

Flourishing Shropshire Communities

SHROPSHIRE PLACE **PLANS**

Delivering Local Priorities through Partnership Working

Resource Pack for Town & Parish Councils and Shropshire
Councillors

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EXECUTIVE SUMMARY

Localised Planning in Shropshire

Flourishing Shropshire Communities

Shropshire Council is committed to new ways of working that will see an increased emphasis on and investment in Shropshire's urban communities, market towns and associated rural villages, encouraging and responding to a willingness to work together around shared priorities.

Localised Planning

In Shropshire we have a localised planning approach which recognises that sustainability is based on many different factors, and that what is needed to make and maintain a sustainable community in one place may differ in another. The Place Plans are a tool for bringing together many elements, including the formal development plan (Local Plan), Neighbourhood Plans, Town and Parish Plans, and other sources of information about local people, their communities and aspirations.

The Place Plans have reignited community interest in planning, linking development with infrastructure and generating an ongoing dialogue that is aimed at ensuring that community priorities are identified and delivered alongside new development. However, they have the potential to be much more with communities setting the agenda for their area and being empowered to make things happen for and by themselves. The approach has helped shift the discussion with communities towards the positive benefits that development can bring, away from "Do you want this development?" and towards "How can we work together to improve this neighbourhood?"

Place Plans

There are 18 Place Plans covering each market town or key centre in Shropshire and its rural hinterland. The Place Plans are 'live' documents that are kept up-to-date through an annual review. They are informed by each community's own requirements expressed in Parish/ Town Plans, Community Toolkit Events and Neighbourhood Plans. They also draw on evidence about infrastructure requirements from infrastructure and service providers themselves.

The Place Plans bring together the 'top down' essential infrastructure and investment requirements that are necessary to the growth levels identified in the Local Plan, with the 'bottom up' community priorities and aspirations that are critical in effectively targeting investment to achieve local community benefit. The Place Plans are simultaneously Shropshire's LDF Implementation Plan and the Infrastructure Delivery Plan and have been shortlisted for a national planning prize for the way that they are putting local democratic representatives and their communities in the driving seat, guiding change and progress linked to the very real issues that affect them. They help update communities on the implementation of locally agreed policies and projects. The Plans provide a single transparent place for how decisions are made and resources allocated. They may not be wholly statutory adopted documents, but because they are vital to getting things done, delivering local ambitions, they are already being viewed as material planning considerations

by all parties in the development process.

An integrated package of developer contributions

Shropshire Council is one of the first local authorities to bring the Community Infrastructure Levy (CIL) into effect. CIL is however only one of four aspects of developer contributions, the other three being on-site design, affordable housing and site-specific planning obligations. All four aspects need to be considered in the round if development is not to be rendered unviable. Therefore decisions on the use of CIL monies are to be fully integrated with other decisions on site design, affordable housing and on-site planning obligations. The Place Plans facilitate this integrated approach.

Local infrastructure priorities

In Shropshire, 90% of CIL monies will be spent on local infrastructure that has been identified by the local community as their priority. This is aimed at ensuring that there is a very strong, direct link between development and its contribution to the local community's infrastructure needs, as defined by them. Communities will be asked annually by their local Shropshire Council Members to identify their priorities for receiving community benefits from development, using the freedom that CIL introduces in the use of developer contributions.

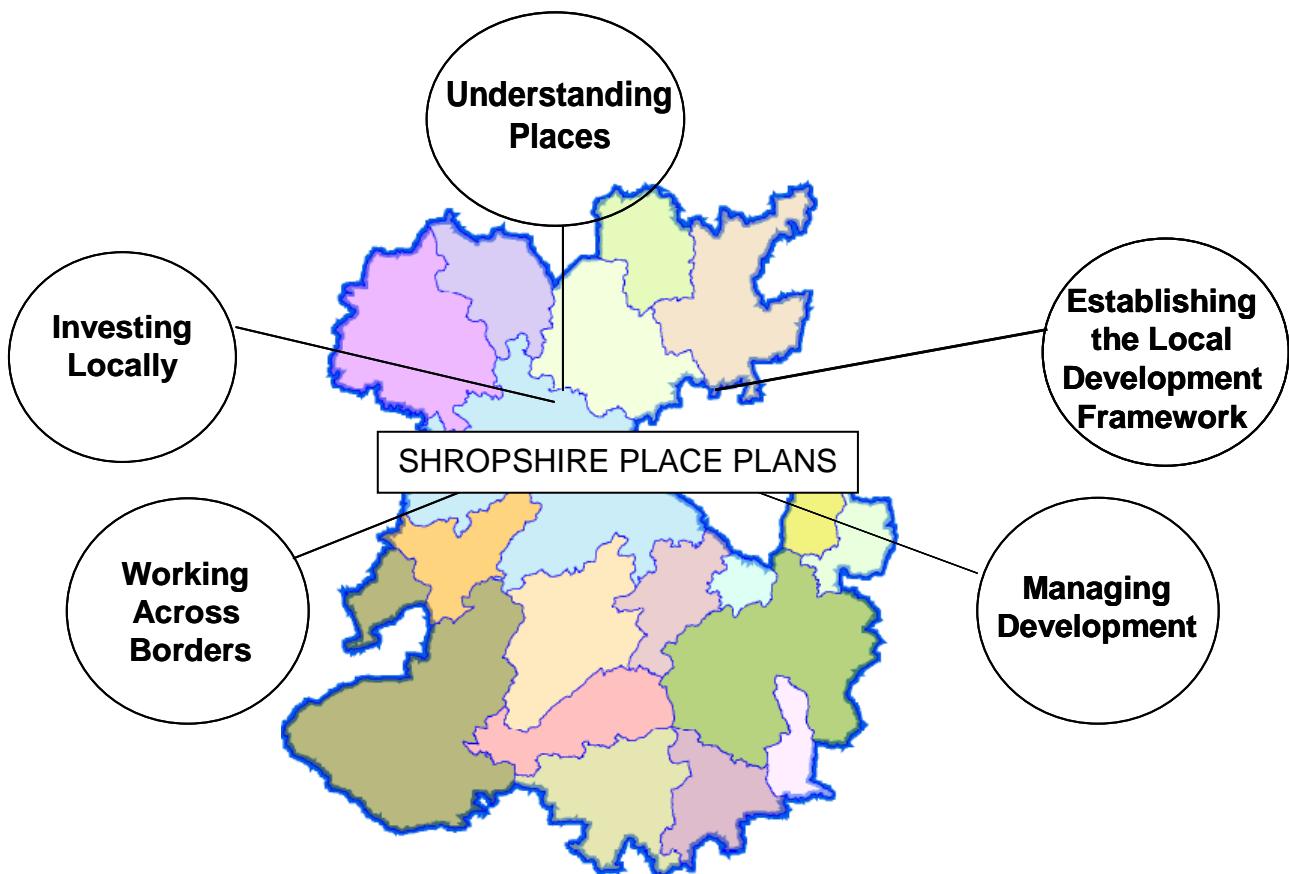
The Government is also currently consulting on detailed proposals and draft regulations for reform to the CIL Regulations, due to be finalised in Spring 2012. The expectation is that a "meaningful proportion" of CIL monies will be passed directly to Town and Parish Councils in the form of a Neighbourhood Fund. The Place Plans provide a useful basis for Town and Parish Councils to target their Neighbourhood Fund monies and ensure delivery of locally identified shared priorities for infrastructure.

An action-centred tool

Place Plans are helping service managers across the Council to get closer to communities. They are a tool to guide developers and community conversations about the needs of places and how development can 'help' to deliver those wider needs. As a delivery focussed tool they bring together the public, private and voluntary sectors around an agreed agenda for action.

Further information

Increasingly Place Plans will be the way to access other community based information and evidence, helping to create a one stop resource for communities' information needs. The Place Plans are available on our website at www.shropshire.gov.uk under 'Environment and Planning'. Information about the Community Infrastructure Levy is also available here, under 'Planning Policy'.



INTRODUCTION

New Ways of Working: Localised Planning

Shropshire's Local Development Framework

Community lies at the heart of planning in Shropshire. Planning plays an important role in shaping the places where people live and work. As the Local Planning Authority, Shropshire Council has overall responsibility for strategic planning throughout Shropshire but is committed to working with communities to help them to draw up plans for their own particular localities, their towns, parish or neighbourhoods. As part of Shropshire's Local Development Framework (LDF) Shropshire Council has already produced a sound Core Strategy and is part way through the production of Site Allocations and Management of Development (SAMDev) which is due to be adopted in 2013/2014. This overall development framework will in future be known as Shropshire's Local Plan.

The Shropshire Core Strategy was adopted in March 2011 and lies at the heart of delivering the national localism agenda within Shropshire from a planning perspective. It provides a framework for linking development to community aspirations and the financial wherewithal to deliver on the ground through the early introduction of the Community Infrastructure Levy (CIL). Based on extensive consultation, the Core Strategy sets out an innovative, bottom up, approach to development that aims to deliver more sustainable and resilient places at all levels and in both urban and rural settings. The Core Strategy provides the framework for communities to remove the countryside constraint (Policy CS5) from their settlements and place it into the category of a 'Community Hub' or 'Community Cluster' (Policy CS4) with all the benefits to sustainable living that this may bring to a place.

This process is a matter of informed community choice. As part of work to prepare the SAMDev document, local communities (via town and parish councils) are being asked whether they wish to put themselves forward for the status, whether singly (Community Hub) or as part of a networked group of settlements (Community Cluster). Once finalised, the SAMDev document will include a schedule of settlements that are designated as Community Hub and Clusters. However, in recognition that the needs of communities change over time, there is an ongoing opportunity for communities to 'opt in' as either a Hub or Cluster at a later stage in the plan period (2006-2026), for example through a review of community led plans.

Community Led Plans and Place Plans

Uniquely, Shropshire Council has produced a planning policy framework which recognises the intrinsic community value of existing town and parish plans. Through the web based Shropshire Place Plans, the Council is seeking to help those communities deliver on their aspirations and desired actions set out in these community led plans. There are 18 Place Plans which cover the whole of Shropshire and incorporate the priorities of their constituent communities as set out in each community's own action plan. In future, it is envisaged that the 18 Place Plans will reflect both Local Plan policies and those expressed in new community led neighbourhood plans.

The Localism Act- Neighbourhood Plans

There are presently over 80 completed Town and Parish Plans in Shropshire. These are informal plans representing the vision and ambition of their communities. As these plans have no statutory spatial planning status, the Localism Act proposes a new form of community plan, the Neighbourhood Development Plan, which can be combined with the wider aspects/remit of a traditional Community led Plan (town or parish plan). Neighbourhood Plans will have a planning component and can, subject to certain provisions, become part of the formal development framework for Shropshire.

