

Action Note from CIL Steering Group– 20th June 2017

16:00 Windsor House

Attendees: Neil Lees (**NL**), Richard Jones (**RJ**), Anna Hart (**AH**), Richard Linton (**RL**), Julian Ware (**JW**), Ryan Gerrish (**RG**), Elliot Sharples (**ES**)

1. Initial discussion

JW suggests meeting can go back to fortnightly, group agree.

Action: Harriet to update the meetings to fortnightly.

2. Borough CIL Tracker

No update needed

3. Borough CIL Reviews

No update needed

4. MCIL2 PDCS Consultation Programme

RL takes the group through the document. RL explains that the document will be loaded on to the web on Monday morning at 9:00am, soft announcement rather than wide scale publication. Group discuss program of meetings with forums and groups within London (PDAF/London Councils).

Action: JW discuss with Michelle what the announcement plans are.

Action: JLL to look in to which the best forum to discuss MCIL PDCS with is.

Action: RL to contact Jennifer re: Meeting London Councils

Action: RL to take out the last sentence in explanatory note 1, Admin of boroughs, cost of admin.

Action: RL to copy in NL re: information to go on to the webpage on Monday

Action: RL to email the CCG mailing list and point them in the direction of the published document

5. MCIL(1) Instalments Policy Amendments

NL discusses with the group the progress and proposed document he will be putting together.

Action: NL to craft a document for Monday 26th June

Action: NL to organise meeting to discuss the proposed document

Action: NL to invite Andrew Russell to the group meeting

Action: Harriet to send out the document to the mailing list when ready

6. Station zones

- JLL are underway with the study after agreeing a methodology. JLL have discovered a way to use the Land Use Register rather than PTALs. Report is on target to be completed on the 7th July

7. AOB

- NL – JLL procurement engagement based on phase one of MCIL2. This money is almost spent.

Action: NL to email RJ re: procurement for phase 2 and 3

Action: JLL to outline what is involved in their engagement for phase 2 & 3, outlining costs

Next meeting:

Tuesday 4th July – Windsor House – Room 13R2M1