

# **Developer Contribution Database**

## **User Guide**

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# The Welcome Screen

The welcome screen displays the following



You will see the buttons at the top of the screen which you can click on to take you to the relevant information.

You will see that both the CIL button and the S106 button has a down arrow next to them – this is because they sub-divide further and allows you to select the appropriate screen.

CIL shows the CIL Dashboard tab plus the CIL Calculator Tab; S106 shows the Financial tab and the Non-Financial tab.

# Community Infrastructure Levy (CIL) Dashboard Button



Select the CIL Dashboard tab from the drop-down menu and the combined CIL information is displayed for Babergh and Mid Suffolk District Councils.

## Community Infrastructure Levy Dashboard

CIL Date Filter

01 April 2010 31 March 2030

NH Zone Ward Parish District Town

Select a filter to the left and enter your criteria here... Reset

| Allocation        | Potential     | Due          | Collected     | Allocated     | Spent         | Available     |
|-------------------|---------------|--------------|---------------|---------------|---------------|---------------|
| CIL Admin         | 843,068.15    | 498,075.85   | 4,450,912.92  | 0.00          | 4,036,150.02  | 414,762.90    |
| Neighbourhood CIL | 2,773,742.49  | 1,952,788.56 | 13,533,625.44 | 8,240,974.08  | 4,794,306.51  | 498,344.85    |
| District CIL      | 13,244,550.98 | 7,510,652.03 | 71,033,711.53 | 3,123,014.29  | 13,408,387.96 | 54,502,309.28 |
| Total:            | 16,861,361.62 | 9,961,516.44 | 89,018,249.89 | 11,363,988.37 | 22,238,844.49 | 55,415,417.03 |

You can then filter the results to display the information that you require (eg date range, parish, ward, district etc), by following the steps below.

If you need to change your filter then just press the Reset button and enter the new Parish, ward, district etc). If you do not Reset, then it will retain the previous information and add the new filter on top.

## Filtering by Date

If you want a specific date range, click on the dates to change them

The screenshot shows the 'Infrastructure Levy Dashboard' with a date filter set to '1 April 2010' to '31 March 2030'. A calendar for April 2010 is open, showing the 1st as the selected date. Below the date filter is a filter selection area with buttons for 'NH Zone', 'Ward', 'Parish', 'District', and 'Town'. A search box contains the text 'Select a filter to the left and enter your criteria here...'. A 'Reset' button is also present. The main table displays the following data:

| Allocation        | Potential            | Due                 | Collected            | Allocated            | Spent                | Available            |
|-------------------|----------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| CIL Admin         | 1,059,738.88         | 497,547.13          | 4,451,441.64         | 0.00                 | 4,036,150.02         | 415,291.62           |
| Neighbourhood CIL | 3,852,358.82         | 1,951,202.41        | 13,535,211.59        | 8,240,974.08         | 4,794,306.51         | 499,931.00           |
| District CIL      | 16,282,678.26        | 7,502,192.54        | 71,042,171.02        | 3,107,122.65         | 13,424,279.60        | 54,510,768.77        |
| <b>Total:</b>     | <b>21,194,775.96</b> | <b>9,950,942.08</b> | <b>89,028,824.25</b> | <b>11,348,096.73</b> | <b>22,254,736.13</b> | <b>55,425,991.39</b> |

## Filtering by Location

If you to select a Parish, clicking on the Parish button then type the parish name in the box under the dates. If it is a Town (eg Eye, Hadleigh, Needham Market, Stowmarket or Sudbury), then ensure that you also select Town and type the town name in the box without pressing reset in between. This will ensure that it combines the data.