There are presently no set stages governing the preparation of a neighbourhood development plan but one of the defining characteristics of all community led plans is that they are not imposed from above but instead they are initiated and led by local volunteers working with town and parish councils to steer their community through the plan making process. Shropshire Council Member involvement is pivotal to the success of community planning as is wide public engagement.

Shropshire's LOCALised approach

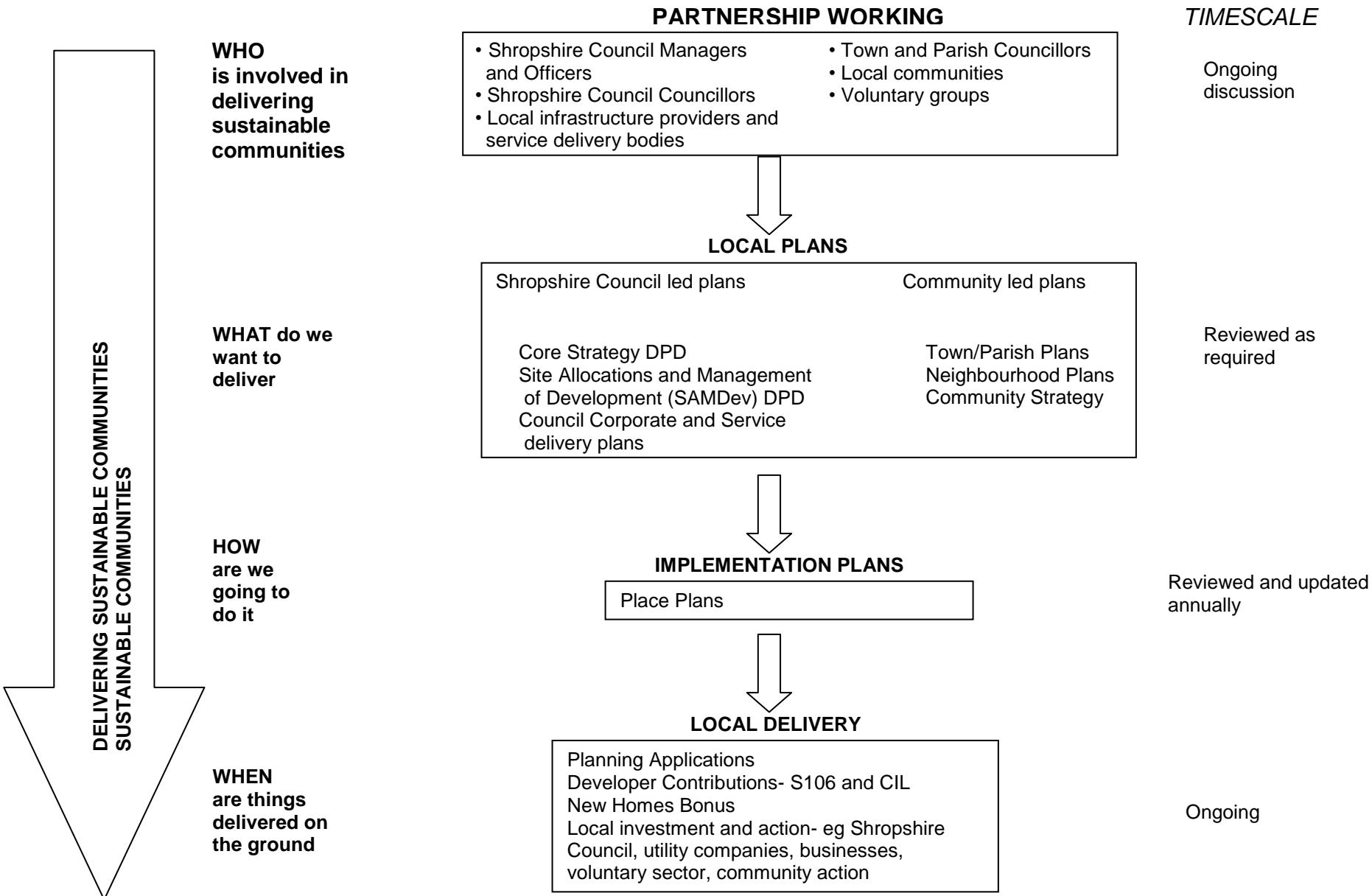
We recognise that not all communities will feel that the extra demands placed upon them by Neighbourhood Planning, as envisaged in the Localism Act, is appropriate for them. In Shropshire we are therefore promoting the general approach for 'community led planning' as has been successfully applied in the past and expanding it to appropriately fit the requirements of a spatial planning document where a community feels this is appropriate to them and their future needs.

Shropshire Council proposes to extend the support given to community led planning through existing formal links to the Shropshire Local Plan. The Shropshire Local Plan provides a real and ongoing role for town and parish plans as we have linked them to future development needs, community spending priorities and infrastructure delivery. The Local Plan already effectively takes 'ownership' of these community plans, with the Place Plans providing a local framework for their delivery.

In Shropshire's LOCALised Planning system, communities can have their say by:

- Contributing directly to the Shropshire's Local Plan via the SAMDev process;
- Creating or reviewing a town or parish plan which influences the Local Plan by triggering policies, for instance allowing additional development to take place; and
- Annually reviewing their Place Plan with their local Member and using the plan to agree the local spending priorities in their area arising from the new development that they have agreed to.

OVERVIEW OF SHROPSHIRE'S LOCALISED PLANNING APPROACH



WHAT ARE PLACE PLANS?

What are the Place Plans?

The Place Plans are part of the Council's approach to creating sustainable places and communities through locality working. They outline the community priorities and infrastructure requirements within each settlement. Each Place Plan therefore forms a settlement based delivery plan, for the Council and our partners, to coordinate actions to meet local needs.

The Place Plans are based around the 18 main settlements of Shrewsbury, Oswestry, Whitchurch, Wem, Ellesmere, Market Drayton, Minsterley/Pontesbury, Ludlow, Bishops Castle, Church Stretton, Cleobury Mortimer, Craven Arms, Bridgnorth, Albrighton, Broseley, Highley, Much Wenlock and Shifnal and their wider hinterland which comprise Community Hubs, Community Clusters and parishes within the surrounding countryside (Rural Hinterland).

How are Place Plans structured?

Each infrastructure and investment requirement is listed under one of the following themes:

- Housing and cohesive, sustainable communities
- Economic investment and opportunity
- Social and community infrastructure
- Environment and climate change
- Transport and accessibility

Each requirement is categorised according to whether it is 'Critical', 'Priority' or 'Key'. As defined in Core Strategy Policy CS9, Critical requirements are those that are needed in order for development to take place eg water, electricity. Priority requirements are those which are seen as particularly important for a given point in time eg because there is an urgent need or a funding source available. All other requirements are categorised as Key.

Each requirement is also colour coded according to the barriers to delivery. Using a traffic light system, those schemes coloured green are ready to deliver, as they have funding, partners etc in place. Amber schemes have some barriers to delivery, whilst red schemes have significant barriers eg no funding.

How do the Place Plans link to the Local Development Framework?

The Place Plans will be used to identify where Shropshire Council and our partners target resources whilst also assisting in the implementation of Shropshire's Local Development Framework.

The Local Development Framework requires new development to contribute to local infrastructure, bringing community benefits in proportion to the quantity of development. The Local Development Framework focuses both development and investment in infrastructure in the Market Towns, Key Centres, Community Hubs and Community Clusters. Consequently the Place Plans focus on infrastructure requirements in these places.

Development will be of a scale that is appropriate to the settlement, with this level set following discussion with local communities through the Site Allocations and Management of Development (SAMDev) process (and through Neighbourhood Plans where relevant). As part of this process, communities will be asked to identify their priorities for community benefit in terms of their infrastructure requirements. This information will be included within the relevant Place Plan and will in turn provide a basis for where developer contributions will be focused.

Rural settlements that do not wish to be Community Hubs or Clusters will be designated as ‘countryside’ and as such development will be strictly controlled. Consequently, whilst the infrastructure requirements for these settlements are covered by parish in the general “rural hinterland” section of each Place Plan, the level of developer contributions arising in these locations to deliver local priorities will be limited.

How do the Place Plans link to Town and Parish Plans?

Town and Parish Plans are key to setting out the vision for the future of each community and the actions needed to achieve it. As such, Town and Parish Plans are an important source of local information for informing the development of the Place Plans. As the local delivery frameworks for settlements, the Place Plans have an important role in coordinating investment and actions around the aspirations set out in Town and Parish Plans.

How do the Place Plans link to Neighbourhood Plans?

Neighbourhood Plans are one of the new tools that the Government are giving to local communities, as part of the Localism Act, in order to shape their local area. Shropshire Council is at the forefront of implementing the Government’s localism agenda, being a Front Runner for both Neighbourhood Plans and the Community Infrastructure Levy.

There is no requirement for communities to prepare a Neighbourhood Plan. However, some communities may wish to undertake a Neighbourhood Plan if they want a formal planning document for their local area. Unlike Town and Parish Plans, Neighbourhood Plans have a planning component, and can, subject to certain provisions, become part of the formal development framework for Shropshire.

As with Town and Parish Plans, the Place Plans assist in implementing Neighbourhood Plans, through locally coordinating action and investment.

How do the Place Plans link to other Council Plans?

Although originally developed as a planning tool for new development, Place Plans are increasingly becoming a focal point for information and evidence gathered on a community basis that is worthy of sharing. They provide an increasingly shared understanding of the needs and aspirations, issues and opportunities facing an area and therefore help guide decisions about the most appropriate responses.

HOW WILL PLACE PLANS BE USED?

The Place Plans form a basis for long term partnership working across Shropshire supporting the Council's number one priority which is 'Flourishing Shropshire Communities'. They offer many opportunities including:

- Identifying where to seek future developer contributions and how this money should be spent at a local level.
- Providing a focus for Shropshire Council to target service delivery at locally identified priorities.
- Identifying opportunities for seeking economies of scale, including local service providers pooling resources, skills, and time.
- Identifying opportunities to bid for external funding
- Establishing ongoing processes of collaborative working through relationship building and establishing a shared vision for Shropshire's settlements, what needs to be done and how it will be achieved.
- Providing transparency to local communities on the level of investment that is being directed to their area.
- Providing an area based resource of local information and evidence, designed to help inform and shape future decisions by all concerned with addressing important local issues.

Developer Contributions

Shropshire Council is committed to ensuring new development is accompanied by adequate infrastructure. Core Strategy Policy CS9 (Infrastructure Contributions) therefore sets out an approach that requires all new development to make contributions to local infrastructure. The Place Plans detail the infrastructure requirements and investment priorities for each locality in Shropshire and therefore provide a basis for developer contributions.

