



Pentavia, Mill Hill

London NW7 2ET

CIL Statement

Date: 22/03/19



CIL STATEMENT

PENTAVIA, MILL HILL

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1 CIL SUBMISSION

- 1.1 This CIL Submission relates to the redevelopment of Pentavia Retail Park, Mill Hill by Meadow Residential and the submission of a detailed planning application.
- 1.2 The development which is subject to the planning application will be a CIL liable development as defined by the CIL Regulations 2010 (as amended).
- 1.3 As required we enclose the Community Infrastructure Levy (CIL) – Determining whether a Development may be CIL Liable Planning Application Additional Information Requirement form as **Document 1 (GLA CIL)** and **Document 4 (Barnet CIL)**, and we also enclose the Community Infrastructure Levy (CIL) – Form 1: Assumption of Liability as **Document 2 (GLA CIL)** and **Document 5 (Barnet CIL)**.
- 1.4 We have submitted two calculations, one for GLA CIL and one for Barnet CIL owing to the different methodology in calculation i.e. Barnet CIL excludes GIAm² that is ancillary floorspace.

a) Inputs into the CIL Calculation

- 1.5 The assumptions that have informed this submission are as follows:-
- Barnet Borough CIL (effective 1 May 2013) Residential £135/m² (base) and £193.46/m² (index linked); and Retail £135/m² (base) and £193.46/m² (index linked)
 - GLA CIL (effective 1 April 2019) all floorspace £60/m² (base) and £60/m² (index linked)
 - Floor area to be demolished which has been in continuous use for 6 months of 36 months prior to the grant of permissions 9,717m² (GIA)
 - Total residential floorspace proposed (inc. communal area and ancillary car parking) 91,012m² (GIA)
 - Total qualifying social housing floorspace proposed (inc. communal area and ancillary car parking) 37,315m² (GIA)
 - Ancillary Car Park proposed 10,258m² (GIA)
 - Total retail floorspace proposed 731m² (GIA)
 - Total D1 floorspace proposed 297m² (GIA)
 - Planning permission is granted by November 2019.

b) Indexation

1.6 Indexation is calculated from the BCIS All in Tender Price Index for the 1st November in the year before the charging schedule was adopted; and the BCIS All In Tender Price Index for 1st November in the calendar year before the planning permission was granted.

1.7 Regulation 40 confirms (for the purpose of calculating indexation) that:-

“lp = the index figure for the year in which planning permission was granted;

and

lc = the index figure for the year in which the charging schedule containing rate R took”

1.8 The CIL Regulations are clear and unambiguous and confirm that “the index figure for the year in which planning permission was granted! Should be applied to the indexation of CIL.

1.9 Table 1.1 details how indexation has been calculated.

Table 1.1 – Indexation Calculations

Charging Authority	Indexation Calculation
LB Barnet Indexation figure @ 1.433	[BCIS 2018 Q4 price 321 / BCIS 2012 Q4 price 224]
GLA Indexation figure @ 1.000	[BCIS 2018 Q4 price 321 / BCIS 2018 Q4 price 321]

c) Social Housing Relief

1.10 As the proposed development includes the provision of Affordable Housing it benefits from social housing relief on the CIL payment.

1.11 As indicated within the Community Infrastructure Levy (CIL) – Form 2: Claiming Exemption or Relief which is reproduced at **Document 3 (GLA CIL)** and **Document 6 (Barnet CIL)**, the applicant wished to apply for Social Housing relief as per Section A3: Social Housing Relief (mandatory).

1.12 Annex B: Relief Assessment (Social Housing) within the Community Infrastructure Levy (CIL) – Form 2: Claiming Exemption or Relief, requests further information regarding the floorspace figures to assist the assessment of Social Housing Relief. We therefore provide details of how these figures have been calculated for GLA CIL in **Table 1.2**, and for LB Barnet CIL in **Table 1.5**.

d) GLA Social Housing Relief Floorspace

1.13 **Table 1.2** below details the figures for claiming Social Housing Relief in relation to the GLA CIL Charging Schedule.

Table 1.2 – Calculations of Annex B: Relief Assessment within CIL Form 2 – Claiming Exception or Relief

Floorspace	Calculation
Gross internal area of chargeable development including relevant communal development (sqm) @ 91,012m² (GIA)	This is the total GIAm ² floorspace for the whole development as per the accommodation schedule (including Dwellings + Build to Rent C3 Ancillary facilities + Car Park + Plant / Refuse / Bike Store).
Gross internal area of relevant communal development (sqm) @ 31,547m² (GIA)	This is the [total private + total residential affordable floorspace 76,316m ² (GIA)] less the [total private + affordable residential floorspace 59,465m ² (NIA)] + [Build to Rent C3 Ancillary facilities + Car Park + Plant / Refuse / Bike Store 14,696m ² (GIA)].
Gross internal area of qualifying dwellings to which the relevant communal development relates (sqm) @ 24,055m² (NIA)	This is the NIAm ² residential affordable floorspace as set out within the proposed accommodation schedule. Whilst the schedule refers to the NIAm ² for the building this is the equivalent dwelling GIAm ²

e) GLA CIL Calculation

1.14 Table 1.3 details how the GLA CIL contribution has been calculated:

Table 1.3 – Calculations of GLA CIL

Assumption	Calculation
Total residential floorspace @ 91,012m ² (GIA)	Total Market Sale Build to Rent residential 45,026 GIAm ² + total Affordable floorspace 31,290 GIAm ² + total Communal (inc. Build to Rent facilities, Car Park + Plant / Refuse and Bike Store) 14,696 GIAm ²
Total qualifying social housing floorspace @ 37,315m ² (GIA)	Total Affordable floorspace 31,290 GIAm ² + 41% of total communal (inc. Build to Rent facilities, Car Park + Plant / Refuse and Bike store) 6,025 GIAm ²
Total retail floorspace @ 731m ² (GIA)	Total retail floorspace as set out within the proposed accommodation schedule.
Total D1 use floorspace @ 297m ² (GIA)	Total D1 use floorspace as set out within the proposed accommodation schedule.

1.15 On this basis the following GLA CIL would be liable **£2,936,848.88** as detailed within Table 1.4 below.

Table 1.4 – GLA CIL Calculation (For Whole Scheme)

CIL Charge									
£	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6	Total as single phase	Total for all phases	
District/Borough CIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mayoral CIL	4,939,380.00	0.00	0.00	0.00	0.00	0.00	4,939,380.00	4,939,380.00	
Total CIL	4,939,380.00	0.00	0.00	0.00	0.00	0.00	4,939,380.00	4,939,380.00	
District/Borough social housing relief	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Mayoral social housing relief	2,002,531.12	0.00	0.00	0.00	0.00	0.00	0.00	2,002,531.12	
Total social housing relief	2,002,531.12	0.00	0.00	0.00	0.00	0.00	0.00	2,002,531.12	
Net District Borough CIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Net Mayoral CIL	2,936,848.88	0.00	0.00	0.00	0.00	0.00	4,939,380.00	2,936,848.88	
Total Net CIL	2,936,848.88	0.00	0.00	0.00	0.00	0.00	4,939,380.00	2,936,848.88	

f) Barnet Social Housing Relief Floorspace

- 1.16 Within the London Borough of Barnet CIL Charging Schedule, ancillary car parking floorspace is no subject to a CIL levy.
- 1.17 **Table 1.5** below details the figures for claiming Social Housing Relief in relation to LB Barnet's CIL Charging Schedule.