The screenshot shows the 'Community Infrastructure Levy Dashboard' with the same date filter as the previous image. The filter selection area now has 'Parish' selected. The search box contains the text 'Select a filter to the left and enter your criteria here...'. A 'Reset' button is also present. The main table displays the same data as in the first screenshot:

| Allocation        | Potential            | Due                 | Collected            | Allocated            | Spent                | Available            |
|-------------------|----------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| CIL Admin         | 1,059,738.88         | 497,547.13          | 4,451,441.64         | 0.00                 | 4,036,150.02         | 415,291.62           |
| Neighbourhood CIL | 3,852,358.82         | 1,951,202.41        | 13,535,211.59        | 8,240,974.08         | 4,794,306.51         | 499,931.00           |
| District CIL      | 16,282,678.26        | 7,502,192.54        | 71,042,171.02        | 3,107,122.65         | 13,424,279.60        | 54,510,768.77        |
| <b>Total:</b>     | <b>21,194,775.96</b> | <b>9,950,942.08</b> | <b>89,028,824.25</b> | <b>11,348,096.73</b> | <b>22,254,736.13</b> | <b>55,425,991.39</b> |

Once the filter is in place, you can click on the figures in the table to find out more information. The figures will highlight green to show that you can click on them.

## CIL Collection information

The example below shows the CIL information for Elmswell and by highlighting the Neighbourhood CIL collected, you can see a snapshot of this data (not fully displayed in this example).

Home **CIL** S106 Applications

### Community Infrastructure Levy Dashboard

CIL Date Filter  
 01 April 2010 31 March 2030

NH Zone Ward **Parish** District Town  
 Select a filter to the left and enter your criteria here... Reset

**Filtering: "Parish=Elmswell"**

| Allocation        | Potential        | Due               | Collected           | Allocated         | Spent               | Available           |
|-------------------|------------------|-------------------|---------------------|-------------------|---------------------|---------------------|
| CIL Admin         | 3,994.56         | 16,426.56         | 234,936.88          | N/A               | N/A                 | N/A                 |
| Neighbourhood CIL | 11,983.69        | 61,493.69         | 705,203.21          | 336,879.96        | 364,977.16          | 3,346.09            |
| District CIL      | 63,912.97        | 250,610.63        | 3,758,596.02        | 46,490.01         | 1,579,600.02        | 2,132,506.29        |
| <b>Total:</b>     | <b>79,891.22</b> | <b>328,530.88</b> | <b>4,698,736.41</b> | <b>383,369.97</b> | <b>1,944,577.18</b> | <b>2,135,852.38</b> |

### Neighbourhood CIL: Collected

Source contains: Filter Reset

| Source      | Neighbourhood Zone      | Receipt Date | Amount    |
|-------------|-------------------------|--------------|-----------|
| DC/17/05409 | Elmswell Parish Council | 06 Jun 2018  | 4,660.41  |
| DC/17/05409 | Elmswell Parish Council | 08 Jun 2018  | 58.22     |
| DC/18/00367 | Elmswell Parish Council | 11 Sep 2018  | 3,433.58  |
| DC/18/00367 | Elmswell Parish Council | 17 Sep 2018  | 10,300.75 |
| DC/18/00367 | Elmswell Parish Council | 18 Sep 2018  | 11.62     |
| DC/18/02792 | Elmswell Parish Council | 13 Dec 2018  | 4,000.31  |
| DC/18/01679 | Elmswell Parish Council | 20 Feb 2019  | 51,797.49 |
| DC/18/02792 | Elmswell Parish Council | 13 Jun 2019  | 4,000.31  |

If you then click on the application number, it will show the details of the planning permission

Application Details    CON29

### DC/18/02792: Details ⓘ

|                     |   |
|---------------------|---|
| <b>App No:</b>      | DC/18/02792   |
| <b>Address:</b>     | Land At Grove Lane, Elmswell, Suffolk   |
| <b>Description:</b> | Submission of Details under DC/18/00843/OUT- Appearance, Scale, Layout and Landscaping for erection of 5 no. detached dwellings and construction of vehicular access. |
| <b>Ward:</b>        | Elmswell & Norton   |
| <b>Parish:</b>      | Elmswell  |
| <b>District:</b>    | Mid Suffolk District Council  |
| <b>Town:</b>        |   |

Mid Suffolk District Council, Babergh District Council CIL Totals

|                                 |             |
|---------------------------------|-------------|
| <b>Liability Notice Amount:</b> | £133,343.65 |
| <b>Demand Notice Amount:</b>    | £133,343.65 |

You will see that it also displays the Liability Notice and Demand Notice amounts.