There are a number of ways that Developers can contribute to the local priorities that are set out in the Place Plans, as illustrated by the below diagram:

Developer Contributions

On-site
Design

On-site infrastructure that is primarily to meet the needs of the occupants of the new development is usually a design requirement through Core Strategy policy CS6, CS7, CS17 and CS18. On-site design could include landscaping, amenity open space, car and bicycle parking, suitable road access, waste storage and site drainage. Therefore these elements will be addressed at the Planning Application stage, with Planning Conditions on approvals being the main mechanism for agreeing such requirements. Maintenance of such on-site design will usually be secured through adoption agreements between developers and suitable organisations, for example an agreement for roads to be maintained by the highways authority.

CIL

S106

The Community Infrastructure Levy (CIL) provides a fair, transparent and consistent mechanism for ensuring development contributes to the cost of infrastructure. The approved charging schedule has set the levy at £40 per square metre of new residential development in Shrewsbury, Market Towns and Key Centres and £80 per square metre of new residential development elsewhere. There is no CIL charge for other types of development as these will be addressed via other means like section 106 agreements. CIL provides developers with certainty, as they can calculate their contribution in advance. A 'meaningful proportion' of the levy will be passed directly to Town and Parish Councils as a NEIGHBOURHOOD FUND. The rest will be distributed by Shropshire Council in accordance with the Code of Practice, which sets out that 10% of all CIL monies will be used for STRATEGIC infrastructure priorities and 90% for LOCAL infrastructure priorities in the settlements within which the development has taken place within.

Section 106 agreements will remain an important tool for ensuring that developers provide contributions to infrastructure where necessary. These include very large developments, those with special features or those with specific or unusual high infrastructure demands. For employment-related and other non-residential developments section 106 will be the main mechanism for ensuring contributions are made. A small proportion of residential developments may require a Section 106 for site-specific requirements that are not covered by CIL. Affordable housing will be sought via section 106 agreements in accordance with the Affordability and Housing SPD.

Development Management

The Place Plans provide a framework for pre-application discussion for new development proposals. They provide a shared tool for developers, Shropshire Council planning officers and the local community to assist in understanding places and to establish a basis for discussion around what the needs, wishes and priorities are within that community and how a development can either directly or indirectly contribute. The Place Plans are therefore material considerations in the determination of planning applications.

Shropshire Council Service Delivery

The Place Plans are invaluable tools for understanding local investment priorities within each place. As they are reviewed and updated annually, through an ongoing process of consultation with local communities, local infrastructure and service providers and the voluntary and community sector, they provide a useful evidence base for informing the Council's service delivery plans and those of our partner organisations. Future investment decisions can therefore be coordinated ensuring actions and resources are targeted to meet locally identified needs. This means that in future these decisions are better integrated, working with communities themselves to share responsibility for meeting these needs.

Partner Business and Investment Plans

The Place Plans provide certainty at a local level on the priorities for action and investment within each place.

As settlement based delivery frameworks, they provide a means to coordinate action and resources around the delivery of locally prioritised outcomes and are therefore important in facilitating effective and long term partnership working. The Plans provide the opportunity to unlock investment, aligning asset management and investment plans between partners around a shared set of local priorities, which is a key part of the 'Duty to Cooperate' within the Localism Act.

External Funding

The Place Plans bring together infrastructure requirements with community aspirations and therefore provide a framework for delivering locally. As such, they offer the opportunity to act as bidding tools for external funds, enabling the Council and partners to search for alternative sources of funding based on an agreed set of local priorities.

ANNUAL REVIEW OF THE PLACE PLANS

In recognition that local needs and priorities change over time, the Council has established an annual review cycle for the Place Plans, as set out in a Code of Practice. The Code of Practice is in two parts:

Part 1- Developer Contributions Code of Practice- covering the annual process for identifying local infrastructure priorities, through discussion and agreement with Town and Parish Councils

Part 2 - Infrastructure Provision Code of Practice- covering the annual process for identifying Shropshire's strategic infrastructure priorities, through discussion and agreement with infrastructure providers.

Through this annual review cycle, the Place Plans provide a basis for deciding the infrastructure priorities which should form the focus of funding received from new development via the Community Infrastructure Levy (CIL). In using the Place Plans, the Council is seeking to ensure that the identification of local priorities for CIL monies accords with the community led planning approach in Shropshire's LDF. As such, a strong focus is maintained on locality working, linking development to the provision of community benefits.

The Code of Practice, set out on the following pages, is based around a continual process of engagement with local communities, via town and parish councils and infrastructure providers to identify additional infrastructure needs and to make decisions on the strategic and local priorities, which will in turn inform the spending of CIL monies in the year ahead.

Code of Practice Principles:

The redistribution of CIL funding should make places more sustainable by contributing towards both Shropshire wide strategic interests and locally identified priorities which provide a local community benefit.

Strategic infrastructure

Some infrastructure is vital to the delivery of Shropshire's development strategy. This infrastructure has a strategic rather than a local focus, benefitting Shropshire as a whole. It is important that some monies (up to 10%) are used to meet these strategic requirements.

Local infrastructure

The main focus of CIL in Shropshire is on meeting local needs. In accordance with Shropshire's localism agenda, the majority of CIL (up to 90%) will be used to deliver local benefit.

Both the strategic and local infrastructure priorities for CIL will be set out annually within the LDF Implementation Plan (as a CIL List), following discussions with Town and Parish Councils and infrastructure providers and following agreement with the Shropshire Council Cabinet.

Developer Contributions Code of Practice

Town and Parish Councils

1.0 INTRODUCTION

- 1.1 Subject to the final regulations set out within the Localism Act, this Code of Practice outlines the way Shropshire Council proposes to help deliver new or improved infrastructure and services to address local needs, reduce the impact of development and make communities more sustainable places, through redistributing Community Infrastructure Levy funding and negotiating appropriate Planning Obligations.
- 1.2 It supports Core Strategy Policy CS9 and the Developer Contributions SPD, by providing detailed guidance to landowners and developers on what is expected from development proposals. It also seeks to ensure that stakeholders in the planning process, such as the local community, and Members have a clear understanding of how new development will contribute to Shropshire wide strategic interests and provide local community benefit by contributing directly towards locally identified priorities.

2.0 GENERAL PRINCIPLES

- 2.1 Core Strategy Policy CS9 seeks to ensure that infrastructure is provided alongside new development. It establishes the principle that all new development should make a contribution to help make places more sustainable.

3.0 SECTION 106 AGREEMENTS

- 3.1 Section 106 Agreements are tailored to a specific development and must be directly related to its impact. They are negotiated by the Council with developers to ensure the provision of infrastructure to meet the site specific requirements of a development. They cover infrastructure needs that are not met by the Community Infrastructure Levy. Further information on Section 106 Agreements and undertakings are set out in the Developer Contributions Supplementary Planning Document (SPD).

4.0 AFFORDABLE HOUSING REQUIREMENTS

- 4.1 Core Strategy Policy CS11 requires all residential developments involving 1 or more market dwellings to provide on site provision and/or obtain a financial contribution to affordable housing, through a Section 106 agreement. Details of this requirement are set out in the Type and Affordability of Housing SPD.
- 4.2 For developments providing financial contributions towards affordable housing, the SPD states that monies will be used in the local area. Whilst the responsibility for allocating affordable housing contributions lies with the Council, it is recognised that there are significant variations between places in terms of housing needs, level of contributions and the options for spend. In support of the Council's focus on locality

working, decisions on the spend of monies will be based around the specific options in each locality, informed by an annual process of community engagement.

- 4.3 On an annual basis, each town and parish council will be provided with a forecast of the affordable housing contributions likely to be available in the forthcoming year for their locality. Using local data on housing needs together with delivery options from Registered Providers, the Council will set out options for spend within each locality. Options will be tailored to the specific circumstances of each place but may include site identification, banking monies for future spend, sharing resources with Registered Providers, Community Land Trusts, Private Developers, Landed Estates and other partners to deliver wider benefits or allocation of resources to adjacent parishes.
- 4.4 Each town and parish council will be asked to identify their preferred option, from those provided, as part of the annual discussion on Place Plans set out in Section 6. To ensure the benefits provided by off-site financial contributions are retained locally, the preferred option selected by the local community must be one of those set out by the Council on an annual basis. Each preferred option will be set out in the relevant Place Plan as part of the annual update and taken forward subject to necessary planning permissions.
- 4.5 Through this annual process of engagement with local communities, the Council aims to ensure that housing is delivered in accordance with local preferences, whilst also preventing unused contributions having to be returned to developers. However, where it appears to the Council's Housing Enabling Officers that there is no realistic prospect of delivering affordable housing in the parish within one year, the financial contributions may be pooled with other settlements in the Place Plan area, as set out within the Type and Affordability of Housing SPD, and the monies spent in this combined area. If there is still no realistic delivery of affordable housing from the financial contribution within a further four years, the contribution concerned may be spent elsewhere in Shropshire.

5.0 COMMUNITY INFRASTRUCTURE LEVY

- 5.1 The Community Infrastructure Levy (CIL) is for infrastructure required to support the development of the area. However, Policy CS9 does recognise that funding will be limited and decisions on the infrastructure to be met through CIL have to be prioritised.

Strategic Infrastructure

- 5.2 Some strategic infrastructure requirements are vital to the delivery of Shropshire's development strategy, as set out in the Core Strategy Strategic Priorities and Policy CS1. They have a strategic rather than a local benefit. It is important to ensure that some CIL monies (up to 10%) are used to meet these strategic infrastructure requirements in order to deliver the overall vision for Shropshire.

- 5.3 These strategic priorities will be identified through an annual process of consultation with key infrastructure providers, as set out in the Infrastructure Provision Code of Practice. These strategic priorities will be set out within the LDF Implementation Plan, which will be reviewed and agreed by Cabinet annually.

Local Infrastructure

- 5.4 Whilst strategic infrastructure, such as sustainable transport, provides wide scale community benefits, the main focus of the Community Infrastructure Levy (CIL) in Shropshire is on meeting local needs. In accordance with Shropshire's localism agenda the majority of developer contributions will therefore be used to deliver local benefit.
- 5.5 In coming to a decision on local needs, communities, with the agreement of their Shropshire Council Member, will need to decide whether monies will be used in that year, or banked for spend in future years, spent in their area or pooled to spend on a joint project elsewhere.
- 5.6 In making decisions, local communities should have regard to the following guidelines:

Spend in year ahead

Schemes should be:

- i) ***realistically deliverable*** (eg delivery partners are in place)
- ii) able to be funded, with ***sufficient projected developer contributions*** shown within the Place Plan as being available
- iii) in line with the community aspirations for the area, ***reflecting the vision for the area***, where one exists, as set out in the Place Plan.

Banking for future spend

Local communities have identified and agreed:

- i) there is a ***longer term, aspirational infrastructure priority*** for developer contributions
- ii) the overall cost of the infrastructure requirement ***does not exceed the projected level of developer contributions*** over 15 years ***or sufficient matchfunding has been identified*** and there is realistic potential of securing funding to meet the scheme cost.
- iii) the scheme is in line with the community aspirations for the area, ***reflecting the vision for the area***, where one exists, as set out in the Place Plan.