Table 1.5 – Calculations of Annex B: Relief Assessment within CIL Form 2 – Claiming Exception or Relief

Floorspace	Calculation
Gross internal area of chargeable development including relevant communal development (sqm) @ 80,754m² (GIA)	This is the total GIAm ² floorspace for the whole development as per the accommodation schedule (including Build to Rent C3 Ancillary facilities + Plant / Refuse / Bike Store) but excluding the lower ground car park.
Gross internal area of relevant communal development (sqm) @ 21,289m² (GIA)	This is the [total private + total residential affordable floorspace 76,316m ² (GIA)] less the [total private + affordable residential floorspace 59,465m ² (NIA)] + Build to Rent C3 Ancillary facilities + Plant / Refuse / Bike Store 4,438m ² (GIA). It excludes the lower ground car park.
Gross internal area of qualifying dwellings to which the relevant communal development relates (sqm) @ 24,055m² (NIA)	This is the NIAm ² residential affordable floorspace as set out within the proposed accommodation schedule. Whilst the schedule refers to the NIAm ² for the building this is the equivalent dwelling GIAm ²

g) Barnet CIL Calculation

- 1.18 **Table 1.6** details how the LB Barnet CIL contribution has been calculated:

Table 1.6 – Calculation of LB Barnet CIL

Assumption	Calculation
Total residential floorspace @ 80,754m ² (GIA)	Total Market Sale Build to Rent residential 45,026 GIAm ² + total Affordable floorspace 31,290 GIAm ² + total Ancillary (inc. Build to Rent facilities + Plant / Refuse and Bike store) 4,438 GIAm ² . This excludes the lower ground car park.
Total qualifying social housing floorspace @ 33,110m ² (GIA)	Total Affordable floorspace 31,290 GIAm ² + 41% of total Ancillary (inc. Build to Rent facilities + Plant / Refuse and Bike store) 1,820 GIAm ² excluding lower ground car park.
Total retail floorspace @ 731m ² (GIA)	Total retail floorspace as set out within the proposed accommodation schedule.

1.19 There is no Barnet CIL paid on D1 uses.

1.20 On this basis the following LB Barnet CIL would be liable **£8,242,621.08** as detailed within **Table 1.7** below.

Table 1.7 – Barnet CIL Calculation (For Whole Scheme)

CIL Charge								
£	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6	Total as single phase	Total for all phases
District/Borough CIL	13,884,237.28	0.00	0.00	0.00	0.00	0.00	13,884,237.28	13,884,237.28
Mayoral CIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total CIL	13,884,237.28	0.00	0.00	0.00	0.00	0.00	13,884,237.28	13,884,237.28
District/Borough social housing relief	5,641,616.20	0.00	0.00	0.00	0.00	0.00	0.00	5,641,616.20
Mayoral social housing relief	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total social housing relief	5,641,616.20	0.00	0.00	0.00	0.00	0.00	0.00	5,641,616.20
Net District Borough CIL	8,242,621.08	0.00	0.00	0.00	0.00	0.00	13,884,237.28	8,242,621.08
Net Mayoral CIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Net CIL	8,242,621.08	0.00	0.00	0.00	0.00	0.00	13,884,237.28	8,242,621.08

h) Conclusion

1.21 The total CIL liability would therefore be **£11,179,469.96** assuming planning permission is granted by November 2019.

i) CIL Phasing Condition

1.22 We request the following CIL phasing condition and informative to be attached to the decision notice of the planning permission for Pentavia, Mill Hill:

Draft Condition

Prior to the commencement of works on the relevant part of the development hereby approved, details of an indicative phasing plan, including projections for the commencement and completion, of the development shall be submitted to the Local Planning Authority.

Reason: To allow the local planning authority to understand the projected phasing of the development and to define the extent of a CIL phase for the purposes of the CIL regulations 2010 as amended.

Informative

This is a phased development for the purposes of the CIL Regulations (2010 as amended). A phase can comprise: site preparation and demolition works, substructures, and/or buildings, plots or groups of plots. The extent of the CIL phase will be defined on the relevant phasing plan.



DOCUMENT 1

DETERMINING WHETHER A DEVELOPMENT MAY BE CIL LIABLE

Community Infrastructure Levy (CIL) - Determining whether a Development may be CIL Liable Planning Application Additional Information Requirement form

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, including householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates are required to provide the following information. **Please read the associated Guidance Notes before you complete the form. Notes on the questions are provided at https://ecab.planningportal.co.uk/uploads/1app/cil_guidance.pdf**

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority).

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including exemption or relief..

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Authority in accordance with the 'The Community Infrastructure Levy Regulations 2010 (as amended)'.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it (unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions). Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Authority to inform you of its obligations in regards to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

1. Application Details

Applicant or Agent Name:

Quod

Planning Portal Reference (if applicable):

Local authority planning application number (if allocated): Greater London Authority

Site Address:

Pentavia Retail Park, Watford Way, Mill Hill, London NW7 2ET

Description of development:

Redevelopment of site including the demolition of all existing buildings and construction of 844 new Class C3 residential units, 405 sqm Class A1 Retail; 326 sqm Class A3 and A4 food; and 297 sqm Class D1 Community; new pedestrian access off Bunns Lane; open space, landscaping; car parking; acoustic mitigation and highway/pedestrian improvements.

Does the application relate to minor material changes to an existing planning permission (is it a Section 73 application)?

Yes

Please enter the application number:

No

If yes, please go to **Question 3**. If no, please continue to **Question 2**.

2. Liability for CIL

Does your development include:

a) New build floorspace (including extensions and replacement) of 100 sq ms or above?

Yes No

b) Proposals for one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional floorspace)?

Yes No

c) None of the above

Yes No

If you answered yes to either a), or b) please go to **Question 4**.

If you answered yes to c), please go to **8. Declaration** at the end of the form.

3. Applications for Minor Material Changes to an Existing Planning Permission

a) Does this application involve a change in the amount or use of new build floorspace, where the total floorspace, including that previously granted planning permission, is over 100 sq m?

Yes No

b) Does this application involve a change in the amount of floorspace where one or more new dwellings (including residential annexes) are proposed, either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional floorspace)?

Yes No

If you answered yes to either a), or b) please go to **Question 4**.

If you answered no to both a) and b), please go to **8. Declaration** at the end of the form.