## CON29 (Local Land Charges search) information

If you wish to see basic CON29 (Local Land Charges search) information, click on the CON29 tab and below is a snapshot of some of the information displayed. A more detailed CON29 search would need to be obtained via our Local Land Charges department.

Application Details    **CON29**

(a) Is there a CIL charging schedule?  
**Yes**

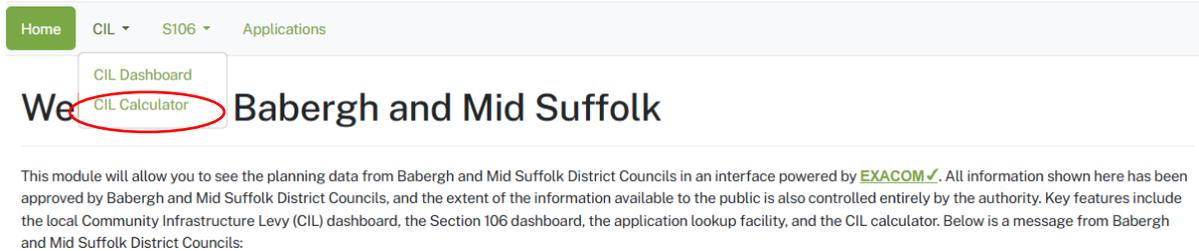
(b) If, yes, do any of the following subsist in relation to the property, or has a local authority decided to issue, serve, make or commence any of the following:

- (i) a liability notice?  
**Yes**
- (ii) a notice of chargeable development?  
**No**
- (iii) a demand notice?  
**Yes**
- (iv) a default liability notice?  
**No**
- (v) an assumption of liability notice?  
**Yes**
- (vi) a commencement notice?  
**Yes**

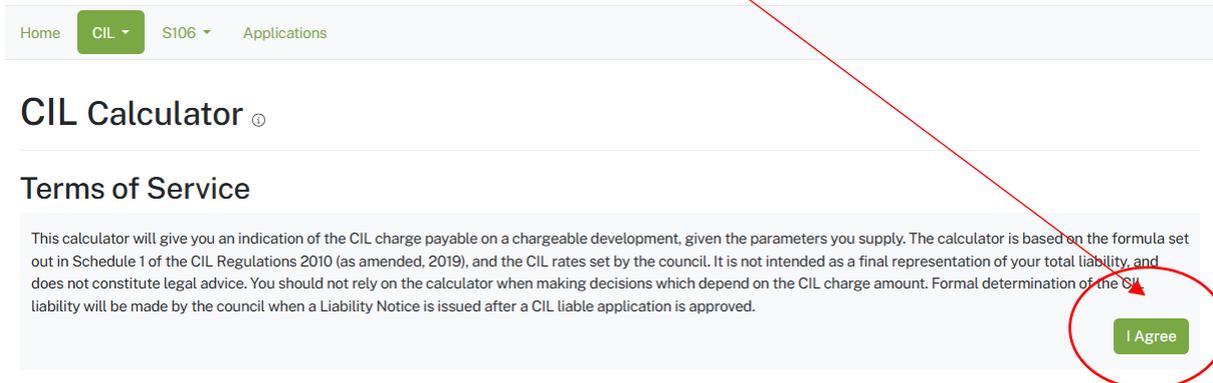
(c) Has any demand notice been suspended?

# Community Infrastructure Levy (CIL) Calculator Button

Select the CIL Calculator tab from the drop-down menu.



This message is displayed, read it and then click I Agree and it will then display further information



Enter the details requested and it will give you an indication on the CIL Liability. Please note that it does make it clear that you should not rely on the calculator when making decisions regarding the CIL charge amount – it is merely an indicative figure.

