



COMMUNITY INFRASTRUCTURE LEVY (CIL) **EXEMPTION AND RELIEF GUIDANCE #4** **SOCIAL HOUSING RELIEF**

This guide explains how to claim social housing relief from CIL for development which comprises social housing dwellings or social housing communal buildings.

Eligibility:

Social housing: Your development is eligible to claim social housing relief if it includes social housing (also known as affordable housing) dwellings and / or social housing communal buildings.

Process:

1. You must assume liability to pay CIL for the development by submitting 'Form 2: Assumption of Liability' (available on the [Planning Portal](#)).
2. You must be an owner of the relevant land.
3. You must submit your claim before the development starts by completing 'Form 10: Charitable and/or Social Housing Relief' (available on the [Planning Portal](#)) and including all documentation set out in the form plus a relief assessment and evidence that the development qualifies for social housing relief by reference to the conditions set out in Regulation 49 of the Community Infrastructure Levy Regs 2010 as amended.
4. Your claim will be valid if it includes all the information and documents required.
5. When we receive your claim we will contact you if there is any information or documents missing.

6. As soon as possible after receiving your valid claim we will tell you in writing of our decision.
7. You must not start your development until you receive our decision on your claim.
8. If the first liability notice for your development was issued prior to 1 September 2019 and you are granted an exemption, you must submit a Form 6: Commencement Notice at least one day prior to commencing works or you will lose your exemption and the CIL Charge will be payable immediately and in full. Late Payment Interest will accrue until the Charge has been paid in full.
9. If the first liability notice for your development was issued after 1 September 2019, you are granted an exemption and do not submit a Form 6: Commencement Notice to us at least one day before the day you start your development, you will receive a surcharge to the value of 20% of the CIL charge that would have been payable, or £2,500.00, whichever is the lower amount. Your exemption will remain in place.
10. We will monitor the start of your development, receipt of a commencement notice and assumption of liability.
11. You must pay the amount set out in the demand notice.
12. Social housing relief will be withdrawn if, within 7 years of the date of the commencement of the development, any of the following 'disqualifying events' occur:
 - Any change to the development such that it ceases to be social housing dwelling(s) or social housing communal development.
 - The sale of the social housing dwelling(s) or social housing communal development unless the proceeds of the sale are spent on other social housing dwelling(s) or social housing communal development, transferred to the Secretary of State or the sale is to the Regulator of Social Housing.

You must tell us in writing within 14 days of any disqualifying event occurring.

13. If a disqualifying event occurs and you fail to notify us we will send you a demand notice (invoice) for the full, non-exempted, amount of CIL payable for your development. Surcharges may also be applicable.
14. You must pay the amount set out in the demand notice.

If you have any questions or need help please contact the Infrastructure team.

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