4. Exemption or Relief

a) Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes No

b) Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

Yes No

If you answered yes to a) or b), please note that you will need to complete and have agreed CIL Form 2 -'Claiming Exemption or Relief', and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority must receive prior to the commencement of your development, in order to benefit from relief from the levy. You will also need to complete CIL Form 2 if you think you are eligible for discretionary charitable relief, or exceptional circumstances relief, if this is available in your area. Please check the Charging Authority's website for details. CIL Form 2 is available from www.planningportal.co.uk/cil

c) Do you wish to claim a self build exemption for a whole new home?

Yes No

If you have answered yes to c) please also complete a CIL Form 7- '**Self Build Exemption Claim Form: Part 1**' available from www.planningportal.co.uk/cil . Please note you will need to complete and have agreed CIL Form 7, and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority must receive prior to the commencement of your development, in order to benefit from relief from the levy.

d) Do you wish to claim a self build exemption for a residential annex or extension?

Yes No

If you have answered yes to d) please also complete either CIL Form 8 -'**Self Build Residential Annex Exemption Claim Form**' or CIL Form 9 -'**Self Build Extension Exemption Claim Form**' available from www.planningportal.co.uk/cil . Please note you will need to have completed and agreed either CIL Form 8 or 9, as appropriate, and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority, if in respect of a residential annex, must receive prior to the commencement of your development , in order to benefit from relief from the levy

5. Reserved Matters Applications

Does this application relate to details or reserved matters pursuant to an application that was granted planning permission prior to the introduction of the CIL charge in the relevant local authority area?

Yes

Please enter the application number:

No

If you answered yes, please go to **8. Declaration** at the end of the form.

If you answered no, please continue to complete the form.

6. Proposed New Floorspace

a) Does your application involve new **residential floorspace** (including new dwellings, extensions, conversions/changes of use, garages, basements or any other buildings ancillary to residential use)?

N.B. conversion of a single dwelling house into two or more separate dwellings (without extending them) is NOT liable for CIL. If this is the sole purpose of your development proposal, answer 'no' to Question 2b and go straight to the declaration at Question 8.

Yes

No

If yes, please complete the table in section 6c) below, providing the requested information, including the floorspace relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use.

b) Does your application involve new **non-residential floorspace**?

Yes

No

If yes, please complete the table in section 6c) below, using the information provided for Question 18 on your planning application form.

c) Proposed floorspace:

Development type	(i) Existing gross internal floorspace (square metres)	(ii) Gross internal floorspace to be lost by change of use or demolition (square metres)	(iii) Total gross internal floorspace proposed (including change of use, basements, and ancillary buildings) (square metres)	(iv) Net additional gross internal floorspace following development (square metres) (iv) = (iii) - (ii)
Market Housing (if known)	0	0	45,026	45,026
Social Housing, including shared ownership housing (if known)	0	0	31,290	31,290
Total residential floorspace		0	91,012	91,012
Total non-residential floorspace	9,717	9,717	1,028	-8,689
Total floorspace	9,717	9,717	92,040	82,323

7. Existing Buildings

a) How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings:

b) Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal floorspace that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty six months. Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the table in question 7c).

7. Existing Buildings continued

	Brief description of existing building/part of existing building to be retained or demolished.	Gross internal area (sq ms) to be retained.	Proposed use of retained floorspace.	Gross internal area (sq ms) to be demolished.	Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?		When was the building last occupied for its lawful use? Please enter the date (dd/mm/yyyy) or tick still in use.
					Yes <input type="checkbox"/>	No <input type="checkbox"/>	
1	Unrestricted Class A1 Unit	0	N/A	9,053	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input checked="" type="checkbox"/>
2	Class A3 Food and Drink Unit	0	N/A	664	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text" value="2017"/> or Still in use: <input type="checkbox"/>
3					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
4					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
Total floorspace		0		9,717			

c) Does your proposal include the retention, demolition or partial demolition of any whole buildings **into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period?** If yes, please complete the following table:

	Brief description of existing building (as per above description) to be retained or demolished.	Gross internal area (sq ms) to be retained	Proposed use of retained floorspace	Gross internal area (sq ms) to be demolished
1				
2				
3				
4				
Total floorspace into which people do not normally go, only go intermittently to inspect or maintain plant or machinery, or which was granted temporary planning permission				

d) If your development involves the conversion of an existing building, will you be creating a new mezzanine floor within the existing building? Yes No

e) If Yes, how much of the gross internal floorspace proposed will be created by the mezzanine floor (sq ms)?

Use	Mezzanine floorspace (sq ms)

8. Declaration

I/we confirm that the details given are correct.

Name:

Quod

Date (DD/MM/YYYY). Date cannot be pre-application:

22/03/2019

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

For local authority use only

App. No:



DOCUMENT 2

CIL FORM 1 – ASSUMPTION OF LIABILITY

Community Infrastructure Levy (CIL) - Form 1: Assumption of Liability

This form should be used to assume liability prior to commencement of development.

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority)

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including assuming liability.

Privacy Notice

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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it (unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions). Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Authority to inform you of its obligations in regards to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Description of Development

Planning Permission / Notice of Chargeable Development Reference:

Greater London Authority

Site address:

Pentavia Retail Park, Watford Way, Mill Hill, London NW7 2ET

Description of development:

Please refer to Cover Letter, Application Forms & Planning Statement.

Section A: Assumption of Liability

If the liable party is a company, you must fill in the company name

Party A Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)
Country code: National number: Extension number:

Email address (optional):

Party B Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)
Country code: National number: Extension number:

Email address (optional):

Party C Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)

Country code: National number: Extension number:

Email address (optional):

Party D Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)

Country code: National number: Extension number:

Email address (optional):

Agent Name and Address

Title: First name:

Last name:

Company:

Telephone number (mandatory)

Country code: National number: Extension number:

Email address (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Declaration

I/we hereby assume liability for the Community Infrastructure Levy Charge for the above development. Where assuming liability on behalf of a company, I confirm that I am authorised to do so. I/we understand that I/we must submit a commencement notice in order to secure the 60 day payment window or such time as the charging authority has allowed in its current payment instalments policy, as per the requirements of the Community Infrastructure Levy Regulations (2010) as amended. I/we am/are aware of the surcharges I/we will incur if I/we do not follow the correct procedures for paying the CIL charge. I/we understand any communication and actions by the collecting authority to pursue me/us for the assumed liability will be copied to the site land owners (as defined in CIL regulations)

Name - A Party Assuming Liability:

Date (DD/MM/YYYY):

Name - B Party Assuming Liability:

Date (DD/MM/YYYY):

Name - C Party Assuming Liability:

Date (DD/MM/YYYY):

Name - D Party Assuming Liability:

Date (DD/MM/YYYY):

Or Name - Agent:

Date (DD/MM/YYYY):

Under regulation 37(2) of the Community Infrastructure Levy Regulations (2010) as amended, where two or more persons have assumed liability to pay CIL in respect of a chargeable development they shall each be jointly and severally liable to pay any CIL payable in respect of that chargeable development.

