	See below
Retail	General <sup>(5)</sup> retail: In Brentwood Town Centre High Street <sup>(6)</sup>	£340
	In all other areas	£80
	Supermarket <sup>(7)</sup>	£260
	Retail warehouse <sup>(8)</sup>	£160
Industrial	Located on greenfield land: 2,000 sqm or more in size <sup>(10)</sup>	£80
	Less than 2,000 sqm in size <sup>(10)</sup>	£0
	Located on brownfield land	£0
Distribution and logistics <sup>(9)</sup>		£140
All other development		£0

#### Notes

- (1) Brentwood Local Plan 2016-2033, adopted March 2022.
- (2) The location and boundary of the sites are presented in the CIL Variable Rates Maps 1 below.
- (3) Site referred to within the CIL Viability Assessment Update (August 2022) as Officer's Meadows.
- (4) Older people's housing is defined as:
  - Retirement living or sheltered housing: This usually consists of purpose-built flats or bungalows with limited communal facilities such as a lounge, laundry room and guest room. It does not generally provide care services, but provides some support to enable



#### Contact Brentwood Borough Council:

Website: [www.brentwood.gov.uk](http://www.brentwood.gov.uk)

Email: [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)

tel: 01277 312500

Address: Brentwood Borough Council, Town Hall, Ingrave Road, Brentwood, CM15 8AY

residents to live independently. This can include 24 hour on-site assistance (alarm) and a warden or house manager.

- Extra care housing or housing-with-care: This usually consists of purpose-built or adapted flats or bungalows with a medium to high level of care available if required, through an onsite care agency registered through the Care Quality Commission (CQC). Residents are able to live independently with 24 hour access to support services and staff, and meals are also available. There are often extensive communal areas, such as space to socialise or a wellbeing centre. In some cases, these developments are known as retirement communities or villages – the intention is for residents to benefit from varying levels of care as time progresses.

- (5) All retail development which is not a supermarket or retail warehouse as defined below.
- (6) Retail within the areas of the Brentwood Town Centre High Street Primary Shopping Area identified in the CIL Variable Rates Maps 2 below.
- (7) Defined as retail selling predominantly convenience goods in premises of 1,000m<sup>2</sup> or more, offering a shopping destination in their own right where weekly food shopping needs are met. Supermarkets can also include non-food floorspace as part of the overall mix.
- (8) Defined as retail selling predominantly comparison goods (such as carpets, furniture, electrical goods, DIY items) in large premises of 2,000m<sup>2</sup> or more.
- (9) Uses within the Use Classes Order Class B8 storage and distribution.
- (10) Relating to industrial uses, excluding space associated with car parking and landscaping.

### Proposed Instalments Policy

The above levy rates are required to be paid to the Council through the following instalments following the provision of a CIL Demand Notice issued by the Council.

Overall CIL liability	Payment instalments
£20,000 or less	Payment in full within 240 days
£20,000 - £99,999	50% paid within 360 days Further 50% paid within 540 days
£100,000 - £499,999	10% paid within 270 days Further 15% paid within 540 days Further 25% paid within 720 days Remaining 50% paid within 900 days
£500,000 or more	Agreement of project specific payment schedule



#### Contact Brentwood Borough Council:

Website: [www.brentwood.gov.uk](http://www.brentwood.gov.uk)

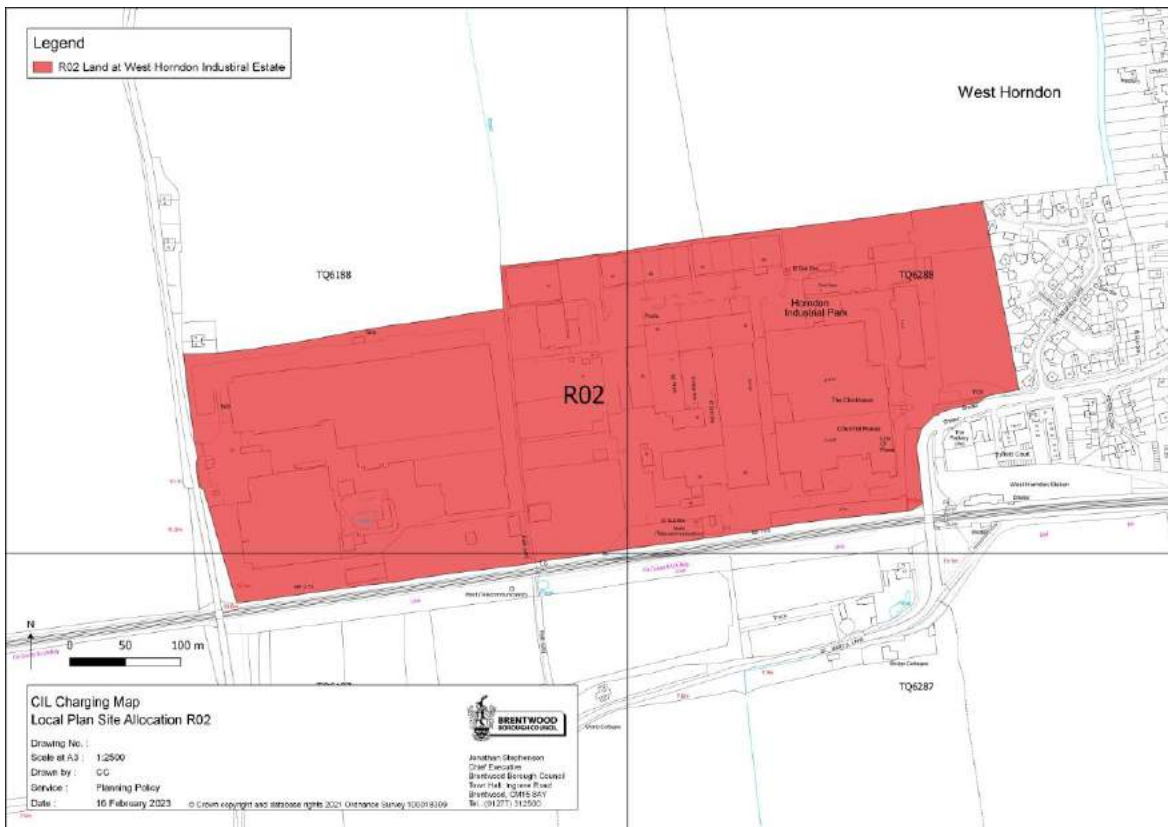
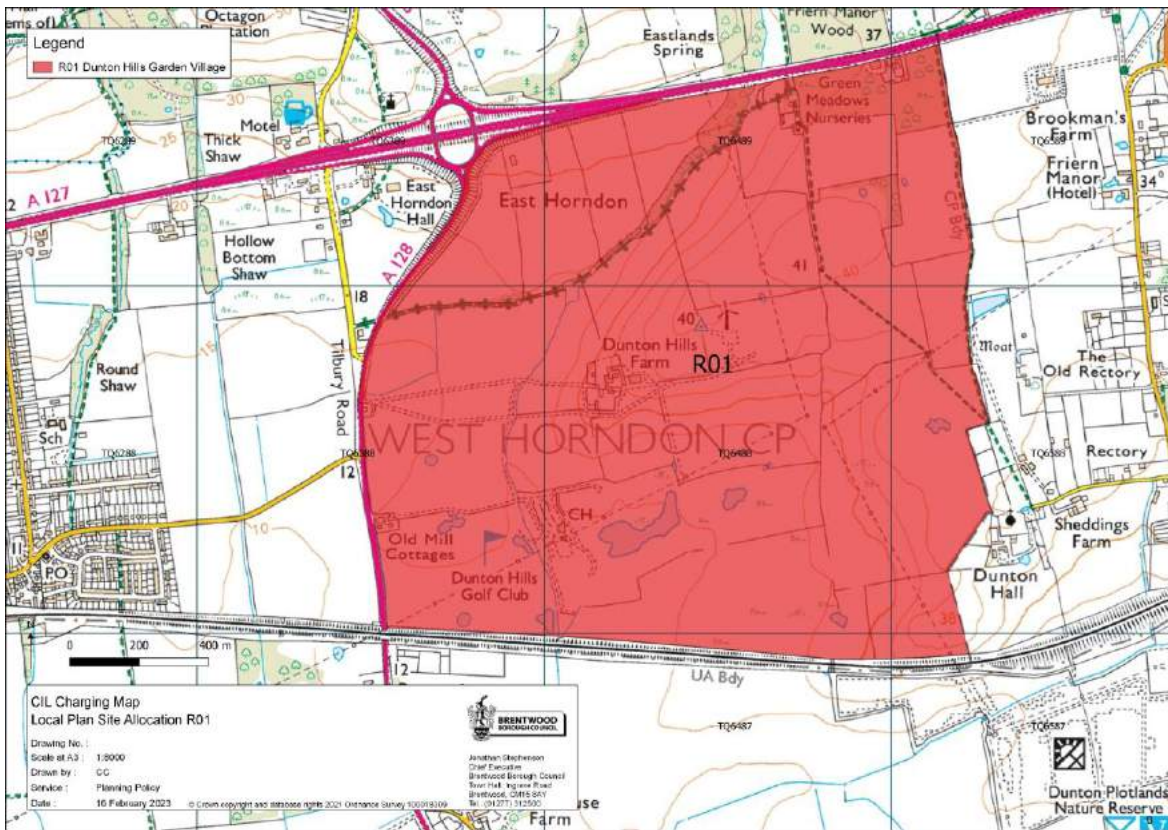
Email: [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)

Tel: 01277 312500

Address: Brentwood Borough Council, Town Hall,  
Ingrave Road, Brentwood, CM15 8AY



# CIL Variable Rates Maps 1: Brentwood Local Plan Strategic Allocations R01, R02, R03, and E11

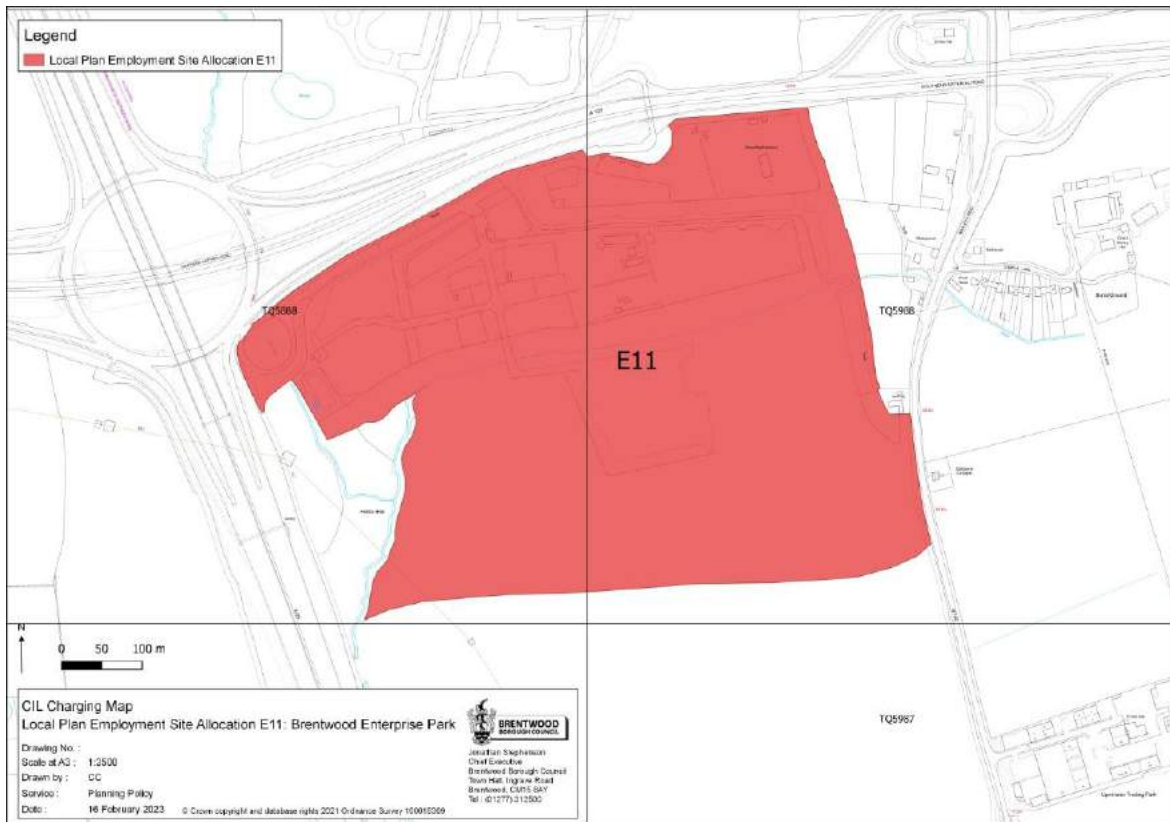
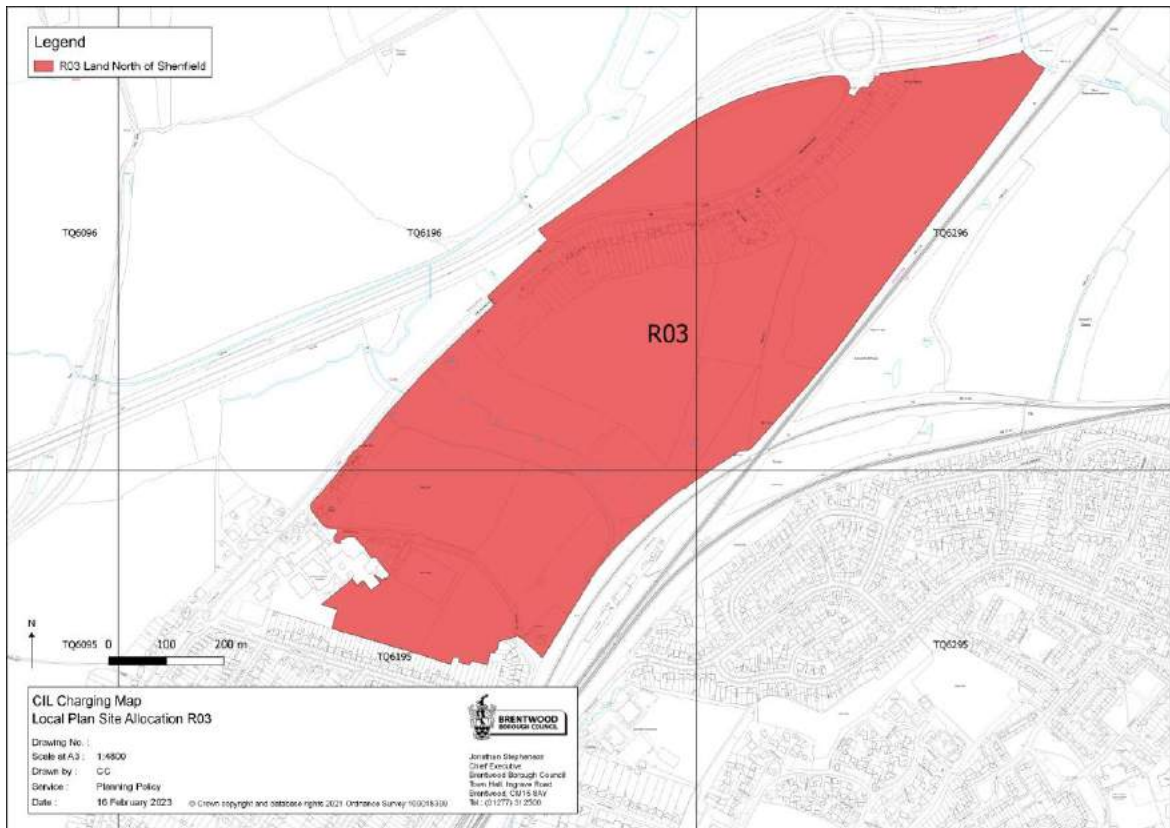


Contact Brentwood Borough Council:

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Tel: 01277 312500

Address: Brentwood Borough Council, Town Hall,  
Ingrave Road, Brentwood, CM15 8AY



Contact Brentwood Borough Council:

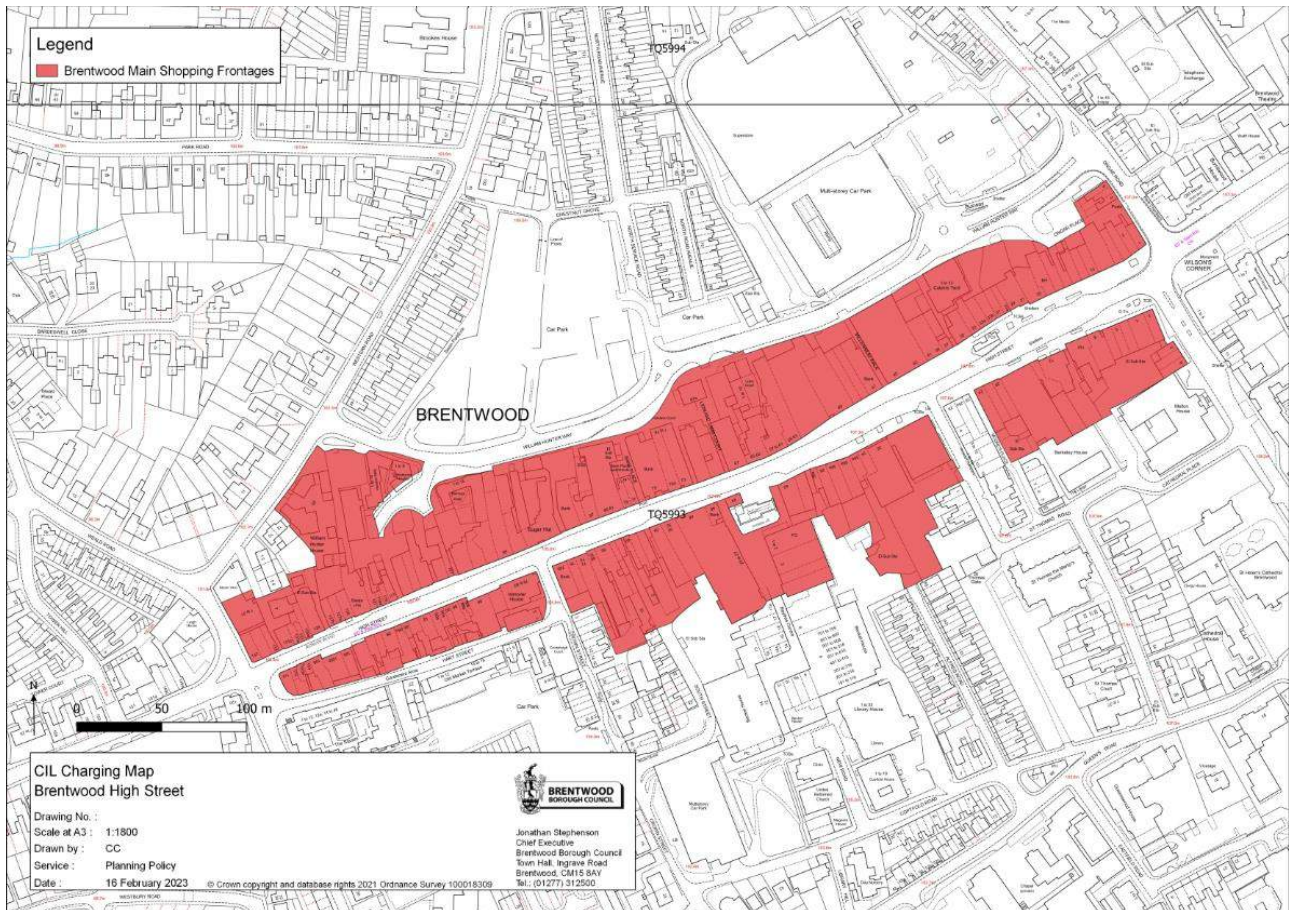
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# CIL Variable Rates Maps 2: Retail within the Brentwood Town Centre High Street Primary Shopping Area



**Contact Brentwood Borough Council:**

Website: [www.brentwood.gov.uk](http://www.brentwood.gov.uk)

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Tel: 01277 312500

Address: Brentwood Borough Council, Town Hall,  
Ingrave Road, Brentwood, CM15 8AY

**Brentwood Borough Council**

# Community Infrastructure Levy Draft Charging Schedule Consultation

The Community Infrastructure Levy Draft Charging Schedule consultation will take place from 12<sup>th</sup> October until 9<sup>th</sup> November 2022

## About the consultation

The Council has published the Community Infrastructure Levy Draft Charging Schedule for public consultation. The production of the draft Charging Schedule has been informed by the CIL Viability Assessment Update (August 2022), which considered the ability of different types of development in all areas of the Borough to pay a levy in addition to the normal costs associated with development.

Through this consultation the Council is seeking your views on the draft Charging Schedule and associated evidence base documents. Please provide comments on the draft Charging Schedule by the **5pm on 9<sup>th</sup> November 2022** using the Council's online consultation portal <https://brentwood.oc2.uk/>

## What is the Community Infrastructure Levy?

The Community Infrastructure Levy (CIL) is a locally set charge (referred to as a levy) on new development which the Council can choose to introduce. The levy is based on the size and type of development and once set is mandatory to pay and non-negotiable. The funds raised would be distributed by the Borough Council to provide infrastructure which is required to support new development within the local area. This infrastructure could include roads, transport facilities, flood defences, education facilities, medical facilities, sporting and recreation facilities, and open spaces.

Currently when new development proposals are approved by the Council, it is common for an agreement to be made (known as a planning obligation, section 106 agreement or developer contribution) for developers to either provide new or improved infrastructure, or financial contributions towards the provision of new or improved infrastructure in the area. This could include highways improvements, new or improved parks and play facilities, and services and facilities such as new or improved schools and health facilities.

The CIL will not replace the Councils current methods of obtaining infrastructure and funding through planning obligations. The CIL provides an additional mechanism to obtain financial contributions towards new and improved infrastructure.

## Why introduce a levy in the Borough?

- It provides a simple and transparent process for the collection of funds and the provision of infrastructure.
- It collects contributions from a wide range of developments to allow the Council to deliver more projects for new and improved infrastructure that support growth and benefit the local community.
- It gives the Council flexibility to set its own priorities on projects benefitting the wider community affected by development, unlike section 106 agreements which are more restrictive in their use.
- It is non-negotiable and therefore can save time and cost by reducing the need for negotiations between the Council and developers.
- It is fair, as it relates the amount of the contribution to the size of the development.

## How will the levy work?

The levy may be payable on development which creates a new or additional internal area, where the gross internal area of new build is 100 square metres or more. Development which is less than 100 square metres, but which involves the creation of a new house or flat, may also be liable to pay the levy.

Some developments may be eligible for discretionary relief or exemption from the levy. This includes residential annexes and extensions, social housing, charitable development, and houses and flats which are built by 'self-builders'.

## How will the Council introduce the Community Infrastructure Levy?

The CIL rates are published within a Charging Schedule. The Council will specify in the Charging Schedule what types of development are liable to pay the levy and the relevant rates for these development types.

When setting levy rates, the Council will need to ensure that they do not render new development within the Borough financially unviable, while also ensuring that the levy will provide sufficient funds to support the delivery of new and improved infrastructure. The Council is consulting on a draft Charging Schedule to provide everyone with the opportunity to give their views on the proposed levy rates.

## How to respond

Please provide comments on the draft Charging Schedule by 5pm on 9<sup>th</sup> November 2022 using the Council's online consultation portal <https://brentwood.oc2.uk/>

Alternatively, a Word copy of the consultation response form is available for completion upon request, for further details please email [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)

The draft Charging Schedule and all supporting consultation material and evidence base documents are available to view on the Council's website and at the Council Offices on request.

