

## Community Infrastructure Levy (CIL) Form 11: Exceptional Circumstances Relief Claim Form

This form should be used to claim exceptional circumstances relief prior to the commencement of development

**Please note:** This version of the form should only be used for submissions relating to planning applications in England. There is a legacy version of the form for use in Wales: [Download the legacy version of this form](#)

### Please note the following in regard to your claim for relief from the levy

Any relief must be granted by the Collecting Authority prior to the commencement of your development, otherwise the full levy charge will be payable. A Commencement (of development) Notice should also be received by the Collecting Authority prior to the commencement of the development otherwise a surcharge equal to 20% of the notional chargeable amount or £2,500, whichever is the lower amount, may otherwise be applied.

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 Collecting 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 Exceptional Circumstances Relief - General Information

### Details of Development

Planning Permission / Notice of Chargeable Development Reference:

22/00434/F

Site address:

Anglia Square Including Land to the North and West of Edward Street  
Norwich  
Norfolk  
NR3 1DZ

Description of development:

See 'Appendix 1 - Full description of development' appended to this form.

This claim for Exceptional Circumstances Relief is made in relation to the chargeable development which is identified as Phase 1 of the wider planning permission described at Appendix 1. Phase 1 comprises the land coloured pink and green and other works identified on the plans at Appendix 2 and 3 appended to this form. This phasing strategy has been approved in writing by Norwich City Council (application ref. 23/00985/D).

### Claimant Name and Address

Title:  First name:

Last name:

Company (optional): Sackville UK Property Select II (GP) No.3 Limited and Sackville UK Property Select II Nominee (3) Limited

Position:

Company registration no: (where applicable) 08604757 and 08608210

Unit:  House number:  House suffix:

House name:

Address 1: Cannon Place

Address 2: 78 Cannon Street

Address 3:

Town: London

County:

Country: England

Postcode: EC4N 6AG

Telephone number  
Country code: +44 National number: 0207 464 5897 Extension number:

Email address (optional):

### Agent Name and Address

Title: Mr First name: Chris

Last name: Watts

Company (optional): CPW Planning

Unit:  House number:  House suffix:

House name:

Address 1: CPW Planning

Address 2: Pye Corner

Address 3:

Town: Gilston

County: Hertfordshire

Country:

Postcode: CM20 2RD

Telephone number  
Country code:  National number:  Extension number:

Email address (optional):  
chris.watts@cpwplanning.co.uk

## Section B: 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:

Norwich City Council

### 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):

Refer to the 'CIL: Exceptional Circumstances Relief Supporting Statement' dated October 2023 submitted with this ECR claim.

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 commit, when submitting this application, to separately informing the collecting authority of the total amount of any subsidy granted to me by any public body in the three years\* prior to submission of this application form, either as State aid (up to 31 December 2020) or as a subsidy under the UK's international or domestic subsidy control commitments from 1 January 2021\*\*; **and**
- I acknowledge that the collecting authority will inform me whether they consider that the amount of any exemption/relief granted to me in respect of this application will (or may) be impacted to account for any subsidies already received over the last three years\*.

\* Three years means over a three-year consecutive fiscal period (the current financial year and the two preceding financial years)

\*\* Information about subsidy control for the purposes of CIL exemption or relief can be found at:

<https://www.gov.uk/guidance/community-infrastructure-levy#subsidy-control>

I understand:

- That my claim for relief will lapse where development commences on this chargeable development prior to the charging authority informing me of its decision.
- 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 a Commencement Notice should also be received by the Collecting Authority prior to the commencement of the development otherwise a surcharge equal to 20% of the notional chargeable amount or £2,500, whichever is the lower amount, may otherwise be applied.
- 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.

## 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 (%)
Sackville UK Property Select II (GP) No.3 Ltd and Sackville UK Property Select II Nominee (3) Ltd	Freehold	100%
Eastern Power Networks Plc	Leasehold	0%
Norfolk County Council (Highways)	Freehold	0%
<b>TOTAL VALUE OF ALL MATERIAL INTERESTS (MUST EQUAL 100%):</b>		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.