Spend Area

- 5.7 The majority of CIL will be for local infrastructure requirements and will have a specific geographical focus:
- i) in the first instance CIL for local infrastructure will be spent in the settlement or networked group of settlements (cluster) in which the development has taken place; however
 - ii) communities may nominate that their annual developer contributions are directed to meet a particular infrastructure

need in the wider Place Plan area i.e. a Community Hub may decide to direct its proportion of developer contributions for that year, to meet an infrastructure need in the Market Town to which is naturally relates.

- 5.8 This flexibility is important as infrastructure is often used by and benefits a number of communities within an area. This is particularly true for the Market Towns which act as service centres for the surrounding hinterland.

6.0 ANNUAL REVIEW PROCESS

- 6.1 Shropshire Councils approach is one of closely aligning both development and spending with community aspirations. This reflects our emphasis on supporting market towns as service hubs and villages as more self reliant sustainable places. Whilst some elements of infrastructure are ‘critical’ to the delivery of development due to their impact and the need to make development acceptable in planning terms, there are other ‘priority’ and ‘key’ infrastructure needs which are required to provide community benefit.
- 6.2 Using the 18 Place Plans, infrastructure requirements are identified for different localities throughout Shropshire and categorised according to whether they are ‘critical’, ‘priority’ or ‘key’.
- 6.3 Critical infrastructure is defined as the essentials without which development can not take place. This includes essential utilities such as water and electricity and highway improvements to provide safe access for developments. Whilst some of these needs will be addressed through the investment planning cycles of utility providers, other critical needs will have to be met through developer contributions. The presumption is that such critical infrastructure will be the first call for developer contributions.
- 6.4 Priority infrastructure is that, which for a given point in time, has been identified by the local community as a particular priority in order to meet a specific need or requirement. The infrastructure requirements which are categorised as a priority are therefore based on annual consultation with local communities and agreement with the relevant Shropshire Council Local Member. The presumption is that priority infrastructure requirements will form the focus of developer contributions, once critical infrastructure needs have been met.
- 6.5 Key infrastructure reflects the full range of local requirements which are needed in order to create and maintain Shropshire’s communities as sustainable. As matters of local concern, any remaining developer contributions will be used to address key infrastructure requirements.
- 6.6 As outlined in figure 1, the Place Plans will be reviewed and updated annually, through consultation with local communities (via town and parish councils). This will inform the annual update of the LDF Implementation Plan, which will identify:

- i) strategic infrastructure priorities for the use of CIL in the year ahead; and
 - ii) the local ‘critical’ ‘priority’ and ‘key’ infrastructure requirements, from the Place Plans, that will form the basis for negotiating Section 106 Planning Obligations and spending priorities for CIL, within a particular locality, for the year ahead.
- 6.7 The LDF Implementation Plan will be agreed by Cabinet as the annual delivery framework for developer contributions and will come into effect each April. In future years, the review will assess planned delivery in that year.
- 6.8 On an annual basis, each town and parish council will therefore need to schedule sufficient time in their cycle of meetings to review their Place Plan and agree with their Shropshire Council local Member which of the infrastructure requirements will be taken forward, within the LDF Implementation Plan, as ‘priority’ and ‘key’ for the forthcoming year.
- 7.0 OTHER LOCAL REQUIREMENTS**
- 7.1 Whilst the LDF Implementation Plan provides the annual delivery framework for developer contributions, the 18 Place Plans provide detailed guidance on the community vision and aspirations for an area. The Place Plans should therefore be used alongside the LDF Implementation Plan to inform developers how developments should be designed and the Section 106 Planning Obligations to incorporate features and services which provide community benefits and meet the local vision for the area.
- 7.2 Both the LDF Implementation Plan and the Place Plans will therefore form a basis for pre-application discussions.

Preparation of Annual Delivery Framework for Developer Contributions

Local Communities

Shropshire Council

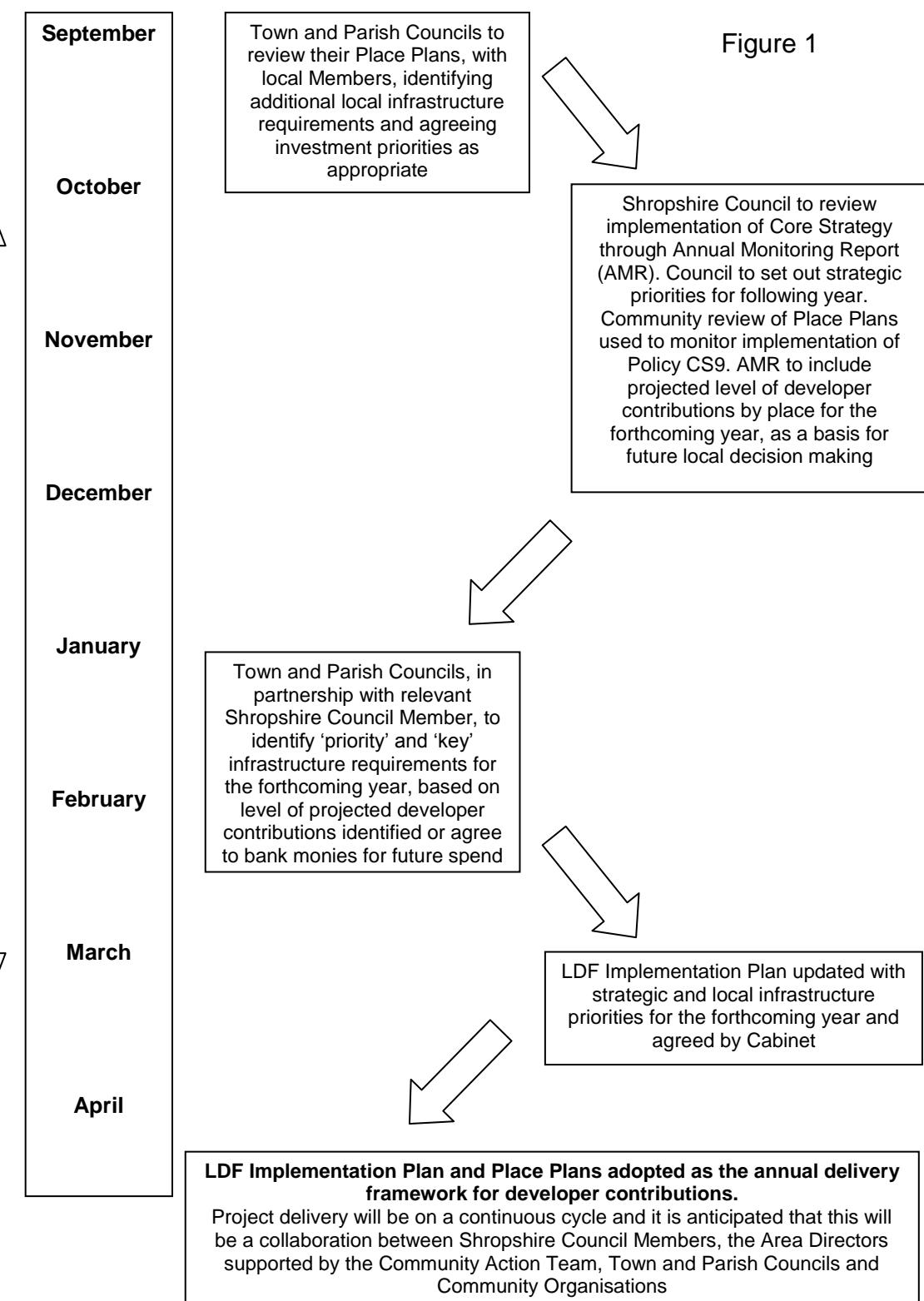


Figure 1

Infrastructure Provision Code of Practice

Infrastructure Providers

1.0 INTRODUCTION

- 1.0 This Code of Practice outlines the way Shropshire Council proposes to engage with local infrastructure providers to ensure that future development is deliverable and that new or improved infrastructure and services are tailored to local needs, making our communities more sustainable.
- 1.2 This Code of Practice supports Core Strategy Policy CS9 and the Developer Contributions SPD by providing detailed guidance on how the Council will work with partners to ensure infrastructure is provided alongside new development. It provides a mechanism to ensure continual engagement with partners and clarifies delivery roles and responsibilities. It is intended to ensure that collectively infrastructure providers are planning for the right level of future development within Shropshire. It should be read alongside Developer Contributions Code of Practice

2.0 SHROPSHIRE PLACE PLANS

- 2.1 It is recognised that what is needed to make and maintain a sustainable community in one place may differ in another. To aid the role of infrastructure providers Shropshire's 18 Place Plans list all the priorities, needs and aspirations on a place by place basis for Shropshire's communities. They are detailed place based investment plans designed to coordinate joint action and investment based on local community aspirations.
- 2.2 Within each Place Plan, investment needs are categorised according to whether they are 'critical', 'priority' or 'key'. See Developer Contributions Code of Practice, for further explanation.
- 2.3 The Place Plans are living documents which take account of changing needs and priorities. They will be reviewed and updated annually, following consultation with local communities and key infrastructure providers, as set out in figure 1.

3.0 LDF IMPLEMENTATION PLAN

- 3.1 The Implementation Plan, informed by the annual review of the Place Plans, provides an annual framework for developers and key partners on the main infrastructure requirements to deliver Shropshire's vision. ,
- 3.2 The purpose of the LDF Implementation Plan is to:
- Identify the strategic and local priorities for the spend of CIL funding for the year ahead (CIL Regulation 123 List).
 - Provide clarity on the infrastructure requirements for Shropshire's settlements, to support the LDF, based on information within the Shropshire Place Plans;

- Identify where developer contributions will be sought, setting out the general principles the Council will use in determining whether infrastructure needs will be met through Section 106 Agreements, Community Infrastructure Levy (CIL) or direct developer funding;
- 3.3 Given constraints on resources and investment streams, it is important that there is shared understanding of and clarity on the local priorities for infrastructure provision being agreed annually.
- 4.0 INFRASTRUCTURE PRIORITIES**
- 4.1 This Code of Practice sets out the annual process by which the Council will engage with infrastructure providers to review the Place Plans and inform development of the LDF Implementation Plan.
- 4.3 It is recognised that Shropshire's infrastructure requirements will be funded from a variety of means, including the investment streams of local infrastructure and service providers and developer contributions. The process should, therefore, inform the investment plans of individual infrastructure providers and assist the Council in targeting developer contributions to meet strategic and local needs.
- 4.4 Developer Contributions can be made in a variety of ways, including onsite design, Section 106 Agreements and the Community Infrastructure Levy (CIL). Whilst on site design and Section 106 Planning Obligations are required to make proposed development acceptable in planning terms and are therefore negotiated by the Council on an individual site basis, the CIL provides a means of pooling contributions for infrastructure to support the development of the area. Infrastructure that will benefit from CIL in the year ahead will be listed in the LDF Implementation Plan.
- 4.5 The redistribution of CIL funding may well contribute towards both Shropshire wide strategic interests and locally identified priorities which provide a local community benefit where the objectives overlap.
- Strategic infrastructure*
- 4.6 Some infrastructure is vital to the delivery of Shropshire's development strategy. This infrastructure has a strategic rather than local focus, benefitting Shropshire as a whole. It is important that some monies (up to 10%) will be used to meet these strategic requirements.
- 4.7 The strategic priorities, along with potential overlapping interest with Local infrastructure, will be identified following annual discussion with infrastructure providers, as set out in this Code of Practice, and included within the LDF Implementation Plan.
- Local infrastructure*
- 4.8 The main focus of CIL in Shropshire is on meeting local needs. In accordance with Shropshire's localism agenda, the majority of developer contributions (90%) will be used to deliver local benefit.

