

# DACORUM BOROUGH COUNCIL

## DRAFT COMMUNITY INFRASTRUCTURE LEVY (CIL) SCHEDULE

### EXAMINATION HEARING – 26 SEPTEMBER 2014

#### EXAMINER'S NOTE

#### **1 Examiner**

- 1.1 My name is Philip Staddon BSc, Dip, MBA, MRTPI. I have been appointed to undertake an independent examination of the Draft CIL Charging Schedule published by Dacorum Borough Council.

#### **2 Programme Officer**

- 2.1 The Programme Officer is Ian Kemp. The Programme Officer acts as an impartial officer of the examination, under my direction, and not as an employee of the Council. The Programme Officer's role is to:

- Liaise with all participants to ensure the smooth and efficient running of the examination.
- Manage all documents and ensure they are recorded and made available to all parties.
- Maintain the examination library.
- Act as the point of contact on all procedural and administrative matters.

- 2.3 The Programme Officer's contact details are:

Ian Kemp  
49 All Saints Place  
Bromsgrove  
Worcestershire  
B61 0AX

Telephone: 01527 837920 / 07723 009166  
Email: idkemp@icloud.com

#### **3 The Examination and the Hearing Sessions**

- 3.1 The examination is to consider whether the Draft Community Infrastructure Levy (CIL) Charging Schedule published by Dacorum Borough Council meets the requirements of the Planning Act 2008 and the associated Regulations and Guidance, in respect of legal compliance and economic viability.
- 3.2 I have read and studied carefully all of the documents submitted by the Council and those that have submitted representations, evidence and views through the consultation processes. That has given me a good understanding of the CIL proposals and enabled me to identify the main issues and questions that I need to explore further through the examination Hearing sessions.

- 3.3 The Hearing sessions will also give the opportunity for any Representors, who have indicated that they may wish to exercise their 'right to be heard', to participate in person in the examination process.
- 3.4 The Hearing sessions will be held on 26 September 2014 commencing at 10.00 a.m. and it is anticipated that the sessions will be completed on that day. The venue will be:
- The Bulbourne Room, Civic Centre, Marlowes, Hemel Hempstead, Hertfordshire, HP1 1HH.
- 3.5 The examination of the CIL schedule through the Hearing process will be in the form of structured 'round table' discussions, which I will chair. I have attached an agenda to this note and we will be following the order set out. Although some of the agenda items may be straightforward clarifications, others may not. The longer and more complex sessions will relate to matters that have been subject to challenges and representations and / or areas where I need to probe key elements of the evidence and the way it has been used.
- 3.6 The Hearing sessions will run on a rolling programme. Each of the agenda topic issues will be discussed in full and I will invite contributions from the Council and from participating Representors. I may add to or amend the programme if I consider this to be appropriate and necessary to assist the examination. I will also ensure that the final session gives the opportunity for any of the participants to raise any matters not covered earlier in the Hearing sessions.
- 3.7 With the exception of the Council (see 3.8), there is no need for participants to make further written submissions in response to the agenda prior to the Hearing. However, participants should come to the Hearing equipped to answer detailed questions on the agenda topics. At the Hearing the Council's representatives should be equipped to expand, explain and justify its CIL evidence and how it has been applied to inform its CIL proposals. Representors should be prepared to explain any challenges to the Council's CIL proposals and set out the changes sought.
- 3.8 My initial preparation has identified a number of matters relating to the Council's evidence base that it would be helpful to clarify prior to the Hearing. I have set these out on the attached 'Examiner's Note to Dacorum Borough Council' and request that the Council provides a response to me, and publishes that response on its website, in advance of the Hearing date.
- 3.9 The Hearing will be open to the public and the media. Any filming / recording of the Hearing will be at my discretion. After the Hearing, I will not be accepting further evidence unless I have specifically requested it. I will then prepare and submit my report based upon my examination of the evidence.

**Philip Staddon BSc, Dip, MBA, MRTPI      18 August 2014**