## Appendix 1

## Full description of development

Hybrid (part full/part outline) application on site of 4.65ha for demolition and clearance of all buildings and structures and the phased, comprehensive redevelopment of the site with 14 buildings ranging in height from 1 to 8 storeys, for a maximum of 1,100 residential dwellings, (houses, duplexes and flats) (Use Class C3); a maximum of 8,000 sqm flexible retail, commercial and other non-residential floorspace (retail, business, services, food and drink premises, offices, workshops, non-residential institutions, community hub, local community uses, and other floorspace (Use Classes E/F1/F2/Sui Generis (public conveniences, drinking establishments with expanded food provision, bookmakers and/or nail bars (up to 550sqm), and dry cleaner (up to 150sqm))); service yard, cycle and refuse stores, plant rooms, car parking and other ancillary space; with associated new and amended means of access on Edward Street and Pitt Street, closure of existing means of access on Edward Street, New Botolph Street, Pitt Street and St Crispins Road flyover, formation of cycle path between Edward Street and St Crispins Road, formation of wider footways, laybys and other associated highway works on all boundaries, formation of car club parking area off New Botolph Street, up to 450 car parking spaces (at least 95% spaces for class C3 use, and up to 5% for class E/F1/F2/Sui Generis uses), hard and soft landscaping of public open spaces comprising streets and squares/courtyards for pedestrians and cyclists, other landscape works within existing streets surrounding the site, service infrastructure and other associated work; (All floor areas given as maximum Net Internal Area)