For further information, contact the Planning Policy Team directly on 01277 312500, email [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk), or visit the Council website [www.brentwood.gov.uk](http://www.brentwood.gov.uk)





# **Draft Community Infrastructure Levy Charging Schedule**

Consultation

Information Booklet

Brentwood Borough Council

September 2022

# 1. Introduction

Brentwood Borough Council (BBC) are consulting on the Community Infrastructure Levy (CIL) Draft Charging Schedule. This consultation information booklet presents the draft Charging Schedule, and provides further information on the CIL, the evidence base which has been used to establish proposed levy rates, and how the levy will be implemented in the area.

It is important that developers contribute towards providing for the infrastructure needs that development creates. The introduction of the Community Infrastructure Levy Regulations in 2010 established a mechanism for Councils in England and Wales to raise funds from developers to achieve this.

Local authorities who wish to charge the levy must produce a draft charging schedule setting out CIL rates for their area. There are several stages to the production of a CIL charging schedule. The Council is currently undertaking Regulation 16 public consultation, seeking comments on the draft CIL Charging Schedule.

The Council, as the CIL charging authority, is required to consult with residents, local communities, businesses and stakeholders on the proposed levy rates. The consultation will be followed by an Examination-in-Public of the draft Charging Schedule which will be conducted by an independent examiner prior to the proposed adoption of the CIL Charging Schedule.

## 2. Responding to the Consultation

**Consultation on the Draft Charging Schedule ends at 5pm on 9th November 2022.**

**Please provide comments on the draft Charging Schedule using the Council's online consultation portal <https://brentwood.oc2.uk/>**

Alternatively, a Word copy of the consultation response form is available for completion upon request, for further details please email [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)

The draft Charging Schedule and all supporting consultation material and evidence base documents are available to view on the Council website and at the Council Offices on request.

For further information, contact the Planning Policy Team directly on 01277312500 or email [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)



### 3. What is the Community Infrastructure Levy?

The Community Infrastructure Levy (CIL) is a locally set charge on new development that authorities can choose to introduce across their area. It is based on the size and type of development and once set is mandatory to pay and non-negotiable. The funds raised must be used to provide infrastructure<sup>1</sup> which is required to support new development across the area. Levy rates are set out within a CIL Charging Schedule.

Currently when new development proposals are approved by the Council, it is common for an agreement to be made (known as a planning obligation, section 106 agreement or developer contribution) for developers to either provide new or improved infrastructure, or financial contributions towards the provision of new or improved infrastructure in the area. This could include highways improvements, new or improved parks and play facilities, and services and facilities such as new or improved schools and health facilities.

The CIL will not replace the Council's current methods of obtaining infrastructure and funding through planning obligations. The CIL provides an additional mechanism to obtain financial contributions towards new and improved infrastructure.

The requirements of a local authority, or 'charging authority', in producing a CIL Charging Schedule are set out in the:

- [Planning Act 2008](#) (as amended by the Localism Act 2011)
- [CIL Regulations 2010](#), as amended in 2011, 2012, 2013, 2014, 2015, 2018, 2019, 2020, and 2021
- [Planning Practice Guidance](#)

### 4. What are the benefits of the CIL?

In comparison to the current approach of collecting developer contributions towards new infrastructure through Section 106 agreements, the CIL provides a simpler and more transparent process to collect funds. There are a range of benefits to an area provided by the introduction of a levy, which are summarised below:

- The CIL collects contributions from a wide range of developments, providing additional funding to allow local authorities to carry out a

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<sup>1</sup> For the purposes of CIL, infrastructure is defined at section 216 of the Planning Act 2008 to include roads and other transport facilities, flood defences, schools and other education facilities, medical facilities, sporting and recreation facilities, and open spaces.

range of infrastructure projects that support growth and benefit the local community.

- The CIL gives local authorities greater flexibility to set their own priorities on projects benefitting the wider community affected by development, unlike Section 106 funds which require a direct link between a contributing development and an infrastructure project.
- The CIL provides developers with clarity about the level of contributions which are required from any development and provides transparency for local people.
- The CIL is non-negotiable and therefore does not require the production of complex agreements.
- The CIL is fair, as it relates the contribution required to the size of the development in terms of new floorspace.

## 5. What development will be liable to pay the levy?

Most buildings that people normally use are liable to pay the levy, whether the proposal is for a new building or an extension which results in 100 sqm or more of net increase in gross internal floor space. Development which is less than 100 sqm but which involves the creation of an additional dwelling will also be liable. The conversion of a building that has not been in use for some time will also be liable for the levy.

The following types of development are not required to pay the levy:

- development of less than 100 square metres, unless this consists of one or more dwelling and does not meet the Government's self-build criteria (see regulation 42 for further details);
- buildings into which people do not normally go;
- buildings into which people go only intermittently for the purpose of inspecting or maintaining fixed plant or machinery;
- structures which are not buildings, such as pylons and wind turbines;
- specified types of development which local authorities have decided should be subject to a 'zero' rate as outlined in the Draft Charging Schedule.

## 6. CIL exemptions and discretionary relief

The CIL Regulations outline that where relevant criteria are met, the following types of development can be subject to an exemption or relief from paying the levy:

- residential annexes and extensions;
- 'self-build' houses and flats, which are built by 'self-builders';
- social housing that meets the relief criteria set out in regulation 49 or 49A (as amended by the 2014 Regulations);
- charitable development that meets the relief criteria set out in regulations 43 to 48.

The CIL Regulations state that discretionary relief can be made available for 'exceptional circumstances' for specific schemes which cannot afford to pay the levy. The Council can offer this relief through the publication of a notice.

No types of development have currently been identified which should be provided specific relief or exemptions in the Borough beyond the compulsory exemptions identified by Government. The Council does not therefore propose to make Borough specific relief or exemptions within the draft Charging Schedule.

## 7. How the levy works alongside Section 106 contributions

In September 2019, the restrictions on using five or more section 106 contributions to fund a single infrastructure project was lifted, and greater flexibility was provided in relation to how CIL funding could be used alongside S106 contributions. Charging authorities can now use both CIL and S106 contributions to fund the same infrastructure item.

The Infrastructure Delivery Plan (IDP, see the evidence base documents section below) sets out the key infrastructure projects required in the Borough, and outlines how funding sources will be used to deliver new infrastructure.

It is likely that essential infrastructure items which are directly related to supporting the delivery of new development proposals will continue to be funded through S106 agreements. The CIL will therefore be used in combination with S106 agreements and other funding sources to deliver community infrastructure projects throughout the Borough, and to obtain infrastructure funding from smaller developments where S106 agreements may not usually be produced.

## 8. How the CIL will be collected

Liability to pay the CIL is triggered by the commencement of the development. Following the adoption of a CIL Charging Schedule, planning applications in the area will be expected to include a completed CIL Information and Liability Form, which will help the Council calculate the CIL liability associated with the development and issue a CIL Demand Notice. The notice will be issued upon the commencement of development

The levy should usually be paid within 60 days of the commencement of development, however to support the financial viability of new development in the area an instalments policy is proposed. An instalments policy allows levy charges over an identified amount to be paid in instalments over a set period of time. The Council is considering introducing an instalments policy and is seeking views on the proposed approach set out below.

### Proposed CIL Instalments Policy

Overall CIL liability	Payment instalments
£20,000 or less	Payment in full within 240 days
£20,000 - £50,000	50% paid within 360 days Further 50% paid within 540 days
£100,000 - £500,000	10% paid within 270 days Further 15% paid within 540 days Further 25% paid within 720 days Remaining 50% paid within 900 days
£500,000 or more	Agreement of project specific payment schedule

## 9. Evidence base documents

### CIL Viability Assessment Update (August 2022)

To inform the production of the CIL Charging Schedule, the Council commissioned HDH Planning and Development to conduct a CIL Viability Assessment. The assessment considers the impact of a CIL charge, in addition to normal development costs and policy and infrastructure requirements outlined within the adopted Brentwood Local Plan 2016-2033, on the financial viability of new development in the area.

The CIL rates proposed in the draft Charging Schedule are based on the conclusions of the CIL Viability Assessment Update. The Assessment tested different

development types and CIL rate scenarios. Evidence was collected from a variety of sources including questionnaire surveys with local, regional and national housing developers and registered providers operating within the Brentwood area. Stakeholder consultation sought views on the assumptions used within the CIL Viability Assessment. The testing examined the effects of different CIL rates and took account of the impact on development viability of other policy costs faced by development, including other planning obligation costs and the cumulative impact of emerging Local Plan policies.

### Infrastructure Delivery Plan

The Infrastructure Delivery Plan (IDP) version 3 was produced in 2019 and considers the key infrastructure requirements necessary to support the proposed development and growth across the Borough. It covers a wide range of infrastructure types, outlining the baseline position of infrastructure provision in the Borough. The IDP helps to identify the need for new and improved infrastructure in the Borough, and sets out the extent of the infrastructure funding gap in the area.

## 10. The need for a CIL

The Planning Practice Guidance<sup>2</sup> states that a Council intending to introduce a CIL *'should focus on providing evidence of an aggregate funding gap that demonstrates the need to put in place the levy. Any significant funding gap should be considered sufficient evidence of the desirability of CIL funding, where other funding sources are not confirmed'*.

The IDP identified a significant infrastructure funding gap in the area. Based on the assessment of infrastructure needs, costs and funding, there is currently an infrastructure funding gap in the Borough of around £50.4 million<sup>3</sup>.

Revenue from CIL is not expected to bridge the funding gap entirely, but it is expected to have a significant impact on available finances to enable Brentwood Borough Council to support the delivery of new and improved infrastructure.

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<sup>2</sup> PPG Paragraph: 017 Reference ID: 25-017-20190901

<sup>3</sup> See IDP section B - Schedule

## 11. Proposed CIL rates

The draft Charging Schedule for Brentwood Borough Council proposes the following levy rates:

Development type		CIL rate per m <sup>2</sup>
Residential	Brentwood Local Plan <sup>(1)</sup> Strategic Residential-led and Mixed Use Allocations <sup>(2)</sup> : R01, Dunton Hills Garden Village R02, Land at West Horndon Industrial Estate R03, Land North of Shenfield <sup>(3)</sup>	£0 £25 £150
	All other areas	£250
	Older people's housing <sup>(4)</sup>	£220
Retail	General <sup>(5)</sup> retail: In Brentwood Town Centre High Street <sup>(6)</sup> In all other areas	£340 £80
	Supermarket <sup>(7)</sup>	£260
	Retail warehouse <sup>(8)</sup>	£160
	Industrial	Located on: Greenfield land Brownfield land
Distribution and logistics <sup>(9)</sup>		£140
All other development		£0

### Notes

- (1) Brentwood Local Plan 2016-2033, adopted March 2022.
- (2) The location and boundary of the sites are presented in the CIL Variable Rates Map 1 below.
- (3) Site referred to within the CIL Viability Assessment Update (August 2022) as Officer's Meadows.
- (4) Older people's housing is defined as:
  - Retirement living or sheltered housing: This usually consists of purpose-built flats or bungalows with limited communal facilities such as a lounge, laundry room and guest room. It does not generally provide care services, but provides some support to enable residents to live independently. This can include 24 hour on-site assistance (alarm) and a warden or house manager.
  - Extra care housing or housing-with-care: This usually consists of purpose-built or adapted flats or bungalows with a medium to high level of care available if required, through an onsite care agency registered through the Care Quality Commission (CQC). Residents are able to live independently with 24 hour access to support services and staff, and meals are also available. There are often extensive communal areas, such as space to socialise or a wellbeing centre. In some cases, these developments are known as retirement communities or villages – the intention is for residents to benefit from varying levels of care as time progresses.

- (5) All retail development which is not a supermarket or retail warehouse as defined below.
- (6) Retail within the areas of the Brentwood Town Centre High Street Primary Shopping Area identified in the CIL Variable Rates Map 2 below.
- (7) Defined as retail selling predominantly convenience goods in premises of 1,000m<sup>2</sup> or more, offering a shopping destination in their own right where weekly food shopping needs are met. Supermarkets can also include non-food floorspace as part of the overall mix.
- (8) Defined as retail selling predominantly comparison goods (such as carpets, furniture, electrical goods, DIY items) in large premises of 2,000m<sup>2</sup> or more.
- (9) Uses within the Use Classes Order Class B8 storage and distribution.

## 12. Determining the proposed rates

The CIL Viability Assessment Update uses the Residual Value methodology as set out in the Harman Guidance<sup>4</sup> to determine the levy rates which could be applied to new development in the area without putting at risk the financial viability of new development. The residual value is calculated by removing the development costs (including profit, construction, fees, finance etc) from the gross development value. The Viability Assessment considers additional profits which could be achievable from development in the area, the inclusion of a 'buffer' or margin to account for changing economic circumstances, the potential for land prices to depress following the imposition of a CIL rate, and the potential extent of levy payments as a proportion of the gross development value of a scheme.

Based on the identified development costs and gross development value of strategic residential-led and mixed use allocations within the Brentwood Local Plan, these sites were recommended alternative CIL rates to residential development in all other areas of the Borough. The draft CIL Charging Schedule presents a range of other development types where the development costs and gross development values tested within the Viability Assessment resulted in alternative CIL rates being proposed. The differing rates therefore ensure that new development in the Borough remains financially viable following the imposition of a levy.

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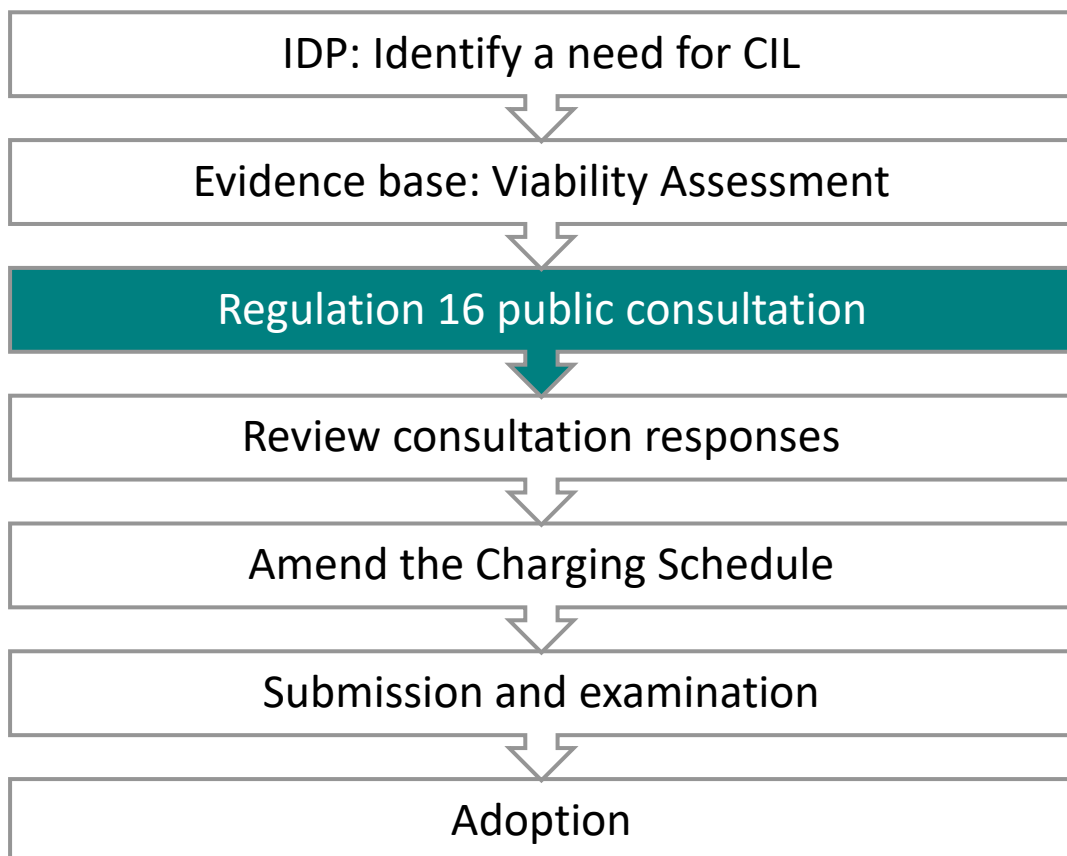
<sup>4</sup> Viability Testing in Local Plans – Advice for planning practitioners, LGA/HBF, Sir John Harman, June 2012

## 13. Next steps

Following the conclusion of this Regulation 16 consultation, the Council will review consultation representations and amend the draft Charging Schedule and supporting evidence base documents where necessary. The Council then intends to submit the revised draft Charging Schedule for an Examination in Public.

An Independent Examiner will be appointed to conduct the examination process. During the examination, members of the public can offer their views through hearings or written representations. The examiner will place their recommendations in a report, and will recommend either approval, rejection, or approval with specified modifications to the Charging Schedule.

Following the approval of the Charging Schedule, Levy rates on new development will apply once the Council has formally published the adopted Charging Schedule.







## **Statement of representation procedure and availability of documents**

### **Brentwood Borough Council COMMUNITY INFRASTRUCTURE LEVY (CIL) DRAFT CHARGING SCHEDULE OCTOBER 2022**

**in accordance with Regulation 16 of the Community Infrastructure Levy (CIL) Regulations 2010 (as amended)**

1. Brentwood Borough Council intends to submit a Community Infrastructure Levy (CIL) Draft Charging Schedule for public examination, under Section 212 of the Planning Act 2008 (as amended by Section 114 of the Localism Act 2011).
2. In accordance with the Community Infrastructure Levy Regulations 2010 (as amended), Brentwood Borough Council has published the following documents for public consultation:
  - Community Infrastructure Levy Draft Charging Schedule
  - Evidence to support the CIL Draft Charging Schedule – in the form of the CIL Viability Assessment Update (August 2022)
  - This Statement of Representations Procedure
3. The following additional consultation information has been produced to accompany this CIL Charging Schedule consultation and is also available for comment:
  - CIL Information Sheet
  - CIL Information Booklet
4. Representations on the Brentwood Borough Council CIL Charging Schedule must be made between 12<sup>th</sup> October and 9<sup>th</sup> November 2022, with the consultation closing at 5pm on 9<sup>th</sup> November 2022.
5. All relevant documents are available to view at:  
<https://www.brentwood.gov.uk/community-infrastructure-levy>
6. Hard copies of all the consultation documents and all supporting consultation material and evidence base documents, are available to view at the following locations:

- Brentwood Borough Council Town Hall, Ingrave Road, CM15 8AY
- Brentwood Library, New Road, CM14 4BP
- Ingatestone Library, High Street, CM4 9EU
- Shenfield Library, Rayleigh Road, CM13 1BD

7. Representations should be made to Brentwood Borough Council and may be made in writing or electronically. Comments on the Draft Charging Schedule and any of the associated documents can be made via:

- a. The Council's online consultation portal, available here: <https://brentwood.oc2.uk/>
- b. Or via post/email, by completing a comment form (available on request by emailing [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or calling 01277 312 500) and returning to the address below:

CIL Consultation 2022  
 Planning Policy Team  
 Brentwood Borough Council  
 Town Hall, Ingrave Rd  
 Brentwood,  
 Essex, CM15 8AY

8. The Draft CIL Charging Schedule must undergo a public Examination by an independent person, before the council can formally approve it. In accordance with Regulation 21 of the CIL Regulations 2010, anyone who has submitted a response to the consultation has a right to request to be heard by the examiner. The online form / comment form asks respondents to indicate whether or not they wish to be heard by the Examiner.

9. Please note, all those who make a representation will be notified using their supplied contact details of the following (unless they indicate otherwise):

- i. that the draft charging schedule has been submitted to the Examiner in accordance with section 212 of PA 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.

10. For further information or advice, about the consultation documents and/or process, please contact the Planning Policy Team by email at [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or by telephone on 01277 312 500

# Community infrastructure levy

Published 29 September 2022

Last updated 17 October 2022

We have launched a public consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule. The consultation is taking place from **12 October until 9 November 2022**.

The CIL is a locally set charge on new development which the council can choose to introduce. The levy is based on the size and type of development and once set, is mandatory to pay and non-negotiable. The funds raised would be distributed by us to provide infrastructure which is required to support new development within the local area.

The proposed CIL rates in the draft Charging Schedule are based on the conclusions of the CIL Viability Assessment Update. Through this consultation, we want your views on the draft Charging Schedule and associated evidence base documents:

- [Draft Community Infrastructure Levy Charging Schedule \(PDF\)](#)
- [CIL Viability Assessment Update \(August 2022\) \(PDF\)](#)

There is additional consultation information produced to go with the CIL Charging Schedule consultation, also available for comment:

- For a concise overview of the consultation, view our [Information Sheet \(PDF\)](#)
- For detailed information explaining the proposed CIL rates, view our [Information Booklet \(PDF\)](#)
- [Statement of representation procedure and availability of documents \(PDF\)](#)

## How to respond

You can comment on the draft Charging Schedule up to 5pm on 9 November 2022 using our [online consultation portal](#).

If you're unable to use the consultation portal, you can ask for a Word version of the consultation response form by emailing [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk).

The draft Charging Schedule, all supporting consultation material and evidence base documents are also available to view at the borough's libraries and our offices:

Brentwood Borough Council  
Town Hall

Ingrave Road  
CM15 8AY

## **What happens next?**

We, as the CIL charging authority, are required to consult with residents, local communities, businesses and stakeholders on the proposed levy rates. Following the conclusion of this Regulation 16 consultation, we will review consultation representations and amend the draft Charging Schedule and supporting evidence base documents where necessary. The consultation will be followed by an Examination-in-Public of the draft Charging Schedule, to be conducted by an independent examiner, prior to the proposed adoption of the CIL Charging Schedule.

For more information about the draft Charging Schedule or CIL, email [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or call 01277 312 500.

<b>Screenshot of Council CIL webpage</b>
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### In this section

- [Building control services](#)
- [Heritage, trees and conservation](#)
- [Land charges](#)
- [Planning advice and permissions](#)
- [Planning enforcement](#)
- [Planning policy and local plan](#)
  - [Dunton Hills Garden Village](#)
  - [Local Development Scheme \(LDS\)](#)
  - [Local development plan](#)
  - [Local plan examination](#)
- [Planning policy more information](#)
  - [Brentwood town centre](#)
  - [Brownfield land register](#)
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## Press Release

### Public consultation underway on the Community Infrastructure Levy (CIL) Draft Charging Schedule

Date: 18 October 2022

Brentwood Borough Council has launched a consultation seeking views on the charges developers should pay to support the community.

Known as the Community Infrastructure Levy (CIL), this is an opportunity for residents and interested parties to make their views known on the Draft Charging Schedule. The consultation closes on 9 November 2022.

CIL is a locally set charge on new development which the council can choose to introduce. The levy is based on the size and type of development and once set, is mandatory to pay and non-negotiable. The funds raised from CIL contribute towards delivering infrastructure to support new development within the local area.

CIL will also give developers and their agents a clearer understanding of the financial contributions they are expected to make towards the delivery of community infrastructure needs and it will give the council a simple process for the collection of these contributions.

We are inviting comments on the Draft Charging Schedule in accordance with our [Statement of Representations Procedure](#).

The CIL Draft Charging Schedule, the evidence base in support of it and details of how to respond to the consultation are available to view at [www.brentwood.gov.uk/community-infrastructure-levy](http://www.brentwood.gov.uk/community-infrastructure-levy)

Copies of the consultation documents are available to view at Brentwood Borough Council Town Hall and at both Brentwood and Ingatestone Libraries, during normal opening hours.

The documents can also be made available by contacting the Planning Policy Team by email at [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or by telephone on 01277 312 500.

The findings from the consultation will be available to the public on the Council's website in December.

The Council will submit the relevant documents to the Secretary of State with the expectation that the examination process will start early 2023 with a view to adopting the CIL by Autumn next year.