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.



DOCUMENT 3

CIL FORM 2 – CLAIMING EXEMPTION OR RELIEF

Community Infrastructure Levy (CIL) - Form 2: Claiming Exemption or Relief

This form should be used to claim charitable relief, social housing relief, and/or exceptional circumstances relief prior to the commencement of development. Any relief must be granted, AND a Commencement (of development) Notice sent to, and received by, the Charging/Collecting Authority prior to the commencement of your development. Otherwise the full levy charge will be payable.

Where liability for the levy is shared, this form should be completed by each party wishing to seek exemption or relief from the levy.

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority).

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including claiming exemption or relief.

Privacy Notice

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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it (unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions). Any subsequent user of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority in agreement with the declaration section.

Upon receipt of this form and any subsequent information, it is the responsibility of the Local Authority to inform you of its obligations in regards to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Section A: Claiming Relief - General Information

Details of Development

Planning Permission / Notice of Chargeable Development Reference:

Greater London Authority

Site address:

Pentavia Retail Park, Watford Way, Mill Hill, London NW7 2ET

Description of development:

Please refer to Cover Letter, Application Forms & Planning Statement

Claimant Name and Address

Title: First name:

Last name:

Company (optional):

Position:

Company registration no: (where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number
Country code: National number: Extension number:

Email address (optional):

Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number
Country code: National number: Extension number:

Email address (optional):

Charity Details

Charity registration no: (where applicable)

If claimant represents a charity exempt or excepted from registration, please state grounds:

HMRC tax registration no: (where applicable)

If claimant represents a trust of which all the beneficiaries are charities or a unit trust scheme in which all the unit holders are charities, please state what form this takes (eg a Common Investment Fund)

I wish to apply for: Charitable relief (Go to Section A1) Exceptional circumstances relief (Go to Section A2) Social housing relief (Go to Section A3) Discretionary social housing relief (Go to Section A4)

Some areas of relief are at the discretion of the Charging Authority, such as discretionary charitable relief, exceptional circumstances relief and discretionary social housing relief.

Section A1: Charitable Relief

I wish to claim: (tick 1 box)

A mandatory exemption for using this chargeable development wholly or mainly for charitable purposes

Discretionary charity relief for holding the greater part of this CIL chargeable development as an investment from which the profits will be applied for charitable purposes.

Before selecting this option please check whether your Charging Authority has a policy for granting discretionary charitable relief in its area.

Supporting Information For All Charitable Relief

What are your charity's charitable purposes?

What is the intended use of the development and in what proportions?

How (if at all) does your charity fulfil the criteria in the charging authority's discretionary relief policy? (Maximum 100 words)

What is your apportioned CIL liability for this chargeable development? Please use the apportionment assessment at Annex A to calculate this.

Please provide a breakdown of all the activities of your organisation, including any goods or services it trades in and what these are:

Please complete the relevant declaration below and provide the supporting information:

Declaration - Mandatory Relief

I wish to be granted mandatory relief for my portion of the CIL liability.

I declare that all the below points apply:

- As indicated in Section B above, I am a person or trust established for charitable purposes only (a "charity") **or** I am a trust of which all the beneficiaries are charities or a unit trust scheme in which all the unit holders are charities; **and**
- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date planning permission first permits the chargeable development; **and**
- I do not own this interest jointly with a party which is not a charitable institution; **and**
- the whole or main part of the chargeable development will be used for charitable purposes (whether of myself, or of myself and other charities); **and**
- a qualifying charity will occupy or control the portion of the chargeable development used for charitable purposes; **and**
- I have completed an apportionment assessment to determine the extent of my CIL liability and will submit a revised apportionment assessment where I make a material disposition of any of the relevant land prior to commencement of development; **and**

I understand:

- That where mandatory CIL charitable relief cannot apply due to it constituting a State aid, and the charging authority operates such a policy, my claim may be considered for discretionary relief under regulation 45 of the Community Infrastructure Levy Regulations (2010) as amended;
- The meaning of a "disqualifying event" for CIL charitable relief and that where a disqualifying event occurs before or after commencement of development I must inform the collecting authority within 14 days.
- that my claim for relief will lapse where development commences on this chargeable development prior to the collecting authority informing me of its decision
- that my claim for relief will lapse where a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Declaration - Discretionary Relief

I wish to be considered for discretionary relief for my portion of the CIL liability.

I declare that all the below points apply:

- As indicated in Section B above, I am a person or trust established for charitable purposes only (a "charity") **or** I am a trust of which all the beneficiaries are charities **or** a unit trust scheme in which all the unit holders are charities; **and**
- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- I do not own this interest jointly with a party which is not a charitable institution; **and**
- the whole or the greater part of the chargeable development will be held by myself or by myself and other qualifying charities as an investment from which the profits will be applied for charitable purposes (whether of myself, or of myself and other charities); **and**
- the portion of the chargeable development held in the manner described above will not be used for ineligible trading activities; **and**
- I am satisfied that I meet the criteria advertised by the charging authority for giving discretionary relief; **and**
- I have completed an apportionment assessment to determine the extent of my CIL liability and will submit a revised apportionment assessment where I make a material disposition of any of the relevant land prior to commencement of development; **and**

I understand:

- The meaning of a "disqualifying event" for CIL charitable relief and that where a disqualifying event occurs before or after commencement of development I must inform the collecting authority within 14 days.
- that my claim for relief will lapse where development commences on this chargeable development prior to the collecting authority informing me of its decision
- that my claim for relief will lapse where a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Section A2: Exceptional circumstances relief

Charging Authority Details

Before completing this form, please check your Charging Authority has decided to accept claims for exceptional circumstances relief in its area

Please state charging authority for chargeable development:

Supporting Information for Exceptional Circumstances Relief

Please provide a summary of why you wish to be considered for exceptional circumstances relief and how you meet the terms of the Charging Authority's exceptional circumstances policy (maximum 500 words):

If relevant, please provide a breakdown of all the activities of your organisation, including any goods or services it trades in and what these are:

Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your claim. Failure to submit all information will result in your application not being accepted:

- An assessment carried out by an independent person of the economic viability of the chargeable development;
- An explanation of why, in the opinion of the claimant, payment of the chargeable amount would have an unacceptable impact on the economic viability of that development. This additional explanation should not be included where the summary provides all the necessary information; and
- Where there is more than one material interest in the relevant land, an apportionment assessment.

Declaration

I wish to be considered for discretionary exceptional circumstances relief for my portion of the CIL liability.