### Comprising

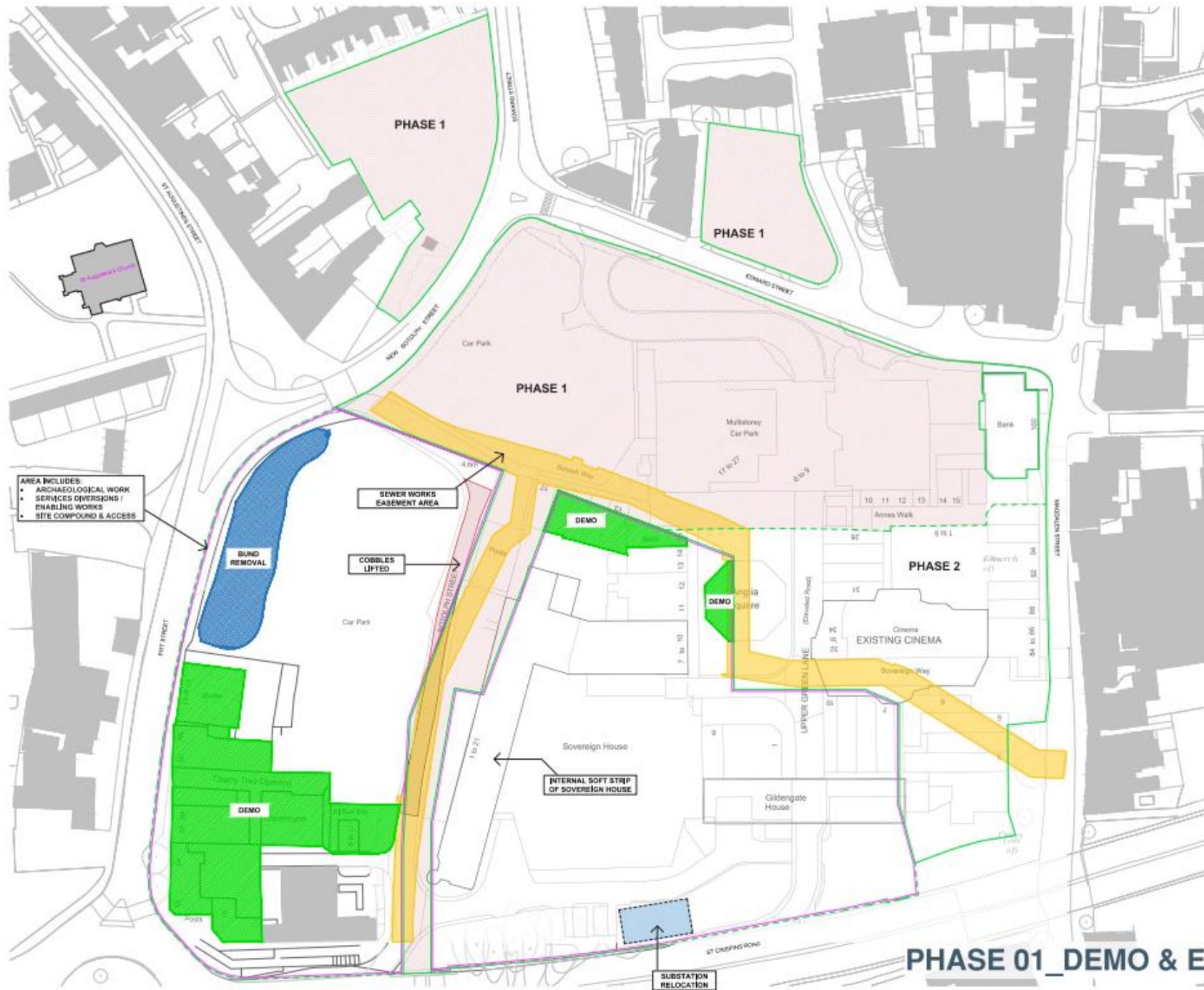
Full planning permission on 2.25ha of the site for demolition and clearance of all buildings and structures, erection of 8 buildings ranging in height from 1 to 7 storeys for 353 residential dwellings (Use Class C3) (142 dwellings in Block A, 25 dwellings in Block B, 21 dwellings in Block C, 28 dwellings in Block D, 8 dwellings in Block J3, 81 dwellings in Block K/L, and 48 dwellings in Block M) with associated cycle and refuse stores), and, for 5,906sqm flexible retail, commercial and other non-residential floorspace (retail, business, services, food and drink premises, offices, workshops, non-residential institutions, community hub, local community uses, and other floorspace (Use Classes E/F1/F2/Sui Generis (public conveniences, drinking establishments with expanded food provision, bookmakers and/or nail bars (up to 550sqm), and dry cleaner (up to 150sqm))), service yard, cycle and refuse stores, plant rooms, car parking and other ancillary space, with associated new and amended means of access on Edward Street, closure of existing means of access on Edward Street and New Botolph Street, formation of cycle path from Edward Street to St Crispins Road, formation of wider footways, laybys and other associated highway works on Edward Street, New Botolph Street, and Magdalen Street, formation of car club parking area off New Botolph Street, 134 car parking spaces (at least 95% spaces for class C3 use, and up to 5% for class E/F1/F2/Sui Generis uses) within Blocks A and B, hard and soft landscape works to public open spaces comprising streets and squares for pedestrians and cyclists, other landscape works, service infrastructure and other associated works; (All floor areas given as maximum Net Internal Areas)

And [continued overleaf]

Outline planning permission on 2.4ha of the site, with landscaping and appearance as reserved matters, for demolition and clearance of all buildings and structures, erection of 6 buildings (Blocks E – H and J) ranging in height from 2 to 8 stories for up to 747 residential dwellings, (houses, duplexes, and flats) (Use Class C3), a maximum of 2,094 sqm flexible retail, commercial and other non-residential floorspace (retail, business, services, food and drink premises, offices, non-residential institutions, local community uses and other floorspace (Use Classes E/F1/F2/Sui Generis (drinking establishments with expanded food provision, bookmakers and/or nail bars (up to 550sqm), and dry cleaner (up to 150sqm))); cycle and refuse stores, plant rooms, car parking and other ancillary space; with associated new and altered means of access on Pitt Street and St Crispins Road, closure of means of access on Pitt Street and St Crispins Road flyover, formation of wider footways, laybys and other associated highway works on Pitt Street and St Crispins Road, a maximum of 316 car parking spaces (at least 95% spaces for class C3 use, and up to 5% for class E/F1/F2/Sui Generis uses), service infrastructure and other associated works (landscaping and appearance are reserved matters); (All floor areas given as maximum Net Internal Areas).

