



Community Infrastructure Levy

Instalment Policy

December 2015

Instalment Policy

1. In accordance with Regulation 69B of the Community Infrastructure Levy Regulations 2010 (as amended), Reigate & Banstead Borough Council will allow the payment of CIL by instalments in accordance with the provisions of this Policy.
2. As set out overleaf, the instalments permitted will be linked to the amount payable (the chargeable amount) as recorded on the Demand Notice.
3. As permitted under Regulation 9 (4) of the Community Infrastructure Levy Regulations 2010 (as amended), where outline planning permission which permits development to be implemented in phases has been granted, each phase of the development as agreed by Reigate & Banstead Borough Council may be treated a separate chargeable development. The instalment policy set out overleaf will therefore apply to each separate phase of development and its associated separate chargeable amount.
4. This policy will not apply if any one or more of the following circumstances arises:
 - a) On the intended date of commencement:
 - i. Nobody has assumed liability to pay CIL in respect of the chargeable development; and
 - ii. A commencement notice has been received by Reigate & Banstead Borough Council in respect of the chargeable development; and
 - iii. Reigate & Banstead Borough Council has not determined a deemed commencement date for the chargeable development;and, therefore, payment is required in full on the intended date of commencement, as required by Regulation 71(1) of the Community Infrastructure Levy Regulations 2010 (as amended);
 - b) Reigate & Banstead Borough Council has determined a deemed commencement date for the chargeable development and, therefore, payment is due in full on the deemed collection date as required by Regulation 71(2) of the Community Infrastructure Levy Regulations 2010 (as amended)
 - c) Reigate & Banstead Borough Council has transferred liability to pay an amount to the owners of the relevant land and, therefore, payment of that amount is due in full immediately as required by Regulation 71(3) of the Community Infrastructure Levy Regulations 2010 (as amended)
 - d) Reigate & Banstead Borough Council has received notification of a disqualifying event and therefore, the amount due is payable within seven days beginning on the date which the demand notice requiring payment is issued, as required by Regulation 71(4)(a) of the Community Infrastructure Levy Regulations 2010 (as amended)
 - e) A person has failed to notify Reigate & Banstead Borough Council of a disqualifying event before the end of 14 days beginning with the day on which the disqualifying event occurs and therefore, payment of that amount is due immediately as required by Regulation 71(4)(b) of the Community Infrastructure Regulations 2010 (as amended)
 - f) An instalment payment has not been made in full on or before the day on which the instalment payment was due, the unpaid balance is due in full immediately, as

required by Regulation 70(8)(a) of the Community Infrastructure Levy Regulations
2010 (as amended)

Total CIL liability	Number of instalments	Payment period and amount payable
Amount less than £50k	Single instalment	100% payable within 60 days of commencement date
Amount above £50k but less than £200k	Two instalments	50% payable within 60 days of commencement date 50% payable within 240 days of commencement date
Amount above £200k but less than £500k	Three instalments	25% payable within 60 days of commencement date 50% payable within 240 days of commencement date 25% payable within 480 days of commencement date
Amount above £500k	Three instalments	25% payable within 60 days of commencement date 50% payable within 360 days of commencement date 25% payable within 720 days of commencement date
If the chargeable development is completed before the chargeable amount has been paid in full, the outstanding amount will be due IN FULL within the instalment time given above or within 60 days of the date of completion, whichever is the lesser, unless otherwise agreed in writing with the Council PRIOR to commencement of development.		

This policy will come into effect on 1 April 2016, the date on which the Reigate & Banstead Community Infrastructure Levy Charging Schedule takes effect.