



Heads of Terms Proforma for Planning Obligations Relating to Play & Open Space Contributions, Affordable Housing, Education Provision and Highways.

S106 of the Town and Country Planning Act (England) 1990 (as amended)

Please complete this form and submit it, along with the required documents/information, to the council along with your planning application.

<p>1. Location of proposed development (address and postcode of the site)</p> <p>If there is no postal address, please give a clear and accurate description of the site location</p>	
<p>2. Name and address of applicant</p> <p>Please insert the FULL NAME(s) and address(es) of the person(s) submitting the planning application</p>	<p>Name:</p> <p>Address:</p> <p>Telephone:</p> <p>E mail:</p>
<p>3. Is the applicant the legal owner of the application land?</p>	<p>Yes / No (delete as appropriate)</p> <p>If No: Please provide the legal owner's <u>full name and address</u> below:</p> <p>Name:</p> <p>Address:</p> <p>Telephone:</p> <p>E Mail:</p>
<p>4. If the applicant is not the owner has the applicant entered into contract to purchase the land?</p>	<p>Yes/No/Still in Negotiation (delete as appropriate)</p> <p>Date of the agreement (if yes):</p> <p>Additional information:</p>

<p>5. Details of the agent dealing with this application (if applicable):</p> <p>It is not necessary to have either an agent or a solicitor dealing with this for you, however it is recommended.</p>	<p>Name:</p> <p>Company:</p> <p>Address:</p> <p>Telephone:</p> <p>Email:</p>
<p>6. Details of the legal representative dealing with this matter (if applicable):</p> <p>It is not necessary to have either an agent or a solicitor dealing with this for you, however it is recommended.</p>	<p>Name:</p> <p>Company:</p> <p>Address:</p> <p>Telephone:</p> <p>Email:</p>
<p>7. Title number:</p> <p>If the land has been purchased within the last 25 years it will be registered with HM Land Registry and have a title number e.g. LT123456 proving ownership, please provide a copy of the register with a title plan.</p>	<p>If the land is not registered, please submit a copy of the title deeds with this form.</p>
<p>8. Play & open space contribution (on sites of 11 or more dwellings or more than 1000sq metres):</p> <p>See Policy INF3 and Appendix A of the Craven Local Plan on Sport, Open Space and Recreational Facilities.</p>	<p>Early pre-application discussions to establish the required contributions for your scheme should take place with the Sports Development Officer via email shudson@cravenc.gov.uk</p> <p>The following documents must be submitted with this form:</p> <p>On-site provision:</p> <ul style="list-style-type: none"> • Proposed plan for on-site provision • Maintenance schedule and proposed management of on-site provision (if applicable) <p>Please also provide the following information:</p> <ul style="list-style-type: none"> • Description of on-site provision to be made: • Trigger for on-site provision, e.g. on completion/occupation of a certain number of dwellings. Please state how many or provide details of another trigger:

	<ul style="list-style-type: none"> • Any additional clauses, e.g. maintenance schedule required for a certain number of years. Please state how many. • Any other requirements: <p>Off-site provision:</p> <ul style="list-style-type: none"> • Amount/calculation of contribution: • What is the commuted sum to be used for? • Trigger for payment of commuted sum, e.g. on completion/occupation of a certain number of dwellings. Please state how many or provide details of another trigger. <p>Please note, interest will be charged on late payments.</p>
<p>9. Affordable housing provision (on all sites of 11 or more dwellings or more than 1000sqm, or above and sites of 6 – 10 dwellings in Designated Rural Areas)</p> <p>See Policy H2 of the Craven Local Plan on Affordable Housing.</p>	<p><i>Early pre-application discussions to establish the required contribution (on or off-site) for your scheme should take place with Strategic Housing via email jkerfoot@cravenc.gov.uk or eshepherd@cravenc.gov.uk.</i></p> <p><u>Reserved matters and full planning applications (where the details for affordable housing have not been approved at outline stage).</u></p> <p>The following information must be submitted in writing with this form:</p> <p>On-site provision (if the proposal is for 11 or more dwellings or more than 1000 sq m. regardless of the number of dwellings)</p> <ul style="list-style-type: none"> • Proposed plan for on-site provision (showing number and location of affordable rented/sale units) • Schedule of affordable homes (identifying mix of housing type, floorspace, number of bedrooms and tenure by plot) • Development programme, showing phasing (if known) • The arrangements for the transfer of the affordable housing to an affordable housing provider or if no registered provider is involved for the management of the affordable housing • The arrangements to ensure that such provision is affordable for both the first and subsequent occupiers of the affordable housing • the occupancy criteria to be used for determining the identify of occupiers of the affordable housing and the means by which such occupancy criteria shall be enforced; <p>Off-site provision (usually only for proposals for 6 to 10 dwellings within Designated Rural Areas)</p>

