

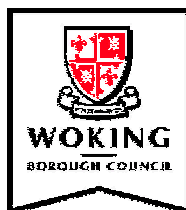


Woking Borough Council

Community Infrastructure Levy

Statement of consultation in accordance with
Regulations 15 and 16 of the Community
Infrastructure Levy Regulations 2010 (as amended)

January 2014



Produced by the Planning Policy Team

For further information please contact:

Planning Policy, Woking Borough Council, Civic Offices, Gloucester Square, Woking,
Surrey, GU21 6YL.

Tel: 01483 743871. Email: planning.policy@woking.gov.uk

Community Infrastructure Levy (CIL) – Statement of consultation in accordance with Regulations 15 and 16 of the Community Infrastructure Levy Regulations 2010 (as amended) (the Regulations).

This consultation statement sets out how Woking Borough Council has carried out the necessary consultation to inform the preparation of the Draft Charging Schedule. The consultation requirements for CIL is to a significant extent prescribed by the Community Infrastructure Levy Regulations 2010 (as amended), in particular, Regulations 15 and 16. The Council is satisfied that the requirements of Regulations 15 and 16 have been met with regard to consultation on the Preliminary Draft Charging Schedule and the Draft Charging Schedule.

The Council has an approved Statement of Community Involvement (SCI) and has also followed its provisions in consulting on the Preliminary Draft Charging Schedule and Draft Charging Schedule. A copy of the SCI is on the Council's website (www.woking.gov.uk).

As a matter of principle, community involvement has been central and integral to the preparation of the Draft Charging Schedule because the Council considers the outcome of the involvement to be important evidence to inform the Charging Schedule.

Consultation on the Preliminary Draft Charging Schedule – Regulation 15

The Council prepared and published a Preliminary Draft Charging Schedule for a six weeks consultation between 15 February 2013 and 2 April 2013.

A copy of the Preliminary Draft Charging Schedule was sent to the relevant consultation bodies prescribed under Regulation 15 (a) – (d). The consultation bodies were all invited to make representations to a specified address and within a specified timeframe. At the outset of this process, the relevant consultation bodies were notified of the Council's intention to prepare a Community Infrastructure Levy Charging Schedule and were invited to highlight any key issues that they would like the Council to consider. A copy of the letter that was sent to the consultation bodies is attached as Appendix 1.

The Council also sent direct mails to about 2,000 individuals and organisations that are on its Local Development Documents consultation database inviting them to make representations. The letter was clear about where representations should be sent to, where the Preliminary Draft Charging Schedule and its supporting evidence can be inspected and at what time and the deadline for sending representations. Local Resident Associations, businesses, the Chamber of Commerce, Woking Partnership were all invited to make representations and were also directly briefed. The Council has published a separate statement on how it has met the requirements of Regulation 19 of the Regulations (**Core document WBC/CIL/012**). This document includes a list of the individuals and organisations that were invited to make representations, a summary of the main issues raised and how the Council has taken that into account to inform the Draft Charging Schedule. **Core document WWBC/CIL/015** includes the modifications that were made to inform the Draft Charging Schedule as a result of the consultation on the Preliminary Draft Charging Schedule.

The Preliminary Draft Charging Schedule and its supporting evidence were deposited at the libraries within the Borough. There was a public notice in the local papers to inform local residents about the consultation (see Appendix 2 for a copy of the notice).

Regulation 16 – Publication of Draft Charging Schedule

The Council published a Draft Charging Schedule for consultation between 22 July and 30 August 2013. The Draft Charging Schedule, the relevant evidence used to support it and the Statement of the Representations Procedure were deposited at all the libraries in the Borough and the Civic Offices of the Council for inspection. All the above documents were also put on the Council's website (www.woking.gov.uk). Each of the consultation bodies was sent a copy of the Draft Charging Schedule and the Statement of Representations Procedure and a link to the relevant evidence base. The Statement of Representations Procedure was advertised in the local newspapers (a copy is included in Appendix 3). The Statement of the Representations Procedure included a statement of the fact that the Draft Charging Schedule and relevant evidence were available for inspection and the places at which they could be inspected. The Statement of the Representations Procedure also contained the other information required by Regulation 16 (2) (a) – (e).

