

Statement of Representations Procedure

Planning Act 2008 Section 212

The Community Infrastructure Levy Regulations 2010 (as amended) Regulation 16 and 17

Broadland District Council, Norwich City Council and South Norfolk Council, working with Norfolk County Council as the Greater Norwich Development Partnership (GNDP), give notice of the publication, on **Monday 6 February 2012**, of the Community Infrastructure Levy (CIL) Draft Charging Schedules for Broadland, Norwich and South Norfolk.

The CIL Draft Charging Schedules set out the charges that will be applied for new development within the districts of Broadland, Norwich and South Norfolk and detail how the charge will be calculated. The Draft Charging Schedules are being published and comments invited, before their Submission for Independent Examination.

This Statement of Representations Procedure is published in accordance with Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended) and specifies:

- a. that representations of the Draft Charging Schedules for Broadland, Norwich and South Norfolk must be made in the period **6 February 2012 – 5pm, 5 March 2012**
- b. that representations may be made by way of electronic communications, or in writing
- c. that representations made in writing must be sent to Greater Norwich Development Partnership, PO Box 3466, Norwich, NR7 0DU.
- d. that persons making representations may request the right to be heard by the independent examiner and
- e. that representations may be accompanied by a request to be notified at a specified address of any of the following:
 - i. That the Draft Charging Schedule has been submitted to the Examiner in accordance with Section 212 of the Planning Act 2008
 - ii. The publication of the recommendations of the Examiner and the reasons for those recommendations
 - iii. The approval of the Charging Schedule by the Charging Authority

How to Submit Comments

By email: cil@gndp.org.uk

Representations forms can be submitted by email and will be accepted if sent before the closing date and time, 5pm 5 March 2012. Please use the Word version of the representations form which is available on the GNDP's website **www.gndp.org.uk**. Please do not submit your form as scanned documents. You will receive email confirmation that your representations have been received and after allowing us time to process the forms, they will appear on the website www.gndp.org.uk.

Hard Copy: by post or delivered in person

If you are sending your representations form by post please allow sufficient time for delivery. Forms received after the closing date will not be accepted.

Forms may be delivered in person to a member of the Council's reception staff at your local district council office:

- Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU
- Norwich City Council, City Hall, St Peter's Street, Norwich, NR2 1NH
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE

Statement of where and when the documents can be inspected

The period for comments on the Draft Charging Schedules for Broadland, Norwich and South Norfolk runs for four weeks from **6 February 2012 to 5pm on 5 March 2012**.

The documents available for inspection are:

- Draft Charging Schedule for Broadland District Council
- Draft Charging Schedule for Norwich City Council
- Draft Charging Schedule for South Norfolk Council
- Supporting documents including the evidence base
- a statement of the representations procedure
- a representations form and guidance notes

The documents are available online, to view or download, at **www.gndp.org.uk**.

They can also be viewed, during the four-week publication period, at the following locations:

Broadland District Council (Monday – Friday 8.30am to 5.00pm)

Thorpe Lodge,
1, Yarmouth Road,
Thorpe St Andrew,
Norwich,
NR7 0DU

Norwich City Council (Monday – Friday 9.00am to 5.00pm)

City Hall,
St Peter's street,
Norwich,
NR2 1NH

South Norfolk Council (Monday – Thursday 8.45am to 5.00pm, Friday 8.45am – 4.15pm)

South Norfolk House,
Swan Lane,
Long Stratton,
Norfolk
NR15 2XE

Copies of the publication material can also be inspected at all libraries in the three districts. These libraries, details of which can be found at www.norfolk.gov.uk, which will also hold electronic copies of all other supporting documents, as these documents are too large and numerous to display at all venues in paper form.

Alternatively, hard copies of the Draft Charging Schedules and the representations form and guidance note can be obtained from the GNDP tel: 01603 430144, or by emailing cil@gndp.org.uk.