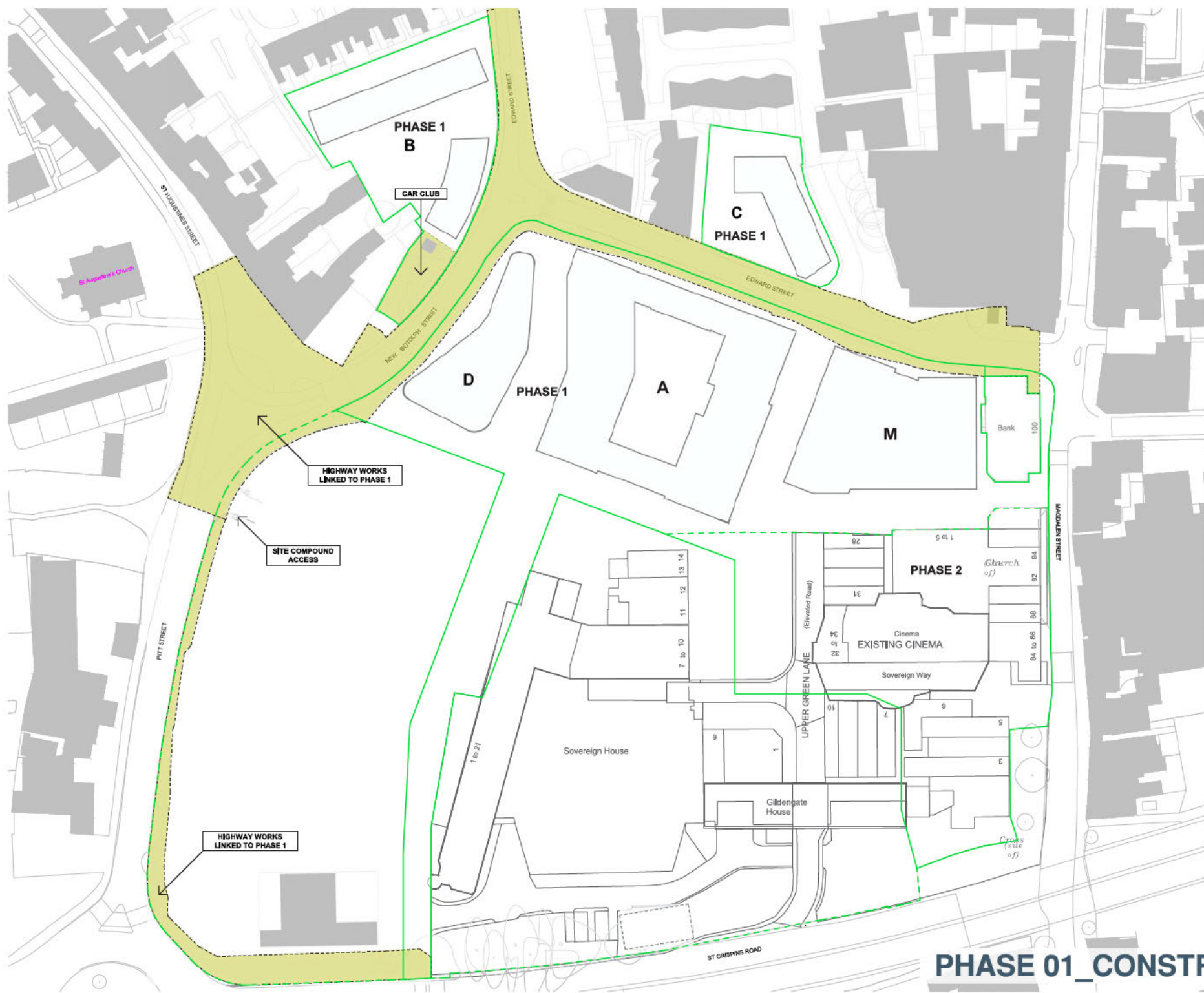


## Appendix 2



## PHASE 01\_DEMO & ENABLING

## Appendix 3



# PHASE 01\_CONSTRUCTION

## Community Infrastructure Levy (CIL) Form 11: Exceptional Circumstances Relief Claim Form

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### Please note the following in regard to your claim for relief from the levy

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Site address:

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Norwich  
Norfolk  
NR3 1DZ

Description of development:

See 'Appendix 1 - Full description of development' appended to this form.

This claim for Exceptional Circumstances Relief is made in relation to the chargeable development which is identified as Phase 2 of the wider planning permission described at Appendix 1. Phase 2 comprises the land coloured pink and green and other works identified on the plans at Appendix 2 and 3 appended to this form. This phasing strategy has been approved in writing by Norwich City Council (application ref. 23/00985/D).

### Claimant Name and Address

Title:  First name:

Last name:

Company (optional): Sackville UK Property Select II (GP) No.3 Limited and Sackville UK Property Select II Nominee (3) Limited

Position:

Company registration no: (where applicable) 08604757 and 08608210

Unit:  House number:  House suffix:

House name:

Address 1: Cannon Place

Address 2: 78 Cannon Street

Address 3:

Town: London

County:

Country: England

Postcode: EC4N 6AG

Telephone number  
Country code: +44 National number: 0207 464 5897 Extension number:

Email address (optional):

### Agent Name and Address

Title: Mr First name: Chris

Last name: Watts

Company (optional): CPW Planning

Unit:  House number:  House suffix:

House name:

Address 1: CPW Planning

Address 2: Pye Corner

Address 3:

Town: Gilston

County: Hertfordshire

Country:

Postcode: CM20 2RD

Telephone number  
Country code:  National number:  Extension number:

Email address (optional): chris.watts@cpwplanning.co.uk

## Section B: 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

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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:

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- 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 commit, when submitting this application, to separately informing the collecting authority of the total amount of any subsidy granted to me by any public body in the three years\* prior to submission of this application form, either as State aid (up to 31 December 2020) or as a subsidy under the UK's international or domestic subsidy control commitments from 1 January 2021\*\*; **and**