The Council also sent direct mails to about 2,000 individuals and organisations that are on its Local Development Documents consultation database inviting them to make representations. Local Resident Associations, businesses, the Chamber of Commerce, Woking Partnership were all invited to make representations. The Council has published a separate statement of how it has met the requirements of Regulation 19 of the Regulations (**Core Document WBC/CIL/012**). This document includes a list of the individuals and organisations that were invited to make representations, a summary of the main issues raised and how the Council has taken that into account to inform the proposed modifications to the Draft Charging Schedule.

Face to face briefing and discussion were helpful with the following key stakeholders regarding the Draft Charging Schedule and the need for them to send their representations to the Council:

- **Woking Chamber of Commerce** – the Chamber has been directly briefed at each key stage of the process to seek input. They have also been formally consulted during consultation on the Draft Charging Schedule;
- **Woking Partnership** – has been directly briefed at each key stage of the process to seek their input. It has also been formally consulted during consultation on the Draft Charging Schedule;
- **Surrey County Council** – the County Council will be a key infrastructure provider for schemes listed on the Regulation 123 list. Consequently, the Council has constructively worked in partnership to prepare the Infrastructure Funding Gap Topic Paper, the Draft Charging Schedule and the Regulation 123 list. The County Council has also been formally invited to make representations during the consultation on the Draft Charging Schedule;
- **Resident Associations** – representatives of the various Resident Associations have received briefing on the Draft Charging Schedule and the need for them to input into the process;

- **Agents Forum** – agents, developers and landowners who are on the Agents Forum have been directly briefed and invited to make representations to inform the process. They have also been formally consulted on the Draft Charging Schedule.

The Council published a leaflet (Woking's Local Development Documents), which provided an update of the work programme of the Planning Policy Team. This included an update on the Draft Charging Schedule. The leaflet was widely distributed at the Woking Means Business Exhibition on 9 October 2013. Copies of the leaflet are available on request.

The Council has written to all of the consultees who were invited to make representations, including the consultation bodies about the proposed modifications to the Draft Charging Schedule that the Council intends to send to the Examiner as part of the submission documents. A copy of the letter is attached as Appendix 4. Paper copies of the letter with the proposed modifications were sent by post to the statutory consultees

Based on the above, the Council is satisfied that the requirements of Regulations 15 and 16 with respect to consultation on the Preliminary Draft Charging Schedule and the Draft Charging Schedule have been fully met.

APPENDIX 1

Civic Offices

Gloucester Square

Woking

Surrey GU21 6YL

Telephone (01483) 755855

Facsimile (01483) 768746

DX 2931 WOKING

Email wokbc@woking.gov.uk

Website www.woking.gov.uk

31 May 2012

Woking Borough Council - Local Development Documents

I would like to notify you that Woking Borough Council is about to begin the process of preparing the following Local Development Documents:

- **Site Allocations DPD** – this document will allocate specific sites for the delivery of all forms of development, including residential, commercial and retail development. Where relevant, it will also safeguard land for the delivery of infrastructure. The programme for the preparation of this DPD is set in the Council's adopted Local Development Scheme (LDS). The LDS is on the Council's website (www.woking.gov.uk).
- **Development Management Policies DPD** – it will set specific detailed policies for the management of development and the use of land. The programme for the preparation of this DPD is set out in the LDS. It should be emphasised that the Core Strategy will provide the policy framework for determining the suitability of a significant number of development proposals that will come forward. Consequently, this DPD will concentrate on policies where detailed guidance is necessary to guide the management of development.
- **Supplementary Planning Document for design**: it will provide detailed design guide to ensure that development enhances the distinctive character of the area without constraining creativity and innovation. It will include guidance to manage the development of hot food takeaways and other such uses.
- **Supplementary Planning Document for affordable housing**: It will provide detailed clarification of the requirements of the affordable housing policy of the Core Strategy (Policy CS12: Affordable housing) and how it will apply. For example, low affordable housing could be secured on the back of commercial development.
- **Supplementary Planning Document for sustainable construction and renewable energy**: it will set out detailed guidance for the application of the sustainable construction and renewable energy policies of the Core Strategy (Policies CS22: Sustainable construction and CS23: Renewable and low carbon energy generation). Examples of what the SPD might include are the zones within which new development will be required to connect to a CHP

station or district heating network and details of the all-able solutions framework and the Council's carbon offset fund.