Media Contact: Communications Team

Tel:

Email: [press.desk@brentwood.gov.uk](mailto:press.desk@brentwood.gov.uk)

## Screenshot of Press Release

**brentwood.gov.uk**

### Press Release

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Media Contact: Com  
Tel:  
Email: [press.desk@brentwood.gov.uk](mailto:press.desk@brentwood.gov.uk)

## Appendix 8: CIL Consultation Correspondence Example

[Subject: **Brentwood Borough Council: Community Infrastructure Levy – Draft Charging Schedule published for public consultation**]

Dear Consultee,

### **Notification of Brentwood Borough Council Community Infrastructure Levy – Draft Charging Schedule published for public consultation**

I am writing to you as a registered consultee on Brentwood Borough Council's Planning Policy consultation database. Please be advised that in accordance with Regulation 16 of the Community Infrastructure Levy (CIL) Regulations 2010 (as amended), the Council is publishing the above documents for consultation for four weeks from: **Wednesday 12 October to 5pm Wednesday 9 November 2022**

CIL is a locally set charge on new development which the council can choose to introduce. The levy is based on the size and type of development and once set, is mandatory to pay and non-negotiable. The funds raised would be distributed by the council to provide infrastructure which is required to support new development within the local area.

CIL will also give developers and their agents a clearer understanding of the financial contributions they are expected to make towards the delivery of community infrastructure needs and it will give the council a simple process for the collection of these contributions.

The proposed CIL rates in the draft Charging Schedule are based on the conclusions of the CIL Viability Assessment Update (August 2022).

Through this consultation, we want your views on the draft Charging Schedule and its associated evidence base document:

- Community Infrastructure Levy Draft Charging Schedule – Regulation 16
- CIL Viability Assessment Update (August 2022)

Both consultation documents can be viewed, and comments made through the council's online consultation portal, available here: <https://brentwood.oc2.uk/>

The Council has published a [Statement of representations procedure and availability documents](#). This sets out full details of how the consultation documents can be viewed and how comments (written or electronic) should be made.

Additional information has been produced to accompany the CIL Draft Charging Schedule consultation:

- for a concise overview of the consultation, view our [Information Sheet \(PDF\)](#)
- for detailed information explaining the proposed CIL rates, view our [Information Booklet \(PDF\)](#)



For more information on the consultation and to download any of the documents listed above visit our [Community Infrastructure Levy webpage](#)

Please note that comments made during the consultation must be attributable to named individuals or organisations. They will be available for public inspection on our consultation portal and cannot be treated as confidential.

### **Further Information**

For further information or advice, about the consultation documents and/or process, please contact the Planning Policy Team by email at [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or by telephone on 01277 312 500

Yours sincerely



**Phil Drane**  
Director - Place

Tel: 01277 312500 | [www.brentwood.gov.uk](http://www.brentwood.gov.uk)  
Facebook: [brentwoodboroughcouncil](#) | Twitter: [@BrentwoodCouncil](#)

You can view Brentwood Council's privacy policy at [www.Brentwood.gov.uk/privacy](http://www.Brentwood.gov.uk/privacy)

News

# Scheme is submitted for 45 homes on town car park site

## DEVELOPMENT PARTNERSHIP PLAN WILL SEE THE LOSS OF 60 SPACES

By **PIERS MEYLER**  
Local democracy reporter  
piers.meyler@eastofc.com  
@piersme123

A DEVELOPMENT of 45 new homes on a Brentwood car park owned by the borough council has been recommended for approval.

The application for the development the Westbury Road car park has been submitted on behalf of Brentwood Development Partnership. This is a joint venture between Muse Developments and Seven Arches Investment Ltd, Brentwood Borough Council's development arm.

The development would lead to the net loss of about 60 parking spaces in the centre of town, although the car park was closed in June 2021.

A report to the borough council's planning committee said the provision of 45 new dwellings would be an "additional benefit" to the borough in terms of increasing housing supply, particularly the five-year housing land supply position.

But the committee has been warned that the lack of affordable housing provision on site is not compliant with housing policy and it is unclear how the objective of creating mixed and balanced

communities would be effectively met.

However it adds in a statement as part of the committee reports that a reduction in the number of parking spaces is acceptable to how close it is to Brentwood High Street with all its facilities, car parks and access to frequent and extensive public transport services.

The local parking restrictions should also ensure that there is no overspill on to surrounding roads.

"Therefore, from a highway and transportation perspective, the impact of the proposal is acceptable to the highway authority subject to the following requirements," it adds.

A statement adds: "The site is situated at a highly-sustainable location, in walking distance to local services, train station, employment opportunities and locationally consistent with the council's objective for modal shift towards more sustainable forms of transport and travel.

"As such, it is considered that a reduction of car parking would be consistent with the council's aims for modal shift."

The application is recommended for conditional approval subject to a Section 106 agreement



Artist's impression of how the Westbury Road development in Brentwood could look

to cover an affordable housing payment of £440,000, open space provision - committed payment totalling £45,000 and a £22,300 contribution to the Basildon and Brentwood Clinical Commissioning Group.

Brentwood Development Partnership's most recent plans come after plans were approved by Brentwood Borough Council for two schemes at Maple Close and Seven Arches Road.

The applications are part of the early sites for regeneration through the innovative partnership - a joint venture between Brentwood Borough Council and Muse Developments - which will look to bring forward up to £1 billion of development activity over the next 30 years.

## Views sought over levels of borough levy on developers

BRENTWOOD Borough Council has launched a consultation seeking views on the charges developers should pay to support the community.

Known as the Community Infrastructure Levy (CIL), the consultation is an opportunity for residents and interested parties to make their views known on the Draft Charging Schedule.

The consultation closes on November 9.

CIL is a locally-set charge on new development which the council can choose to introduce.

The levy is based on the size and type of development and, once set, is mandatory to pay and non-negotiable.

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CIL will also give developers and their agents a clearer understanding of the financial contributions they are expected to make towards the delivery of community infrastructure needs and it will give the council a simple process for the collection of these contributions.

The council is inviting comments on the Draft Charging Schedule in accordance with its Statement of Representations Procedure.

The CIL Draft Charging Schedule, the evidence base in support of it and details of how to respond to the consultation are available to view at [www.brentwood.gov.uk/community-infrastructure-levy](http://www.brentwood.gov.uk/community-infrastructure-levy)

Copies of the consultation documents are available to view at Brentwood Borough Council Town Hall and at both Brentwood and Ingatestone libraries, during normal opening hours.

The documents can also be made available by contacting the Planning Policy Team by email at [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or by telephone on 01277 312 500.

The findings from the consultation will be available to the public on the council's website in December.

The council will submit the relevant documents to the Secretary of State with the expectation that the examination process will start in early 2023 with a view to adopting the CIL by autumn next year.

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CIL is a locally-set charge on new development which the council can choose to introduce.

The levy is based on the size and type of development and, once set, is mandatory to pay and non-negotiable.

The funds raised from CIL contribute towards delivering infrastructure to support new

development within the local area.

CIL will also give developers and their agents a clearer understanding of the financial contributions they are expected to make towards the delivery of community infrastructure needs and it will give the council a simple process for the collection of these contributions.

The council is inviting comments on the Draft Charging Schedule in accordance with its Statement of Representations Procedure.

The CIL Draft Charging Schedule, the evidence base in support of it and details of how to respond to the consultation are available to view at [www.brentwood.gov.uk/community-infrastructure-levy](http://www.brentwood.gov.uk/community-infrastructure-levy)

Copies of the consultation documents are available to view at Brentwood Borough Council Town Hall and at both Brentwood and Ingatestone libraries, during normal opening hours.

The documents can also be made available by contacting the Planning Policy Team by email at [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or by telephone on 01277 312 500.

The findings from the consultation will be available to the public on the council's website in December.

The council will submit the relevant documents to the Secretary of State with the expectation that the examination process will start in early 2023 with a view to adopting the CIL by autumn next year.

## Appendix 10: Social Media Posts

### Twitter post



The screenshot shows a Twitter profile for Brentwood Council with 21.5K tweets and a 'Follow' button. The profile banner includes the text 'ALT Active Economy' and 'BRENTWOOD'. The tweet, dated 24 Oct, announces a public consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule, ending on 9 November 2022. It includes a link to [brentwood.gov.uk](https://brentwood.gov.uk) and a description of CIL as a locally set charge on new development.

**Brentwood Council** 21.5K Tweets Follow

**Brentwood Council** @Brentwood\_BC · 24 Oct

We have launched a public consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule. The consultation is taking place until 9 November 2022.

Find out more here:

[brentwood.gov.uk](https://brentwood.gov.uk)  
Community infrastructure levy  
CIL is a locally set charge on new development that authorities can choose to introduce across their ...

### Linkedin post



The screenshot shows a LinkedIn post from Brentwood Borough Council, which has 3,304 followers. The post, edited 3 weeks ago, announces a public consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule, ending on 9 November 2022. It provides a detailed explanation of CIL as a locally set charge on new development and mentions that the proposed rates are based on the CIL Viability Assessment Update. A link to [https://lnkd.in/e\\_VFrXG](https://lnkd.in/e_VFrXG) is provided for more information. The post has 6 likes and options to Like, Comment, and Share.

**Brentwood Borough Council** 3,304 followers 3w · Edited

We have launched a public consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule. The consultation is taking place from until 9 November 2022.

The CIL is a locally set charge on new development which the council can choose to introduce. The levy is based on the size and type of development and once set, is mandatory to pay and non-negotiable. The funds raised would be distributed by us to provide infrastructure which is required to support new development within the local area.

The proposed CIL rates in the draft Charging Schedule are based on the conclusions of the CIL Viability Assessment Update. Through this consultation, we want your views on the draft Charging Schedule and associated evidence base documents.

Find out more here: [https://lnkd.in/e\\_VFrXG](https://lnkd.in/e_VFrXG)

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Like Comment Share

## Appendix 11: Summary of CIL Draft Charging Schedule Representations

Respondent	Consultation question	Summary of representation	Council response
Hallam Land Management Ltd (HLM) [9272]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	Generally, the proposed methodology and assumptions made are considered appropriate, however a scheme of a similar nature and scale as Calcott Hall Farm is not included in the typologies and thus there are no comparable viability assumptions to draw upon. It is important to ensure that schemes which are not covered by any of the typologies set out will be able to pay an appropriate level of CIL without viability issues, particularly sites of a significant scale as the assessment of the three strategic sites highlights that strategic schemes are less able to contribute a higher level of CIL.	Page 111 of the Viability Assessment (VA) outlines that the assessment cannot consider all sites which may potentially be developed in the area, therefore the VA broadly tests the types of development and sites most likely to come forward. The extent of typologies tested in the VA is sufficient for the purposes of identifying an appropriate CIL rate for the area. No changes required in response to these comments.
Castle Point Borough Council (Mr Ian Butt, Head of Place and Policy) [8304]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	I am writing on behalf of Castle Point Borough Council in response to the consultation underway on the Brentwood Community Infrastructure Levy Draft Charging Schedule. I can advise that we have taken the opportunity to review the Draft Charging Schedule and the associated documentation and are supportive of your proposals to introduce a Community Infrastructure Levy in Brentwood Borough, and of the rates of levy you are proposing to charge.	Noted. No changes required in response to these comments.
Iceni Projects Limited (Ms Leona Hannify) [8333]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	Support the zero CIL fee for strategic sites within Brentwood. It is recommended that the Council clarify that in such instances zero CIL would be applicable to ensure that the CIL does not prejudice the viability of developments. The CIL Charging Schedule should confirm that it will be for the council and the applicant to consider the balance of securing developer obligations through S106 contributions and/or CIL.	Through the VA, the Council has tested the ability of a range of development types to pay a CIL charge and remain financially viable. The conclusions of the VA informed the proposed CIL rates. £0 rates of CIL are proposed on residential site R01, industrial brownfield development, and all other development types not specifically identified in the draft Charging Schedule. No changes required in response to these comments.
Iceni Projects Limited (Ms Leona Hannify) [8333]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	Support the ongoing review of costs and contingencies as detailed in the consultation. It is recommended that the VA takes into account the Tender Price Indices (TPI) in addition to the most recent BCIS costs.	Page 81 of the VA acknowledges the TPI, however confirms that the assessment will be based on the most recent BCIS costs. No changes required in response to these comments.

Respondent	Consultation question	Summary of representation	Council response
Iceni Projects Limited (Ms Leona Hannify) [8333]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	The Consultation states that the principle driver of the differences is the situation rather than the location of a site. That is to say, the value will be more strongly influenced by the specific site characteristics, the immediate neighbours and environment, rather than in which particular ward or postcode sector the scheme is located. It is questioned whether this actually applies to Brentwood where there are clearly major differences in values depending on the location within the Borough. It is recommended that this is considered further by the Council to ascertain whether different levels of CIL contribution would be appropriate.	This issue was considered through engagement on the emerging VA, and is addressed on page 54 of the VA. Typologies tested within the VA are based on sites types (size, green/brown, current use) rather than location within the Borough. The variations in values throughout the Borough do not vary sufficiently to warrant location based typologies to be tested. No changes required in response to these comments.
BNP Paribas Real Estate/Strutt & Parker (Ms Carline McEade) [9206]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	It is therefore important that St Modwen responds to the assumptions of viability made in the Assessment. They consider that whilst the s106 costs referenced are broadly correct, land values and development costs have changed significantly this year, and particularly in the last 2 months, and this substantially changes some of the inputs to the appraisal. St Modwen consider that BEP should be zero rated.	The CIL rates proposed within the VA are not set at the margins of viability, and include buffers to accommodate changes in values and costs. Having said this, since the planning application, further strategic infrastructure and mitigation costs have been identified. The impact of these is considered in the Statement of Common Ground (SoCG) between St Modwen and Brentwood Borough Council (BBC).

Respondent	Consultation question	Summary of representation	Council response
BNP Paribas Real Estate/Strutt & Parker (Ms Caroline McDade) [9276]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	<p>Object to assumptions within the VA, where the following has not been sufficiently considered, and therefore require amendments to the VA:</p> <ul style="list-style-type: none"> <li>- A 30% reduction in capital values in the industrial and logistics sector. Prime yields have shifted from 3.25% to 5.25% in a 3 month period. Far more significant is the impact on land values for industrial and logistics development which have generally reduced by 60% to 65% since June 2022. This is a consequence of not only the outward yield shift on the GDV but the compounding effect of considerable inflation on construction and infrastructure costs as well as higher finance rates and increased risk margins applied through all aspects of development appraisals.</li> <li>- Revenue - The capital value per sq/m of £2,800 in terms of assumed rent and yield requires clarification.</li> <li>- Project programme - It is unclear how the project programme has been tested.</li> <li>- Buyers costs - The VA does not take into account Stamp Duty Land Tax, sales agent fees and sales legal fees.</li> <li>- Construction costs - It is unclear which BCIS cost rate has been applied.</li> <li>- The VA does not include all infrastructure costs for the site, which should be £116m.</li> <li>- Contingency - a 5% contingency should be applied.</li> <li>- Commercial letting and legal fees - Include a commercial letting and legal fees of 15% in the first year of rent for letting fees and 5% for legal fees.</li> <li>- Finance - The finance rate of 6% should be increased to account for the recent base rate increase.</li> </ul>	St Modwen and BBC have worked together to prepare a SoCG based on the updated information in relation to this large strategic site.

Respondent	Consultation question	Summary of representation	Council response
Savills (Laura Dudley-Smith) [9278]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	At para 9.26 the HDH report sets out the basis on which the modelling has been carried out. It is noted for that distribution uses are based on unit sizes of 3,000 sqm, approximately 32,000 sq ft. This is significantly lower than the size of many modern employment buildings including those likely to come forward in the Southern Growth Corridor. This will generate a barrier to investment and potential future employment.	The modelling in the VA is based on the planned development in the Borough. The Local Plan does not allocate land for larger units beyond the Brentwood Enterprise Park. It is accepted that some larger buildings may come forward than those modelled, however these would not be critical to the delivery of the plan as a whole. In any event, the 'tipping point', for the build costs is 2,000m <sup>2</sup> so the modelling does capture the viability of larger units.
Savills (Laura Dudley-Smith) [9278]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	Assumptions have been made about the selection of Existing Use Values. For employment uses 50,000 £/ha appears to have been assumed for greenfield sites, and 1,200,000 £/ha appears to have been assumed for brownfield. There is no clarification on the types of sites and the approach is very broad. It certainly does not accurately allow for variations in existing use value or the specific nature of sites and how these can be brought forward for development.	It is accepted that a broad range of site can be brought forward for development / redevelopment. Bearing in mind the range of sites allocated on the Local Plan, and the other expected development the approach taken is appropriate. It is important to appreciate that CIL only applied to Net New Development, so where there are existing buildings on a site the floor area will be taken into account when calculating the amount of CIL due.
Savills (Laura Dudley-Smith) [9278]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	Para 11.10 of the HDH Report also assumes that "distribution and logistics uses are likely to be on greenfield sites". There is no basis for this assumption and yet much of the work in the report appears to have relied on it. In short, the charging schedule seeks to apply a high CIL rate of £140/sqm to all B8 distribution and logistics uses without proper explanation and analysis.	<p>The modelling within the VA has been carried forward from the previous Assessment, which was subject to public consultation in September 2018. The VA assessment has tested a range of development typologies, which were agreed through engagement with the development industry during the production of the VA in May/June 2022. Savills attended the 2022 consultation and did not comment in this regard. The range of typologies appropriately test the types of development which are expected to come forward in the Borough.</p> <p>The modelling in the VA is based on the planned development in the Borough. The Local Plan does not allocate land for much larger units beyond the Brentwood Enterprise Park. It is accepted that some larger buildings may come forward than those modelled, however these would not be critical to the delivery of the plan as a whole.</p>



Respondent	Consultation question	Summary of representation	Council response
Savills (Laura Dudley-Smith) [9278]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	Some sites have been individually tested within the VA and others have not. The impact of s106 obligations on other sites in the South Growth Corridor is equally significant for those sites, and we would question the logic in applying a zero rate only to Dunton Hills Garden Village for example, but not for other sites.	The VA assessment has tested a range of development typologies, which were agreed through engagement with the development industry during the production of the VA. The range of typologies appropriately test the types of development which are expected to come forward in the Borough. No changes required in response to these comments.
Star Planning and Development (Mr David Barnes) [9281]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	BLV for Dunton Hills Garden Village was based upon a site-specific Existing Use Value (EUV) of £100,000 per gross hectare to which a premium was added (EUV+). The 'plus' element for greenfield land was advised to the Council by its Viability Consultant and has been consistently adopted in both the original Assessment and the Updated Assessment. CEG is fully supportive of the Council's intention to apply a 'zero' rate for the Community Infrastructure Levy (CIL) to Dunton Hills Garden Village. This is both a realistic and sensible approach to adopt because of the circumstances associated with the bespoke delivery of infrastructure for a Garden Village and the viability considerations.	Noted. No changes required in response to these comments.
Star Planning and Development (Mr David Barnes) [9281]	Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?	CEG is supportive of the BLV used for the site because it is entirely appropriate and correct that the BLV for CIL should be the value which underpinned the preparation of the Local Plan, the associated policy aspirations and the evidence presented by the Council to the Inspectors who examined the Local Plan.	Noted. No changes required in response to these comments.

Respondent	Consultation question	Summary of representation	Council response
<p>Turner Morum LLP (Mr Thomas Hegan) [9282]</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 106</p>	<p>Question 1: Do you have any comments on the content of the CIL Viability Assessment Update?</p>	<p>The following comments have been provided regarding the VA:</p> <ul style="list-style-type: none"> <li>- Our key comments previously provided regarding site capacity have been ignored, which is a key consideration to the viability of the Officers Meadow scheme.</li> <li>- The VA has tested the Officers Meadow scheme at 825-dwellings, however the actual maximum site capacity is likely to be 700-dwellings.</li> <li>- The VA has not considered the site specific infrastructure cost requirements for the site.</li> <li>- The VA has not considered the plot external works for the site, which should be included as a 15% addition to the BCIS base costs.</li> </ul>	<p>The site capacity has been held at 825 rather than being reduced to 700 units on advice of the BBC – the site is allocated for 825 units. (CIL Viability Update – August 2022. Page 37).</p> <p>That a 15% allowance for site costs may be insufficient. This was increased to 20%. Subsequently it was observed that 20% was ‘far too low’ for the Officer’s Meadow site and figures of £26.15m for an 825 unit scheme and £25.5m for a 700 unit scheme were suggested. The 20% assumption equates to about £22m, however the figures are not directly comparable with the suggested figures including a contingency allowance (5%) and the assumption does not. Further the submitted costs include abnormal and strategic infrastructure costs of over £8,000,000. The PPG is clear that the abnormal costs should be reflected in the Benchmark Land Value and the strategic infrastructure costs are covered elsewhere. (CIL Viability Update – August 2022. Page 82).</p> <p>The strategic infrastructure and mitigation costs used in the CIL Viability Update – August 2022 (Table 7.2) are carried forward from the IDP that was examined as part of the Local Plan IDP. These have been indexed due to the passage of time and are estimated to be £23,884,210 or just under £29,000/unit.</p> <p>A further 20% (not 15% as stated by the site promoter) is covered for normal site costs. This comes to £23,653,772 (excluding contingency which is subsequently added) which is £610,113 per gross ha (£246,909 per gross acre) or £838,148 per net ha (£339,194 per net acre). The combined cost for on and off site infrastructure is therefore £47,537,982 which works through as about 57,621/unit or £1,685,744per net ha (£682.211 per net acre). The approach used is consistent with the evidence considered at the Local Plan EiP (subsequently updated in line with the consultee’s initial response).</p>

Respondent	Consultation question	Summary of representation	Council response
Turner Morum LLP (Mr Thomas Hegan) [9282]  Page 107	Question 2: Do the proposed levy rates set out in the draft CIL Charging Schedule appropriately reflect the conclusions of the CIL Viability Assessment Update?	Yes, with general principles, but concerns raised regarding: - the 'additional profit' calculation, which should be the variance between the Residual Land Value (shown to be £44.93m) and the Benchmark and Value (at £18.59m) - should provide an additional profit of £26.33m, as opposed to the £36.3m identified in the report. Therefore the Additional Profit (the headroom for CIL) is shown to be markedly higher than it should be. - use of the 825 dwelling capacity for the site, which should be a maximum of 700 dwellings. - the VA has not considered the plot external works for the site, which should be included as a 15% addition to the BCIS base costs.	<p>The Addition Profit calculation needs to include a buffer. (CIL Viability Update – August 2022. Page 38). A buffer is included in the testing as set out in Table 10.5 of the CIL Viability Update – August 2022.</p> <p>It is correct to observe that the Residual Value (£44,928,301) less the BLV (£18,595,200) is not the Additional Profit. In calculating the Residual Value the cost of the land (£44,928,301) is a cost for calculating interest. In calculating the Additional Profit the cost of the land is taken to be the BLV (£18,595,200) and is used for calculating the interest. This also has a impact on the acquisition costs and stamp duty.</p> <p>It is important to note that the Additional Profit is simply a broad indication of the capacity to bear CIL and is not an element of the assessment of the appropriate level of CIL. See above re site capacity. The VA has made allowance for plot external works at 20%, rather than the 15% suggested.</p>
Turner Morum LLP (Mr Thomas Hegan) [9282]	Question 3: Do the proposed levy rates set out in the draft CIL Charging Schedule provide an appropriate balance between securing infrastructure investment and supporting the financial viability of new development in the area?	The Council should publish a CIL 'wish list' which would identify the infrastructure which would be covered by CIL. A considerably greater level of detail is required to allow the parties to establish what is required from the respective schemes, whether the contribution sought are required, whether they are Reg 122 compliant, and if there is any double counting.	<p>The Councils approach to using CIL and S106 contributions will be appropriately presented within the IDP and Infrastructure Funding Statement (IFS). The IDP has identified an infrastructure funding gap which sufficiently demonstrates a need for CIL in the Borough. When drafting a Charging Schedule, there is no requirement for the Council to evidence in detail how CIL will be used in the future. No changes required in response to these comments.</p> <p>The IDP has been reviewed and remains current. Highways England confirmed, at the Local Plan EiP that they are not asking Brentwood to mitigate wider region's growth – so no specific allowance is made for this (and the Council will not be seeking that the developer funds such works). (CIL Viability Update – August 2022. Page 86).</p>

Respondent	Consultation question	Summary of representation	Council response
Sport England (Mr. Roy Warren, Planning Manager) [4294]	Question 4: Do you have any comments on the proposed CIL rates?	The proposal for a zero CIL rate for all other development which would include community sports/leisure facilities is welcomed. Most community sports facilities such as leisure centres, playing fields etc are operated by local authorities, clubs and voluntary organisations on a not for profit basis to meet community needs. If CIL was charged for new facilities, or enhancements to existing facilities, this may have viability implications for implementing the proposals. In Sport England's experience, viability work from elsewhere in the region has shown that such uses would not justify CIL payments and therefore have been specifically excluded being charged CIL.	Noted. No changes required in response to these comments.
GL Hearn (Mr David Maxwell) [9242]	Question 4: Do you have any comments on the proposed CIL rates?	<p>It is submitted that the Brentwood draft CIL rates proposed for residential development at £250/sq.m are exceptionally high and likely to cause detrimental impacts on housing delivery and housing affordability within Brentwood. Continued slow housing delivery will result in detrimental social impacts within Brentwood and the housing market area due to restricted housing supply and availability, as well as detrimental economic impacts and restricted economic growth.</p> <p>The exceptionally high Brentwood draft CIL rates of £250/sq.m for residential are also directly opposed to the aims, aspirations and targets to increase housing delivery as set out within the Brentwood Housing Action. Plan, November 2021 as well as the Council's Housing Strategy for 2021-2026. The proposed Brentwood draft CIL rates at £250/sq.m for residential development are unusually high in comparison to CIL rates within similar local neighbouring authorities</p>	<p>The proposed CIL rates are based on the conclusions of the VA. The VA demonstrates the the proposed rates of CIL will not render new development in the Borough unviable. The rates should not therefore detrimentally impact the rate of housing delivery in the area. No changes required in response to these comments.</p> <p>This site was considered through the Local Plan hearings and not included as an allocation. As per paragraph 35 of the NPPF and 25-040-20190901 the principal test is whether or not CIL 'undermines the delivery of the plan'. As this site is not an allocation (ie not part of the plan) there is no need to consider it specifically.</p> <p>No viability evidence (costs values etc) have been presented to support the statement that CIL may be too high.</p>
BNP Paribas Real Estate/Strutt & Parker (Ms Caroline)	Question 4: Do you have any comments on the proposed CIL rates?	St Modwen consider that BEP should be exempt from CIL in the same way that Dunton Hills is, given both developments are providing significant s106 contributions as well as BEPs wider infrastructure benefits. If this can be agreed, St Modwen will withdraw their holding objection.	The proposed CIL rates are based on the conclusions of the VA. The VA currently demonstrates that the proposed rates of CIL will not render new development in the Borough unviable. Subject to a review of comments within other questions on assumptions used within the VA, no changes required in response to these comments.