	<ul style="list-style-type: none"> • Justification for off-site provision (if the proposal is for 11 or more dwellings, or more than 1000 sq m, regardless of the number of dwellings) • Amount/calculation of contribution: • Trigger for payment of commuted sum, e.g. on completion/occupation of a certain number of dwellings. Please state how many or provide details of another trigger. <p><u>Outline planning applications (where full details of affordable housing provision as required above are unable to be provided and the number of dwellings which will be granted permission is being specified)</u></p> <p>The following information must be submitted in writing with this form:</p> <p>On site provision (if the proposal is for 11 or more dwellings or more than 1000 sq m. regardless of the number of dwellings)</p> <ul style="list-style-type: none"> • A schedule of the percentage of affordable homes to be provided on the site, split by the percentages of affordable housing by size, type and tenure. <p>Off-site provision (usually only for proposals for 6 to 10 dwellings within Designated Rural Areas)</p> <ul style="list-style-type: none"> • Justification for off-site provision (if the proposal is for 11 or more dwellings, or more than 1000 sq m, regardless of the number of dwellings) • Amount/calculation of contribution (if this can be provided) • Trigger for payment of commuted sum, (if possible) e.g. on completion/occupation of a certain number of dwellings. Please state how many or provide details of another trigger.
<p>11. Education contribution – (Where residential development is above the relevant plan’s policy thresholds and results in a deficit in school places in the area)</p> <p>See Policy INF6 and Appendix B of the Craven Local Plan on Education Provision</p>	<p><i>Early pre-application discussions to establish whether your scheme requires a contribution, and if so, what that contribution is, should take place with Nicola.Howells@northyorks.gov.uk</i></p> <p>The information received from North Yorkshire County Council Education should be submitted with your planning application.</p>

<p>12. Highway improvement/public transport contribution</p> <p>See Policy INF7 of the Craven Local Plan on Sustainable Transport and Highways.</p>	<p><i>Early pre-application discussions to establish whether your scheme requires any contribution, and if so, what that contribution is, should take place with Area5.Skipton@northyorks.gov.uk</i></p> <p>The information received from North Yorkshire County Council Highways, along with relevant transport statements, assessments and travel plans should be submitted with your planning application.</p> <p>Trigger for payment of commuted sum, e.g. on completion/occupation of a certain number of dwellings. Please state how many or provide details of another trigger.</p> <p>Please note, interest will be charged on late payments.</p>
---	--

Privacy notice - Data Protection Act 1998
Please note that all the data provided by you is for use in drafting the Unilateral Undertaking which is required in connection with your application for planning permission under S106 of the Town and Country Planning Act (England) 1990 (as amended). The resulting undertaking and information contained within in it will be registered as a local land charge and will be subject to release in accordance with the Council's FOI policies and procedures and Local Land Charges Legislation.

Please submit this form to Planning & Development Services, Craven District Council, 1 Belle Vue Square Broughton Road, Skipton, North Yorkshire, BD23 1FJ or alternatively email a copy of the form to planning@cravenc.gov.uk with your planning application.

There is a charge payable on completion of the legal agreement to Craven District Council for legal costs in preparation of the S106 Agreement. Contact Craven District Council Legal Services for further information.