- 4.9 The local infrastructure priorities will be identified following annual discussion with local communities, as set out in the Developer Contributions Code of Practice, and included within the LDF Implementation Plan.
- 4.10 The LDF Implementation Plan will be reviewed annually and agreed by Cabinet each April, as the annual delivery framework for developer contributions.

5.0 ANNUAL REVIEW PROCESS

- 5.1 The annual review and update of the LDF Implementation Plan will be informed both by discussions with infrastructure providers, as set out in this Code of Practice, and the local community, as set out in the Developer Contributions Code of Practice. This annual cycle of consultation will identify the:
 - iii) strategic infrastructure priorities for the use of CIL in the year ahead; and
 - iv) the local ‘critical’ ‘priority’ and ‘key’ infrastructure requirements, from the Place Plans, that will form the basis for negotiating Section 106 Planning Obligations and spending priorities for CIL, within a particular locality, for the year ahead.
- 5.2 On an annual basis, infrastructure providers will therefore need to schedule sufficient time, alongside their own investment and service planning cycles, to review the Place Plans and agree with Shropshire Council which infrastructure requirements need to be taken forward, within the LDF Implementation Plan, as the focus for:
 - i) strategic CIL monies
 - ii) local CIL monies- ‘critical’ infrastructure requirements, only.
- 5.3 The use of local CIL monies for ‘priority’ and ‘key’ infrastructure will be determined by local communities, as set out in the Developer Contributions Code of Practice.

Preparation of Annual Delivery Framework for Developer Contributions

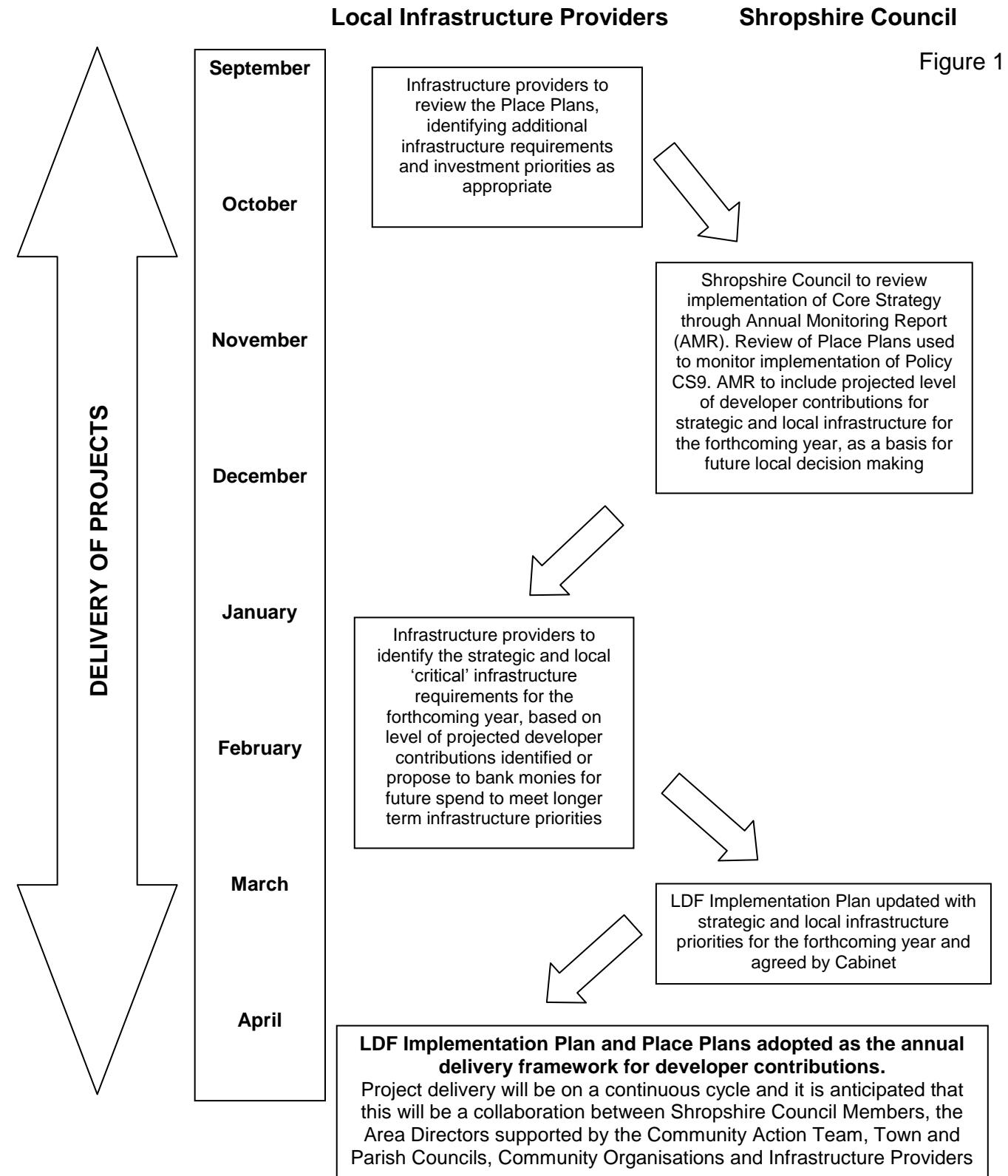


Figure 1

SHROPSHIRE'S COMMUNITY INFRASTRUCTURE LEVY

Frequently Asked Questions about Shropshire's Community Infrastructure Levy

1. I hear that a 'Levy' is being introduced that will be payable for new residential development, is this true?

Yes, the Council is introducing the Community Infrastructure Levy (CIL). From 1st January 2012 the majority of residential development in Shropshire will be liable to pay it.

2. Why introduce a Levy?

The Community Infrastructure Levy is a new planning charge, introduced by the Government through the Planning Act 2008 to provide a fair and transparent means for ensuring that development contributes to the cost of the infrastructure it will rely upon, such as schools and roads.

3. Does the Levy go direct to Parish and Town Councils?

Some (but not all) of the Levy will be passed to Parish and Town Councils. The Government has published draft CIL Regulations that require a "meaningful proportion" of the CIL receipts from a development to be passed by the CIL Collecting Authority direct to the Town or Parish Council in whose administrative area the development is situated. Until the draft Regulations are finalised in March 2012 we will not be sure what percentage of the CIL receipts will be handed over as "neighbourhood funds".

The rest of the Levy will be the responsibility of Shropshire Council. In Shropshire a small proportion will be used for strategic infrastructure and the majority will be assigned to local infrastructure. Local infrastructure priorities will be identified in close cooperation with the local Parish or Town Council for the settlement in which the development is situated (see question 7).

4. What will the Levy be spent on?

The Planning Act 2008 states that the levy must be used for "providing infrastructure to support the development of an area" and that "infrastructure includes (a) roads and other transport facilities, (b) flood defences, (c) schools and other educational facilities, (d) medical facilities, (e) sporting and recreational facilities, and (f) open spaces." The term "includes" means that the definition is open-ended.

Regulations made following the Localism Act are expected to allow the levy to be used for providing infrastructure on an ongoing basis as well as for its initial provision; in other words, for revenue as well as capital funding of infrastructure. The Regulations may also widen the use of "neighbourhood funds".

5. How do you decide between competing types of infrastructure?

Infrastructure is prioritised, as either “critical”, “priority” or “key”, in the 18 Shropshire Place Plans. These are reflected in the annual Local Development Framework Implementation Plan.

6. What is “critical”, “priority” and “key” infrastructure?

We define “critical” infrastructure as the essentials without which development cannot take place, such as utilities, water management and safe access. Priority infrastructure is that which has been identified by the local community as a particular priority at that point in time. Key infrastructure includes all other infrastructure not in the previous two categories. Categorising infrastructure projects into “critical”, “priority” and “key” is important for:

- planning infrastructure and communicating the community’s views back to a range of infrastructure investors (such as utility companies, public sector bodies, private investors, etc); and
- deciding what the community infrastructure levy should be spent on locally.

7. Who decides what local infrastructure is the priority?

The Town and Parish Councils will be consulted annually on local priorities, as part of the annual review of the Place Plans. Guided by the Code of Practice and in partnership with the relevant Shropshire Council Member, they will help identify what local infrastructure is a priority, and whether they wish to ‘bank’ Levy funds for future years, for example to ‘save up’ for a large item of infrastructure. Communities should only identify schemes that are realistically achievable.

Shropshire Council Members will sign off the local priorities every April in the annual LDF Implementation Plan, which contains the list of infrastructure to benefit from the Levy for the year ahead (known as the CIL Regulation 123 list). The CIL Regulation ‘123’ list is also available separately on the Council’s CIL webpage.

8. How can I find out how the money is spent?

Shropshire Council as the CIL Charging Authority must produce an annual report for the financial year detailing the total receipts for the reported year, total expenditure and a summary of the items of infrastructure to which these receipts were applied. Parish and Town Councils will have to likewise produce an annual report on the use of their “neighbourhood funds” share of the CIL receipts.