I declare that all the below points apply:

- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- A planning obligation under section 106 of the TCPA 1990 has been entered into in respect of the planning permission referred to at Section A: General Information; **and**
- The charging authority has approved my choice of independent person to conduct the assessments required to accompany this claim; **and**
- Copies of this completed form and the accompanying documentation will be sent to any other owners of the relevant land; **and**

I understand:

- The meaning of a "disqualifying event" for CIL exceptional circumstances relief and that where a disqualifying event occurs before or after commencement of development I must inform the collecting authority within 14 days.
- That my claim for relief will lapse where development commences on this chargeable development prior to the charging authority informing me of its decision.
- That it is an offence under sections 2 and 3 of the Fraud Act 2006, to commit fraud by false representation, or to fail to disclose information when under a legal duty to do so, and that should this be found to be the case for this declaration or the supporting information, I could face criminal proceedings.

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Section A3: Social housing relief (mandatory)

Supporting Information for Social Housing Relief

Please indicate the type of social housing you intend to build and where on the site this will be located. A site map indicating the intended location of the social housing in the chargeable development **MUST** be attached. Please note that this must include any qualifying communal areas

The proposal will provide 41% Affordable Housing, distributed across the site as follows:

BLOCK A - 32; BLOCK B - 9; BLOCK C - 20; BLOCK D - 0; BLOCK E - 16; BLOCK F - 0; BLOCK G - 15; BLOCK H - 0; BLOCK I - 12; BLOCK J - 17; BLOCK K - 20; BLOCK L - 26; BLOCK M - 19; BLOCK N - 34; BLOCK O - 29; BLOCK P - 11; BLOCK Q - 54; BLOCK R - 31.

Does your organisation operate separate management accounts for public service and commercial activities? Please supply evidence.

No

Declaration

I wish to claim social housing relief on the chargeable development.

I declare that all the below points apply:

- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- I have assumed liability to pay the CIL charge on this chargeable development; **and**
- This chargeable development will include qualifying dwellings as described in the CIL regulations relating to social housing relief; **and**
- The degree to which this chargeable development consists of qualifying dwellings is as specified in the relief assessment and I will submit a revised relief assessment with supporting evidence where this changes prior to commencement of development; **and**

I understand:

- The meaning of a "disqualifying event" for CIL social housing relief and that where a disqualifying event occurs, I must inform the collecting authority within 14 days and will be liable to pay some or all of the relief I have claimed.
- That where there is a disposal of any of the land on which these qualifying dwellings will be situated to another person, I must inform the collecting authority as soon as practicable after this occurs.
- That my claim for relief will lapse where:
 - development commences on this chargeable development prior to the collecting authority informing me of its decision;
 - a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies;
 - my assumption of liability is withdrawn or otherwise ceases to have effect, or is transferred to another person.

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Section A4: Social housing relief (discretionary)

Supporting Information for Social Housing Relief (discretionary)

Please indicate the type of social housing you intend to build and where on the site this will be located. A site map indicating the intended location of the social housing in the chargeable development **MUST** be attached. Please note that this must include any qualifying communal areas

Is this development in receipt of any other public subsidy? (for example, funding from the Homes and Communities Agency, or contributions from the local authority towards the provision of affordable housing). If yes, please provide an estimate of how much the subsidy is worth. (This information is required in order to assess the State Aid implications of any discretionary relief that can be offered).

Declaration

I wish to claim social housing relief on the chargeable development.

I declare that all the below points apply:

- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- I have assumed liability to pay the CIL charge on this chargeable development; **and**
- This chargeable development will include qualifying dwellings as described in the CIL regulations relating to discretionary social housing relief; **and**
- The degree to which this chargeable development consists of qualifying dwellings is as specified in the relief assessment and I will submit a revised relief assessment with supporting evidence where this changes prior to commencement of development; **and**

I understand:

- The meaning of a "disqualifying event" for CIL social housing relief and that where a disqualifying event occurs, I must inform the collecting authority within 14 days and will be liable to pay some or all of the relief I have claimed.
- That where there is a disposal of any of the land on which these qualifying dwellings will be situated to another person, I must inform the collecting authority as soon as practicable after this occurs.
- That my claim for relief will lapse where:
 - development commences on this chargeable development prior to the collecting authority informing me of its decision;
 - a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies;
 - my assumption of liability is withdrawn or otherwise ceases to have effect, or is transferred to another person.

Name - Claimant:

Date (DD/MM/YYYY):

Or Name- Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

ANNEX A: APPORTIONMENT ASSESSMENT

Please complete the table below, including the assessment of the percentage of the value of the interest in the relevant land owned by the claimant:

Name of Owner	Type of Interest	Value of Interest (%)
Meadow Mill Hill Limited	Land Owner	100
TOTAL VALUE OF ALL MATERIAL INTERESTS (MUST EQUAL 100%):		100

This information will be used to calculate the amount of CIL relief that may be granted on this development. The collecting authority may choose to carry out its own assessment for these purposes.

ANNEX B: RELIEF ASSESSMENT (SOCIAL HOUSING)

Gross internal area of chargeable development including relevant communal development (sq m):

91,012

Gross internal area of relevant communal development (sq m):

31,547

Gross internal area of qualifying dwellings to which the relevant communal development relates (sq m):

24,055

Gross internal floorspace on relevant land in continuous lawful use for 6 of the last 36 months that is:

a) To be demolished (sq m):

9,717

b) Subject to change of use as part of the development (sq m)

0

Please attach a site plan indicating the position of qualifying dwellings and qualifying communal development.

Please note that the collecting authority may choose to accept the above assessment or carry out its own assessment to determine the relief to be granted.



DOCUMENT 4

DETERMINING WHETHER A DEVELOPMENT MAY BE CIL LIABLE (LB BARNET)

Community Infrastructure Levy (CIL) - Determining whether a Development may be CIL Liable Planning Application Additional Information Requirement form

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, including householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates are required to provide the following information. **Please read the associated Guidance Notes before you complete the form. Notes on the questions are provided at https://ecab.planningportal.co.uk/uploads/1app/cil_guidance.pdf**

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority).

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including exemption or relief..

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1. Application Details

Applicant or Agent Name:

Quod

Planning Portal Reference (if applicable):

Local authority planning application number (if allocated): London Borough of Barnet

Site Address:

Pentavia Retail Park, Watford Way, Mill Hill, London NW7 2ET

Description of development:

Redevelopment of site including the demolition of all existing buildings and construction of 844 new Class C3 residential units, 405 sqm Class A1 Retail; 326 sqm Class A3 and A4 food; and 297 sqm Class D1 Community; new pedestrian access off Bunns Lane; open space, landscaping; car parking; acoustic mitigation and highway/pedestrian improvements.

Does the application relate to minor material changes to an existing planning permission (is it a Section 73 application)?

Yes

Please enter the application number:

No

If yes, please go to **Question 3**. If no, please continue to **Question 2**.

2. Liability for CIL

Does your development include:

a) New build floorspace (including extensions and replacement) of 100 sq ms or above?

Yes No

b) Proposals for one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional floorspace)?

Yes No

c) None of the above

Yes No

If you answered yes to either a), or b) please go to **Question 4**.