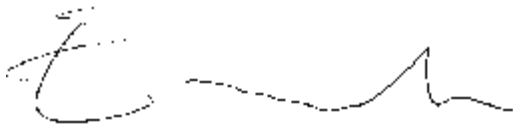
- **Supplementary Planning Document for Thames Basin Heaths Special Protection Areas Avoidance Strategy:** it will provide detailed guidance for the protection and enhancement of the Thames Basin Heaths Special Protection Areas.
- **Community Infrastructure Levy:** it will set out a Charging Schedule, a funding gap and differential rates to be applied on development to secure contributions towards the delivery of local infrastructure to support development.
- **Review of the car and cycle parking standards:** the review will seek to bring the existing standards up to date to reflect current residential and business needs as well as national planning policy on parking.

Before the Council begin the preparation of the documents, I would like to seek your views about the broad issues/topics that you would like the documents to cover. This will enable the Council to take that into account from the beginning of the process.

The Council has a project plan with specific timescales for the preparation of these documents. In this regard, I will appreciate it if you can respond to this request by 29 June 2012. I will ensure that you are involved in all the key stages during the preparation of the documents.

You might be aware that Woking's Core Strategy is going through an independent examination. The Hearing part of the Examination took place between 20 March 2012 and 4 April 2012. In the light of the publication of the National Planning Policy Framework, the Council has resolved to give the policies of the Core Strategy significant weight for the purposes of development management and other planning decisions (except Policies CS6, CS10 and CS12). It is therefore important that any suggestions that you make are consistent with the relevant policies of the Core Strategy. This is also necessary to ensure that the requirements of the Town and Country Planning (Local Planning) (England) Regulations 2012 are met.

Yours sincerely



Ernest Amoako

Planning Policy Manager

Woking Borough Council

APPENDIX 2

20 FEBRUARY 2013

COUNCIL LAUNCHES DEVELOPER LEVY CONSULTATION

Woking residents are being asked to give their comments on how Woking Borough Council intends to secure contributions from developers in the Borough towards infrastructure provision.

New developments are charged a levy, with funds raised used to deliver infrastructure to support development that the local community needs, such as children's play provision and transport improvements. The Council has decided to adopt the Community Infrastructure Levy (CIL) as its primary means of securing developer contributions.

Councillor Graham Cundy, Woking Borough Council's Portfolio Holder for Planning Policy, said: "I would encourage residents to send their comments into the Council as these will be taken into account when drafting the charging schedule. The Community Infrastructure Levy will mean that new developments will be charged a standardised non-negotiable levy, rather than being negotiated on a case-by-case basis, as per the Section 106 legal agreement system, which is currently operated."

A key stage in adopting the CIL is the publication of a Preliminary Draft Charging Schedule, outlining the amount that developers are charged. Residents' views are being sought to determine whether the rates are set at a reasonable level. The Preliminary Draft Charging Schedule, along with supporting documents, can be viewed at the Council's Civic Offices or at libraries in Woking, Byfleet, West Byfleet and Knaphill. Alternatively, it can be viewed at www.woking2027.info/infrastructure

Residents are being asked to send any representations they may have to Woking Borough Council by **Tuesday 2 April**, by emailing planning.policy@woking.gov.uk or posting them to The Planning Policy Team, Woking Borough Council, Civic Offices, Gloucester Square, GU21 6YL.

Any comments received will be considered and taken into account in preparing a Draft Charging Schedule. There will be further opportunity to comment on this document before it is submitted to the Secretary of State for examination.

Until the CIL is adopted, the Council will continue to use Section 106 to secure developer contributions.

For further information on the Preliminary Draft Schedule, please contact a member of the Planning Policy Team on **01483 743871**.