9. Why aren’t all forms of development liable to pay the Levy?

The Levy rates are based on the financial viability, in general terms, of different types of development. Some developments are not built for profit, for example affordable housing and some business buildings. Types of development that are in general less viable have a nil Levy. However there are other more appropriate ways of obtaining contributions from any developments that are particularly large or have a significant impact, such as planning obligations (section 106

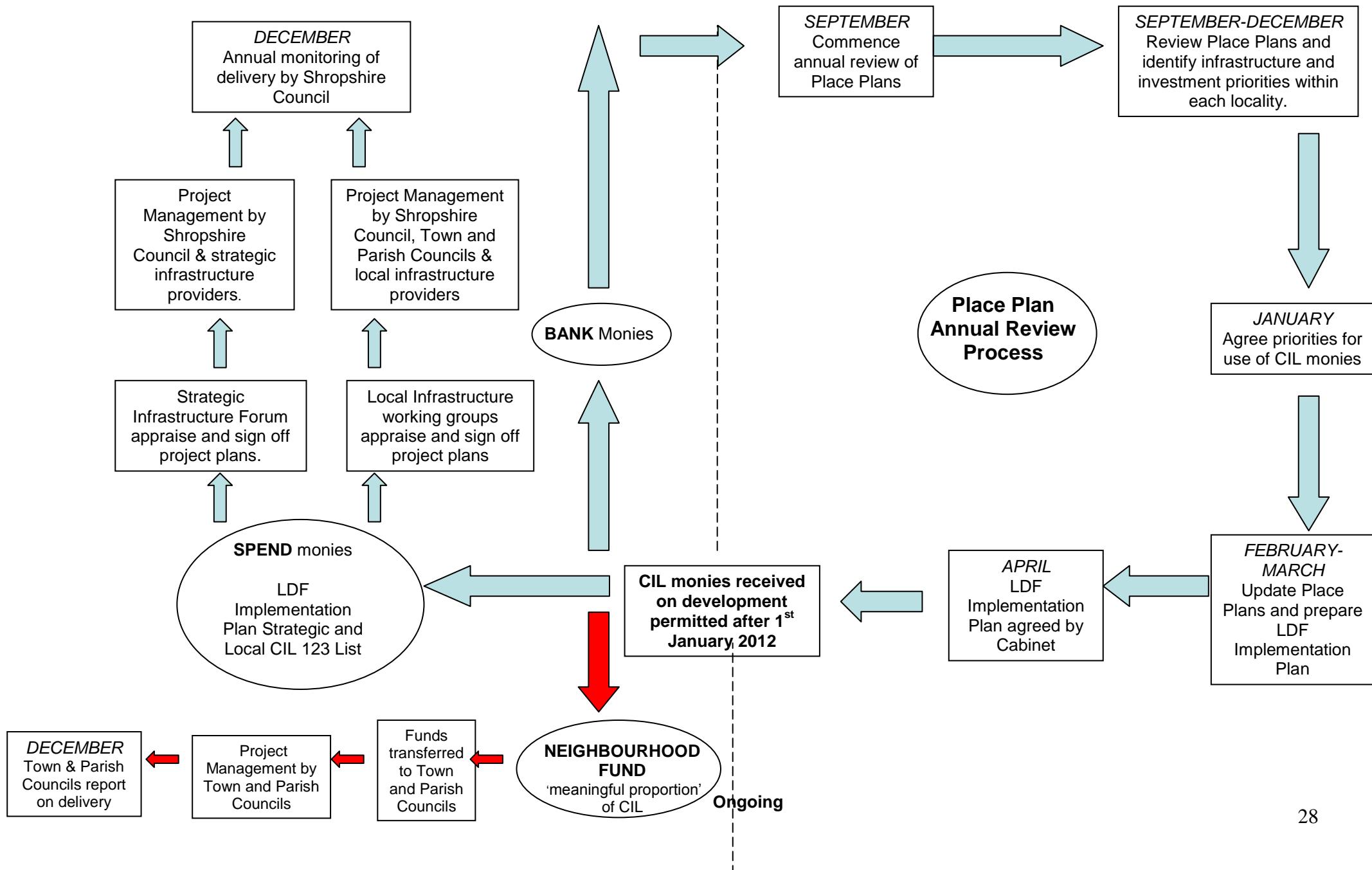
agreements), and these will continue to ensure that contributions are made by developers where appropriate.

10. Where can I find out more information on the Community Infrastructure Levy?

Further information on Shropshire's Community Infrastructure Levy, including technical details for applicants and developers, is available on the Council's website at: <http://www.shropshire.gov.uk/planning.nsf>

The Council regularly revises a set of Frequently Asked Questions for CIL and includes these on the webpage to provide up to date information on how Shropshire's CIL works.

Overview of how Shropshire's CIL will be implemented



ROLES AND RESPONSIBILITIES

Ensuring the Place Plans are an effective tool in local delivery will be a collaborative effort, requiring the involvement of a wide range of partners. The key roles and responsibilities, below, have been identified for Shropshire Council officers, Members, Town and Parish Councils and the local community:

Shropshire Council

As the Local Planning Authority, Shropshire Council has the power to introduce CIL and to set a charge, through the examination and adoption of a CIL Charging Schedule, in relation to the scale and type of new development. Shropshire Council also has responsibility for setting out the local provisions for the payment of CIL monies, through introducing an instalment policy and can provide discretionary relief, where appropriate, based on development viability.

As the CIL Charging Authority, Shropshire Council has the responsibility to collect CIL monies from liable development and to spend the monies in accordance with the CIL Regulations on infrastructure needed to support development. In the future this may include passing a 'meaningful proportion' of the CIL funds directly to Town and Parish Councils as a Neighbourhood Fund.

As the Local Planning Authority, Shropshire Council has new duties in respect of Neighbourhood Planning and will continue to recognise and support all community led plans as part of our LOCALised planning approach.

Shropshire Councillors

Shropshire Councillors have a crucial role to play as local community leaders. They provide a critical focal point for local discussions, including listening to local needs, agreeing shared priorities and assisting delivery and monitoring progress.

Shropshire Councillors have a central role in the annual review cycle for the Place Plans, initiating and leading discussions with their town and parish councils around the local community vision and aspirations for the future of the area and the infrastructure and investment requirements that are needed to deliver that vision.

For those settlements that wish to have further development, as part of the SAMDev process, Shropshire Councillors are responsible for annually directing local discussion around which of the identified needs in the Place Plan should form the local priority for monies received through the Community Infrastructure Levy. Councillors agree these priorities with the relevant town and parish council, ensuring that the infrastructure scheme identified for funding is realistic and accords with the requirements for spend set out in the Code of Practice.

Shropshire Council Cabinet Members will agree the annual priorities for CIL which will be set out in the LDF Implementation Plan every April.

Town and Parish Councils

As locally elected representatives of the community, Town and Parish Councils are responsible for eliciting the views of and acting on behalf of the community they represent. Consulting and listening to residents to understand their needs, their wishes and concerns is therefore an important part of the role. In many cases they may choose to undertake this role periodically as part of a parish or neighbourhood planning exercise for which they may receive support from the Community Council for Shropshire.

Town and Parish Councils play a central role in the annual review cycle for the Place Plans, working with the local community and the elected councillor to ensure the Place Plan records any changes in local needs and priorities. This includes working with any local community groups to ensure that the Place Plan accurately records all the work and investment currently taking place within the area, in addition to setting out future aspirations and investment needs.

For those settlements that wish to have further development, as part of the SAMDev process, the Town and Parish Councils will be responsible for working with the elected councillor to agree which of the identified needs in the Place Plan should form the local priority for monies received through the Community Infrastructure Levy.

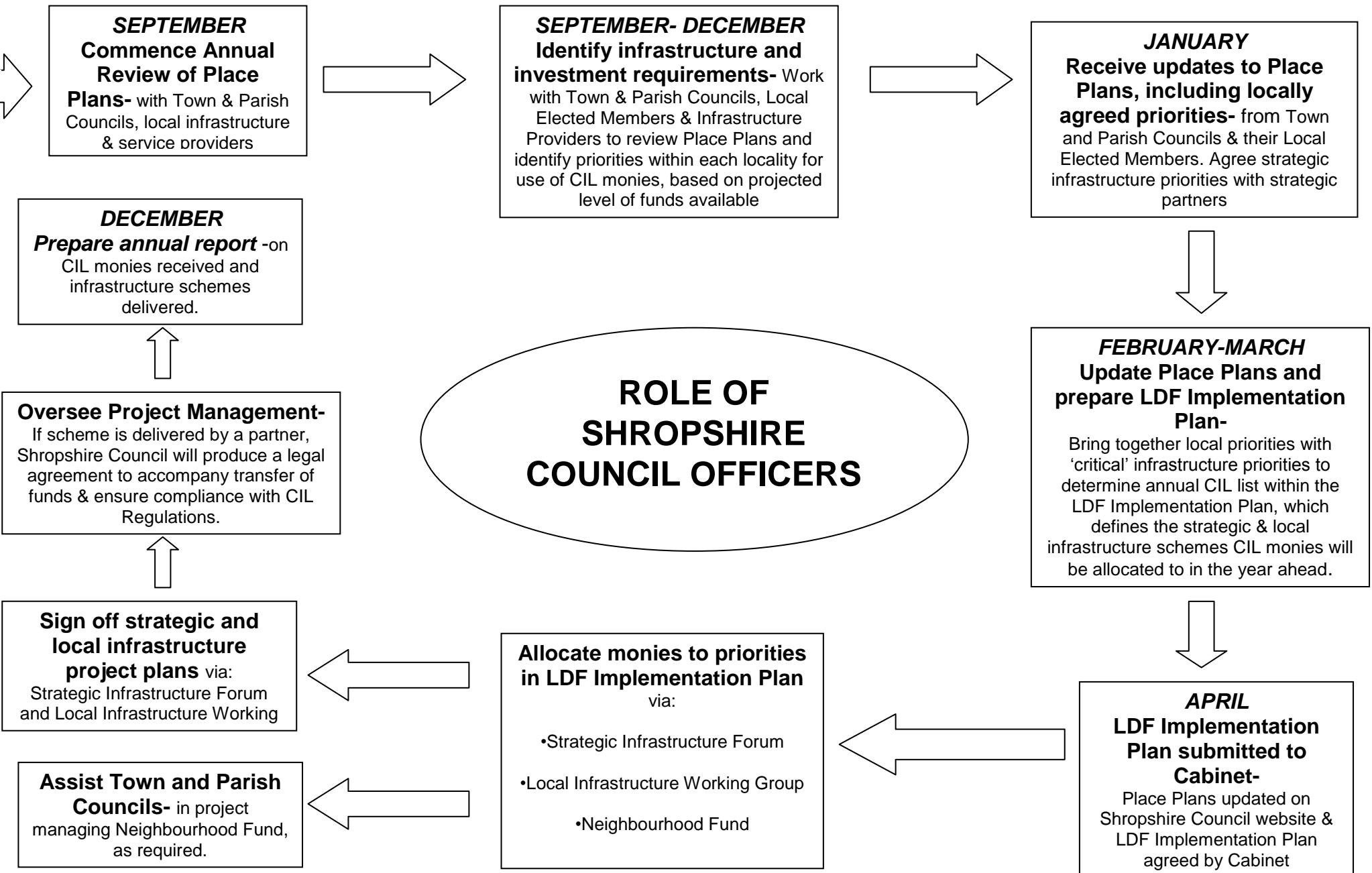
Subject to the CIL Regulations 2012, Town and Parish Councils may also be responsible for managing monies and the delivery of infrastructure projects as part of the Neighbourhood Fund. As part of these Regulations, Town and Parish Councils will be required to report annually on the Neighbourhood Fund.