If you answered yes to c), please go to **8. Declaration** at the end of the form.

3. Applications for Minor Material Changes to an Existing Planning Permission

a) Does this application involve a change in the amount or use of new build floorspace, where the total floorspace, including that previously granted planning permission, is over 100 sq m?

Yes No

b) Does this application involve a change in the amount of floorspace where one or more new dwellings (including residential annexes) are proposed, either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional floorspace)?

Yes No

If you answered yes to either a), or b) please go to **Question 4**.

If you answered no to both a) and b), please go to **8. Declaration** at the end of the form.

4. Exemption or Relief

a) Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes No

b) Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

Yes No

If you answered yes to a) or b), please note that you will need to complete and have agreed CIL Form 2 -'Claiming Exemption or Relief', and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority must receive prior to the commencement of your development, in order to benefit from relief from the levy. You will also need to complete CIL Form 2 if you think you are eligible for discretionary charitable relief, or exceptional circumstances relief, if this is available in your area. Please check the Charging Authority's website for details. CIL Form 2 is available from www.planningportal.co.uk/cil

c) Do you wish to claim a self build exemption for a whole new home?

Yes No

If you have answered yes to c) please also complete a CIL Form 7- '**Self Build Exemption Claim Form: Part 1**' available from www.planningportal.co.uk/cil . Please note you will need to complete and have agreed CIL Form 7, and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority must receive prior to the commencement of your development, in order to benefit from relief from the levy.

d) Do you wish to claim a self build exemption for a residential annex or extension?

Yes No

If you have answered yes to d) please also complete either CIL Form 8 -'**Self Build Residential Annex Exemption Claim Form**' or CIL Form 9 -'**Self Build Extension Exemption Claim Form**' available from www.planningportal.co.uk/cil . Please note you will need to have completed and agreed either CIL Form 8 or 9, as appropriate, and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority, if in respect of a residential annex, must receive prior to the commencement of your development , in order to benefit from relief from the levy

5. Reserved Matters Applications

Does this application relate to details or reserved matters pursuant to an application that was granted planning permission prior to the introduction of the CIL charge in the relevant local authority area?

Yes

Please enter the application number:

No

If you answered yes, please go to **8. Declaration** at the end of the form.

If you answered no, please continue to complete the form.

6. Proposed New Floorspace

a) Does your application involve new **residential floorspace** (including new dwellings, extensions, conversions/changes of use, garages, basements or any other buildings ancillary to residential use)?

N.B. conversion of a single dwelling house into two or more separate dwellings (without extending them) is NOT liable for CIL. If this is the sole purpose of your development proposal, answer 'no' to Question 2b and go straight to the declaration at Question 8.

Yes No

If yes, please complete the table in section 6c) below, providing the requested information, including the floorspace relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use.

b) Does your application involve new **non-residential floorspace**?

Yes No

If yes, please complete the table in section 6c) below, using the information provided for Question 18 on your planning application form.

c) Proposed floorspace:

Development type	(i) Existing gross internal floorspace (square metres)	(ii) Gross internal floorspace to be lost by change of use or demolition (square metres)	(iii) Total gross internal floorspace proposed (including change of use, basements, and ancillary buildings) (square metres)	(iv) Net additional gross internal floorspace following development (square metres) (iv) = (iii) - (ii)
Market Housing (if known)	0	0	45,026	45,026
Social Housing, including shared ownership housing (if known)	0	0	31,290	31,290
Total residential floorspace		0	80,754	80,754
Total non-residential floorspace	9,717	9,717	731	-8,986
Total floorspace	9,717	9,717	81,485	71,768

7. Existing Buildings

a) How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings:

b) Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal floorspace that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty six months. Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the table in question 7c).

7. Existing Buildings continued

	Brief description of existing building/part of existing building to be retained or demolished.	Gross internal area (sq ms) to be retained.	Proposed use of retained floorspace.	Gross internal area (sq ms) to be demolished.	Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?		When was the building last occupied for its lawful use? Please enter the date (dd/mm/yyyy) or tick still in use.
					Yes <input type="checkbox"/>	No <input type="checkbox"/>	
1	Unrestricted Class A1 Unit	0	N/A	9,053	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input checked="" type="checkbox"/>
2	Class A3 Food and Drink Unit	0	N/A	664	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text" value="2017"/> or Still in use: <input type="checkbox"/>
3					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
4					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
Total floorspace		0		9,717			

c) Does your proposal include the retention, demolition or partial demolition of any whole buildings **into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period?** If yes, please complete the following table:

	Brief description of existing building (as per above description) to be retained or demolished.	Gross internal area (sq ms) to be retained	Proposed use of retained floorspace	Gross internal area (sq ms) to be demolished
1				
2				
3				
4				
Total floorspace into which people do not normally go, only go intermittently to inspect or maintain plant or machinery, or which was granted temporary planning permission				

d) If your development involves the conversion of an existing building, will you be creating a new mezzanine floor within the existing building? Yes No

e) If Yes, how much of the gross internal floorspace proposed will be created by the mezzanine floor (sq ms)?

Use	Mezzanine floorspace (sq ms)

8. Declaration

I/we confirm that the details given are correct.

Name:

Quod

Date (DD/MM/YYYY). Date cannot be pre-application:

22/03/2019

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

For local authority use only

App. No:



DOCUMENT 5

CIL FORM 1 – ASSUMPTION OF LIABILITY (LB BARNET)

Community Infrastructure Levy (CIL) - Form 1: Assumption of Liability

This form should be used to assume liability prior to commencement of development.

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority)

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including assuming liability.

Privacy Notice

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Description of Development

Planning Permission / Notice of Chargeable Development Reference:

London Borough of Barnet

Site address:

Pentavia Retail Park, Watford Way, Mill Hill, London NW7 2ET

Description of development:

Please refer to Cover Letter, Application Forms & Planning Statement.

Section A: Assumption of Liability

If the liable party is a company, you must fill in the company name

Party A Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)
Country code: National number: Extension number:

Email address (optional):

Party B Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)
Country code: National number: Extension number:

Email address (optional):

Party C Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)

Country code: National number: Extension number:

Email address (optional):

Party D Assuming Liability

Title: First name:

Last name:

Company:

Position:

Company registration no:
(where applicable)

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)

Country code: National number: Extension number:

Email address (optional):

Agent Name and Address

Title: First name:

Last name:

Company:

Telephone number (mandatory)

Country code: National number: Extension number:

Email address (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Declaration

I/we hereby assume liability for the Community Infrastructure Levy Charge for the above development. Where assuming liability on behalf of a company, I confirm that I am authorised to do so. I/we understand that I/we must submit a commencement notice in order to secure the 60 day payment window or such time as the charging authority has allowed in its current payment instalments policy, as per the requirements of the Community Infrastructure Levy Regulations (2010) as amended. I/we am/are aware of the surcharges I/we will incur if I/we do not follow the correct procedures for paying the CIL charge. I/we understand any communication and actions by the collecting authority to pursue me/us for the assumed liability will be copied to the site land owners (as defined in CIL regulations)

Name - A Party Assuming Liability:

Date (DD/MM/YYYY):

Name - B Party Assuming Liability:

Date (DD/MM/YYYY):

Name - C Party Assuming Liability:

Date (DD/MM/YYYY):

Name - D Party Assuming Liability:

Date (DD/MM/YYYY):

Or Name - Agent:

Date (DD/MM/YYYY):

Under regulation 37(2) of the Community Infrastructure Levy Regulations (2010) as amended, where two or more persons have assumed liability to pay CIL in respect of a chargeable development they shall each be jointly and severally liable to pay any CIL payable in respect of that chargeable development.