ENDS (1126)

For further information, please contact Woking Borough Council's Trainee Marketing Communications Officer, Stacey Hughes, on 01483 743027 or email stacey.hughes@woking.gov.uk



Secretary of Transportation
 1500 NE Oregon Street, Portland, OR 97232
 503-326-7300
 www.oregon.gov/transportation

Construction and Safety Department
 1500 NE Oregon Street, Portland, OR 97232
 503-326-7300
 www.oregon.gov/transportation

The Oregon Department of Transportation (ODOT) is seeking qualified individuals to fill the following positions. Applications should be submitted to the Human Resources Department, 1500 NE Oregon Street, Portland, OR 97232. Applications should be submitted by 5:00 PM on the date specified. Applications received after this time will be considered on a first-come, first-served basis. Applications should be submitted in person or by mail. Applications should be submitted in person to the Human Resources Department, 1500 NE Oregon Street, Portland, OR 97232. Applications received by mail should be addressed to the Human Resources Department, 1500 NE Oregon Street, Portland, OR 97232. Applications should be submitted in person or by mail. Applications should be submitted in person to the Human Resources Department, 1500 NE Oregon Street, Portland, OR 97232. Applications received by mail should be addressed to the Human Resources Department, 1500 NE Oregon Street, Portland, OR 97232.

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GRADE: [Illegible]
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QUALIFICATIONS: [Illegible]
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EXPERIENCE: [Illegible]
TRAINING: [Illegible]
ADDITIONAL INFORMATION: [Illegible]

PUBLIC NOTICE



WORKING UNDER THE SUN
 1500 NE Oregon Street, Portland, OR 97232
 503-326-7300
 www.oregon.gov/transportation

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QUALIFICATIONS: [Illegible]
EDUCATION: [Illegible]
EXPERIENCE: [Illegible]
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APPENDIX 4

16 December 2013

Dear Sir/Madam

Community Infrastructure Levy (CIL) Draft Charging Schedule Proposed Modifications and Affordable Housing Interim Guidance

CIL Draft Charging Schedule Proposed Modifications and Submission

You will recall that the Council published its Community Infrastructure Levy – Draft Charging Schedule for consultation between 22 July and 30 August 2013. Representations that were received have been taken into account and the Council is proposing modifications to the Draft Charging Schedule. This will be submitted to the Planning Inspectorate for Examination. A copy of the proposed Statement of Modifications can be accessed via the following link: <http://www.woking2027.info/infrastructure/cilproposedchanges>

The Council is intending to submit the Draft Charging Schedule and its supporting evidence by early 2014. If you wish to appear at the Examination as a result of the proposed modifications, a request must be submitted to the Council by Friday 17 January 2014. Requests to be heard at the Examination should be submitted to the Planning Policy Team, Woking Borough Council, Civic Office, Coumester Square, Woking GU24 6YL or by email: planning.policy@woking.gov.uk.

A copy of the Draft Charging Schedule and the supporting evidence are on the Council's website (www.woking.gov.uk). If you have any queries about the Draft Charging Schedule please contact the Planning Policy Team on 01483 743871.

Affordable Housing Interim Guidance

The Council is also preparing an Affordable Housing Delivery Supplementary Planning Document (SPD). This will provide detailed information regarding the implementation and delivery of Policy CS12 Affordable Housing of the Core Strategy. Public consultation will take place on the draft SPD next year; we will notify you when this consultation begins.

The Council has recently adopted informal guidance to assist developers in the interim period, until the Affordable Housing Delivery SPD is adopted. The interim guidance explains how the Council calculates affordable housing developer financial contributions. It also clarifies when affordable housing planning policy applies, the planning process, how the Council considers viability issues, how it defines previously developed land and greenfield land when considering development proposed on garden land, and provides details of Registered Providers for affordable housing and other useful contacts. You can access the guidance on the Council's website at: <http://www.woking2027.info/supplementary/www.woking2027.info/affordablehousingdeliverspd>

For further information, please contact the Planning Policy Team on 01483 743871 or email planning.policy@woking.gov.uk

Yours sincerely,

Ernest Amoako

Planning Policy Manager