### Site Details

Select Zone ⓘ

Decision Date ⓘ

Site Demolition ⓘ

 sqm

### Uses

| Rate (Schedule) | Proposed | Retained | Liable | Total Relief | Total Charge | Actions |
|-----------------|----------|----------|--------|--------------|--------------|---------|
| <b>TOTALS</b>   |          |          |        | £0.00        | Area         |         |

\* Please note that these results do **not** have any indexation applied and will likely be subject to change ⓘ

Clear down the table

Clear Table Add Use

### Site Totals

Site totals will appear here when you add some 'uses' to the above table

### Breakdown

**TOTAL LIABILITY £0.00**

\* **Please note:** All calculations use **unrounded** numbers, but the above values are displayed as rounded to 2 decimal places for visual reasons.

Output to PDF

### Instructions and further info

Set a Decision Date and any applicable Site Demolition, then click 'Add Use' to begin your CIL Calculation. Below this table is a Site Totals overview along with an optional Breakdown which explains the calculator's output in detail.

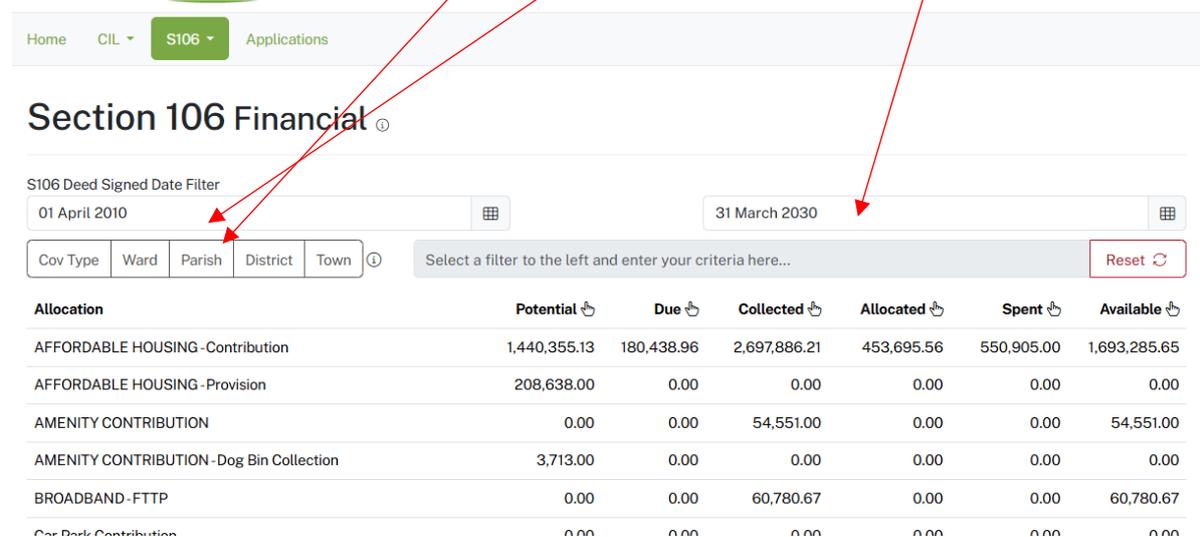
You do have an option to download the information provided into a PDF file.

# S106 Financial Information

From the welcome screen, select S106 Financial Button



The default date for s106 signed deeds is 1 April 2010. This needs to be altered if you require deeds before this date. Select the appropriate filter (eg Signed Date Filter/District etc). Enter the District/Parish etc in this box to retrieve the data.



Please note that if you do not filter on either District, then the information displayed relates to both District Councils.

The different columns – Potential, Due, Collected, Allocated, Spent and Available – should all be self-explanatory. Clicking on the appropriate column amount will highlight what planning permission these relate to.

If you wish to look at available funds for Community Facility Contribution for example, look at the correct column then click on the figure.

