

**ROYAL BOROUGH OF KENSINGTON AND CHELSEA**

**DRAFT COMMUNITY INFRASTRUCTURE LEVY (CIL) SCHEDULE**

**EXAMINATION HEARING – 9 JUNE 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 the Royal Borough of Kensington and Chelsea (RBK&C).

**2      Programme Officer**

- 2.1 The Programme Officer is Chris Banks.
- 2.2 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.
  - Maintain an examination library.
  - Act as the point of contact on all procedural and administrative matters.

The Programme Officer's contact details are:

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**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 the RBK&C 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 by 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 Furthermore, at the time of writing, a number of Representors had indicated that they may wish to exercise the 'right to be heard'. One party has confirmed that it does wish to appear at the Hearing and others may do so. The Hearing sessions will allow these parties to exercise their right to be heard by me as part of the examination process.
- 3.4 The Hearing sessions will be held on 9 June 2014 commencing at 10.00 a.m. The venue will be:

**Committee Room 2  
The Town Hall,  
Hornton Street  
W8 7NX**

- 3.5 The examination of the CIL schedule through the Hearing process will be in the form of structured 'round table' discussions. 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 will run on a rolling programme. Each of the agenda topic issues will be discussed in full. 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 day.
- 3.7 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. For the Council this means being able to expand, explain and justify its evidence and how it has been applied. For Representors, this will mean explaining any challenges to the Council's CIL proposals and setting out the changes sought.
- 3.8 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      14 May 2014**