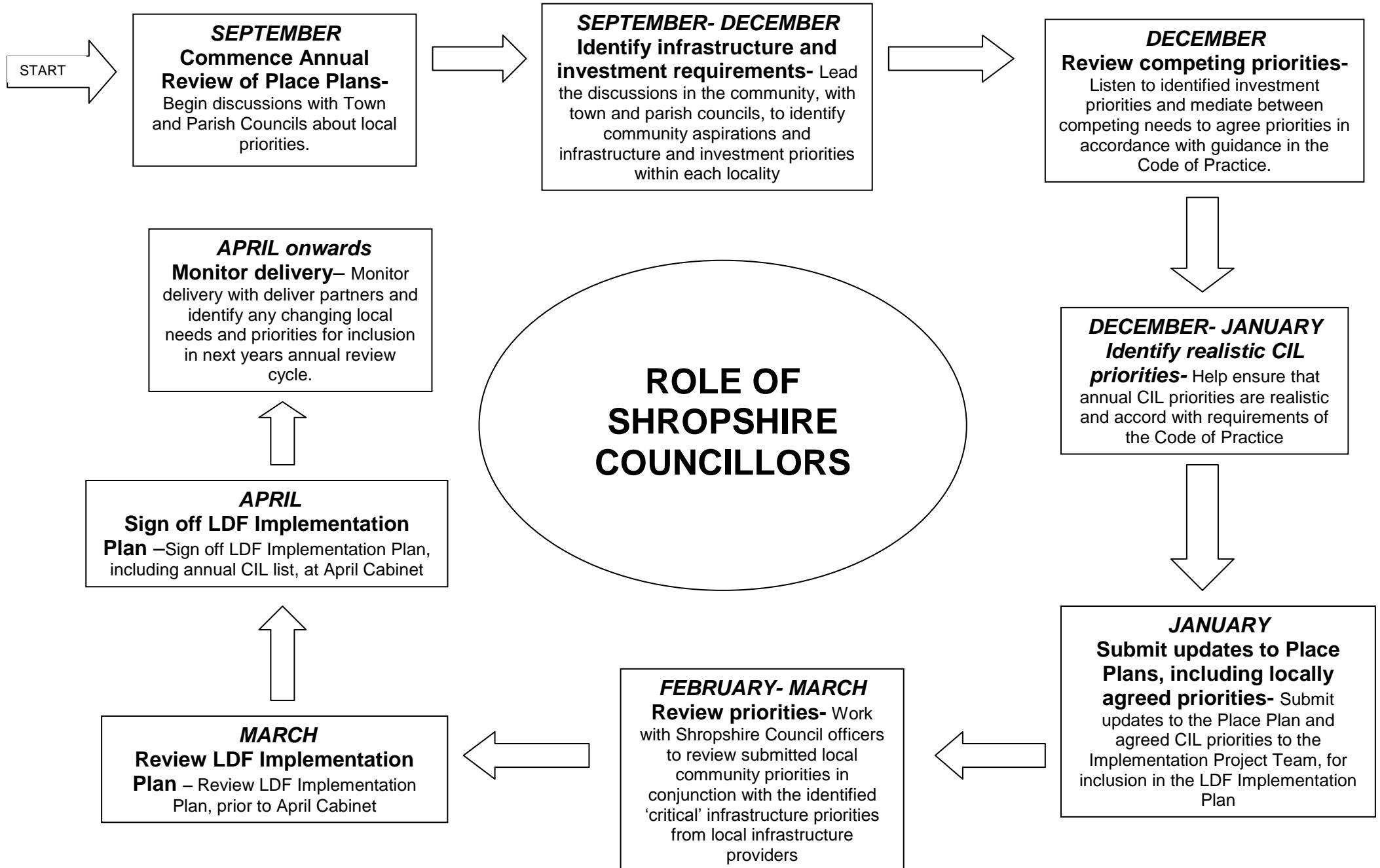
Members of the Local Community

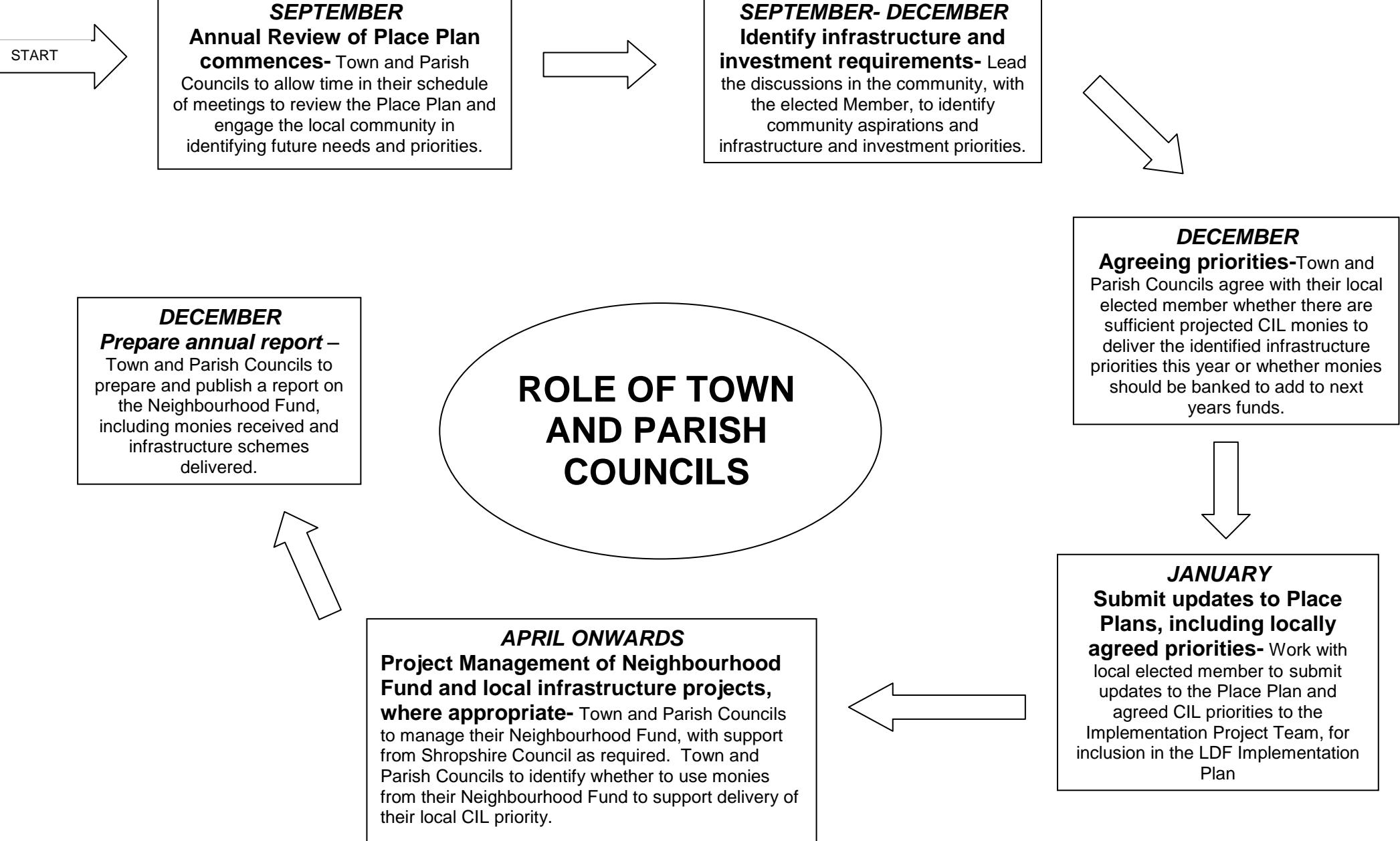
The Government's Localism Act is focused around empowering local communities to achieve their own ambitions and to shape the future of their area. Amongst other tools, the Act provides for the new use of Neighbourhood Plans alongside existing Town and Parish Plans to help with this process.

The Place Plans are directly aimed at supporting this, as part of Shropshire's localised approach to planning. The Plans link development with infrastructure provision and provide a basis for ongoing conversations with local community's aimed at ensuring local priorities are identified and facilities are delivered alongside development. The Place Plans therefore help to move the discussion with the local community from 'Do you want this development?' to 'How can we work together to improve your neighbourhood.'

Local members of the community have an important role in identifying their infrastructure and investment needs and working with their relevant town and parish council to ensure that these are included in the Place Plan.







START

COMMUNITY PROJECT

What funds may be available in the future and how and whom should be influenced regarding how these are spent



SEPTEMBER

Project Delivery-projects can be small scale or large scale in accordance with likely finances



ROLE OF THE LOCAL COMMUNITY

Allocation of Funds



APRIL

LDF Implementation Plan considered by Cabinet



Insufficient funds this year? Funds 'Banked' for future use



Work with Town and Parish Councils review their Place Plans. New projects are prioritised

Local priorities need to be supported by the local Shropshire Council Elected Member

New priorities need to be included in the Annual Review of your 'Place Plan'

PARTNERSHIP WORKING

An Agenda for Annual Discussion

The following questions will assist in structuring your local discussions around the annual review of your Place Plan and identification of priorities for the use of CIL monies, including the Neighbourhood Fund, where appropriate.

Name of Market Town, Hub, Cluster or parish (if designated as countryside)

.....
.....

Town/Parish Council

.....
.....

Local Elected Shropshire Council Member

.....
.....

Reviewing your Place Plan

Local Vision

1. The Place Plan currently includes the development vision for your area (Market Town, Hub and Cluster) as set out in the Core Strategy. Do you wish to add to it, with a local vision for your area which represents local aspirations for the future of your locality?

Community Vision:

Delivery Framework

2. Are the infrastructure and investment needs/schemes identified in your section of the Place Plan correct and complete? If not, what needs changing or adding?

Amendments to the listed investment needs/schemes:

3. Do these identified infrastructure and investment needs have the right level of prioritisation (Critical, Priority or Key)?

Amendments to prioritisation of listed schemes:

4. Are you aware of any other investments or actions being undertaken in your area, which should be recorded in the Place Plan so that information can be shared? e.g. Market Towns Revitalisation Programme

Information of other investment/actions being directed locally:

5. How can the community benefits resulting from future development assist in delivering the longer term aspirations for your area?

Community benefits to be provided from new development:

The use of Community Infrastructure Levy (CIL) monies in the future

Only applicable to those settlements that will have some additional development as part of the Local Development Framework (ie Market Town/Key Centres or settlements proposing to put themselves forward in the Site Allocations and Management of Development (SAMDEV) Development Management Document (DPD) as either a Community Hub or Cluster)

Local Infrastructure Priorities

6. In line with the guidelines in the Developer Contributions Code of Practice, the majority of monies received through CIL will be used for local infrastructure projects which support the development of the settlement in which the development has taken place.

What infrastructure should any CIL monies received in your area in 2012-2013 be spent on?