Home CIL S106 Applications

## Section 106 Financial

S106 Deed Signed Date Filter

01 April 2010 31 March 2030

Cov Type Ward Parish District Town

Select a filter to the left and enter your criteria here... Reset

| Allocation                               | Potential    | Due        | Collected    | Allocated  | Spent        | Available    |
|--|--------------|------------|--------------|------------|--------------|--------------|
| AFFORDABLE HOUSING -Contribution         | 1,440,355.13 | 180,438.96 | 2,697,886.21 | 453,695.56 | 550,905.00   | 1,693,285.65 |
| AFFORDABLE HOUSING -Provision            | 208,638.00   | 0.00       | 0.00         | 0.00       | 0.00         | 0.00         |
| AMENITY CONTRIBUTION                     | 0.00         | 0.00       | 54,551.00    | 0.00       | 0.00         | 54,551.00    |
| AMENITY CONTRIBUTION -Dog Bin Collection | 3,713.00     | 0.00       | 0.00         | 0.00       | 0.00         | 0.00         |
| BROADBAND -FTTP                          | 0.00         | 0.00       | 60,780.67    | 0.00       | 0.00         | 60,780.67    |
| Car Park Contribution                    | 0.00         | 0.00       | 0.00         | 0.00       | 0.00         | 0.00         |
| CHURCH EXTENSION SITE                    | 60,000.00    | 0.00       | 0.00         | 0.00       | 0.00         | 0.00         |
| COMMUNITY FACILITY CONTRIBUTION          | 1,197,734.50 | 44,734.50  | 1,999,266.70 | 229,566.37 | 1,537,663.42 | 232,036.91   |
| COMMUTED MAINTENANCE SUMS                | 486,861.01   | 0.00       | 482,161.28   | 248,338.71 | 79,065.87    | 154,756.70   |

This then displays a list of Planning applications that makes up this figure.

### COMMUNITY FACILITY CONTRIBUTION: Available

Application Number: Filter Reset

| App No     | Service Owner          | Clause                    | Spend Deadline | Amount     |
|------------|------------------------|---------------------------|----------------|------------|
| 2722/13    | BMSDC S106 Monitoring  | S1 C2.1                   | 05 Apr 2029    | 177,722.68 |
| 1820/12    | BMSDC S106 Monitoring  | S3 A Clause 1(2)DEFINITIO | 19 Jan 2038    | 11,650.32  |
| 3153/14    | BMSDC Communities Team | S3 C5.1                   | 10 May 2023    | 0.00       |
| 3153/14    | BMSDC Communities Team | S3 C5.3                   | 30 Jun 2026    | 0.00       |
| 1492/15    | BMSDC Communities Team | S3 P1 C6.1                | 28 Apr 2027    | 14,287.74  |
| 1492/15    | BMSDC Communities Team | S3 P1 C6.3                | 02 Jul 2028    | 16,007.20  |
| B/15/01718 | BMSDC Communities Team | S5 C6.2 Pt1               | 15 Mar 2029    | 12,368.97  |

Select the planning application you wish to look at under the “App No” column and it provides further details. If you click on Covenants, it will list all the covenants for this permission

|                     |  |           |       |
|---------------------|--|-----------|-------|
| Application Details |  | Covenants | CON29 |
|---------------------|--|-----------|-------|

### 2722/13: Details ⓘ

|                     |  |
|---------------------|--|
| <b>App No:</b>      | 2722/13  |
| <b>Address:</b>     | Land at Chilton Leys, Bury Road, Stowmarket  |
| <b>Description:</b> | Full Planning Permission for: Erection of 215 dwellings/flats with associated garaging, private and visitor parking, sheds and accesses. Provision of public open space and landscaping, including SUDS and attenuation basin. Construction of new estate access road and junction improvements. Outline Planning Permission (with all matters reserved except for access and landscaping) for: Change of use of 1.34ha land to A3, A4, B1, B8, C1, D1, D2 uses. Outline Planning Permission (with all matters reserved except for landscaping) for: Change of use of land to School |
| <b>Ward:</b>        | Onehouse   |
| <b>Parish:</b>      | Onehouse   |
| <b>District:</b>    | Mid Suffolk District Council   |
| <b>Town:</b>        | Stowmarket   |

