



CAMBRIDGE
CITY COUNCIL

Cambridge City Council

Community Infrastructure Levy

Draft Instalment Policy

January 2026

Instalment Policy

Where no instalment policy is in place, someone has assumed liability and a commencement notice has been submitted (and the authority has not determined a deemed commencement date), then payment is due in full at the end of 60 days after the intended commencement date (see regulation 70(7), and see regulation 7 and section 56(4) of the Town and Country Planning Act 1990, for the definition of 'commencement of development').

Where a charging authority wishes to allow payment by instalments, they must have published an instalment policy on their website (under regulation 69B). Regulation 70 (as amended by the 2012 and 2013 Regulations) provides for payment by instalment where an instalment policy is in place.

The authority has freedom to decide the number of payments, the amount of each payment and the time due. The authority may revise or withdraw the policy when appropriate.

The instalment policy proposed being used by Cambridge City Council is:

| | | Days after commencement | | | |
|---------------------|----------|-------------------------|-----|-----|-----|
| Total CIL Liability | | 120 | 240 | 360 | 420 |
| £0 | £49,999 | 100% | - | - | - |
| £50,000 | £249,999 | 50% | 50% | - | - |
| £250,000 | £499,999 | 25% | 50% | 25% | - |
| £500,000+ | - | 25% | 25% | 25% | 25% |

Landowners are ultimately liable for the levy, but anyone involved in a development may take on the liability to pay. In order to benefit from payment windows and instalments, someone must assume liability before the development has commenced (see regulation 70).

Where no one has assumed liability to pay the levy, but a commencement notice has been submitted (and the authority has not determined a deemed commencement date), then payment is due in full on the intended commencement date (see regulation 71(1)).

Where no one has assumed liability to pay the levy, the liability will automatically default to the landowners (see regulation 33) and payment becomes due as soon as development commences (see regulation 71(2)).

Where no one has assumed liability and the authority has determined a deemed commencement date, then payment is due in full on the deemed commencement date (see regulation 71(2)).

If instalment terms are broken the authority must issue a demand notice requiring the payment of the full CIL amount immediately.