CIL 6

COMMUNITY INFRASTRUCTURE LEVY (CIL)
Form 6: Commencement Notice

CIL Form 6 Commencement Notice must be completed and received by Shropshire Council **prior to the commencement of development (ie. at least one day before)** otherwise a surcharge will be applicable. Shropshire Council can only accept notification of commencement on CIL Form 6: Commencement Notice.

For the purposes of CIL, development commences when a material operation in accordance with Section 56(4) of the Town and Country Planning Act (1990) takes place. This Act defines a material operation as:

(a) **Any work of construction in the course of the erection of a building.**
(aa) **Any work of demolition of a building.**
(b) **The digging of a trench which is to contain the foundations, or part of the foundations, of a building.**
(c) **The laying of any underground main or pipe to the foundations, or part of the foundations, of a building or to any such trench as is mentioned in paragraph (b)**
(d) **Any operation in the course of laying out or constructing a road or part of a road**
(e) **Any change in the use of any land which constitutes material development.**

It is the responsibility of the liable party to understand and comply with the CIL Regulations 2010 (as amended) including any eligibility for relief. Applications for relief must be submitted and determined prior to commencement of development. Further details can be found at: www.shropshire.gov.uk/CIL

Section 1. Details of Development

1. Planning Application Number:	
2. Development Commencement Date:	
3. CIL Liability Notice Reference:	

Development permitted by the Planning Application (1) will commence on (2). This will trigger the levy liability described in (3).

Site Address:	
Description of Development:	

Section 2. Details of Collecting Authority to whom the Notice is submitted

Collecting Authority Name:	**Shropshire Council**
Address:	CIL Team Planning Policy Shropshire Council PO Box 4826 Shrewsbury
Postcode:	SY1 9LJ
Email Address:	CIL@shropshire.gov.uk

Section 3. Details of Person sending the Notice

Contact Details			
Title:		Address:	
First Name:			
Surname:			
Company *(where relevant):*			
Position *(where relevant):*		Postcode:	

Please state your interest in the site:	Liable Party: ☐	Landowner: ☐	Applicant: ☐	Agent: ☐
	Other (please provide details):			

Email Address:																			

Phone Number:																			

Section 4. Declaration

By signing this I acknowledge that if the intended date of commencement changes, failure to notify the CIL Collecting Authority before development commences of this date by submission of a revised commencement notice will result in the CIL amount being due for payment in full on the date of commencement. I also acknowledge that failure to notify the CIL Collecting Authority of the intended date of commencement by submitting a commencement notice in advance of this date will result in the CIL Collecting Authority imposing a surcharge of 20% of the amount of CIL due for payment, up to a maximum of £2,500 and will result in the CIL amount being due for payment in full on the date of commencement. I confirm that a copy of this notice has been served on all persons known to me as an owner of the land on which the chargeable development will be built. For the purpose of CIL, an owner is 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.

I have read and agree to the above terms and conditions for the submission of a Commencement Notice and certify that the information provided is accurate to the best of my knowledge.

I acknowledge that I must receive a CIL Demand Notice (including Acknowledgement of Receipt of CIL Form 6: Commencement Notice) prior to commencement of development.

Signed:		**Date *(DD/MM/YYYY):***								

A hand written signature is required

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.

Once completed and signed this form can be returned by either :

Email: CIL@shropshire.gov.uk or

Post: CIL Team, Planning Policy, Shropshire Council, PO Box 4826, Shrewsbury, SY1 9LJ

Details on how Shropshire Council uses your data can be found at https://shropshire.gov.uk/privacy/privacy-notices/