2012-2013 use of CIL monies:

Use monies for a deliverable infrastructure priority in 2012-2013

OR

Bank monies for longer term infrastructure priority, deliverable in future years

Please tick

Details of short or longer term infrastructure priority for use of CIL monies (including project details, costs, delivery partners):

Local Investment Priorities- Neighbourhood Fund

Proposed changes to the CIL Regulations (2012) could mean that a meaningful proportion of CIL monies will be made available to town and parish councils where the development has taken place. The Regulations require this money to be spent on infrastructure to support the development of the area.

7. How would you use any Neighbourhood Fund monies within your area and how can Shropshire Council assist you?

The Town/Parish Council will undertake its own project management for our Neighbourhood Fund local infrastructure project

The Town/ Parish Council would like Shropshire Council to assist in project managing the delivery of our local infrastructure project

The Town/Parish Council would like to use our Neighbourhood Fund monies as matchfunding for our local CIL monies, to ensure delivery of our identified local infrastructure priority (see question 6)

Please tick

Details of infrastructure priority for use of the Neighbourhood Fund monies:

Further changes to the CIL Regulations 2012 may mean that your Neighbourhood Fund can be spent on a wider range of local projects, rather than just infrastructure. The annual review of your Place Plan should assist you in identifying your local investment priorities.

If the Regulations change, what would be your Investment priorities for use of your Neighbourhood Fund monies?

Preferred Option for the use of S106 monies received in your area for the delivery of affordable housing

Developers of open market housing are being asked to financially contribute towards the provision of affordable housing. These funds will effectively supersede previous government funding for affordable housing. We need your help in identifying the best options for using this money to benefit your local community.

8. Are there particular affordable housing needs within your community e.g. a need for more rented properties or a particular size of property?

Local affordable housing requirements:

9. Are you aware of any willing landowners who would be prepared to release land to deliver affordable housing locally and therefore help to address your local needs?

Details of willing landowners:

PLEASE SEND RESPONSES BY 1ST JANUARY TO:

Hayley Deighton, Principal Policy Officer, Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury,

SY2 6ND

Hayley.deighton@shropshire.gov.uk

GLOSSARY

Shropshire's Localised Planning Approach

Shropshire Core Strategy For further information contact: planning.policy@shropshire.gov.uk	<i>Role of document</i>	Principal document in the Local Development Framework (planning framework for Shropshire). Sets out the vision for Shropshire, objectives and broad policies to guide future growth and development up to 2026
	<i>Timescale for preparation</i>	Core Strategy was examined by an independent Planning Inspector in November 2010. It was found 'sound' by the Planning Inspector in February 2011 and formally adopted by Shropshire Council in March 2011.
	<i>Outcomes to be delivered</i>	The Core Strategy is the starting point for determining planning applications. It is also informing the preparation of other planning documents, which form part of the Local Development Framework.
Shropshire Site Allocations and Management of Development Document (SAMDev) For further information contact: planning.policy@shropshire.gov.uk	<i>Role of document</i>	Second document within the Local Development Framework. Helps to deliver the aims and objectives of the Core Strategy. In accordance with the localism agenda, it provides a community influenced means of shaping the future of local towns, villages and the countryside. It will allocate land for particular types of uses and provide more detailed policies to guide future development across Shropshire up to 2026.
	<i>Timescale for preparation</i>	First consultation stage was undertaken April- June 2010. It sought views on the levels of future development required in each of Shropshire's settlements and the policy areas that should be covered. It is anticipated that the next consultation stage will be undertaken in February 2012 and will provide more detail on community aspirations for the future role of each settlement and the level of development required, in addition to draft policy areas. This will inform the preparation of final publication document, which will be fully consulted upon, prior to submitting the document for public examination. It is anticipated that the SAMDev will be adopted in late 2013/early 2014.
	<i>Outcomes to be delivered</i>	The SAMDev will support the Core Strategy, in providing a basis for determining future planning applications and will allocate sites for development.
Shropshire Place Plans For further information contact: Hayley.deighton@shropshire.gov.uk	<i>Role of documents</i>	The Place Plans identify the infrastructure and investment requirements needed on a place by place basis across Shropshire. They build on the community aspirations and needs identified through town and parish plans and consultation exercises such as the Community Toolkit (see below). There are 18 interlinked Place Plans, which divide Shropshire, based on the 18 market towns and key settlements and their perceived wider area of influence. The Place Plans ensure that the infrastructure and investment needs are identified for each community throughout Shropshire and actions for delivery identified wherever possible. The Place Plans provide a focus for coordinated action by a range of partners and a framework for targeting developer contributions at local priorities.
	<i>Timescale for preparation</i>	The current Place Plans focus on the requirements for the 18 Market Towns and key settlements and were published on the

		Council's website in April 2011. Work is now underway to identify the investment and infrastructure requirements for the smaller settlements and surrounding rural hinterland. Each Place Plan will be reviewed and updated annually following consultation with town/parish councils and local infrastructure providers as set out in the Code of Practice.
	<i>Outcomes to be delivered</i>	To coordinate actions and investment between partners to meet locally identified needs. Provides a focus for the future allocation of developer contributions, Shropshire Council and partner funding programmes and external funding bids.
Community Toolkit Events For further information contact: Lois.dale@shropshire.gov.uk Kate Garner: kate.garner@shropshire.gov.uk or Gill Jones: Gill.jones@shropshire.gov.uk	<i>Role of event</i>	A local event aimed at providing a snapshot in time on how well a community is working, through facilitated group discussion. It considers how sustainable the community is as a place to live, work, play and what support or development it might need to be more resilient in the future. The Community Toolkit builds on other community led planning approaches, such as parish and town plans.
	<i>Timescale</i>	Toolkit dates are arranged between the councillors for the area and the town and parish council for the area, according to what may be mutually convenient and what may link in with community led planning in the area.
	<i>Outcomes to be delivered</i>	The results and community benefits identified at the event are shared with the Parish/Town Council and any local parish or town plan groups. The evidence also feeds into the Place Plans (see above) to help deliver community benefits within specific localities. Particular issues raised at the event, such as localised flooding, are fed back to relevant service providers for appropriate action.
Community Infrastructure Levy (CIL) For further information contact: CIL@shropshire.gov.uk	<i>Role of Levy</i>	The Community Infrastructure Levy is a new planning charge aimed at funding infrastructure to support the development of an area. In Shropshire, the Levy applies to any residential build over 100 square metres. The Council has prepared a Code of Practice which sets out the annual process for deciding which infrastructure priorities will form the focus of funds received through CIL. This Code of Practice sets out that 90% of the Levy will be spent on local infrastructure priorities that will be identified in partnership with the local town or parish council and 10% of the Levy will be spent on strategic infrastructure that benefits all of Shropshire. Link to Code of Practice
	<i>Timescale</i>	Consultation on a draft CIL Charging Schedule occurred in January and April 2011. It was independently examined in July 2011 and found by the examiner to provide an appropriate basis for the collection of the Levy in Shropshire. The CIL Charging Schedule will be adopted by Shropshire Council on 24th November, to become effective from the 1 st January 2012.
	<i>Outcomes to be delivered</i>	Eligible developments that receive planning consent on or after 1st January 2012 (including applications which have a resolution to approve but are pending the completion of a s106 planning obligation) will be charged the following levy: <ul style="list-style-type: none"> • £40 per square metre of new residential development in

		<ul style="list-style-type: none"> • Shrewsbury, the market towns and key centres • £80 per square metre of new residential development elsewhere • Nil levy rate for affordable housing • Nil levy rate for employment-related and other non-residential types of development (although they may still be required to make a contribution to infrastructure where appropriate through planning conditions and section 106 legal agreements) <p>Contributions will be used to help fund infrastructure and will be spent in accordance with the priorities identified in the Local Development Framework Implementation Plan.</p> <p>The Levy can only be used for items that qualify as 'infrastructure' and can be used both for its initial provision and for providing for infrastructure on an ongoing basis.</p>
Neighbourhood Planning For further information contact: Jake.berriman@shropshire.gov.uk	<i>Role of Plans</i>	<p>Neighbourhood Plans are aimed at empowering local communities to shape the future of their area over and above what the Local Plan (LDF) says, giving town/parish councils and their communities' greater control over development and planning in their locality. This may range from simply developing a shared vision for the area, to setting planning policies and guidelines for future development decisions in the locality. It can provide a powerful tool for local people to ensure that the right type of development for their community takes place, aligned with the strategic needs of the wider area and in conformity with policies in the Core Strategy.</p>
	<i>Timescale</i>	<p>Neighbourhood Plans are instigated and prepared by local communities with the support of the local authority. They include extensive community engagement and are examined by an independent examiner to consider how the plan fits with local and national planning policies. The Government's emerging Localism Act will set out the formal requirements for the preparation of a Neighbourhood Plan. Much Wenlock, Oswestry, Lydbury North, Kinnerley and the combined Underdale, Monkmoor and Abbey wards in Shrewsbury have all been selected by the Government as 'frontrunners' to develop an approach to neighbourhood planning.</p>
	<i>Outcomes to be delivered</i>	<p>This form of planning gives people genuine opportunity to influence the futures places that they live within. It allows communities to come together and say what they think they should have in there area and what it looks like. These plans compliment the localised planning approach already being developed in Shropshire through the Place Plans and CIL, which empower communities to identify the infrastructure priorities within their locality.</p>

KEY CONTACTS

In response to the new rights and responsibilities which come from introducing the Community Infrastructure Levy and taking a proactive lead on interpreting the Localism Act appropriate for us in delivering ‘Flourishing Shropshire Communities’ a range of people have been drawn together to oversee the transition to this new way of working.

Project Team

Place Plans and Code of Practice

Hayley Deighton, Principal Policy Officer, hayley.deighton@shropshire.gov.uk
01743 252423

Community Infrastructure Levy (CIL)

CIL Team, cil@shropshire.gov.uk, 07582004983

Section 106 (affordable housing only)

Maria Howell, Project Officer, maria.howell@shropshire.gov.uk or Tel 01743 252428

Section 106

Julie Salter, Planning Obligations Coordinator, julie.salter@shropshire.gov.uk or Tel 01743 25664

Neighbourhood Planning

Jake Berriman, jake.berriman@shropshire.gov.uk or Tel 01743 255666

Community Action Team

Kate Garner, Community Action Manager Northern and South West,
kate.garner@shropshire.gov.uk or Tel 01691 677318

Gill Jones, Community Action Manager Central and South East
gill.jones@shropshire.gov.uk or Tel 01743 252344

Managers

Jake Berriman has overall responsibility for developing Shropshire’s approach to Place Plans and Neighbourhood Planning, working with communities to deliver on their priorities, maximising the effective use of resources like CIL and affordable housing contributions.

Andy Mortimer has overall responsibility for the Strategy and Corporate Policy team, which includes management of those working on both the Local Development Framework and developer contributions.