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I understand:

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- 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):

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## 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 (%)
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Abbey Memorials (Stonecraft) Limited	Freehold	0%
Norfolk County Council (Highways)	Freehold	0%
<b>TOTAL VALUE OF ALL MATERIAL INTERESTS (MUST EQUAL 100%):</b>		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.

## Appendix 1

## Full description of development

Hybrid (part full/part outline) application on site of 4.65ha for demolition and clearance of all buildings and structures and the phased, comprehensive redevelopment of the site with 14 buildings ranging in height from 1 to 8 storeys, for a maximum of 1,100 residential dwellings, (houses, duplexes and flats) (Use Class C3); a maximum of 8,000 sqm flexible retail, commercial and other non-residential floorspace (retail, business, services, food and drink premises, offices, workshops, non-residential institutions, community hub, local community uses, and other floorspace (Use Classes E/F1/F2/Sui Generis (public conveniences, drinking establishments with expanded food provision, bookmakers and/or nail bars (up to 550sqm), and dry cleaner (up to 150sqm))); service yard, cycle and refuse stores, plant rooms, car parking and other ancillary space; with associated new and amended means of access on Edward Street and Pitt Street, closure of existing means of access on Edward Street, New Botolph Street, Pitt Street and St Crispins Road flyover, formation of cycle path between Edward Street and St Crispins Road, formation of wider footways, laybys and other associated highway works on all boundaries, formation of car club parking area off New Botolph Street, up to 450 car parking spaces (at least 95% spaces for class C3 use, and up to 5% for class E/F1/F2/Sui Generis uses), hard and soft landscaping of public open spaces comprising streets and squares/courtyards for pedestrians and cyclists, other landscape works within existing streets surrounding the site, service infrastructure and other associated work; (All floor areas given as maximum Net Internal Area)