Select one of the s106 obligations under the “Clause” column and it will display the relevant information in more detail.

|                     |  |           |       |
|---------------------|--|-----------|-------|
| Application Details |  | Covenants | CON29 |
|---------------------|--|-----------|-------|

### 2722/13: Covenants ⓘ

| Clause  | Covenant Obligation   | Discharge Date | Condition |
|--|---|----------------|-----------|
| S1 C1.1  | 1.1 Prior to Occupation of the fiftieth (50th) Dwelling to pay a first instalment of the Affordable ... | 12 Jan 2017    |           |
| S1 C1.2  | Not to suffer cause permit or allow more than fifty (50) Dwellings to be Occupied until the first in... | 12 Jan 2017    |           |
| S1 C1.3  | 1.3 Prior to the first occupation of the one hundred and twentieth (120th) Dwelling to pay the balan... | 05 Dec 2018    |           |
| S1 C2.1  | 2.1 Prior to the first Occupation of the one hundred and fiftieth (150th) Dwelling to pay the Commun... | 08 Apr 2019    |           |
| S1 C3.1  | 3.1 Prior to the first Occupation of the fiftieth (50th) Dwelling to pay the NHS Property Contributi... | 12 Jan 2017    |           |
| S1 C3.2  | 3.2 Not to suffer cause or permit or allow more than one hundred and fifty (150) Dwellings to be Occ... | 12 Jan 2017    |           |
| S1 C4.1  | 4.1 The Owner covenants with the District Council at its own expense to provide and lay out the area... |                |           |
| S1 C5.1  | 5.1 Prior to the first Occupation of the fiftieth (50th) Dwelling to pay a first instalment of the O... | 12 Jan 2017    |           |
| S1 C5.2  | 5.2 Not to suffer cause permit or allow more than fifty (50) Dwellings to be Occupied until the firs... | 12 Jan 2017    |           |
| S1 C5.3  | 5.3 Prior to the first Occupation of the one hundredth (100th) Dwelling to pay a second instalment o... | 15 Dec 2017    |           |
| S1 C5.5  | 5.5 Prior to the first Occupation of the two hundredth (200th) Dwelling to pay the balance of the OS... | 09 Aug 2019    |           |

Scroll down the page and you will be able to view the deed.

### Covenant: S1 C1.1

|                         |  |
|-------------------------|--|
| <b>App No:</b>          | 2722/13  |
| <b>Address:</b>         | Land at Chilton Leys, Bury Road, Stowmarket  |
| <b>Allocation Type:</b> | AFFORDABLE HOUSING - Contribution  |
| <b>Service/Owner:</b>   | BMSDC Strategic Housing  |
| <b>Clause:</b>          | S1 C1.1  |
| <b>Obligation:</b>      | 1.1 Prior to Occupation of the fiftieth (50th) Dwelling to pay a first instalment of the Affordable Housing Contribution amounting to One hundred thousand pounds (£100,000.00) to the District Council<br><br>1.2 Not to suffer cause permit or allow more than fifty (50) Dwellings to be Occupied until the first instalment of the Affordable Housing Contribution has been paid to the District Council |
| <b>Definition:</b>      | "Affordable Housing Contribution" means the sum of Two hundred and thirty five thousand two hundred and fifty Pounds (£235,250.00) BCIS Indexed in lieu of the provision of Affordable Housing on the Development to be used by the District Council towards the provision of Affordable Housing within the administrative area of the District Council  |
| <b>Discharge Date:</b>  | 12 Jan 2017  |
| <b>Covenant Amount:</b> | 100,000.00   |
| <b>Demand Amount:</b>   | 100,371.75   |
| <b>Receipt Amount:</b>  | 100,371.75   |
| <b>Deed:</b>            | 2722/13 REDACTED   |
| <b>Deed Type:</b>       | s106 Agreement   |
| <b>Deed Date:</b>       | 02 Apr 2015  |