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.



DOCUMENT 6

CIL FORM 2 - CLAIMING EXEMPTION OR RELIEF (LB BARNET)

Community Infrastructure Levy (CIL) - Form 2: Claiming Exemption or Relief

This form should be used to claim charitable relief, social housing relief, and/or exceptional circumstances relief prior to the commencement of development. Any relief must be granted, AND a Commencement (of development) Notice sent to, and received by, the Charging/Collecting Authority prior to the commencement of your development. Otherwise the full levy charge will be payable.

Where liability for the levy is shared, this form should be completed by each party wishing to seek exemption or relief from the levy.

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority).

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including claiming exemption or relief.

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Authority in accordance with the 'The Community Infrastructure Levy Regulations 2010 (as amended).

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it (unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions). Any subsequent user of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority in agreement with the declaration section.

Upon receipt of this form and any subsequent information, it is the responsibility of the Local Authority to inform you of its obligations in regards to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Section A: Claiming Relief - General Information

Details of Development

Planning Permission / Notice of Chargeable Development Reference:

London Borough of Barnet

Site address:

Pentavia Retail Park, Watford Way, Mill Hill, London NW7 2ET

Description of development:

Please refer to Cover Letter, Application Forms & Planning Statement

Claimant Name and Address

Title: First name:

Last name:

Company (optional): Healey Development Solutions (Mill Hill) Ltd.

Position:

Company registration no: (where applicable)

Unit: House number: House suffix:

House name:

Address 1: 843 Finchley Road

Address 2:

Address 3:

Town: London

County:

Country:

Postcode: NW11 8NA

Telephone number Country code: National number: Extension number:

Email address (optional):

Agent Name and Address

Title: First name:

Last name:

Company (optional): Quod

Unit: House number: House suffix:

House name:

Address 1: Ingeni Building

Address 2: 17 Broadwick Street

Address 3:

Town: London

County:

Country:

Postcode: W1F 0DE

Telephone number Country code: National number: Extension number: +44 020 3597 1000

Email address (optional):

Charity Details

Charity registration no: (where applicable)

If claimant represents a charity exempt or excepted from registration, please state grounds:

HMRC tax registration no: (where applicable)

If claimant represents a trust of which all the beneficiaries are charities or a unit trust scheme in which all the unit holders are charities, please state what form this takes (eg a Common Investment Fund)

I wish to apply for: Charitable relief (Go to Section A1) Exceptional circumstances relief (Go to Section A2) Social housing relief (Go to Section A3) Discretionary social housing relief (Go to Section A4)

Some areas of relief are at the discretion of the Charging Authority, such as discretionary charitable relief, exceptional circumstances relief and discretionary social housing relief.

Section A1: Charitable Relief

I wish to claim: (tick 1 box)

A mandatory exemption for using this chargeable development wholly or mainly for charitable purposes

Discretionary charity relief for holding the greater part of this CIL chargeable development as an investment from which the profits will be applied for charitable purposes.

Before selecting this option please check whether your Charging Authority has a policy for granting discretionary charitable relief in its area.

Supporting Information For All Charitable Relief

What are your charity's charitable purposes?

What is the intended use of the development and in what proportions?

How (if at all) does your charity fulfil the criteria in the charging authority's discretionary relief policy? (Maximum 100 words)

What is your apportioned CIL liability for this chargeable development? Please use the apportionment assessment at Annex A to calculate this.

Please provide a breakdown of all the activities of your organisation, including any goods or services it trades in and what these are:

Please complete the relevant declaration below and provide the supporting information:

Declaration - Mandatory Relief

I wish to be granted mandatory relief for my portion of the CIL liability.

I declare that all the below points apply:

- As indicated in Section B above, I am a person or trust established for charitable purposes only (a "charity") **or** I am a trust of which all the beneficiaries are charities or a unit trust scheme in which all the unit holders are charities; **and**
- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date planning permission first permits the chargeable development; **and**
- I do not own this interest jointly with a party which is not a charitable institution; **and**
- the whole or main part of the chargeable development will be used for charitable purposes (whether of myself, or of myself and other charities); **and**
- a qualifying charity will occupy or control the portion of the chargeable development used for charitable purposes; **and**
- I have completed an apportionment assessment to determine the extent of my CIL liability and will submit a revised apportionment assessment where I make a material disposition of any of the relevant land prior to commencement of development; **and**

I understand:

- That where mandatory CIL charitable relief cannot apply due to it constituting a State aid, and the charging authority operates such a policy, my claim may be considered for discretionary relief under regulation 45 of the Community Infrastructure Levy Regulations (2010) as amended;
- The meaning of a "disqualifying event" for CIL charitable relief and that where a disqualifying event occurs before or after commencement of development I must inform the collecting authority within 14 days.
- that my claim for relief will lapse where development commences on this chargeable development prior to the collecting authority informing me of its decision
- that my claim for relief will lapse where a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Declaration - Discretionary Relief

I wish to be considered for discretionary relief for my portion of the CIL liability.

I declare that all the below points apply:

- As indicated in Section B above, I am a person or trust established for charitable purposes only (a "charity") **or** I am a trust of which all the beneficiaries are charities **or** a unit trust scheme in which all the unit holders are charities; **and**
- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- I do not own this interest jointly with a party which is not a charitable institution; **and**
- the whole or the greater part of the chargeable development will be held by myself or by myself and other qualifying charities as an investment from which the profits will be applied for charitable purposes (whether of myself, or of myself and other charities); **and**
- the portion of the chargeable development held in the manner described above will not be used for ineligible trading activities; **and**
- I am satisfied that I meet the criteria advertised by the charging authority for giving discretionary relief; **and**
- I have completed an apportionment assessment to determine the extent of my CIL liability and will submit a revised apportionment assessment where I make a material disposition of any of the relevant land prior to commencement of development; **and**

I understand:

- The meaning of a "disqualifying event" for CIL charitable relief and that where a disqualifying event occurs before or after commencement of development I must inform the collecting authority within 14 days.
- that my claim for relief will lapse where development commences on this chargeable development prior to the collecting authority informing me of its decision
- that my claim for relief will lapse where a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Section A2: Exceptional circumstances relief

Charging Authority Details

Before completing this form, please check your Charging Authority has decided to accept claims for exceptional circumstances relief in its area

Please state charging authority for chargeable development:

Supporting Information for Exceptional Circumstances Relief

Please provide a summary of why you wish to be considered for exceptional circumstances relief and how you meet the terms of the Charging Authority's exceptional circumstances policy (maximum 500 words):

If relevant, please provide a breakdown of all the activities of your organisation, including any goods or services it trades in and what these are:

Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your claim. Failure to submit all information will result in your application not being accepted:

- An assessment carried out by an independent person of the economic viability of the chargeable development;
- An explanation of why, in the opinion of the claimant, payment of the chargeable amount would have an unacceptable impact on the economic viability of that development. This additional explanation should not be included where the summary provides all the necessary information; and
- Where there is more than one material interest in the relevant land, an apportionment assessment.