Respondent	Consultation question	Summary of representation	Council response
McDade) [9276]			
Savills (Laura Dudley-Smith) [9278]	Question 4: Do you have any comments on the proposed CIL rates?	The imposition of such CIL rates on employment generating development will undoubtedly place an additional burden on the owners/occupies and will in our view provide a barrier to further important economic uses coming forward. This will have significant potential impacts on the economic growth in the Borough.	<p>The proposed CIL rates are based on the conclusions of the VA. The VA demonstrates the proposed rates of CIL will not render new development in the Borough unviable. The rates should not therefore detrimentally impact the rate of economic growth in the area. No changes required in response to these comments.</p> <p>It is necessary for CIL rates to be informed by the viability evidence. It is not appropriate to set a low rate to encourage a type of development or a high rate to discourage development. Such an approach may be in breach of the State Aid rules.</p>
Savills (Laura Dudley-Smith) [9278]	Question 4: Do you have any comments on the proposed CIL rates?	The proposed rate of CIL for B8 uses would jeopardise new projects in the Borough	<p>The proposed CIL rates are based on the conclusions of the VA. The VA demonstrates the the proposed rates of CIL will not render new development in the Borough unviable. The rates should not therefore detrimentally impact the ability of B8 uses to come forward in the Borough. No changes required in response to these comments.</p> <p>No evidence is provided regarding the suggested impacts of CIL. The values and costs are not challenged and no alternative EUV evidence is put forward.</p>
Savills (Laura Dudley-Smith) [9278]	Question 4: Do you have any comments on the proposed CIL rates?	In our client's submission a justified approach would be to zero rate all employment generating development because conversely it would help to support and regenerate the Brentwood local economy whilst not producing the types of impact on local services and amenities such as education and health, which new residential development will inevitably do. In practice, CIL contributions from employment sites would be contributing to education and healthcare infrastructure, despite it being a use which would have	Through the VA, the Council has tested the ability of a range of development types to pay a CIL charge and remain financially viable. The conclusions of the VA informed the proposed CIL rates. Proposed CIL rates are therefore based on the viability of development, and do not consider if certain types of development should or should not be contributing towards infrastructure. All new development will have an impact on infrastructure which CIL

Respondent	Consultation question	Summary of representation	Council response
		negligible impact on these facilities, and effectively therefore mitigating for the zero-rated Dunton Hills Garden Village development for example.	can assist in mitigating, irrespective of the type of development. No changes required in response to these comments.
Savills (Laura Dudley-Smith) [9278]	Question 4: Do you have any comments on the proposed CIL rates?	It is our view that the Council's approach of seeking to double count/collect for the same infrastructure cannot be justified and if progressed would place additional and unsustainable demands on the viability of these projects. The CIL consultation should also provide further clarification on the list of infrastructure it is intending to fund and the relationship with any proposed S106 contributions in accordance with the items in the published IDP. There appears to be limited information available on this at present.	The Councils approach to using CIL and S106 contributions will be appropriately presented within the IDP and Infrastructure Funding Statement (IFS). The IDP has identified an infrastructure funding gap which sufficiently demonstrates a need for CIL in the Borough. When drafting a Charging Schedule, there is no requirement for the Council to evidence in detail how CIL will be used in the future. No changes required in response to these comments.
Transport for London (Ms Jessica Biggs) [9280]	Question 4: Do you have any comments on the proposed CIL rates?	TTLP are concerned that the proposed CIL rates set out in the CIL Draft Charging Schedule could have adverse implications for the viability of development on Brentwood Railway Station Car Park, the development of which could provide much needed housing (including affordable housing) and other public benefits.	The proposed CIL rates are based on the conclusions of the VA. The VA demonstrates that the proposed rates of CIL will not render new development in the Borough unviable. The rates should not therefore detrimentally impact the rate of housing delivery in the area. No changes required in response to these comments.



Respondent	Consultation question	Summary of representation	Council response
GL Hearn (Mr David Maxwell) [9242]	Question 5: Should any types of development be charged a different CIL rate, and if so, why?	Consideration should be given to site specific CIL rates for strategic residential developments applicable to schemes of 300 to 400 or more dwellings.	<p>The proposed CIL rates are based on the conclusions of the VA. The VA has tested a range of site typologies to consider the impacts of applying a CIL charge on different site sizes. The VA demonstrates that the proposed rates of CIL will not render new development in the Borough unviable. The rates should not therefore detrimentally impact the rate of housing delivery in the area. No changes required in response to these comments.</p> <p>This site was considered through the Local Plan hearings and not included as an allocation. As per paragraph 35 of the NPPF and 25-040-20190901 the principal test is whether or not CIL 'undermines the delivery of the plan'. As this site is not an allocation (ie not part of the plan) there is no need to consider it specifically.</p>
Turner Moffitt LLP (Mr Thomas Heenan) [9242]	Question 5: Should any types of development be charged a different CIL rate, and if so, why?	<p>As above I would consider that Officer's Meadow should be £0 listed - I note that Dunton Hills Garden Village has been £0 listed in the Draft Charging Schedule and I do not see any reason why Officer's Meadow should not be treated the same way.</p> <p>Numerous concerns exist regarding HDH's approach and appraisal conclusions, including the missing site-specific infrastructure costs within the HDH appraisal and the fact that the site only has capacity to deliver 700 units as a maximum, not the 825 units reflected by HDH.</p> <p>I am unclear why these positions have been adopted, when these matters were brought to the Council's specific attention within the earlier representations.</p>	Noted. Issues raised in other questions. Responses provided to the other questions.



Respondent	Consultation question	Summary of representation	Council response
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 5: Should any types of development be charged a different CIL rate, and if so, why?	<p>Section 5 - What development will be liable to pay the levy? and Section 6. CIL exemptions and discretionary relief</p> <p>It is noted that Table 12.9a (Non-Residential Uses – Greenfield) of the Viability Assessment Update (August 2022) indicates that “small” industrial units would not be viable with any CIL charge. It is therefore recommended that there is an exemption for small units (under 500sqm) in order to support start-ups and high-potential SME’s.</p>	<p>It is accepted that Table 12.9 of the VA demonstrates that smaller industrial units would be unviable with the introduction of a CIL charge. The VA modelled industrial units of 400sqm (Industrial - small in Table 12.9) which are shown to be unviable with a CIL charge, and 2,000sqm (Industrial in Table 12.9) which are shown to be viable up to a CIL charge of £80 per sqm. Based on the information presented in table 12.9, it is recommended that CIL rates for smaller industrial units are reduced and amended within the CIL Charging Schedule to a £0 rate.</p> <p>In relation to an appropriate threshold, the available BCIS costs data provides information for units up to 500sqm, 2,000sqm, and over 2,000sqm. Table 12.9 demonstrates that units of 2,000sqm or more are viable, therefore it is recommended that the proposed £0 rate should apply to industrial proposals up to 2,000sqm.</p>
Hallam Land Management Ltd (HLM) [9272]	Question 6: Do you have any comments on the draft Instalments Policy?	The Instalments Policy omits developments with an overall CIL liability of between £50,000 and £100,000; this error should be rectified.	Noted. This will be updated. Change required to the Charging Schedule.
Turner Moxum LLP (Mr Thomas Hegan) [9282]	Question 6: Do you have any comments on the draft Instalments Policy?	<p>I have no comments on the specific draft instalment policy but it is worth noting that the HDH analysis still not include the CIL contributions as development costs within the appraisals.</p> <p>Instead, the HDH analysis calculated the 'additional profit' which is essentially what they consider to be the developments 'headroom for CIL'. In my view this is a flawed approach because the compound finance costs associated with CIL contributions are also therefore missing, which can be a key factor in the viability / deliverability of any scheme.</p> <p>This is another point that was made within the earlier representations which has been ignored - albeit HDH have acknowledged (and seemingly agreed) with the issue at paragraph 3.27-3.30. For completeness, the subject site has not been</p>	Noted. Issues raised in other questions. Responses provided to the other questions.

Respondent	Consultation question	Summary of representation	Council response
		<p>modelled including CIL costs to consider the associated finance cost implications - as suggested at para 3.29.</p> <p>A reason to reflect CIL contribution as a development cost within the appraisal would have been to test the implications of the CIL payment instalments policy, in viability terms.</p>	
<p>Iceni Projects Limited (Ms Leona Hamlyn) [8333]</p>	<p>Question 6: Do you have any comments on the draft Instalments Policy?</p>	<p>The CIL Payment Schedule should be agreed on a project by project basis, reflecting the phasing profile of strategic projects. The Instalments Policy seems appropriate as long as this only relates to each Reserved Matters Phase of the Strategically Allocated developments, or else this could prove financially damaging to the developer. Flexibility will be required for either CIL or S.106 payments on Strategic Sites.</p>	<p>The proposed Instalments Policy allows a specific payment schedule to be agreed to reflect the phasing of large sites. No changes required in response to these comments.</p>
<p>Historic England (Andrew Marsh) [8824]</p>	<p>Question 7: Is there a need to provide discretionary relief from the levy to any types of development, and if so, why?</p>	<p>Vacant or underused heritage assets not only fail to make a full contribution to the Borough's economy but they also give rise to negative perceptions about an area. This, in turn, can detract from its attractiveness to visitors and inward investment. Consequently, in setting thresholds there needs to be a clear understanding of the potential impact which CIL could have on investment in, and regeneration of, historic areas - particularly those which have been identified as being 'at risk'. We are therefore encouraging local authorities to assert their right to apply discretionary relief for exceptional circumstances; where development which affects heritage assets and their settings and/or their significance, may become unviable if it was subject to CIL, or where CIL relief would enable the restoration of heritage assets as identified on Historic England's 'Heritage at Risk Register'.</p>	<p>The Council should consider the inclusion of a discretionary relief policy which supports the regeneration and restoration of 'at risk' heritage assets and/or their settings. Change may be required to include a discretionary relief policy.</p>

Respondent	Consultation question	Summary of representation	Council response
Transport for London (Ms Jessica Biggs) [9280]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	In order to maintain the viability of schemes which deliver significant infrastructure benefits, we suggest that the CIL Charging Schedule should explain that the Council will consider and accept, in appropriate circumstances, land or infrastructure in lieu of a CIL contribution. This is appropriate where a development goes above and beyond what it needs to do to make the development acceptable in planning terms and is instead providing strategic infrastructure. This is set out in Section 73 of the CIL Regs.	The is no need for the CIL Charging Schedule to repeat the CIL Regulations. Section 73 of the Regulations applies whether stated within the Charging Schedule or not. There is therefore no need to include reference to section 73 within the Charging Schedule. No changes required in response to these comments.
Hallam Land Management Ltd (HLM) [9272]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	It is recommended that the CIL Charging Schedule includes a mechanism to review CIL in line with the progression of the Brentwood Local Plan Review, which is required to be submitted for Examination by July 2024, to include consideration of the CIL rate for any allocated strategic sites to ensure they can be delivered appropriately. If the draft CIL Charging Schedule is not reviewed in an appropriate timeframe, it could render strategic and other allocations in the Brentwood Local Plan Review unviable.	The CIL Charging Schedule will be review on a regular basis. There is no requirement to set out a review programme within the Charging Schedule. No changes required in response to these comments.
BNP Paribas Real Estate/Strutt & Parker (Ms Caroline McDade) [9276]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Concern regarding double counting if CIL is directed to paying for strategic infrastructure.	The Councils approach to using CIL and S106 contributions will be appropriately presented within the IDP and Infrastructure Funding Statement (IFS). The IDP has identified an infrastructure funding gap which sufficiently demonstrates a need for CIL in the Borough. When drafting a Charging Schedule, there is no requirement for the Council to evidence in detail how CIL will be used in the future. No changes required in response to these comments.
Ingatestone and Fryerning Parish Council (Ms Rosemary Spouge, Assistant Clerk) [8811]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Ingatestone & Fryerning Parish Council do not have the expertise to comment	Noted. No changes required in response to these comments.

Respondent	Consultation question	Summary of representation	Council response
Bidwells (Ms Alice Maguire) [9277]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	There is no timetable for the implementation of CIL, so it is unclear if site R09 will be required to pay the CIL levy.	The VA assessment has considered the viability of development, such as site allocation R09, based on the inclusion of a CIL charge. The draft CIL Charging Schedule has therefore been produced assuming that site R09 would be expected to pay a CIL charge. No changes required in response to these comments.
Bidwells (Ms Alice Maguire) [9277]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	It is important that the Council provides further information on how CIL and S106 will work together, in particular on allocation sites that are not subject to a proposed variable CIL rate, such as at Policy R09.	The IDP outlines the types of infrastructure which will be funded through S106 and CIL. This provides sufficient information to test proposed CIL rates and consider the potential impacts upon the viability of new development in the area. No changes required in response to these comments.
Bidwells (Ms Alice Maguire) [9277]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Planning Practice Guidance (Paragraph 017) states that no later than 31 December 2020, authorities should replace regulation 123 lists with infrastructure funding statements. The Council does not appear to have an up to date Infrastructure Funding Statement, with the latest statement (2021) setting out income and expenditure relating to S106 agreements for the year 2020/2021 only. In accordance with the guidance in the PPG, a CIL Infrastructure Funding Statement should be required to give developers more guidance on how contributions will likely be apportioned between CIL and s106 accordingly.	There is no requirement to produce an Infrastructure Funding Statement (IFS) to support the production of a Charging Schedule. The PPG states that 'a charging authority should be able to explain how their proposed levy rate or rates will contribute towards new infrastructure to support development across their area', and that 'the Community Infrastructure Levy examination should not re-open infrastructure planning issues that have already been considered in putting in place a sound relevant plan'. The IDP should therefore be used as a basis for determining how infrastructure will be funded through S106 and CIL'. No changes required in response to these comments.
Iceni Projects Limited (Ms Leona Hannify) [8333]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	It is considered that in order to provide an appropriate balance between securing infrastructure investment and supporting viability of new development, the LPA requires an updated IDP that operates in tandem with the calculations that have supported the CIL Charging Schedule. The costs in the IDP are now clearly out of date and need a full review to ensure infrastructure delivery. The updated IDP should run concurrent with the Local Plan focused review and be adopted at the same time to ensure this balance is being struck.	The Council's approach to producing supporting documents to inform the production of a CIL Charging Schedule should be proportionate. The IDP is considered sufficiently up to date to inform the assessments within the VA and the production of a draft CIL Charging Schedule. No changes required in response to these comments.
NHS (Catherine Bicknell)	Question 8: Do you have any other comments on the	The Mid and South Essex Integrated Care Board would welcome the opportunity to contribute to any future updates of the Brentwood IDP at the appropriate time to ensure that necessary healthcare infrastructure is included.	Noted

Respondent	Consultation question	Summary of representation	Council response
	draft CIL Charging Schedule?		
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 1 - Introduction</p> <p>It is recommended that reference is made (last paragraph) to statutory bodies within the list of consultees in relation to the CIL. ECC is a key infrastructure provider and delivers and commissions a wide range of strategic and local infrastructure and public services within the borough of Brentwood, covering but not limited to highways and transportation, education, early years and childcare, minerals, waste, surface water management, passenger transport, adult social care, and Public Health.</p>	Noted. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 3. What is the Community Infrastructure Levy? and Section 4. What are the benefits of the CIL?</p> <p>ECC welcomes confirmation (third paragraph) that CIL will not replace current methods of obtaining infrastructure and funding through planning obligations, and that CIL provides an additional mechanism to obtain financial contributions.</p> <p>Further comments on this matter, including governance, are provided under Section 7.</p>	Noted. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 7 - How the levy works alongside Section 106 contributions</p> <p>ECC welcomes reference (first paragraph) to the lifting of restrictions on using five or more section 106 contributions to fund a single infrastructure project, and provision of greater flexibility in relation to how CIL funding could be used alongside S106 contributions.</p>	Noted. No changes required to the CIL Charging Schedule in response to these comments.

Respondent	Consultation question	Summary of representation	Council response
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Supporting Documents, Draft CIL Consultation Information Booklet Section 7 ECC supports in principle reference (first paragraph) to charging authorities being able to use both CIL and S106 contributions to fund same infrastructure item. Important that if type of scheme has been identified as being funded through S106 that it does not preclude it from also receiving CIL funds. Important given reference in Section 4 to CIL giving 'LA's greater flexibility....', which could imply that CIL funds will only be used on wider community infrastructure and not necessarily to "top-up" funding of key strategic infrastructure. Also important given word 'likely' (third paragraph).	Noted. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Supporting Documents, Draft CIL Consultation Information Booklet Section 7 - How the levy works alongside Section 106 contributions ECC notes that the IDP sets out the key infrastructure projects required in the borough and outlines how funding sources will be used (second paragraph). However, ECC seeks additional text within the documentation to make clear that because a project has been identified as being funded through S106 that it does not preclude BBC also using CIL monies, particularly on projects that are essential in accommodating Local Plan growth.  Further comments in relation to the IDP are set out under Section 9.	Noted. To be considered by the Council when updating the IDP. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Supporting Documents, Draft CIL Consultation Information Booklet Section 7 - How the levy works alongside Section 106 contributions It is important to acknowledge that the IDP is a 'living document' with the information provided therein regarding necessary infrastructure and their costs being a 'snapshot' in time, subject to indexation and appropriate review. The information within the IDP will be subject to further review as part of the detailed planning application process, where further details will become known about an application site such as the land use mix, housing mix,	Noted. No changes required to the CIL Charging Schedule in response to these comments.

Respondent	Consultation question	Summary of representation	Council response
		<p>site and wider infrastructure requirements and their detailed costings (including indexation).</p>	
<p>Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6775]</p>	<p>Question 8: Do you have any other comments on the draft CIL Charging Schedule?</p>	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 8 - How the CIL will be collected</p> <p>ECC seeks clarity over the evidence used to justify the proposal to introduce an instalment policy for the collection of CIL. As proposed this approach would result in Brentwood as the Charging Authority not receiving considerable financial contributions until two to three years after commencement of development, which means the Council will need to consider how essential infrastructure is provided if funding is not provided on commencement.</p>	<p>Noted. The Instalments Policy is proposed to assist the viability of larger schemes. This approach is proposed in other areas. The Instalments Policy can be amended if required.</p>
<p>Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]</p>	<p>Question 8: Do you have any other comments on the draft CIL Charging Schedule?</p>	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 8 - How the CIL will be collected</p> <p>ECC is concerned that there is no reference to any governance arrangements for considering how CIL funds will be distributed. Reference is made to BBC being the relevant 'charging authority', and it is the responsibility of the charging authority to collect all CIL funds, but no text in relation to distribution of funds.</p> <p>ECC's response to Governments 'Planning for the Future' White Paper (August 2020) raised concerns with lack of any governance arrangements relating to 'infrastructure levy'. These comments are also relevant to the future implementation and distribution of CIL monies.</p>	<p>Noted. Governance arrangements will be established in due course. There is no requirement to identify governance arrangements as part of the production of a Charging Schedule. No changes required to the CIL Charging Schedule in response to these comments.</p>

Respondent	Consultation question	Summary of representation	Council response
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Supporting Documents, Draft CIL Consultation Information Booklet Section 8 Chelmsford CC established CIL allocation process - invites expressions of interest from stakeholders(inc.ECC) for funding.ECC has opportunity to bid for CIL monies,but no formal role in allocation.Has led to some difficulties in securing monies for infrastructure projects that ECC is required to deliver (no degree of certainty or when required).ECC would welcome CIL governance arrangements that included more formal role for ECC (when CIL monies available for bids/amount of funds made available to bid for/how monies prioritised/apportioned to strategic projects).ECC would recommend BBC keeps this in mind when identifying governance arrangements for how CIL monies will be spent.	Noted. Governance arrangements will be established in due course. There is no requirement to identify governance arrangements as part of the production of a Charging Schedule. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Supporting Documents, Draft CIL Consultation Information Booklet Section 8 - How the CIL will be collected For clarity, ECC recommend reference is made to the requirement for BBC to prepare and publish online an annual infrastructure funding statement. The Community Infrastructure Levy Regulations and PPG (Paragraph: 175 Reference ID: 25-175-20190901) requires this to provide transparency as to how contributions from development through the levy or section 106 planning obligations has been allocated and/or spent during the reporting year.	Noted. The Council will produce an IFS as required. There is no requirement to make reference to an IFS as part of the production of a Charging Schedule. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	Supporting Documents, Draft CIL Consultation Information Booklet Section 9 - Evidence base documents - CIL Viability Assessment Update (August 2022)  Consistency point – paragraph 2.38 refers to the lifting of S106 pooling restrictions, however paragraph 7.28 refers to ‘restrictions on pooling S106 payments’ being in place. Pooling restrictions were removed in September 2019.	Noted. No changes required to the CIL Charging Schedule in response to these comments.