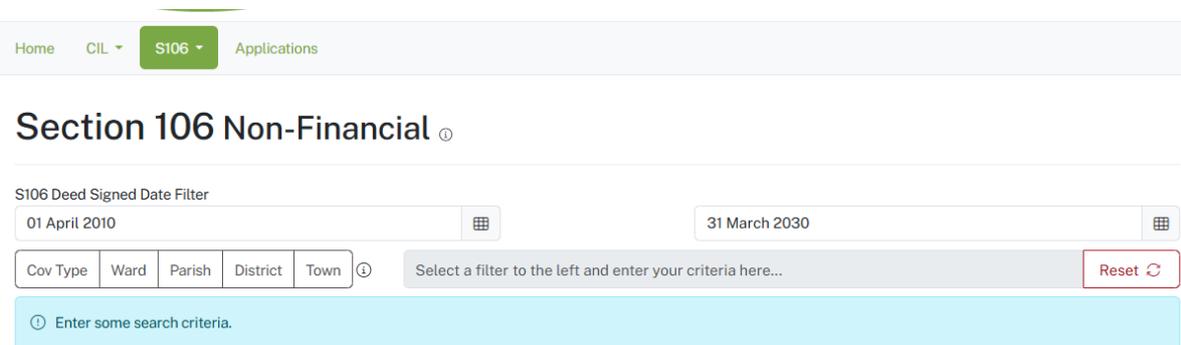
[View deed](#) 

# S106 Non-Financial Information

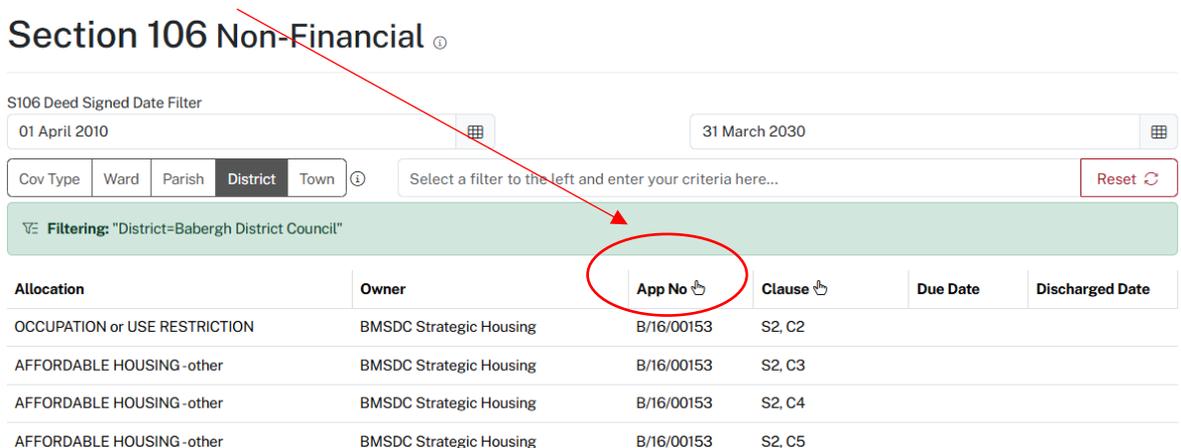
From the welcome screen, select S106 Non-Financial Button



Select the appropriate filter criteria (App No/Address/ Ward/ Parish/ District/ Town) and then type in search criteria you are looking for. If you select District, then a drop down menu is provided in the search criteria box



Once you have identified which Application/Applications you are looking for, click on the "App No" and it will then display the details at the bottom of the page



### B/16/00153: Details ⓘ

|                     |   |
|---------------------|---|
| <b>App No:</b>      | B/16/00153  |
| <b>Address:</b>     | Land east of 41 Highfields, Station Road, Bentley, Suffolk, IP9 2BP |
| <b>Description:</b> | Erection of a single dwelling                                       |
| <b>Ward:</b>        | Dodnash   |
| <b>Parish:</b>      | Bentley   |
| <b>District:</b>    | Babergh District Council  |
| <b>Town:</b>        |   |