Declaration

I wish to be considered for discretionary exceptional circumstances relief for my portion of the CIL liability.

I declare that all the below points apply:

- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- A planning obligation under section 106 of the TCPA 1990 has been entered into in respect of the planning permission referred to at Section A: General Information; **and**
- The charging authority has approved my choice of independent person to conduct the assessments required to accompany this claim; **and**
- Copies of this completed form and the accompanying documentation will be sent to any other owners of the relevant land; **and**

I understand:

- The meaning of a "disqualifying event" for CIL exceptional circumstances relief and that where a disqualifying event occurs before or after commencement of development I must inform the collecting authority within 14 days.
- That my claim for relief will lapse where development commences on this chargeable development prior to the charging authority informing me of its decision.
- That it is an offence under sections 2 and 3 of the Fraud Act 2006, to commit fraud by false representation, or to fail to disclose information when under a legal duty to do so, and that should this be found to be the case for this declaration or the supporting information, I could face criminal proceedings.

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Section A3: Social housing relief (mandatory)

Supporting Information for Social Housing Relief

Please indicate the type of social housing you intend to build and where on the site this will be located. A site map indicating the intended location of the social housing in the chargeable development **MUST** be attached. Please note that this must include any qualifying communal areas

The proposal will provide 41% Affordable Housing, distributed across the site as follows:

BLOCK A - 32; BLOCK B - 9; BLOCK C - 20; BLOCK D - 0; BLOCK E - 16; BLOCK F - 0; BLOCK G - 15; BLOCK H - 0; BLOCK I - 12; BLOCK J - 17; BLOCK K - 20; BLOCK L - 26; BLOCK M - 19; BLOCK N - 34; BLOCK O - 29; BLOCK P - 11; BLOCK Q - 54; BLOCK R - 31.

Does your organisation operate separate management accounts for public service and commercial activities? Please supply evidence.

No

Declaration

I wish to claim social housing relief on the chargeable development.

I declare that all the below points apply:

- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- I have assumed liability to pay the CIL charge on this chargeable development; **and**
- This chargeable development will include qualifying dwellings as described in the CIL regulations relating to social housing relief; **and**
- The degree to which this chargeable development consists of qualifying dwellings is as specified in the relief assessment and I will submit a revised relief assessment with supporting evidence where this changes prior to commencement of development; **and**

I understand:

- The meaning of a "disqualifying event" for CIL social housing relief and that where a disqualifying event occurs, I must inform the collecting authority within 14 days and will be liable to pay some or all of the relief I have claimed.
- That where there is a disposal of any of the land on which these qualifying dwellings will be situated to another person, I must inform the collecting authority as soon as practicable after this occurs.
- That my claim for relief will lapse where:
 - development commences on this chargeable development prior to the collecting authority informing me of its decision;
 - a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies;
 - my assumption of liability is withdrawn or otherwise ceases to have effect, or is transferred to another person.

Name - Claimant:

Date (DD/MM/YYYY):

Or name - Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Section A4: Social housing relief (discretionary)

Supporting Information for Social Housing Relief (discretionary)

Please indicate the type of social housing you intend to build and where on the site this will be located. A site map indicating the intended location of the social housing in the chargeable development **MUST** be attached. Please note that this must include any qualifying communal areas

Is this development in receipt of any other public subsidy? (for example, funding from the Homes and Communities Agency, or contributions from the local authority towards the provision of affordable housing). If yes, please provide an estimate of how much the subsidy is worth. (This information is required in order to assess the State Aid implications of any discretionary relief that can be offered).

Declaration

I wish to claim social housing relief on the chargeable development.

I declare that all the below points apply:

- I am an owner of a freehold interest in the relevant land or a leasehold interest in the relevant land of 7 years or more from the date of planning permission first permits the chargeable development; **and**
- I have assumed liability to pay the CIL charge on this chargeable development; **and**
- This chargeable development will include qualifying dwellings as described in the CIL regulations relating to discretionary social housing relief; **and**
- The degree to which this chargeable development consists of qualifying dwellings is as specified in the relief assessment and I will submit a revised relief assessment with supporting evidence where this changes prior to commencement of development; **and**

I understand:

- The meaning of a "disqualifying event" for CIL social housing relief and that where a disqualifying event occurs, I must inform the collecting authority within 14 days and will be liable to pay some or all of the relief I have claimed.
- That where there is a disposal of any of the land on which these qualifying dwellings will be situated to another person, I must inform the collecting authority as soon as practicable after this occurs.
- That my claim for relief will lapse where:
 - development commences on this chargeable development prior to the collecting authority informing me of its decision;
 - a commencement notice is not submitted prior to commencement of development of the chargeable development to which this relief applies;
 - my assumption of liability is withdrawn or otherwise ceases to have effect, or is transferred to another person.

Name - Claimant:

Date (DD/MM/YYYY):

Or Name- Agent:

Date (DD/MM/YYYY):

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

ANNEX A: APPORTIONMENT ASSESSMENT

Please complete the table below, including the assessment of the percentage of the value of the interest in the relevant land owned by the claimant:

Name of Owner	Type of Interest	Value of Interest (%)
Meadow Mill Hill Limited	Land Owner	100
TOTAL VALUE OF ALL MATERIAL INTERESTS (MUST EQUAL 100%):		100

This information will be used to calculate the amount of CIL relief that may be granted on this development. The collecting authority may choose to carry out its own assessment for these purposes.

ANNEX B: RELIEF ASSESSMENT (SOCIAL HOUSING)

Gross internal area of chargeable development including relevant communal development (sq m):

80,754

Gross internal area of relevant communal development (sq m):

21,289

Gross internal area of qualifying dwellings to which the relevant communal development relates (sq m):

24,055

Gross internal floorspace on relevant land in continuous lawful use for 6 of the last 36 months that is:

a) To be demolished (sq m):

9,717

b) Subject to change of use as part of the development (sq m)

0

Please attach a site plan indicating the position of qualifying dwellings and qualifying communal development.

Please note that the collecting authority may choose to accept the above assessment or carry out its own assessment to determine the relief to be granted.