Respondent	Consultation question	Summary of representation	Council response
<p>Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]</p>	<p>Question 8: Do you have any other comments on the draft CIL Charging Schedule?</p>	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 9  ECC seeks clarification on S106 contributions and infrastructure costs used in viability work for CIL.Consultation Information Booklet states- CIL Viability Assessment Update (August 2022) ‘considers impact of CIL charge,in addition to normal development costs and policy and infrastructure requirements in adopted BBC Local Plan 2016-2033,on financial viability of new development in area’.</p> <p>Viability Assessment Update references both ‘figures based on October 2018 costs’ and ‘indexed to July 2022’ (paragraph 7.30), and ‘IDP January 2021 and subsequently examined and approved through the EIP’ (paragraph 7.36).</p> <p>Consistent referencing of cost of infrastructure is necessary, rather than two sources of figures.</p>	<p>Noted. No changes required to the CIL Charging Schedule in response to these comments.</p>
<p>Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]</p>	<p>Question 8: Do you have any other comments on the draft CIL Charging Schedule?</p>	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 9-IDP  ECC seeks clarification on which IDP version used for CIL viability work.Section 9 references IDP v.3(2019-produced prior to LP EIP Hearing sessions).IDP published January 2021 was examined by Inspectors at EIP (Infrastructure requirements updated to reflect then current proposed housing figures/employment land for LP site allocations and latest costs).Increased funding gap (£50.4 million (2019) £71 million (2021)).Unclear whether impact been considered as part of CIL viability. Unclear whether impact of increase in housing numbers on some LP residential site allocations (MM's to LP),or sites subsequently obtained planning consent have been considered as part of CIL viability work.</p>	<p>Noted. The VA used the latest available information provided by the Council. No changes required to the CIL Charging Schedule in response to these comments.</p>

Respondent	Consultation question	Summary of representation	Council response
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 10 - The need for a CIL</p> <p>Reference is made to the IDP identifying 'a significant infrastructure funding gap in the area based on the assessment of infrastructure needs, costs and funding' (£50.4 million). As commented Under Section 9 this is based on the 2019 IDP, not the IDP published in January 2021 which has a funding gap of £71 million. Further clarity is therefore required on this matter.</p>	Noted. A funding gap is identified in the IDP, which demonstrates a need for CIL. No changes required to the CIL Charging Schedule in response to these comments.
Essex County Council (Mrs Anne Clitheroe, Principal Planning Officer) [6776]	Question 8: Do you have any other comments on the draft CIL Charging Schedule?	<p>Supporting Documents, Draft CIL Consultation Information Booklet Section 12 - Determining the proposed rates</p> <p>ECC's comments to Sections 9 &amp; 10 also apply under Section 12.</p>	Noted.

### Statement of modifications to the Draft CIL Charging Schedule

The following modifications have been made to the draft Community Infrastructure Levy (CIL) Charging Schedule following the Regulation 16 consultation.

Ref	Location of modification	Summary of modifications made	Reason for modification
1	Page 1, title	Change date of the Schedule to February 2023.	Date the Schedule was updated following consultation in October 2022. Previous version was dated September 2022.
2	Page 1, CIL rates table	Additional non-residential development type added to include a £0 per m2 rate for Brentwood Local Plan Strategic Employment Allocation E11, Brentwood Enterprise Park.	<p>Consultation representations raised concerns regarding the viability of the site as a result of the potential imposition of a CIL charge given existing infrastructure and development costs for the area. Further assessment of the costs associated with the development of the site has resulted in a revised proposed CIL rate for the site.</p> <p>See the agreed Statement of Common Ground (presented in Appendix 14 of the Consultation Statement) associated with Brentwood Local Plan Strategic Employment Allocation E11, Brentwood Enterprise Park, for further details.</p>
3	Page 1, CIL rates table	Additional CIL rate of £0 per m2 included for greenfield industrial development below 2,000sqm in size.	<p>Consultation representations highlighted information within Table 12.9 of the CIL Viability Assessment, which outlines that 'small industrial' development may not be viable with the imposition of a CIL charge.</p> <p>The CIL Viability Assessment modelled industrial units of 400sqm (Industrial - small in Table 12.9) which are shown to be unviable with a CIL charge, and 2,000sqm (Industrial in Table 12.9) which are shown to be viable up to a CIL charge of £80 per m2. Based on the information presented in Table 12.9, the proposed CIL rates have been amended to include a £0 per m2 rate for smaller industrial units on greenfield sites.</p> <p>In considering an appropriate threshold for 'small industrial', the available BCIS costs data provides information for units up to 500sqm, 2,000sqm, and over 2,000sqm. Table 12.9 demonstrates that units of 2,000sqm or more are viable up to a CIL rate of £80 per m2, however smaller industrial development less than 2,000sqm may not be viable with the inclusion of a CIL rate. Therefore, the proposed CIL rate has been amended to apply a £0 per m2 rate to industrial development of less than 2,000 sqm.</p>
4	Page 2 Notes item (10)	Note 10 added to clarify that the determination of the size of an industrial use should exclude space associated with car parking and landscaping.	Supporting information to modification reference 3 above.

Ref	Location of modification	Summary of modifications made	Reason for modification
5	Page 2, Proposed Instalments Policy	Amendments to the proposed ranges within the instalments as follows: <ul style="list-style-type: none"> <li>£20,000 - <del>£50,000</del>99,999</li> <li>£100,000 - <del>£500,000</del>499,999</li> </ul>	<p>Consultation representations highlighted that the proposed instalments included a gap between £50,000-£100,000. Additionally, the proposed policy was unclear how instalments for developments of exactly £500,000 should be applied, as this charge would relate to two instalment ranges.</p> <p>Amendments to the proposed policy ensure there are no gaps within the ranges and improves the clarity of the policy for users.</p>
6	Pages 3, 4, and 5	Updated all maps in the Schedule to ensure they clearly presented grid lines and coordinates. This resulted in a minor change to the scale of some maps. No changes were made to any boundaries presented in the Regulation 16 consultation version of the Charging Schedule.	To ensure the maps presented within the CIL Charging Schedule meet the requirement of the CIL Regulations.
7	Page 4	Additional map presenting Local Plan Site Allocation E11.	Additional map associated with modification reference 2 above.
8	Page 1 Notes item (2) and (6), page 3 title, and page 5 title	Minor text change to pluralise 'Map' to 'Maps' when referring to the CIL Variable Rates Map 1 and CIL Variable Rates Map 2.	With the addition above, the CIL Variable Rates Maps 1 and 2 present five maps in total. The titles should therefore refer to 'Maps' rather than 'Map'.

# Brentwood Borough Council Community Infrastructure Levy Draft Charging Schedule

September 2022 ~~February 2023~~

## Proposed Community Infrastructure Levy rates

Community Infrastructure Levy (CIL) liable development, as defined within the Community Infrastructure Levy Regulations (as amended) 2010 and the Planning Practice Guidance, will be required to pay the following levy rates.

Development type		CIL rate per m <sup>2</sup>
Residential	Brentwood Local Plan <sup>(1)</sup> Strategic Residential-led and Mixed Use Allocations <sup>(2)</sup> :	
	R01, Dunton Hills Garden Village	£0
	R02, Land at West Horndon Industrial Estate	£25
	R03, Land North of Shenfield <sup>(3)</sup>	£150
	All other areas	£250
	Older people's housing <sup>(4)</sup>	£220
<u>Non-residential</u>	<u>Brentwood Local Plan<sup>(1)</sup> Strategic Employment Allocations<sup>(2)</sup>:</u>	
	<u>E11, Brentwood Enterprise Park</u>	<u>£0</u>
	<u>All other areas</u>	<u>See below</u>
Retail	General <sup>(5)</sup> retail:	
	In Brentwood Town Centre High Street <sup>(6)</sup>	£340
	In all other areas	£80
	Supermarket <sup>(7)</sup>	£260
	Retail warehouse <sup>(8)</sup>	£160
Industrial	<u>Located on greenfield land:</u>	
	<u>2,000 sqm or more in size<sup>(10)</sup></u>	<u>£80</u>
	<u>Less than 2,000 sqm in size<sup>(10)</sup></u> <del>Located on:</del>	<u>£0</u>
	<del>Greenfield land</del>	<del>£80</del>
	<del>Brownfield land</del>	<del>£0</del>
	<u>Located on brownfield land</u>	<u>£0</u>
	Distribution and logistics <sup>(9)</sup>	£140
	All other development	£0

### Notes

- (1) Brentwood Local Plan 2016-2033, adopted March 2022.
- (2) The location and boundary of the sites are presented in the CIL Variable Rates Maps 1 below.
- (3) Site referred to within the CIL Viability Assessment Update (August 2022) as Officer's Meadows.
- (4) Older people's housing is defined as:
  - Retirement living or sheltered housing: This usually consists of purpose-built flats or



### Contact Brentwood Borough Council:

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bungalows with limited communal facilities such as a lounge, laundry room and guest room. It does not generally provide care services, but provides some support to enable residents to live independently. This can include 24 hour on-site assistance (alarm) and a warden or house manager.

- Extra care housing or housing-with-care: This usually consists of purpose-built or adapted flats or bungalows with a medium to high level of care available if required, through an onsite care agency registered through the Care Quality Commission (CQC). Residents are able to live independently with 24 hour access to support services and staff, and meals are also available. There are often extensive communal areas, such as space to socialise or a wellbeing centre. In some cases, these developments are known as retirement communities or villages – the intention is for residents to benefit from varying levels of care as time progresses.

(5) All retail development which is not a supermarket or retail warehouse as defined below.

(6) Retail within the areas of the Brentwood Town Centre High Street Primary Shopping Area identified in the CIL Variable Rates Maps 2 below.

(7) Defined as retail selling predominantly convenience goods in premises of 1,000m<sup>2</sup> or more, offering a shopping destination in their own right where weekly food shopping needs are met. Supermarkets can also include non-food floorspace as part of the overall mix.

(8) Defined as retail selling predominantly comparison goods (such as carpets, furniture, electrical goods, DIY items) in large premises of 2,000m<sup>2</sup> or more.

(9) Uses within the Use Classes Order Class B8 storage and distribution.

(9)(10) Relating to industrial uses, excluding space associated with car parking and landscaping.

## Proposed Instalments Policy

The above levy rates are required to be paid to the Council through the following instalments following the provision of a CIL Demand Notice issued by the Council.

Overall CIL liability	Payment instalments
£20,000 or less	Payment in full within 240 days
£20,000 - <del>£50,000</del> <u>£99,999</u>	50% paid within 360 days Further 50% paid within 540 days
£100,000 - <del>£500,000</del> <u>£499,999</u>	10% paid within 270 days Further 15% paid within 540 days Further 25% paid within 720 days Remaining 50% paid within 900 days
£500,000 or more	Agreement of project specific payment schedule



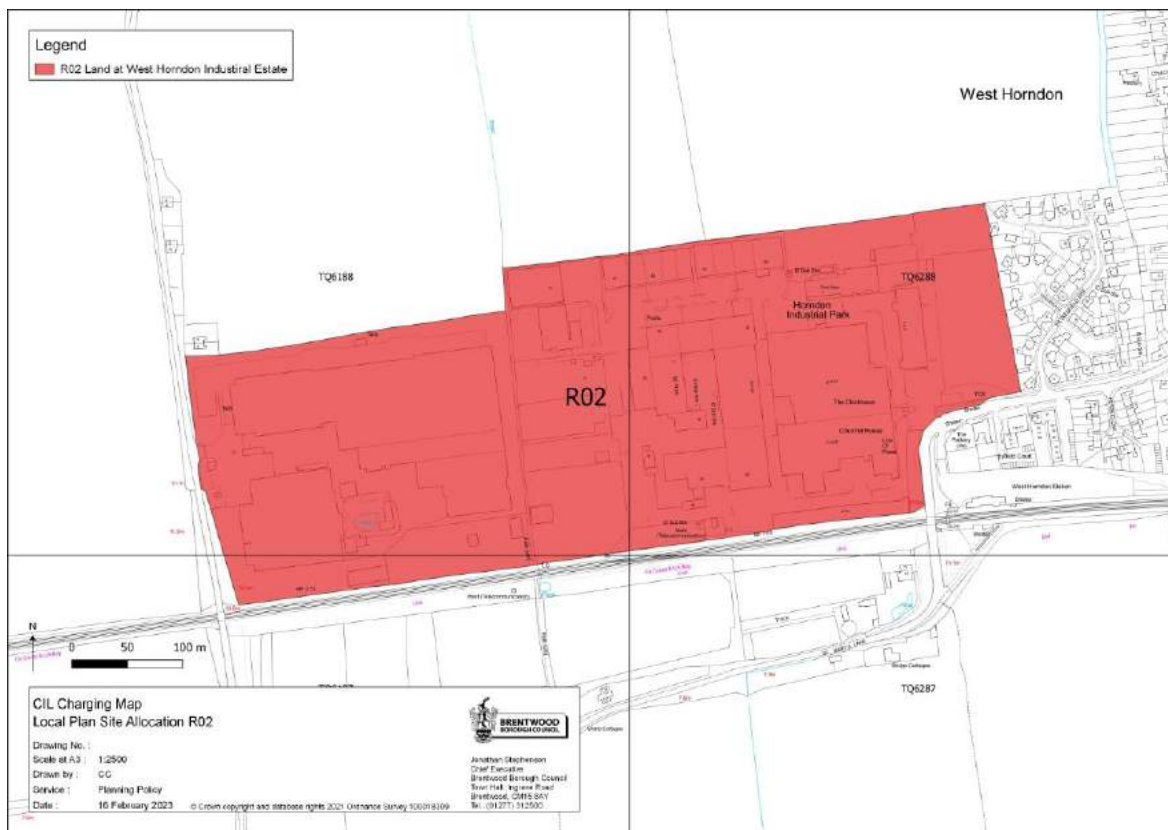
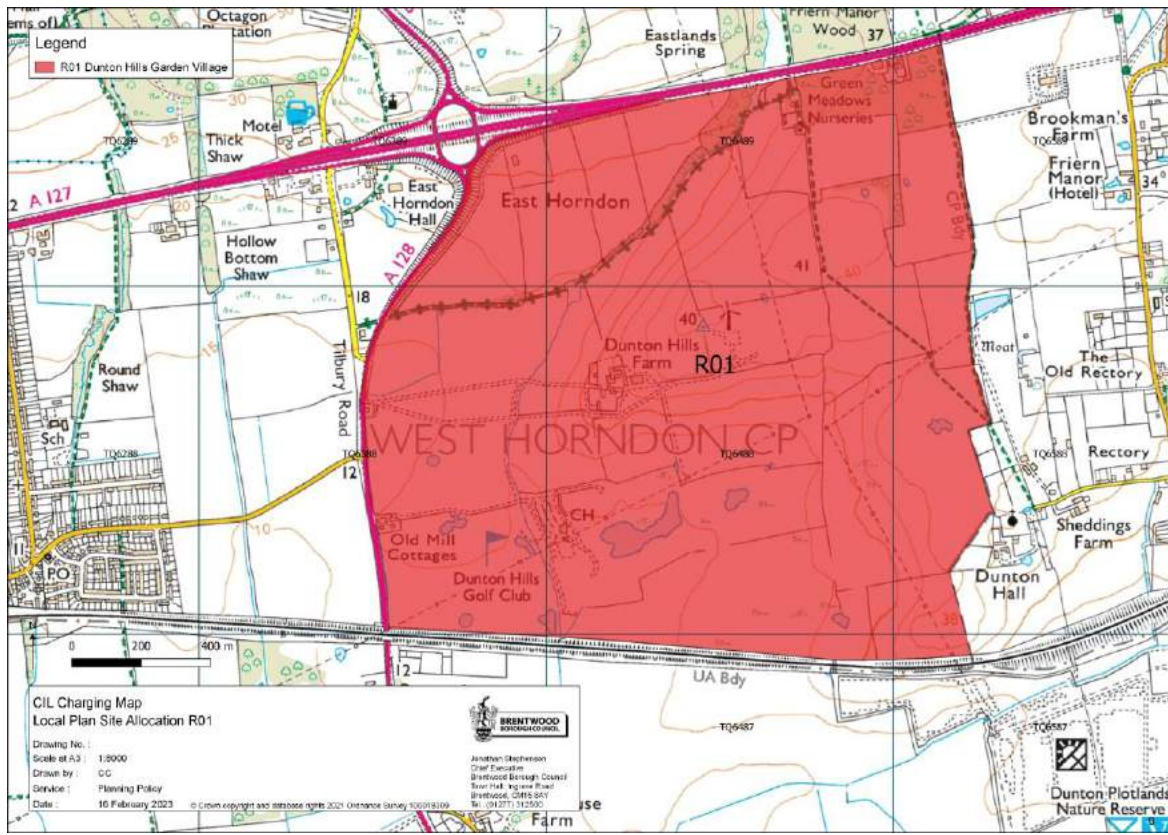
### Contact Brentwood Borough Council:

Website: [www.brentwood.gov.uk](http://www.brentwood.gov.uk)

Email: [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)  
01277 312500

Address: Brentwood Borough Council, Town Hall,  
Ingrave Road, Brentwood, CM15 8AY

# CIL Variable Rates Maps 1: Brentwood Local Plan Strategic Allocation R01, R02, and R03, and E11

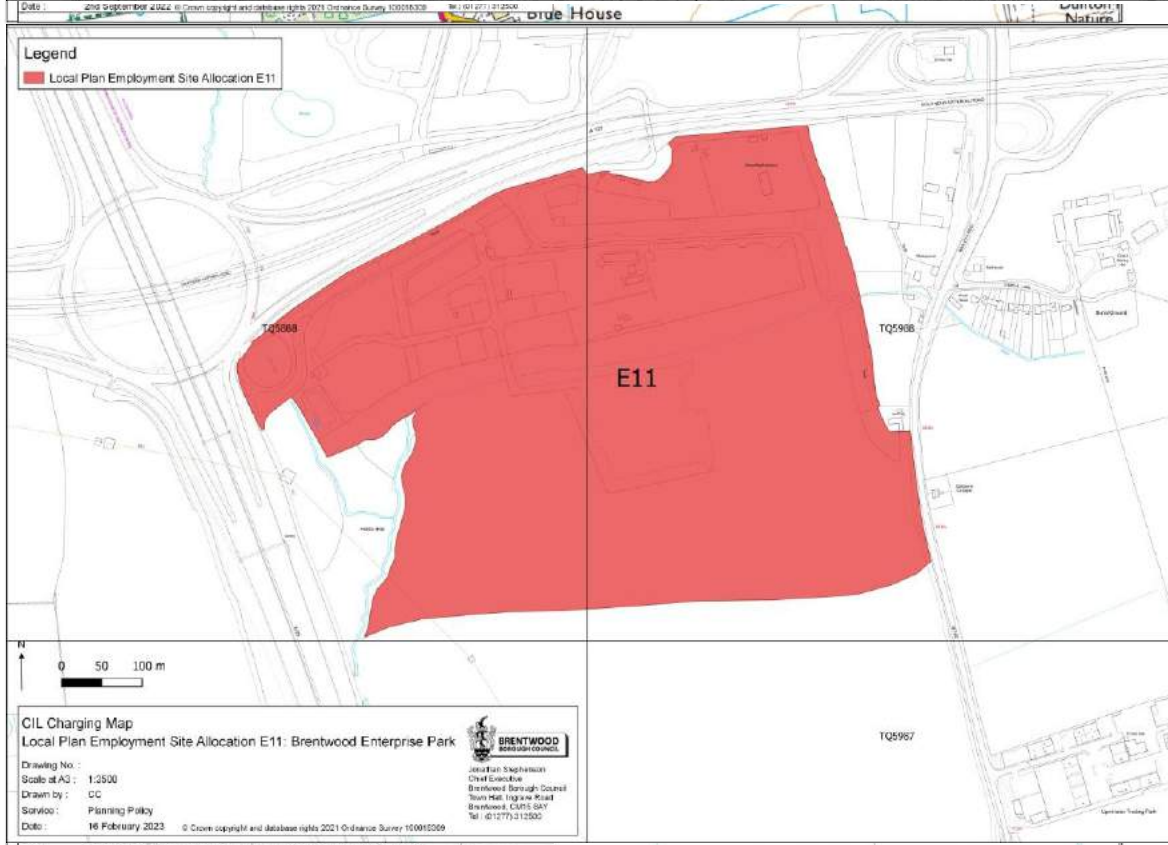
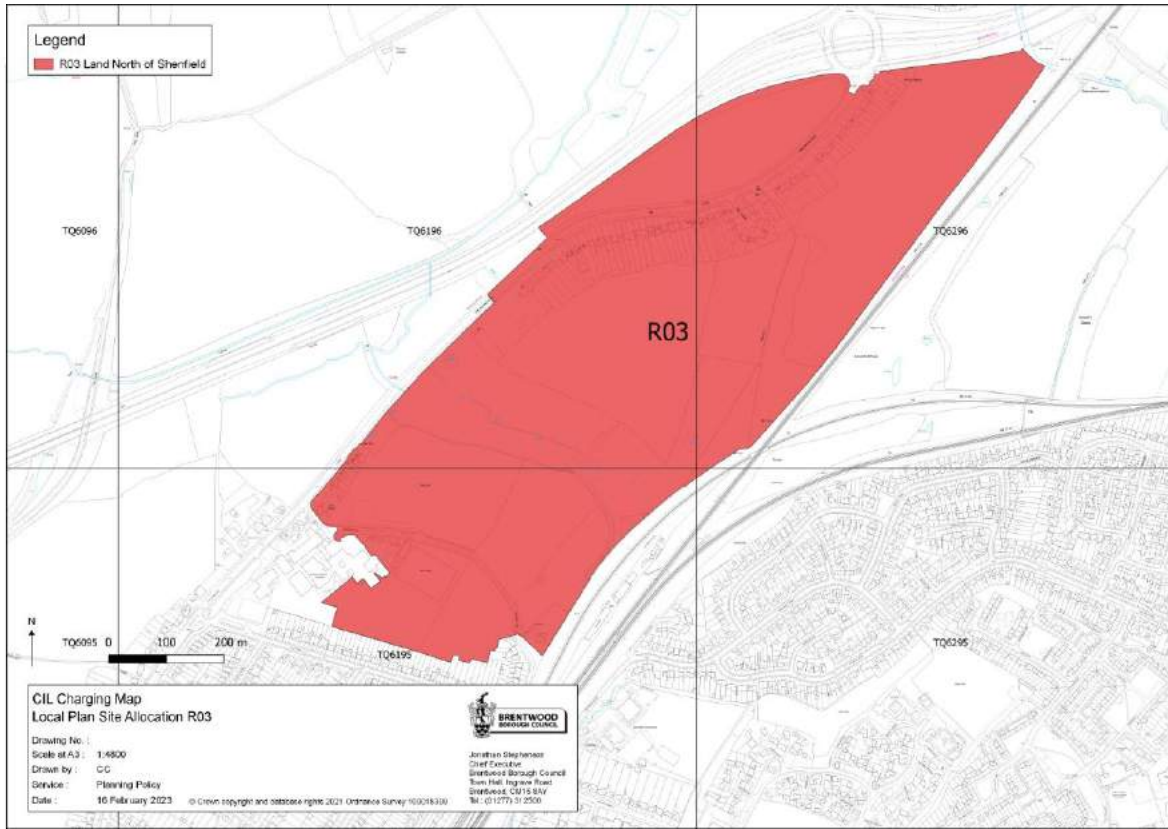


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Contact Brentwood Borough Council:

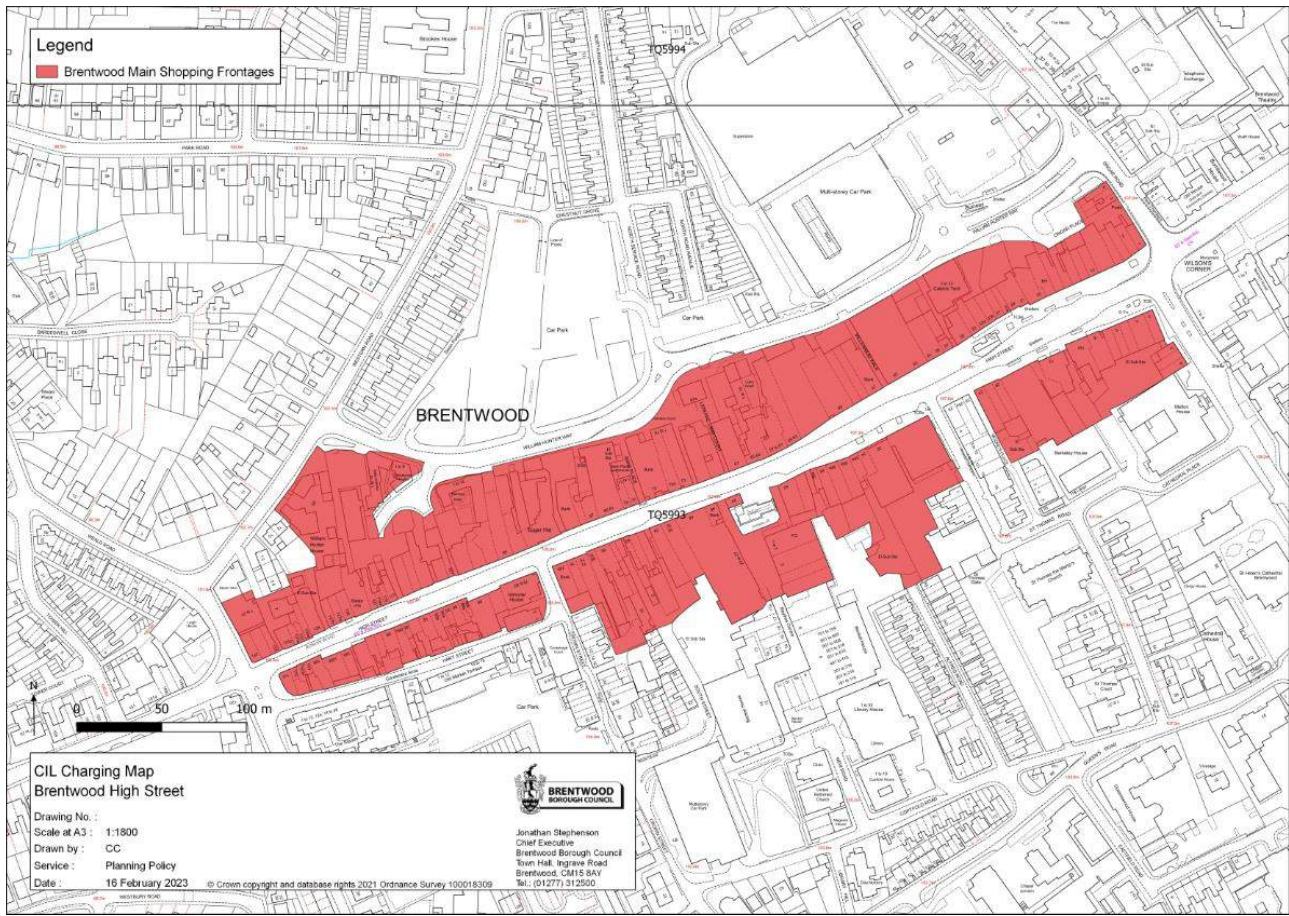
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## CIL Variable Rates Map 2: Retail within the Brentwood Town Centre High Street Primary Shopping Area



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Email: [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk)  
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Address: Brentwood Borough Council, Town Hall,  
Ingrave Road, Brentwood, CM15 8AY

## Brentwood Enterprise Park

### Community Infrastructure Levy (CIL) Viability Evidence – Statement of Common Ground

1. This Statement of Common Ground (SoCG) establishes areas of agreement between St Modwen Properties and Brentwood Borough Council (BBC) regarding Brentwood Enterprise Park and the CIL Viability Assessment Update and to assist with the examination of the Brentwood Community Infrastructure Levy (CIL). It focusses on the matters which are relevant to the parties and is provided without prejudice to other matters of detail that the parties for the site may wish to make as part of the CIL Examination, which may not have been agreed and/or which do not form part of this SoCG.
2. Brentwood Enterprise Park is allocated in the Brentwood Local Plan 2016-2033 (the Local Plan) as a major employment site. St Modwen submitted a planning application in March 2022 for outline planning permission for M25 to B186 link road (Phase 2) and detailed planning permission for demolition of existing buildings and structures, ground works to enable creation of development plots; highways works including construction of new A127 overbridge, access from B186, site roads and construction of M25 J29 to B186 link road (Phase 1), erection of buildings for Class B8 (storage and distribution) and/or Class B2 (general industrial) use, with ancillary office space (within Class E); landscaping; infrastructure and enabling works including diversion of public rights of way. The application is being considered by Brentwood Borough Council.
3. The Council's *CIL Viability Assessment Update – August 2022* considered Distribution and Logistics uses, concluding that such uses should be subject to CIL at £140/m<sup>2</sup>. Initially the *CIL Viability Assessment Update – August 2022* did not consider the Brentwood Enterprise Park as it was anticipated that it would be approved (and therefore not subject to CIL) before CIL was implemented by the Council. Whilst this is still the hope, this is a complex Strategic Site with substantial infrastructure requirements, it is recognised there may be further delays so the final iteration of the *CIL Viability Assessment Update – August 2022* briefly considered the Brentwood Enterprise Park.
4. This Statement of Common Ground has been prepared by the Council's (HDH Planning) and St Modwen's viability consultants (BNP Paribas) specifically to further consider the appropriate level of CIL for the Brentwood Enterprise Park:
  - It is agreed that the recent increases in interest rates has had a material impact on the values of very large Distribution and Logistics schemes.
  - Based on the consideration of the planning application, it is agreed that the allowance of £13,247,138 for strategic infrastructure and mitigation, used in the *CIL Viability Assessment Update – August 2022* should be considered with the wider site costs and may understate the total costs of constructing the development.
  - It is agreed that the development programme used in the *CIL Viability Assessment Update – August 2022* is overly optimistic, at least in part due to the complex strategic infrastructure and mitigation measures, and now based on the planning application can be revisited.

5. These points are now reconsidered.

### Value

6. The value in the *CIL Viability Assessment Update – August 2022* was based on a rent of £150/m<sup>2</sup>/year, a yield of 4% and a rent-free period of two years. This was derived in March 2022, based on high level nationally available data.
7. Based on more granular information it is agreed that whilst £150/m<sup>2</sup>/year is appropriate on the smaller unit (B38), the assumption is too high on the larger units. A figure of £135/m<sup>2</sup> would be more appropriate on the larger units (B745 and B240), and £145/m<sup>2</sup> would be more appropriate on the mid-sized unit (B141).
8. The value of employment space is derived by considering the yield. With very large logistics ‘sheds’ this is closely linked to borrowing rates. These have changed significantly, and it is agreed a yield of 5% would be a more appropriate assumption to use.
9. It is agreed that the allowance of a 2 year rent-free period is too long and that 18 months would be more appropriate on the larger units (B745 and B240) and 12 months more appropriate on smaller units (B141 and B83). This is in part due to the more site-specific development programme being known, based on the planning application.
10. A gross development value of £287,688,796 (£2,557.87/m<sup>2</sup>) is agreed over the whole scheme.

### Site costs and Strategic Infrastructure and Mitigation Costs.

11. It is agreed that the construction of the buildings should be based on the BCIS costs (£865/m<sup>2</sup>). It is agreed that in a plan-wide viability assessment a further allowance of 15% should be made for site costs and 5% should be allowed for abnormal costs on brownfield. Together these come to £20,185,000 on this site.
12. The actual costs are estimated (by St Modwen) to be about £38,000,000, based on the following assumptions:

SITE CLEARANCE	£1,626,948
DEMOLITION	£1,006,408
EARTHWORKS	£7,617,427
ON-SITE ROADWORKS	£6,333,116
DRAINAGE ON-SITE SURFACE	£5,216,029
DRAINAGE ON-SITE FOUL	£468,746
INCOMING SERVICES	£7,933,547
SERVICE DIVERSIONS	£3,582,414
STRUCTURAL LANDSCAPING	£4,103,577
ECOLOGY	£279,566
	<b>£38,167,778</b>

13. It is the Council's position that for the purpose of a plan-wide viability assessment, it is appropriate to consider the costs over £20,185,000 to be 'abnormal costs' that should be reflected in the Benchmark Land Value. St Modwen believe that the full £38,167,778 should be used.
14. Through the development management process a substantial amount of extra work has been undertaken concerning the access to the site. A significant amount of extra highway and strategic infrastructure work has been identified. The apportionment of the costs of this work is ongoing, however the proportion attributed to the Brentwood Enterprise Park allocation will be in excess of £40,000,000, but could be substantially more. The additional works include the following items:
- West Horndon Station Interchange improvements.
  - Improved Access to West Horndon Railway Station.
  - M25 Junction 28 improvements.
  - A127/ B186 Mitigation: B186 Warley Street Improvements and Additional Bridge over A127 & Highway Works north of A127 for BEP.
  - A127/ B186 Mitigation: Warley Interchange bridge and new link road connecting to M25 Junction 29. Cost excludes the new mini roundabout and additional bridge for BEP.
  - M25 Junction 29 improvements.
15. The above (ie £40,000,000) cost was derived by St Modwen and has been reviewed on behalf of the Council (by AECOM).
16. In the *CIL Viability Assessment Update – August 2022* the costs of strategic infrastructure and mitigation were taken to be £13,347,138 (being updated from the IDP). The updated equivalent figure is £11,177,492. As this is a strategic site, critical to the delivery of the plan, it is agreed that the additional £40,000,000 of strategic infrastructure and mitigation costs should be added to the assumption of £11,177,492.
17. For the purpose of assessing CIL on this site, it agreed that the site costs should be calculated as follows:
- |  |                          |
|--|--------------------------|
| • Site Costs                                     | 15% (of BCIS cost)       |
| • Abnormal Costs                                 | 5% (of BCIS cost)        |
| • Strategic Infrastructure and Mitigation (s106) | £51,177,000 <sup>1</sup> |

**Development Programme**

18. A revised programme has been used that allows for a 12 month preconstruction period and a 36 month build period. It is agreed that this may be optimistic.

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<sup>1</sup> £40,000,000 + £11,177,492

## Revised Appraisal

19. St Modwen and the Council have agreed to run a further appraisal (using Argus) with the revised income assumption (GDV of £287,688,796), the increased strategic infrastructure and mitigation costs (£51,177,000) and with the updated development programme.
20. This derives a Residual Value of about £14,078,048 (£310,000 per ha). This is less than the Benchmark Land Value of £65,462,000 (£1,440,000/ha). On this basis it is agreed that there is not capacity for CIL so this site should be zero rated for CIL.
21. Both the Council and St Modwen acknowledge that there is not full agreement with all the assumption in the appraisals, however it is agreed that the output of the updated appraisal is broad reflective and appropriate for this purpose.

## Signatories

Signed on behalf of Brentwood Borough Council		
Name & position	Signature	Date

Signed on behalf of St Modwen Properties		
Name & position	Signature	Date

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## Statement of modifications to the Draft CIL Charging Schedule

The following modifications have been made to the draft Community Infrastructure Levy (CIL) Charging Schedule following the Regulation 16 consultation.

Ref	Location of modification	Summary of modifications made	Reason for modification
1	Page 1, title	Change date of the Schedule to February 2023.	Date the Schedule was updated following consultation in October 2022. Previous version was dated September 2022.
2	Page 1, CIL rates table	Additional non-residential development type added to include a £0 per m2 rate for Brentwood Local Plan Strategic Employment Allocation E11, Brentwood Enterprise Park.	<p>Consultation representations raised concerns regarding the viability of the site as a result of the potential imposition of a CIL charge given existing infrastructure and development costs for the area. Further assessment of the costs associated with the development of the site has resulted in a revised proposed CIL rate for the site.</p> <p>See the agreed Statement of Common Ground (presented in Appendix 14 of the Consultation Statement) associated with Brentwood Local Plan Strategic Employment Allocation E11, Brentwood Enterprise Park, for further details.</p>
3	Page 1, CIL rates table	Additional CIL rate of £0 per m2 included for greenfield industrial development below 2,000sqm in size.	<p>Consultation representations highlighted information within Table 12.9 of the CIL Viability Assessment, which outlines that 'small industrial' development may not be viable with the imposition of a CIL charge.</p> <p>The CIL Viability Assessment modelled industrial units of 400sqm (Industrial - small in Table 12.9) which are shown to be unviable with a CIL charge, and 2,000sqm (Industrial in Table 12.9) which are shown to be viable up to a CIL charge of £80 per m2. Based on the information presented in Table 12.9, the proposed CIL rates have been amended to include a £0 per m2 rate for smaller industrial units on greenfield sites.</p> <p>In considering an appropriate threshold for 'small industrial', the available BCIS costs data provides information for units up to 500sqm, 2,000sqm, and over 2,000sqm. Table 12.9 demonstrates that units of 2,000sqm or more are viable up to a CIL rate of £80 per m2, however smaller industrial development less than 2,000sqm may not be viable with the inclusion of a CIL rate. Therefore, the proposed CIL rate has been amended to apply a £0 per m2 rate to industrial development of less than 2,000 sqm.</p>
4	Page 2 Notes item (10)	Note 10 added to clarify that the determination of the size of an industrial use should exclude space associated with car parking and landscaping.	Supporting information to modification reference 3 above.

Ref	Location of modification	Summary of modifications made	Reason for modification
5	Page 2, Proposed Instalments Policy	Amendments to the proposed ranges within the instalments as follows: <ul style="list-style-type: none"> <li>£20,000 - <del>£50,000</del>99,999</li> <li>£100,000 - <del>£500,000</del>499,999</li> </ul>	<p>Consultation representations highlighted that the proposed instalments included a gap between £50,000-£100,000. Additionally, the proposed policy was unclear how instalments for developments of exactly £500,000 should be applied, as this charge would relate to two instalment ranges.</p> <p>Amendments to the proposed policy ensure there are no gaps within the ranges and improves the clarity of the policy for users.</p>
6	Pages 3, 4, and 5	Updated all maps in the Schedule to ensure they clearly presented grid lines and coordinates. This resulted in a minor change to the scale of some maps. No changes were made to any boundaries presented in the Regulation 16 consultation version of the Charging Schedule.	To ensure the maps presented within the CIL Charging Schedule meet the requirement of the CIL Regulations.
7	Page 4	Additional map presenting Local Plan Site Allocation E11.	Additional map associated with modification reference 2 above.
8	Page 1 Notes item (2) and (6), page 3 title, and page 5 title	Minor text change to pluralise 'Map' to 'Maps' when referring to the CIL Variable Rates Map 1 and CIL Variable Rates Map 2.	With the addition above, the CIL Variable Rates Maps 1 and 2 present five maps in total. The titles should therefore refer to 'Maps' rather than 'Map'.



## **Notice of the Submission for Examination of the Brentwood Borough Draft Community Infrastructure Levy Charging Schedule February 2023**

### **The Planning Act 2008 (as amended) The Community Infrastructure Levy Regulations 2010 (as amended)**

Notice is hereby given in accordance with Regulation 19 of the Community Infrastructure Levy Regulations 2010, that on the **## March 2023**, Brentwood Borough Council submitted the Draft Community Infrastructure Levy Charging Schedule to the Planning Inspectorate for independent examination.

The submission comprised of the following:

- The Draft Community Infrastructure Levy Charging Schedule
- A Consultation Statement prepared pursuant to Regulation 19(b)
- A redacted copy of all representations received to the Regulation 16 consultation carried out pursuant to Regulation 17
- A Statement of Modifications pursuant to Regulation 19(c)
- The Brentwood Borough Infrastructure Delivery Plan, Version 3, 2019
- The Brentwood Borough Infrastructure Delivery Plan, Part B, January 2021
- The Community Infrastructure Levy Viability Assessment Update, August 2022

#### **Inspection of the Submission Documents**

The submission documents are available for public inspection on the Council's website: [www.brentwood.gov.uk/community-infrastructure-levy](http://www.brentwood.gov.uk/community-infrastructure-levy)

The Submission document are also available at Brentwood Borough Council Town Hall, Ingrave Road, Brentwood, Essex, CM15 8AY, during normal opening hours.

Please note that the submission documents are currently available for information only, and comments or views are not invited at this time.

For further information please contact the Planning Policy Team by email at [planning.policy@brentwood.gov.uk](mailto:planning.policy@brentwood.gov.uk) or by telephone on 01277 312 500.

## March 2023

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[Appendix E - Viability Assessment](#)

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Appendix F - Brentwood Borough  
Council Infrastructure Plan

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The Brentwood Infrastructure Delivery Plan (IDP) is a live document updated periodically. The Revision Schedule table sets out when IDP versions have been published. The Contents table sets out the latest available version of each chapter.

<b>IDP Revision Schedule</b>	
Version 1	October 2018
Version 2	January 2019
Version 3	October 2019
Version 4	February 2020
Version 5	November 2020
Version 6	December 2020
Version 7	January 2021

<b>IDP Contents</b>		
<b>PART A</b>		
Chapter 1	Introduction	Updated October 2019
Chapter 2	Development Typology	Updated February 2020
Chapter 3	Transport and Movement	Updated February 2020
Chapter 4	Energy	Updated October 2019
Chapter 5	Water and Drainage	Updated October 2019
Chapter 6	Waste	Updated October 2019
Chapter 7	Broadband and Mobile Technology	Updated October 2019
Chapter 8	Education	Updated October 2019
Chapter 9	Social and Community	Updated October 2019
Chapter 10	Health	Updated October 2019
Chapter 11	Sport	Updated October 2019
Chapter 12	Heritage	Updated October 2019
Chapter 13	Emergency	Updated October 2019
Chapter 14	Green Infrastructure	Updated October 2019
Chapter 15	Overcoming Funding Gaps	Updated December 2020
<b>PART B SCHEDULE</b>		<b>Updated January 2021</b>

SUMMARY

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe	Relevant LDP Sites	Notes
		TOTAL – Transport & Movement		£150,860,000			£0		£150,860,000	£132,280,000	£18,580,000					
		TOTAL - Energy		£0			£0		£0	£0	£0					
		TOTAL – Water and Drainage		£1,300,000			£1,300,000		£0	£0	£0					
		TOTAL - Waste		£100,000			£0		£100,000	£0	£100,000					
		TOTAL - Broadband		£0			£0		£0	£0	£0					
		TOTAL - Education		£93,976,801			£1,725,000		£92,251,801	£70,638,311	£21,613,490					
		TOTAL – Social & Community		£650,000			£650,000		£0	£0	£0					
		TOTAL - Health		£21,140,000			£27,980		£21,112,020	£21,112,020	£0					
		TOTAL - Sport		£36,990,524			£10,348,000		£26,642,524	£1,790,524	£24,852,000					
		TOTAL - Heritage		£750,000			£0		£750,000	£0	£750,000					
		TOTAL - Emergency Services		£0			£0		£0	£0	£0					
		TOTAL - Green Infrastructure		£5,400,000			£202,137		£5,197,863	£0	£5,197,863					
		<b>TOTAL</b>		<b>£ 311,167,325</b>			<b>£ 14,253,117</b>		<b>£ 296,914,208</b>	<b>£ 225,820,855</b>	<b>£ 71,093,353</b>					



Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 – 2022/23	2023/24 – 2027/28	2028/29 – 2032/33	2033/34 – 2037/38		
<b>IDP CHAPTER 3 - TRANSPORT AND MOVEMENT</b>																			
<b>Sustainable Transport Measures</b>																			
Central & North Brentwood																			
T1	BUA School Clear Zone	Clear Zones would be defined by TRO, around each School based on at minimum within a 10-minute walk (400m) or a maximum within a 20-minute walk but easy cycle (800m). New signage and CCTV will be installed, and an information initiative undertaken with the parents in partnership with the schools affected. A speed limit will also be imposed within the Zone.	3	£680,000	Transport Assessment, 2021  (Chapter 3/ Section 3.2/ School Clear Zone and Appendix A)	BBC's estimates. £40,000 per school. Deliverables: • New signage where possible on existing posts to define the zone, resurfacing outside school entrances, parking removal, lining introduction • Traffic Regulation Orders (TRO) • Registering resident vehicle numbers within the zone • Enforcing zone with existing Parking staff	£0		£680,000	£0	£680,000	CIL	BBC / ECC						
T3	BUA Park, Ride or Stride facilities or drop-off/ pick up hubs	Deliver Park, Ride or Stride facilities for workers within Brentwood T.C. or drop/pick up off points for parents to drop off their children. These will offer parents, children and town centre workers/visitors, cycle hire facilities with access to bus services and normal and electric bikes to encourage 'Park and Ride or Stride' to their destination. Locations of these hubs are shown on Appendix A and B of the TA.	3	£5,250,000	Transport Assessment, 2021  (Chapter 3/ Section 3.2/ Table 3-1, Appendix A and Appendix B)	BBC's estimates. Cost ranges from £4,200,000 - £5,250,000. The top range estimate has been used for contingency.  Costs include measurements such as new access, access improvements, resurfacing existing car park, bike cycle parking hubs, lighting, utilities diversion and drainage allowance at the mentioned three sites.	£0		£5,250,000	£0	£5,250,000	CIL	BBC / ECC						Item T2 from previous versions is now amalgamated in item T3.  There are opportunities to create a link to Sawyers Hall Lane via bridge; this is subject to further work and review.  The cost and deliverables do not include new bus services.
T4	New E-charging Infrastructure	Upgrade existing public carparks to introduce electrical parking points on 10% of parking space by 2025 to encourage use of such vehicles; plan and deliver other IT infrastructure redundancy to allow future implementation of emerging SMART systems. Important to facilitate sustainable north/south movements from South Brentwood to Central Brentwood.	3	£250,000	Transport Assessment, 2021  (Chapter 3/ Section 3.2/ Table 3-1)	Cost based on BBC's estimates including  • installation cost of a commercial EV charging station is between £1,000-£1,500 each. • Number of public car parking facilities administered by the Council is 1,702.	£0		£250,000	£0	£250,000	CIL	BBC / ECC						This cost is addition to Policy BE15 requirements which set out all new residential and commercial developments should include e-charging spaces for car clubs using e-vehicles and charging hubs for e-bikes.
T5	Central Brentwood Restricted Freight Zone	Ban all large freight vehicle from stopping deliveries within the Central Brentwood zone and A128 corridor during AM/PM peaks. New developments sites won't compete with Central Brentwood as the retail centre. The larger population could lead to more large vehicles stopping for extended periods to service new developments and a busier High Street. Headline cost only.	3	£20,000	Transport Assessment, 2021  (Chapter 3/ Section 3.2/ Table 3-1)	BBC's estimates. Costs include, but not limited to: • Traffic Regulation Order: £4,000 • Deliver new signage where possible on existing posts to define the zone.	£0		£20,000	£0	£20,000	CIL	BBC / ECC						
T6	Legible Brentwood	Introduce a pedestrian wayfinding system like Legible London, e.g. installation of totems, fingers post and integrating wayfinding maps at existing bus stops and street furnitures, to encourage and facilitate walking. Potential locations for Legible Brentwood installations are detailed in the Transport Assessment (2021) Appendix A.	3	£110,000	Transport Assessment, 2021  (Chapter 3/ Section 3.2/ Table 3-1)	BBC's estimates. Installation of totems costs appr £5,000 each. Installation of fingers posts costs appr £500 each.	£0		£110,000	£0	£110,000	CIL	BBC / ECC						
T7	Brentwood Town Centre Public Realm Enhancement	Prioritise public realm improvements within Brentwood Town Centre linked to site development opportunities, as set out in the Design Plan. Public realm enhancement include but not limit to actions such as: - Pavement improvements - Pedestrian and vehicle accessibility improvements - Landscaping and street lighting	2	£8,000,000	Brentwood Town Centre Design Plan and Feasibility Studies, 2017	BBC's estimated cost. Based on the level of design information provided from the Design Plan; it is based on capital construction costs only ie. landscape and ecology, traffic sign and road marking, kerbs, footway and paved areas; it excludes factors such as Land/Property purchase, diversion of service, inflation, etc.	£0		£8,000,000	£8,000,000	£0	S.106	Developers / BBC				R04, R05, R06, R07, R08, R09, R10, R11, R12, R13, R14, R15, R16, R17, R19		