Click on the Covenants Tab, it shows the covenants for the s106 legal agreement and the date that it has been discharged (if applicable):

### B/16/00153: Covenants ⓘ

| Clause <span>⏏</span> | Covenant Obligation  | Discharge Date | Condition |
|-----------------------|--|----------------|-----------|
| S2, C1                | 1 Prior to or upon commencement of a Material Operation in respect of development permitted pursuant ... | 20 Jun 2016    |           |
| S2, C2                | 2 The Owner shall not occupy or cause or allow to be occupied the proposed dwelling permitted pursua...  |                |           |
| S2, C3                | 3 The Owner shall pay interest on the Affordable Housing Contribution due to the Council under this ...  |                |           |
| S2, C4                | 4 The Owner shall immediately notify the Council in writing of the date of the commencement of a Mat...  |                |           |
| S2, C5                | 5 The Owner shall immediately notify the Council in writing of the date of completion of the develop...  |                |           |

The deed can be downloaded as per the guidance detailed under the s106 Financial pages.

# Applications

If you are interested in a particular planning application, you can search for it via the Applications tab.



Home CIL S106 Applications

## Welcome to Babergh and Mid Suffolk

This module will allow you to see the planning data from Babergh and Mid Suffolk District Councils in an interface powered by EXACOM. All information shown here has been approved by Babergh and Mid Suffolk District Councils, and the extent of the information available to the public is also controlled entirely by the authority. Key features include the local Community Infrastructure Levy (CIL) dashboard, the Section 106 dashboard, the application lookup facility, and the CIL calculator. Below is a message from Babergh and Mid Suffolk District Councils:

If you know the application number you can select App, otherwise filter by address/ward/Parish/District/Town

Home CIL S106 Applications

### Applications ⓘ

App No Address Ward Parish District Town ⓘ Select a filter to the left and enter your criteria here... Search 🔍 Reset ↻

CIL S106 All Applications

ⓘ Enter some search criteria.

## Applications ⓘ

App No Address Ward Parish District Town ⓘ Select a filter to the left and enter your criteria here... Search 🔍 Reset ↻

CIL S106 All Applications

🔍 Filtering: "App No=DC/21/00033"

| App No ⓘ    | Address   | Ward      | Parish | District                 | Town | CIL | S106 |
|-------------|---|-----------|--------|--------------------------|------|-----|------|
| DC/21/00033 | Valleyfields, Valley Road, Newton, Sudbury, Suffolk, CO10 0QQ | Assington | Newton | Babergh District Council |      | ✓   | ×    |

If you then click on the application number it displays the details and you see if a Liability and Demand Notice has been issued, any relief/exemption granted and you can also see a basic CON29 Land Charges search from this screen.

Application Details    CON29

### DC/21/00033: Details <sup>Ⓞ</sup>

|                     |   |
|---------------------|---|
| <b>App No:</b>      | DC/21/00033   |
| <b>Address:</b>     | Valleyfields, Valley Road, Newton, Sudbury, Suffolk, CO10 0QQ   |
| <b>Description:</b> | Householder Application - Erection of cartlodge and pergola. Re-siting stable/store building. Construction of pond (following approval under DC/19/02236), Erection of extension (following approval under DC/19/02233). Improvement of existing field access (tarmac). |
| <b>Ward:</b>        | Assington   |
| <b>Parish:</b>      | Newton  |
| <b>District:</b>    | Babergh District Council  |
| <b>Town:</b>        |   |

#### Mid Suffolk District Council, Babergh District Council CIL Totals

|                                 |                                  |
|---------------------------------|----------------------------------|
| <b>Liability Notice Amount:</b> | £0.00                            |
| <b>Demand Notice Amount:</b>    | £0.00                            |
| <b>Extensions Exemption:</b>    | £21,108.88 (dated 04 March 2021) |