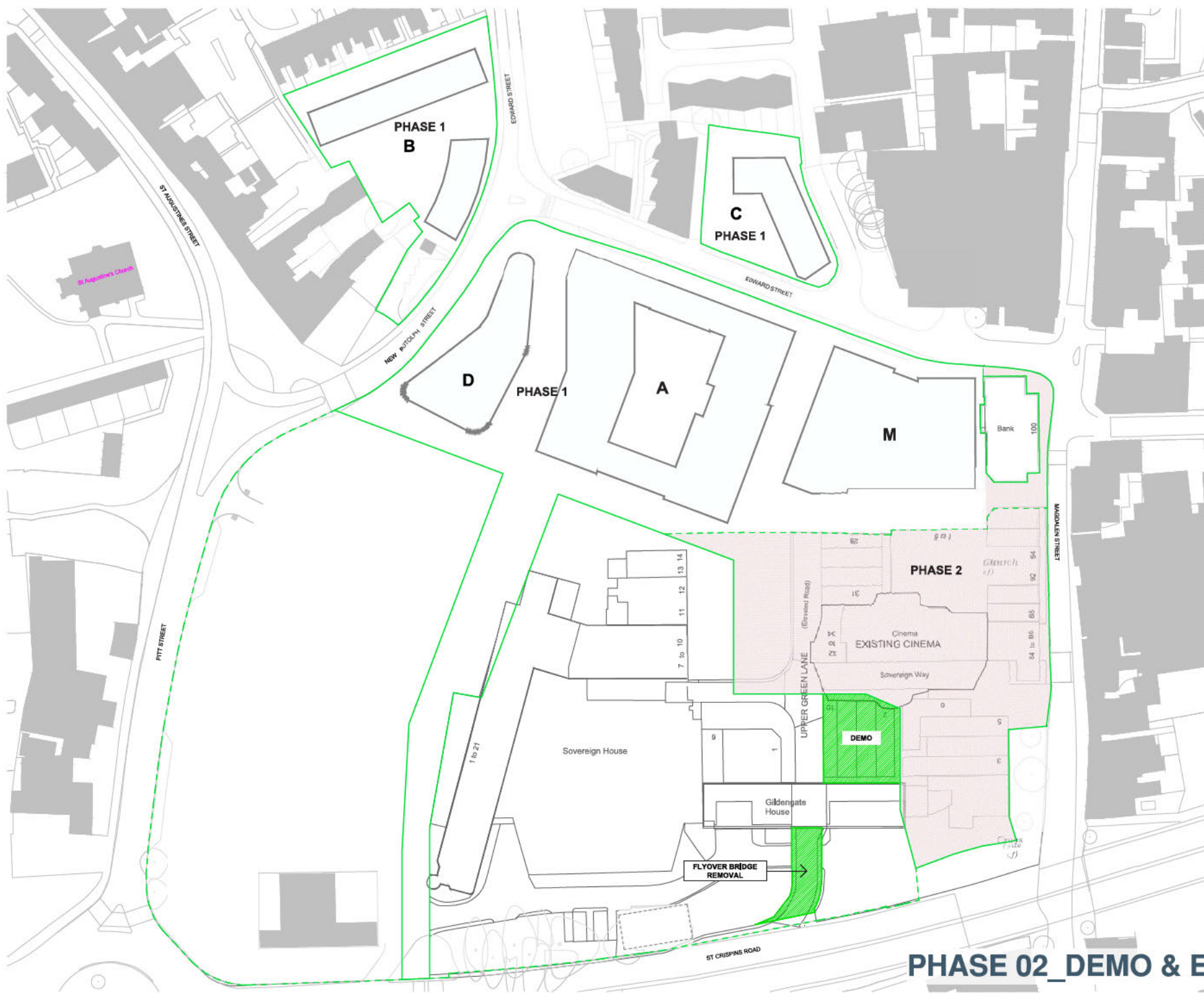
### Comprising

Full planning permission on 2.25ha of the site for demolition and clearance of all buildings and structures, erection of 8 buildings ranging in height from 1 to 7 storeys for 353 residential dwellings (Use Class C3) (142 dwellings in Block A, 25 dwellings in Block B, 21 dwellings in Block C, 28 dwellings in Block D, 8 dwellings in Block J3, 81 dwellings in Block K/L, and 48 dwellings in Block M) with associated cycle and refuse stores), and, for 5,906sqm flexible retail, commercial and other non-residential floorspace (retail, business, services, food and drink premises, offices, workshops, non-residential institutions, community hub, local community uses, and other floorspace (Use Classes E/F1/F2/Sui Generis (public conveniences, drinking establishments with expanded food provision, bookmakers and/or nail bars (up to 550sqm), and dry cleaner (up to 150sqm))), service yard, cycle and refuse stores, plant rooms, car parking and other ancillary space, with associated new and amended means of access on Edward Street, closure of existing means of access on Edward Street and New Botolph Street, formation of cycle path from Edward Street to St Crispins Road, formation of wider footways, laybys and other associated highway works on Edward Street, New Botolph Street, and Magdalen Street, formation of car club parking area off New Botolph Street, 134 car parking spaces (at least 95% spaces for class C3 use, and up to 5% for class E/F1/F2/Sui Generis uses) within Blocks A and B, hard and soft landscape works to public open spaces comprising streets and squares for pedestrians and cyclists, other landscape works, service infrastructure and other associated works; (All floor areas given as maximum Net Internal Areas)

And [continued overleaf]