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 – 2022/23	2023/24 – 2027/28	2028/29 – 2032/33	2033/34 – 2037/38		
T8	Brentwood and Shenfield Railway Station Public Realm Improvement	Improvements or re-design of public realm at Brentwood and Shenfield station. Very high level cost estimates.	2	£11,000,000	Brentwood Town Centre Design Plan and Feasibility Studies, 2017 and Brentwood Cycling Action Plan, 2018	ECC's high level estimates.	£0		£11,000,000	£11,000,000	£0	S.106	Rail Operators / Crossrail / BBC / ECC				R03, R04, R05, R06, R07, R08, R09, R10, R11, R12, R13, R14, R15, R16, R17, R19	Part of measures to facilitate behavioural changes towards non-vehicular travels.	
T10	Quietway Cycle Routes in Brentwood Urban Area	Quiet Routes for cyclists will be identified running from the Transit Hubs. Where possible segregated routes will be created, or alternatively, contra-flow cycle lanes will be delivered on new one-way residential roads. Central Brentwood has a network of interconnected lanes which could also be restricted to pedestrian and cyclist use. Any deliveries to shops in these lanes to be undertaken outside of school peak hour.	2	£5,000,000	Transport Assessment, 2021 (Chapter 3/ Section 3.2/ Table 3-1)	BBC's estimates. Cost ranges from £3,250,000 - £5,000,000. The top range estimate has been used. Estimated cost include: - New cyclistroute/pavement for 2.5ckm £0.75M - 1M; - Diversions of services/protection £0.5M-1M; - Improvements in other roads along the cyclistroute £1.5M-2M; - Traffic management £0.5M- 1M.	£0		£5,000,000	£5,000,000	£0	S.106	ECC				R03, R04, R05, R06, R07, R08, R09, R10, R11, R12, R13, R14, R15, R16, R17, R19		
T12	Railway Station Cycle Infrastructure (Central Growth corridor)	Introduce high quality cycle parking and supporting facilities at Brentwood, Shenfield and Ingatestone railway stations which currently suffer from poor cycle infrastructure, and require upgrading.	2	£300,000	Brentwood Cycling Action Plan, 2018	ECC's high level estimates.	£0		£300,000	£300,000	£0	S.106	Rail Operators / BBC / ECC				R03, R04, R05, R06, R07, R08, R09, R10, R11, R12, R13, R14, R15, R16, R17, R19, R21, R22, E08		
Borough-wide sustainable transport improvements																			
T9	Walking and Cycling Infrastructure at new developments (excluding DHGV)	Introduce new walking and cycling infrastructure within new developments, particularly strategic sites.	2	£0		No financial contribution is expected from LDP site allocations at this stage. Contribution in kind will be made as part of the individual sites Travel Plans for sustainable transport should this be deemed necessary to comply with policies.	£0		£0	£0	£0	Development allowance	ECC / BCC / Developers				All allocated sites other than DHGV	In line with LDP Policy BE13. Walking and Cycling Infrastructure requirements for DHGV is costed separately under item T21.	
T11	Brentwood Cycling Grid	Improvements and potential new cycle routes across the Borough, as identified in the Cycle Action Plan, to create a connected cycle network over time to increase levels of cycling in Brentwood and to reduce congestion and promote healthy living.	3	£12,200,000	Brentwood Cycling Action Plan, 2018	Cost ranges from £5,700,000 - £12,200,000. The top range estimate has been used.  Deliverables might include signed routes (with journey times and surface markings), networks of interconnected cycle routes on quiet residential streets, filtered permeability (e.g. convenient cut-throughs and contraflows) and, where appropriate, 2nd generation cycling infrastructure, such as Dutch, Danish, or light segregation.	£0		£12,200,000	£0	£12,200,000	CIL	ECC / BCC					Opportunity for some funding from Active Essex as part of commitment for investment support from the transport secretary following the governments' announcement outlining plans for corona virus exit strategy. More details to be confirmed.	
T13	Borough-wide Bus Service and Infrastructure Improvements	Borough-wide bus service improvements and/or demand responsive transport (DRT). Bus infrastructure provision serving site allocations in the Southern Growth Corridor are detailed under item T18.	3	TBC		A feasibility study is required to identify where infrastructure is needed. No cost is available at this stage.	£0		TBC	£0	TBC	CIL	Bus Operators / ECC					Note: this is a borough-wide service improvements; bus service improvements required from individual sites will be identified via transport plans at the planning application stage and are not included here.	

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 - 2022/23	2023/24 - 2027/28	2028/29 - 2032/33	2033/34 - 2037/38		
T14	Multiple Community Transport Initiatives	Create and/or promote a multiple service App making access to smart car hire/ car clubs / community buses/ booking bikes (including e-bikes) etc. easier. Partner with software organisation that creates community-based apps. Pays for itself through advertising.	3	£70,000	Transport Assessment, 2021  (Chapter 3/ Section 3.2/ Table 3-1)	Cost based on BBC's estimate. On average a medium complexity app costs around £4,000 - £70,000. More complex app usually goes beyond £70,000. By comparison, the cost of an app such as Uber is between £30,000-£35,000 at £70 hourly rate on one platform (iOS or Android).	£0		£70,000	£0	£70,000	CIL	BBC / Partners						
Southern Growth Corridor																			
T15	West Horndon Station Interchange	West Horndon New Transport Interchange: Create through phases a new multi-modal interchange at West Horndon Station. This interchange will serve the DHGV, Childerditch, West Horndon and Enterprise Development sites, plus any future Northern Thurrock developments.	1	£16,750,000	Brentwood South Growth Corridor Sustainable Transport Integration Vision, 2020  Transport Assessment, 2021  (Chapter 3/ Section 3.2/ West Horndon Public Transport Interchange and Appendix C)	Cost ranges from £15,750,000 - £16,750,000. The top range estimate has been used. • £14.75M (excluding any major highways structures and major utility diversions) • Traffic Management and landscaping is excluded (allow for £1-2M)	£0		£16,750,000	£16,750,000	£0	S.106	Developers / BBC / Rail Operators / ECC					R01, R02, E10, E11, E12	
T16	Improved Access to West Horndon	Remodel Station Road to improve bus movement and accommodate safer cycling and pedestrian movements.	1	£3,500,000	Brentwood South Growth Corridor Sustainable Transport Integration Vision, 2020  Transport Assessment, 2021  (Chapter 3/ Section 3.2/ West Horndon Public Transport Interchange and Appendix C)	Cost ranges from £3,000,000 - £3,500,000. The top range estimate has been used. • £2.5M (excluding any major utility diversions) • Traffic Management and landscaping is excluded (allow for £0.5-1M)	£0		£3,500,000	£3,500,000	£0	S.106	Developers / BBC / ECC					R01, R02, E10, E11, E12	
T17	A127 Corridor Strategic Improvement	Highways measures to address cross-boundary impacts as they arise and to enhance the sustainable transport capacity of the A127 corridor which supports Brentwood Borough as well the wider region. This is part of a longer-term vision for the South Essex region and to be informed by engagement with the ASELA Central Corridor Group and the A127 Economic Task Force.	3	£0	Brentwood South Growth Corridor Sustainable Transport Integration Vision, 2020  Emerging South Essex Joint Strategic Plan	No contribution is expected from LDP site allocations at this stage.  Brentwood South Growth Corridor Sustainable Transport Integration Vision identifies options for Brentwood Borough; however this is subject to on-going wider engagement with the ASELA and A127 Economic Task Force to understand the wider regional and cross-boundary context.  See Notes for detailed explanation.	£0		£0	£0	£0	S.106 / S.278 / CIL / Other	ASELA / A127 Economic Task Force / ECC						The A127 Corridor has a strategic role in enabling growth in Brentwood Borough as well as the wider South Essex region. As such, the section of this corridor that is located in Brentwood should be understood in the wider context, and further evidence is needed to understand the cumulative cross-boundary impacts, the range and costs of required measures, and available financial commitments. The longer-term role of the A127 is being discussed through the A127 Economic Task Force. Evidence is being undertaken as part of the JSP preparation; as this work is not yet available, no contribution is expected from LDP site allocations. Should further evidence becomes available, the IDP will update to reflect the latest position.  Brentwood's vision and perspective (and costs options) for this corridor are set out in the BSGC Sustainable Transport Integration Vision document as a point of reference.

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 – 2022/23	2023/24 – 2027/28	2028/29 – 2032/33	2033/34 – 2037/38		
T18	A127 Bus Infrastructure	New bus infrastructure provision serving sites on the South Brentwood Growth Corridor. Options include early adoption of Demand Responsive Transport (DRT) routes in the short/ medium terms, additional bus routes and other appropriate infrastructure to connect to West Horndon Transport Interchange.	1	TBC	Brentwood South Growth Corridor Sustainable Transport Integration Vision, 2020	No financial contribution is expected from LDP site allocations at this stage. BBC envisages that contribution in kind will be made via S.106 as part of the individual sites Travel Plans for sustainable transport.  However, this will be kept under review and should requirements for additional bus services arise, this will be revisited and updated as necessary.	£0		TBC	£0	TBC	S.106	ECC / A127 Economic Task Force / Developers					R01, R02, E10, E11, E12	In line with overarching and site allocation policies regarding provision for public transport links.  The Southern Growth Corridor Sustainable Transport vision (document C37) concludes that current commercial service levels are insufficient to support the proposed growth within the SBGC. Since many of the strategic sites will come forward through phases, it would take some time to get to the level of density for conventional bus services to work; therefore a viable alternative to implement an immediate Bus service within the SBGC is a Demand Responsive Travel Bus offer (DRT), example providers of this include Zeelo or Arriva Click. Under the DRT system, traditional bus infrastructure such as stops aren't required for service to operate. However, this will be kept under review, should requirements for conventional bus services arise this will be updated accordingly and considered together with item T13 above.
T19	A127/ B186 Mitigation: B186 Warley Street Improvements and Additional Bridge over A127 & Highway Works north of A127 for BEP.  (TA ref: Junction 20)	Revise the B186 / A127 to allow access between Codham Hall and BEP. Measures include additional bridge and new miniroundabout north of the new bridge. Cycle provision could be made via the overbridge.  To be delivered with item T24 and T29 below.  This is a part of Transport Assessment's Junction 20 mitigation scheme (see Section 5.4).	1	£16,000,000	Scheme is shown on Transport Assessment, 2021, Figure 5-6. This is a part of the TA Junction 20 mitigation scheme.  (Chapter 5/ Section 5.4 / Junction 20)  Cost estimation provided by BEP, but with and additional 50% contingency in consistency with TA's approach	Based on BEP's estimation below plus 50% contingency: • £4M Improvements to Warley Street - B186 (excluding any major highways structures and major utility diversions) • £3.5M New bridge; 40 m span; including earthworks and prelims • £67,500 Scarify and resurface road adjacent to new bridge • £280,000 New road linking new roundabout to Codham Hall access road • £400,000 New Roundabout north of new bridge ; 30m diameter • £875,000 Other associated Highway works east of new bridge • £112,000 Retaining wall • £1,321,725 Other fees • 50% Contingency	£0		£16,000,000	£16,000,000	£0	S.106 / S.278	ECC / BBC / Developers					E10, E11, E12, R01, R02	This excludes the A127/B186 interchange and link road (costed under T24).
<b>Dunton Hills Garden Village</b>																			
T20	DHGV - Widening Connectivity (A128 and Tilbury Road)	Provide additional connectivity to improve pedestrian connectivity to surrounding areas. Capital costs headline estimate only. (Highways physical mitigations are costed under item T25.)	1	£14,250,000	Draft DHGV Framework Masterplan	BBC's estimates. Cost includes: • £12.25M (excluding any major earthworks or highways structures) • Traffic Management and landscaping is excluded (allow for £2M)	£0		£14,250,000	£14,250,000	£0	S.106 / S.278	Developers / BBC / ECC					R01	
T21	DHGV - Walkways / Cycleways	Engrain a series of strategic walkways / cycleways across the scheme, linking to rights of ways and key ecology corridors.	2	£0	Draft DHGV Framework Masterplan		£0		£0	£0	£0	Development allowance	Developers / BBC / ECC					R01	In line with LDP Policy R01 and BE13.
T22	DHGV - Sustainable Transport Hub	Cycle Hub and Charging Points - Dunton Hills e-bike / cycle hub – integrated cycle hub with supporting facilities. Opportunity to engrain enhanced cycle facilities within the scheme to promote and support the uptake of e-cycles and conventional bikes / possible link to e-charging infrastructure.	2	£300,000	Draft DHGV Framework Masterplan	Developers' estimates.	£0		£300,000	£300,000	£0	S.106	Developers					R01	
T23	DHGV - Public Realm and Village Square	New pedestrian focused village centres / civic square at DHGV. Subject to detailed masterplanning there will be a need to provide high quality public realm or civic square associated with the garden village.	2	£0	Draft DHGV Framework Masterplan		£0		£0	£0	£0	Development allowance	Developers					R01	
<b>Highways Measures</b>																			

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														2018/19 – 2022/23	2023/24 – 2027/28	2028/29 – 2032/33	2033/34 – 2037/38		
T24	A127/ B186 Mitigation: Warley Interchange bridge and new link road connecting to M25 Junction 29. Cost excludes the new mini roundabout and additional bridge for BEP (shown in item T19). (TA ref: Junction 20)	Mitigation scheme to facilitate the additional traffic associated with Brentwood Enterprise Park, including Warley Interchange bridge and new link road connecting that bridge to M25 junction 29. Cycle provision could be made via the additional bridge.  To be delivered with item T19 and T29.  This is a part of Transport Assessment's Junction 20 mitigation scheme (see Section 5.4).	1	£14,550,000	Transport Assessment, 2021 (Chapter 5/ Section 5.4 / Junction 20)	Cost estimation provided in the TA 2021, para 5.4.1 include: • New Warley Interchange over A127 : £8M • New link road connecting that bridge to M25 junction 29 (BEP's estimates): £1.7M • 50% contingency	£0		£14,550,000	£14,550,000	£0	S.106 / S.278	Developers / ECC				E10, E11, E12, R01, R02	This excludes the additional bridge and mini roundabout (costed in T19).	
T25	A127/A128 Brentwood Road / Tilbury Road Mitigation (TA ref: Junction 13)	Further mitigation to Junction 13 to take account of the LTC impacts. The mitigation scheme has been developed with the aim to provide a nil detriment impact of the Local Plan flows considering the network with a fully implemented Lower Thames Crossing for 2033. The mitigation involves the addition of left filters on all approach arms to the roundabout. (Sustainability measures at this junction such as pavements for pedestrians, cycle lane provision, etc. are already included in T20).	1	£12,000,000	Transport Assessment, 2021 (Chapter 5/ Section 5.4 / Junction 13)	Cost includes: • £12M Cost estimation is provided in the TA (2021, para 5.4.35)	£0		£12,000,000	£12,000,000	£0	S.106 / S.278	Developers / ECC				R01	A MRN bid has been submitted for £10.2 million of which 15% needs to be provided by local contributions such as S106. MRN funding is not yet committed; until then, secured funding is shown as £0.	
T26	A128 Ingrave Road / The Avenue / A128 Brentwood Road / Running Waters - Double Mini Roundabout Mitigation (TA ref: Junction 15 and Junction 16)	Mitigation to convert the Running Waters/ Brentwood Road roundabout into a signalised junction. The two signalised junctions will be linked to improve traffic management through the two junctions.	3	£3,000,000	Transport Assessment, 2021 (Chapter 5/ Section 5.4 / Junction 15 and 16)	Cost estimation is provided in the TA (2021, para 5.4.48)	£0		£3,000,000	£3,000,000	£0	S.106 / S.278	Developers / ECC				R01, R02, R04, R05, R07, R13, R14, R15, R16, R17, R19		
T27	B1002 / A12 Off-slip / Roman Road - Staggered Priority Junctions (TA ref: Junction 24)	Widening of A12 Off-Slip Road, provision of traffic signals at A12 Off-Slip / Roman Road junction and a splitter island.	2	£450,000	Transport Assessment, 2021 (Chapter 5/ Section 5.4 / Junction 24)	Cost estimation is provided in the TA (2021, para 5.4.52)	£0		£450,000	£450,000	£0	S.106 / S.278	Developers / ECC				E08, R21, R22		
T28	M25 Junction 28 (TA ref: Junction 25)	Proposed mitigations in the TA to address residual impacts, as the modelling outputs with the Local Plan in place and with the HE committed scheme included, indicates that there are still issues on the Eastern side of the gyratory and in particular the A12 westbound off-slip and the Brook Street Arm.	1	£1,000,000	Transport Assessment, 2021 (Chapter 5/ Section 5.4/ Junction 25 M25 Junction 28)	Costs cover additional mitigation to Junction 28 including: Two lane entry into Brook Street and Signal optimisation.  Cost estimation is provided in the TA (2021, para 5.4.14)	£0		£1,000,000	£1,000,000	£0	S.106 / S.278 / External Funding	HE / ECC / Developer				R01 - R26, E08, E10, E11, E12	In line with Policy BE11 Strategic Transport Network. M25 J28 is one of the key gateways into the Borough and the wider South Essex region and is intrinsically linked to the transport network and has significant impacts on travel time and attractiveness of all development across the Borough, therefore contribution is expected from all site allocations in the LDP.	

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 – 2022/23	2023/24 – 2027/28	2028/29 – 2032/33	2033/34 – 2037/38		
T29	M25 Junction 29 (TA ref: Junction 20 and Junction 26)	Improvements to enhance capacity at M25 Junction 29 which are key gateways into the Borough. High-level cost estimates allowing a reasonable level of contingency and subject to further refinement, including the potential for external funding.  To be delivered with item T19 and T24 above.  The cost used here is a part of Transport Assessment's Junction 20 mitigation scheme (see Section 5.4) which is proposed under the LTC scenario. The cost shown in Junction 26 of the Transport Assessment (£20M) is for non-LTC scenario and is not used here.	1	£25,500,000	Transport Assessment, 2021 (Chapter 5/ Section 5.4 / Junction 20 and Chapter 5/ Section 5.4/ Junction 26 M25 Junction 29)	Cost includes: - Improved road inside gyratory: £5M - M25 southbound left turn filter: £12M (with 50% contingency)  Cost estimation is provided in the TA (2021, para 5.4.1)  Note: The costs for other elements of TA Junction 20 are included in T19 and T24.	£0		£25,500,000	£25,500,000	£0	S.106 / S.278 / External Funding	HE(LTC) / ECC / ASELA / A127 Economic Task Force / Developer					R01 - R26, E08, E10, E11, E12	In line with Policy BE11 Strategic Transport Network. Strategic junctions (M25 J28 and J29) are key gateways into the Borough and the wider South Essex region. They are intrinsically linked together and have significant impacts on travel time and attractiveness of all development across the Borough therefore contribution is expected from all site allocations in the LDP.  It should be noted that a proportion of this is to be funded externally (i.e. Lower Thames Crossing proposals, Highways England and/or DfT recognising wider growth and necessary investment). Level of potential external funding is subject to ongoing discussion and to be confirmed. As this information is not yet available, a worst-case scenario where funding is not available is assumed and calculated in this version to demonstrate that category 1 and 2 projects can and will be delivered to support and facilitate planned growth.
T30	Signalised Junctions Improvements	Implementing Microprocessor Optimised Vehicle Actuation (MOVA) to improve performance of four junctions that are identified as close to or only just above a reasonable level of capacity. The cost of implementing MOVA would be around £170,000 per junction.  • (TA ref: Junction 1) A1023 Chelmsford Road/ A129 Hutton Road/ A1023 Shenfield Road  • (TA ref: Junction 10) A1023 High Street/ B185 Kings Road/ A1023 London Road/Weald Road  • (TA ref: Junction 18) B186 Warley Hill/Eagle Way/ B186 Warley Road/ Mascalls Lane  • (TA ref: Junction 17) A1023 Brook Street/ Mascalls Lane	2	£680,000	Transport Assessment, 2021 (Chapter 5/ Section 5.7)	Cost estimation is provided in the TA (2021, para 5.7.3)	£0		£680,000	£680,000	£0	S.106 / S.278	Developers / ECC					See breakdown below:  • R03  • R10, R11, R12, R13, R14  • R04, R05, R08, R09  • R06	
<b>TOTAL – Transport &amp; Movement</b>				<b>£150,860,000</b>			<b>£0</b>		<b>£150,860,000</b>	<b>£132,280,000</b>	<b>£18,580,000</b>								
<b>IDP CHAPTER 4 - ENERGY</b>																			
<b>Electricity Infrastructure</b>																			
EN1	Dunton Hills Substation	Further technical analysis required. No costs detailed at this stage.	2	£0			£0		0	£0	£0	Development allowance	UKPN / Developer					R01	
EN2	Dunton Hills Pylons	Assessment and potential removal of pylon infrastructure.	2	£0			£0		£0	£0	£0	Development allowance	UKPN / Developer					R01	
<b>TOTAL - Energy</b>				<b>£0</b>			<b>£0</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>								
<b>IDP CHAPTER 5 - WATER AND DRAINAGE</b>																			
WD2	SuDS & Drainage - DHGV	Water management strategy, integrating hydrology modelling, site remodelling and SuDS and flood risk management. Headline costs only.	2	£0			£0		£0	£0	£0	Development allowance	Developers					R01	
WD3	SuDS & Drainage - Land North of Shenfield	Water management strategy, integrating hydrology modelling, site remodelling and SuDS and flood risk management. Costs may be subject to significant variation.	2	£0			£0		£0	£0	£0	Development allowance	Developers					R03	

