[redacted]

[redacted]

Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF

Note: I occasionally send emails outside of working hours. If this arrives outside your normal working hours, please do not feel compelled to respond immediately

**From:** Kelly Male (MHA)[redacted]
**Sent:** 19 January 2022 11:07
**To:** Julie Grieves <Julie.Grieves@arun.gov.uk>
**Subject:** RE: AB/150/21/PL - Land adj to 30 Ellis Close, Arundel

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Good Morning Julie,

As requested, please find attached revised CIL forms with regards to application no AB/150/21/PL.

I can confirm the site is 100% social housing.

Kind Regards

Kelly Male
Project and H&S Assistant

Please note my working days are Tuesday-Friday

[redacted] Click to Visit, Like and Follow MHA at

Ground Floor | Bicentennial Building | Southern Gate
Chichester | West Sussex | PO19 8EZ
[redacted]
www.mharchitects.co.uk
RIBA Chartered Practice
Tassiehaus Trust
CHAS
SUSSEX HERITAGE TRUST SOUTH DOWNS AWARD WINNER
SUSSEX HERITAGE TRUST AWARDS 2019 WINNER
CIVIC TRUST AWARDS 2020
LABC
Building Excellence AWARDS 2021 Regional Winner

Company Registered No 1994233 This e-mail is intended for the named addressee only. It may contain confidential and/or privileged information. If you have received this message in error, please let us know immediately and then delete the message from your system. E-mails may not be secure. MH Architects cannot accept responsibility for any corruption of an e-mail that may occur after it is sent. MH Architects have checked this e-mail for viruses before sending, but no warranty is given that it is virus free, and we recommend that you carry out a virus check before opening.

**From:** Julie Grieves <Julie.Grieves@arun.gov.uk>
**Sent:** 19 January 2022 09:44
**To:** Kelly Male (MHA) [redacted]
**Subject:** AB/150/21/PL - Land adj to 30 Ellis Close, Arundel

Dear Mr King Smith,

I am emailing you today with regard to the above application and CIL.

The forms submitted are not current forms. Please complete the forms from our website. We can not apply any relief until we have a completed Form 2 Assumption of Liability. We also require a fully completed Form 10 Social Housing Relief Claim form, if you qualify, and all necessary evidence. This will also be shared with our Housing Strategy and Enabling Manager to confirm you qualify for relief.

I attach the link to our website which will have the links to all forms that you need.

Therefore, please submit the following:-
Form 1 Additional Information
Form 2 Assumption of Liability
Form 10 Social Housing Relief.

Should you wish to wait to assume liability, you can do this however, the liability notice sent if approved will not show relief until all forms are received and before commencement.

Kind regards,
Julie

**Julie Grieves**
Community Infrastructure Levy Officer

**T:** 01903 737500 ext.37448
**E:** julie.grieves@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF

Note: I occasionally send emails outside of working hours. If this arrives outside your normal working hours, please do not feel compelled to respond immediately

http://www.arun.gov.uk
DX 57406 Littlehampton
You can view Arun District Council's Privacy Policy from https://www.arun.gov.uk/privacy-policy

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.
**********

CAUTION: This email originated from outside the MH Architects Office 365 tenant. Do not click links or open attachments unless you recognize the sender and know the content is safe.