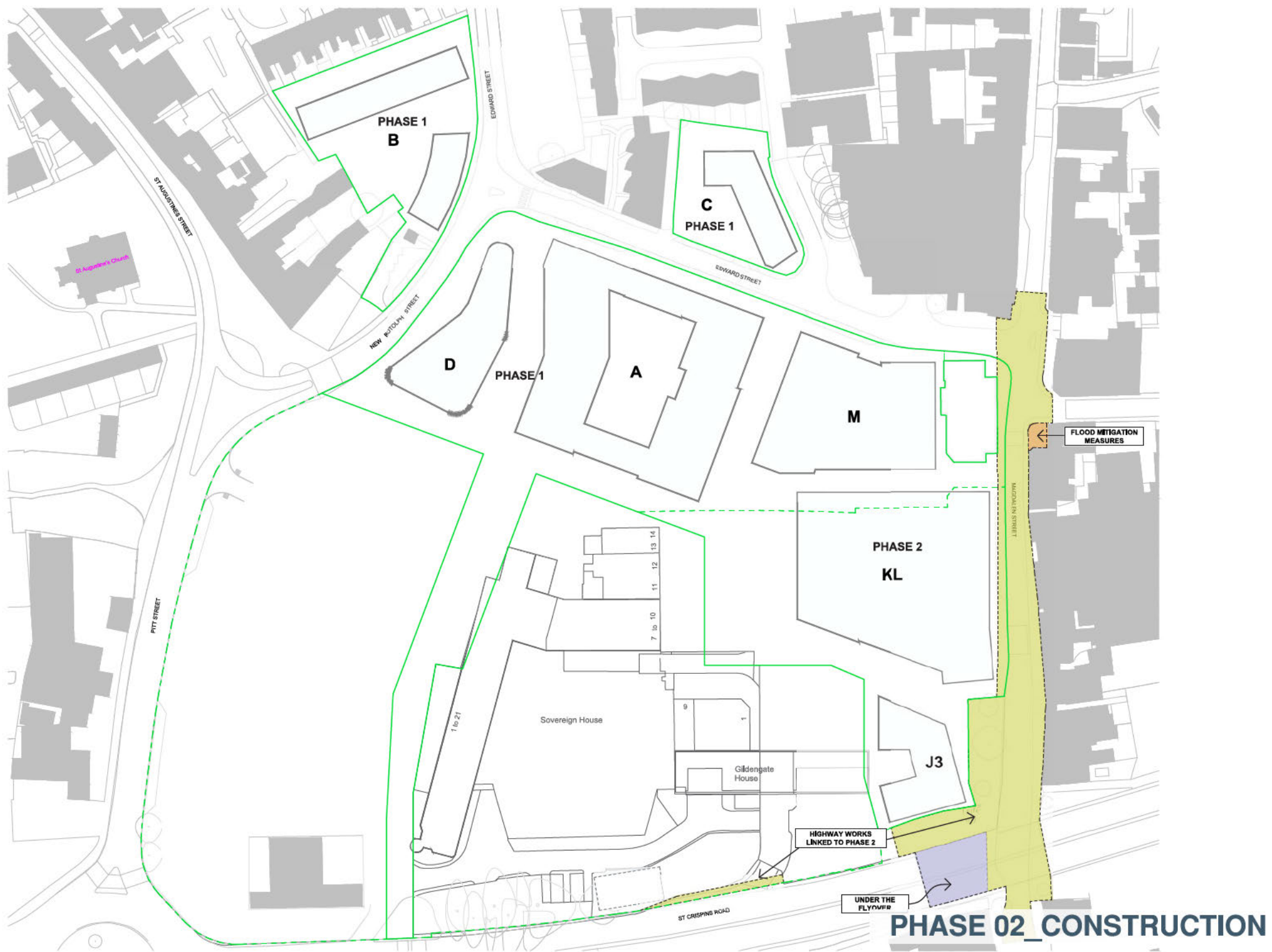
Outline planning permission on 2.4ha of the site, with landscaping and appearance as reserved matters, for demolition and clearance of all buildings and structures, erection of 6 buildings (Blocks E – H and J) ranging in height from 2 to 8 stories for up to 747 residential dwellings, (houses, duplexes, and flats) (Use Class C3), a maximum of 2,094 sqm flexible retail, commercial and other non-residential floorspace (retail, business, services, food and drink premises, offices, non-residential institutions, local community uses and other floorspace (Use Classes E/F1/F2/Sui Generis (drinking establishments with expanded food provision, bookmakers and/or nail bars (up to 550sqm), and dry cleaner (up to 150sqm))); cycle and refuse stores, plant rooms, car parking and other ancillary space; with associated new and altered means of access on Pitt Street and St Crispins Road, closure of means of access on Pitt Street and St Crispins Road flyover, formation of wider footways, laybys and other associated highway works on Pitt Street and St Crispins Road, a maximum of 316 car parking spaces (at least 95% spaces for class C3 use, and up to 5% for class E/F1/F2/Sui Generis uses), service infrastructure and other associated works (landscaping and appearance are reserved matters); (All floor areas given as maximum Net Internal Areas).

## Appendix 2



**PHASE 02\_DEMO & ENABLING**

## Appendix 3



PHASE 1  
B

C  
PHASE 1

D  
PHASE 1

A

M

PHASE 2  
KL

J3

Sovereign House

Gildengate House

1 to 21

7 8 9 10 11 12 13 14

HIGHWAY WORKS  
LINKED TO PHASE 2

UNDER THE  
FLYOVER

FLOOD MITIGATION  
MEASURES

**PHASE 02\_CONSTRUCTION**