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 – 2022/23	2023/24 – 2027/28	2028/29 – 2032/33	2033/34 – 2037/38		
WD4	SuDS & Drainage - Brentwood Town	Comprehensive Water Management Drainage Strategy with Works. Ensure that sustainable drainage systems and appropriate levels of Green Infrastructure are integrated within identified large-scale brownfield regeneration sites. Significant assets run beneath the site. Brentwood Station - protection of these assets are sought, it may require several wayleaves / easements. Drainage hierarchy to be followed in addressing surface water. Costs may be subject to significant variation.	2	£800,000	ECC / EA		£800,000		£0	£0	£0	ECC / EA	ECC / EA						Scheme will be led and delivered by EA and ECC.
WD5	SuDS & Drainage - West Horndon	Flood storage project at West Horndon.	2	£500,000	ECC		£500,000		£0	£0	£0	ECC / EA	ECC / EA						
WD6	SuDS & Drainage - Warley Sites	Holistic drainage strategy to be prepared for sites R04 and R05. Drainage hierarchy to be followed in addressing surface water.	2	£0			£0		£0	£0	£0	Development allowance	Developers					R04, R05	
WD7	SuDS & Drainage - Major Urban Extensions	Ensure that onsite surface water management is of high quality and links through to opportunities to maximise green infrastructure and connections, including river corridors. Costs may be subject to significant variation.	2	£0			£0		£0	£0	£0	Development allowance	Developers					R06, R07, R16, R17, R19	
WD8	SuDS & Drainage - Brentwood Enterprise Park	Onsite SuDS & drainage works. Costs may be subject to significant variation.	2	£0			£0		£0	£0	£0	Development allowance	Developers					E11	
WD9	SuDS & Drainage - Ingatestone	Potential need for sewerage network upgrade evidenced by modelled flooding of Ingatestone High Street. Costs may be subject to significant variation.	2	Unknown	ECC	To be confirmed by ECC	£0		Unknown	£0	Unknown	S.106	Developers / ECC / EA					R21, R22, E08	The project is currently undergoing optimisation and final project costs are not available as of December 2020
<b>TOTAL – Water and Drainage</b>				<b>£1,300,000</b>			<b>£1,300,000</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>								
<b>IDP CHAPTER 6 - WASTE</b>																			
W1	Community Composting Projects	Community Composting facilities / pilot – there is no major specialist facility in the Borough.	3	£100,000	BBC's estimate		£0		£100,000	£0	£100,000	CIL	BBC						
W2	Existing Household Waste Facilities Capacity Extension or New Provision	Cost to extend existing household waste facilities or potentially provide additional recycling facilities.	3	Unknown	ECC	The implications of development on the delivery and operation of all sites is currently being considered by ECC to better understand what the future requirement. Unable to cost fully at this stage.	£0		Unknown	£0	Unknown	CIL	BBC / ECC						This will need to be considered as part of major housing and employment developments. Apportionment to relevant sites are subject to ongoing work and liaison with ECC.
<b>TOTAL - Waste</b>				<b>£100,000</b>			<b>£0</b>		<b>£100,000</b>	<b>£0</b>	<b>£100,000</b>								
<b>IDP CHAPTER 7 - BROADBAND</b>																			
BT4	Upgrade to mobile infrastructure	Investigate options to improve broadband and mobile phone coverage within the Borough.	3	Unknown		Unable to costs at this stage.	£0		Unknown	£0	Unknown	CIL	Network suppliers / Superfast Essex						
<b>TOTAL - Broadband</b>				<b>£0</b>			<b>£0</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>								
<b>IDP CHAPTER 8 - EDUCATION</b>																			
<b>Primary</b>																			
ED1	Primary School with colocated EYCC- Land North of Shenfield	New 2fe primary school co-located with early years and childcare provision on required 2.1ha of land.	2	£9,654,646	ECC	£8,045,538 (plus 20%), including cost of 56 place EYCC (see item ED6).	£0		£9,654,646	£9,654,646	£0	S.106	Developer / ECC / Shenfield Highschool / DfE					R03 to R19	To be considered with EYCC (see item ED6).
ED2	Primary School - Brizes and Doddinghurst Planning Group	0.5fe additional capacity within this planning group	2	£1,600,000	ECC		£0		£1,600,000	£472,183	£1,127,817	S.106	ECC / DfE					R23, R24, R25, R26	

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 - 2022/23	2023/24 - 2027/28	2028/29 - 2032/33	2033/34 - 2037/38		
ED3	Primary School - Ingatestone / Mountnessing Planning Group	0.5fe expansion of Mountnessing Primary School	2	£1,725,000	ECC		£1,725,000	ECC	£0	£0	£0	S.106	ECC / DfE						
ED4	Primary Schools with colocated EYCC- DHGV	New 3 x 2fe primary schools within Dunton Hills Garden Village with early years and childcare provision (one co-located with secondary school)	2	£28,963,937	ECC	Each school costs approx £8,045,538 (plus 20%), including co-located EYCC.	£0		£28,963,937	£20,996,094	£7,967,843	S.106	ECC / DfE				R01, R02		
<b>Secondary</b>																			
ED5	Secondary School - DHGV	New 6fe secondary school and 6 <sup>th</sup> form provision.	2	£25,303,118	ECC	£21,085,932 plus approx 20% for 6th form provision.	£0		£25,303,118	£13,937,600	£11,365,518	S.106	ECC / DfE				R01		
<b>Early Years and Child Care (EYCC)</b>																			
ED6	EYCC - Land North of Shenfield	One 56 place early years and childcare facility co-located with new primary school (cost included above in item ED1)	2	£0	ECC	Cost included in ED1	£0		£0	£0	£0	S.106	ECC / Private Provider				R03		
ED7	EYCC - Brentwood Enterprise Park	Two stand-alone 56 place early years and childcare facilities	2	£2,615,760	ECC	£1,307,880 x 2	£0		£2,615,760	£1,463,448	£1,152,312	S.106	ECC / Private Provider				E11		
ED8	EYCC - DHGV	One stand-alone 56 place early years and childcare facility (in addition to the three co-located facilities with new primary schools discussed in ED4)	2	£1,307,880	ECC	£1,307,880 x 1 The cost for the other co-located EYCC is included in ED4	£0		£1,307,880	£1,307,880	£0	S.106	ECC / Private Provider				R01, R02		
ED9	EYCC - Other Provision	New 30 place facility required to accommodate net places generated by development from demand in Ingatestone/Mountnessing area. But given no appropriate scale size of site is allocated, it is expected contributions will be collected towards expansion other settings.	2	Unknown	ECC		£0		Unknown	TBC	£0	S.106	ECC / Private Provider				R21, R22		
<b>SEN</b>																			
ED10	The Endeavour School Expansion	Expansion of the Endeavour special educational needs school to accommodate a sixth form function. Costs not known at this stage.	2	Unknown			£0		Unknown	TBC	£0	S.106	Developers / School				R19		
<b>Travel to School</b>																			
ED11	Travel to School - DHGV & West Horndon	Costs for transporting pupils to schools until new infrastructure is completed. Dunton Hills early scheme costs for primary pupils. Dunton Hills and West Horndon scheme costs for early to mid scheme for secondary pupils.	2	£22,806,460	ECC	• Costs for Primary= £11.40 x 190 days p.a. x 7 years x pupil product • Costs for Secondary = £5.30 x 190 days p.a. x 5 years x pupil product • Pupil products calculated based on indicative dwelling number of site allocation	£0		£22,806,460	£22,806,460	£0	S.106	Developers / Private Provider				R01, R02		
<b>TOTAL - Education</b>				<b>£93,976,801</b>			<b>£1,725,000</b>		<b>£92,251,801</b>	<b>£70,638,311</b>	<b>£21,613,490</b>								
<b>IDP CHAPTER 9 - SOCIAL &amp; COMMUNITY</b>																			
SC1	Dunton Hills Stewardship Fund / Community Chest	Stewardship fund / community chest - may include monies for physical maintenance and improvement of the public realm, organising community activities / activities, events and community development / pilot projects.	2	£0			£0		£0	£0	£0	Service Charge	BBC / Land Management Company / Developers						
SC2	Dunton Hills Community Building / Hub	Multipurpose building with touchdown space for emergency and other public services	2	£0			£0		£0	£0	£0	Development allowance	Developer				R01	To be considered with item ES1.	
SC3	Borough Wide Youth Facilities	Informal youth facilities and youth support services. Difficult to forecast costs at this stage.	3	Unknown	ECC		£0		Unknown	£0	Unknown	CIL	BBC / ECC						



Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 - 2022/23	2023/24 - 2027/28	2028/29 - 2032/33	2033/34 - 2037/38		
SC4	Borough Wide Community Hall Enhancements	Dilapidation works for Community Hall sites in the borough in order to receive full revenue potential, as identified in the Leisure Strategy 2018-28.	2	£650,000	BBC	• Leisure Strategy 2018-28 Action Plan	£650,000	BBC Capital Programme (See Committee Report, Feb 2019).	£0	£0	£0	BBC Capital Programme	BBC					Funded by BBC Capital Programme, work due to finish by 2020.	
<b>TOTAL – Social &amp; Community</b>				<b>£650,000</b>			<b>£650,000</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>								
<b>IDP CHAPTER 10 - HEALTH</b>																			
HC1	Dunton Hills Healthcare Hub	Initial calculations show that the fully completed development will require a health facility of circa 658.29 sqm, expandable to 1,000 sqm for GP services. NHS England is willing in principle to discuss co-location with other public services and potential temporary use of other public sector buildings (and vice versa). Any co-location would require the normal building and operational standards for NHS buildings to be met.	2	£2,700,000	NHS (CCG & STP)	£2,700 per sqm x 1,000sqm	£0		£2,700,000	£2,700,000	£0	S.106	Public Sector / NHS Estates / Developers				R01		
HC2	Borough Wide Primary Care Capacity Improvements	Contribution towards increasing capacity for local Primary care facilities, by means of extension or possible relocation.	2	£2,940,000	NHS (CCG & STP)	• Costs = £2,300 x sqm required. • Sqm required = 120sqm for every 1,750 patients • Patients = 2.4 x homes number(7,752)	£27,980		£2,912,020	£2,912,020	£0	S.106	NHS Estates / others				R01-R26		
HC3	Basildon Hospital Expansion	Due to the increase in population Basildon hospital will need to expand their specialist services across the acute footprint to accommodate this predicted growth.	2	£15,500,000	NHS (CCG & STP)	NHS representation to the 2018 site consultation	£0		£15,500,000	£15,500,000	£0	S.106	NHS Estates / others				R01, R02		
<b>TOTAL - Health</b>				<b>£21,140,000</b>			<b>£27,980</b>		<b>£21,112,020</b>	<b>£21,112,020</b>	<b>£0</b>								
<b>IDP CHAPTER 11 - SPORT</b>																			
SP1	Mini Soccer Facilities - Southern Growth Corridor.	Mini soccer facilities. Costs are based on existing rates of demand for the Borough and therefore could be subject to change.	3	£90,000	Play Pitch Strategy 2018 - 2033	Play Pitch Strategy 2018 - 2033 (Figure 10.2)	£0		£90,000	£90,000	£0	S.106	Various				R01, R02		
SP2	Football Facilities - Southern Growth Corridor.	Football facilities. Costs are based on existing rates of demand for the Borough and therefore could be subject to change.	3	£600,000	Play Pitch Strategy 2018 - 2034	Play Pitch Strategy 2018 - 2033 (Figure 10.2)	£0		£600,000	£600,000	£0	S.106	Various				R01, R02		
SP3	Cricket Facilities - Southern Growth Corridor.	Cricket facilities. Costs are based on existing rates of demand for the Borough and therefore could be subject to change.	3	£460,000	Play Pitch Strategy 2018 - 2033	Play Pitch Strategy 2018 - 2033 (Figure 10.2)	£0		£460,000	£460,000	£0	S.106	Various				R01, R02		
SP4	Hockey Facilities - Southern Growth Corridor.	Hockey facilities. Costs are based on existing rates of demand for the Borough and therefore could be subject to change.	3	£110,000	Play Pitch Strategy 2018 - 2034	Play Pitch Strategy 2018 - 2033 (Figure 10.2)	£0		£110,000	£110,000	£0	S.106	Various				R01, R02		
SP5	Rugby Facilities - Southern Growth Corridor.	Rugby facilities. Costs are based on existing rates of demand for the Borough and therefore could be subject to change.	3	£140,000	Play Pitch Strategy 2018 - 2035	Play Pitch Strategy 2018 - 2033 (Figure 10.2)	£0		£140,000	£140,000	£0	S.106	Various				R01, R02		
SP6	King Georges Strategic Investments	Proposals to create a 'Park Hub' that includes sports provision, family provision, café/retail provision and conferencing/event provision to maximise community usage. Further details in the Leisure Strategy 2018-28.	2	£8,000,000	BBC's estimate. To be confirmed by upcoming feasibility study.	• Play Pitch Strategy 2018 - 2035 • Built Facilities Strategy Full Analysis • Leisure Strategy 2018-28 Action Plan	£7,173,000	BBC Capital Programme (See Committee Report, Feb 2019).	£827,000	£0	£827,000	CIL / BBC Capital Programme	Various						

Ref	Infrastructure Requirements	Detail	Priority	Indicative Costs	Reference	Cost explained	Secured Funding	Funding explained	Current Funding Gap	Estimated Financial Contributions to be Secured by S.106 from LDP Sites	Remaining Funding Gap	Main Funding Sources	Delivery Partners*	Delivery Timeframe				Relevant LDP Sites	Notes
														2018/19 - 2022/23	2023/24 - 2027/28	2028/29 - 2032/33	2033/34 - 2037/38		
SP7	Brentwood Centre Strategic Investments	Proposals to create a football hub, with 3G grass pitch and amenities alongside grass pitches at Brentwood Centre. Further details in the Leisure Strategy 2018-28. Very high-level cost based on limited information available at this stage Costs subject to upcoming feasibility study.	3	£25,000,000	BBC's estimate. To be confirmed by upcoming feasibility study.	• Play Pitch Strategy 2018 - 2035 • Built Facilities Strategy Full Analysis • Leisure Strategy 2018-28 Action Plan	£1,500,000	BBC Capital Programme (See Committee Report, Feb 2019).	£23,500,000	£0	£23,500,000	BBC Capital Programme / Football Foundation / External Funding / CIL	Various						The Council's budget for this project is £1.5M. Expecting part of this project to be funded by the Football Foundation (this is to be confirmed). Other funding options are being discussed with external stakeholder, Sport England, CCG.
SP8	Play Area Investment	Delivering the Play Strategy phased over 5 years, to meet the need for additional play areas as a result of housing growth in the Borough.	2	£2,200,000	• Committee Report, December 2018 • Play Area Strategy 2019 - 2024	Committee Report, December 2018	£1,675,000	BBC Capital Programme (See Committee Report, Feb 2019).	£525,000	£0	£525,000	CIL / BBC Capital Programme	Various						Some recent improvements have been met by developer contribution.
SP9	Hartwood Golf Course	Enhancements to the Borough Council's Hartwood Golf Course to mitigate the impacts from the loss of entry level golf at Dunton Hills Garden Village.	3	£390,524	Golf Feasibility Assessment		£0		£390,524	£390,524	£0	S106	England Golf / Developers				R01	In line with Policy R01 regarding measures to mitigate the loss of entry level golf at Dunton Hills Garden Village.	
<b>TOTAL - Sport</b>				<b>£36,990,524</b>			<b>£10,348,000</b>		<b>£26,642,524</b>	<b>£1,790,524</b>	<b>£24,852,000</b>								
<b>IDP CHAPTER 12 - HERITAGE</b>							<b>£0</b>		<b>£750,000</b>	<b>£0</b>	<b>£750,000</b>								
HE1	Historic Sites Interpretation	Heritage interpretation and sign-posting, linked to wider projects on improving the public realm and legibility within the Brentwood Urban area	3	£250,000	BBC's estimate		£0		£250,000	£0	£250,000	CIL	BBC / Historic England						
HE2	Heritage Assets Funding	Funding for the protection and redevelopment of heritage assets – particularly with wider community use options to support a growing population	3	£500,000	BBC's estimate		£0		£500,000	£0	£500,000	CIL	BBC / Historic England						
<b>TOTAL - Heritage</b>				<b>£750,000</b>			<b>£0</b>		<b>£750,000</b>	<b>£0</b>	<b>£750,000</b>								
<b>IDP CHAPTER 13 - EMERGENCY SERVICES</b>							<b>£0</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>								
ES1	Flexible Space Resource - DHGV	New community facilities to provide capacity for drop-in or flexible operational police space.	3	£0			£0		£0	£0	£0	Development allowance	Essex Police / BBC				R01		
<b>TOTAL - Emergency Services</b>				<b>£0</b>			<b>£0</b>		<b>£0</b>	<b>£0</b>	<b>£0</b>								
<b>IDP CHAPTER 14 - GREEN INFRASTRUCTURE</b>							<b>£202,137</b>		<b>£5,197,863</b>	<b>£0</b>	<b>£5,197,863</b>								
G1	Park and Gardens Enhancement and Development	Mixture of works and new facilities at the Borough's large and medium sized parks and gardens, e.g. Warley Country Park, Hutton and St Faith Country Park.	3	£1,150,000	BBC's estimate		£126,700	S106	£1,023,300	£0	£1,023,300	CIL	BBC / EWT						
G2	Ecological Asset Protection and Enhancement	Programme of works including maintenance of local wildlife sites and other assets	3	£1,000,000	BBC's estimate		£0		£1,000,000	£0	£1,000,000	CIL	BBC / EWT						
G3	Green and Blue Corridor Enhancements	Road, rail and river corridor enhancement programmes with partners	3	£1,000,000	BBC's estimate		£0		£1,000,000	£0	£1,000,000	CIL	EWT / NR / Others						
G4	Outdoor Sports (see above)																		
G5	Amenity Greenspace	Enhancements to local neighbourhood level green spaces	3	£750,000	BBC's estimate		£75,437	S106	£674,563	£0	£674,563	CIL	BBC / EWT / Others						
G6	Allotment Maintenance support	Revenue budget to support allotment upkeep	3	£1,000,000	BBC's estimate		£0		£1,000,000	£0	£1,000,000	CIL	BBC / Others						
G7	Cemeteries and Graveyards Environmental Enhancement	Enhancements to facilities and features	3	£500,000	BBC's estimate		£0		£500,000	£0	£500,000	CIL	BBC / EWT / Others						
<b>TOTAL - Green Infrastructure</b>				<b>£5,400,000</b>			<b>£202,137</b>		<b>£5,197,863</b>	<b>£0</b>	<b>£5,197,863</b>								
<b>TOTAL</b>				<b>£ 311,167,325</b>			<b>£ 14,253,117</b>		<b>£ 296,914,208</b>	<b>£ 225,820,855</b>	<b>£ 71,093,353</b>								

## NOTE

### Priority Ranking

1  
2  
3

### Criteria

**critical** to the delivery of the Local Plan, the provision of which must be in place timely to support development. These mostly include strategic transport items in the Borough  
**essential or necessary** to mitigate the impacts arising from development or to support wider strategic or site-specific objectives which are set out in planning policy or are subject to a statutory duty. It enables development to come  
**important** infrastructure that is required for sustainable growth, timing and phasing is not critical over the plan period, e.g. green infrastructure.

### Delivery Partner

Delivery partners are relevant stakeholders and service providers to co-ordinate and manage infrastructure projects. There is no assumed funding from our partners unless clearly stated in the Main Funding Sources column.

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## **Members Interests**

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.

## **Policy, Resources and Economic Development Committee**

The committee shall consider all matters of policy and strategic importance to the Council including matters referred to it by other Committees and/or Chief Officers.

1. The function within the remit of the Policy, Resources and Economic Development Committee include all financial matters relating to the budget, (and for avoidance of doubt, being the superior Committee on all such matters including capital, revenue and the Housing Revenue Account (HRA) except where the law otherwise requires), and without prejudice to the generality of this, include the specific functions which are set out below.

### Policy

Generally to review and oversee the co-ordination and governance of all functions of the Council. To undertake and discharge any functions in relation to strategic policies including periodic reviews of the policy framework adopted by full Council from time to time except where required by law to be undertaken elsewhere.

### Finance

- 1) Financial Services
  - 2) Contracts, commissioning, procurement
  - 3) Legal services
  - 4) Health and safety at work (in so far as it relates to the Council as an employer)
  - 5) Corporate communications and media protocols
  - 6) Corporate and Democratic services
  - 7) Human resources
  - 8) Information Communication Technology
  - 9) Revenues and Benefits
  - 10) Customer Services
  - 11) Assets (strategically)
2. Overall responsibility for monitoring Council performance.
  3. To formulate and develop relevant corporate policy documents and strategies including the Corporate Plan.
  4. To formulate the budget proposals in accordance with the Budget and Policy Framework, including capital and revenue spending, and the Housing Revenue Account Business Plan (including rent setting for Council homes), in accordance with the Council's priorities and make recommendations to Council for approval.
  5. To formulate the Council's Borrowing and Investment Strategy and make recommendations to Council for approval.

6. To take decisions on spending within the annual budget to ensure delivery of the Council's priorities.
7. To approve the write off of any outstanding debt owed to the Council above the delegated limit of £5,000.
8. To determine capital grant applications.
9. To make recommendations on the allocation and use of resources to achieve the council's priorities.
10. To manage and monitor the Council approved budgets and allocation of resources.
11. To provide the lead on partnership working including the joint delivery of services.
12. To consider any staffing matters that are not delegated to Officers, such as proposals that are not contained within existing budgetary provision.
13. To strategically manage any lands or property of the council and provide strategic property advice relating to the council's Housing Stock and without prejudice to the generality of this, to specifically undertake the following-

#### The Council's Asset Management Plan

- (a) The acquisition and disposal of land and property and taking of leases, licenses, dedications and easements.
- (b) The granting variation renewal review management and termination of leases, licenses, dedications and easements.
- (c) Promoting the use of Council owned assets by the local community and other interested parties.
- (d) To manage any lands or property of the Council;
- (e) To include properties within the council's Asset Management Portfolio including Halls etc.
- (f) To take a strategic approach to asset management, ensuring that the use of all of the Council's Property assets achieves Value for Money and supports the achievement of the Council's corporate priorities.
- (g) To review the corporate Asset Management Plan annually.
- (h) The acquisition of land in advance of requirements for the benefit, improvement or development of the Borough.



- (i) Disposal of land surplus to the requirements of a council function.
  - (j) Appropriation of land surplus for the requirements of another Council function.
  - (k) Promote the use of Council owned assets by the local community and other interested parties where appropriate.
  - (l) Property and asset management, including acquisitions and disposals not included in the approved Asset Management Plan.
  - (m) To receive updates reports on the Asset Development Programme and the work of the Asset Development Programme and Project Board.
  - (n) To take a strategic approach to commercial activity, both existing and new, ensuring the Council realises revenue generation opportunities and supports the achievement of the Council's corporate priorities.
  - (o) To agree and monitor the governance arrangements for any commercial and/or partnership arrangement with the Council.
  - (p) Promoting a culture of entrepreneurialism and building the required skills and capacity.
  - (q) To consider and approve business cases and commercial business plans for commercial activity.
14. To consider and propose matters concerning the promotion of economic development throughout the Borough and the interface with countryside or regional economic development initiatives.

#### Economic Development

- (a) To lead, consider and propose matters concerning the promotion of economic development throughout the Borough and the interface with countryside or regional economic development initiatives.
- (b) To promote and encourage enterprise and investment in the Borough in order to maintain and sustain the economic wellbeing and regeneration of the area.
- (c) To develop climate where businesses and individuals can innovate, compete and contribute to the economic development and regeneration of the area; and excellence in local business.
- (d) To encourage the growth of existing businesses in the borough and access to the skills and training necessary to support them.

- (e) To develop and deliver a Borough wide initiative on apprenticeships.
- (f) To consider and determine matters relating to the promotion, maintenance and enhancement of the vitality and viability of shopping centres within the Borough.
- (g) To consult with the Chamber of Commerce, Federation of Small Businesses, residents and other interested third parties.
- (h) To maintain a special interest in promoting employment in the Borough.
- (i) To promote and encourage tourism and heritage.
- (j) Parking (off street parking provision in Council owned/leased off-street parking places).
- (k) Any matters relating to Crossrail.

15. To consider a report from the Monitoring Officer at the beginning of the Municipal Year, for the Committee to appoint the membership of the Constitution Working Group, in order for the Monitoring Officer to consult with such Members on the regular review of the Constitution documentation in accordance with Article 12 of the Constitution during the year.

16. To review and facilitate the transformation of delivery of services.

#### Transformation

- (a) To approve and facilitate the transformation of delivery of services.

#### Projects

- (a) To identify, monitor and oversee the implementation of those Corporate Projects that have been agreed by the committee to be major.

#### Scrutiny

- (a) To advise the Audit & Scrutiny Committee of any matters that require scrutiny in accordance with the Audit and Scrutiny Procedure Rules.
- (b) To receive requests and determine on matters that require scrutiny from any Committee in accordance with the Audit and Scrutiny Procedure Rules.

17. To consider any requests for sponsorship and use of the Council's Coats of Arms and logos.

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