

Action Note from CIL Steering Group– 15th November 2018

16:30-17:30 Bakerloo Room - 55 Broadway

Attendees: Anna Hart **(AH)**, Darren Richards **(DR)**, Isha Ahmed **(IA)**, Mojisola Olowosale **(MO)**, Ryan Gerrish **(RG)**, Richard Jones **(RJ)** Stephen Gardiner **(SG)**, Sarah Wilks **(SW)**, Aleena Khan **(AK)**

Item		Action
1	<p><u>Adoption Process and Publication of the MCIL 2 Charging Schedule to the GLA website</u></p> <ul style="list-style-type: none"> • A Report to Mayor’s Planning meeting to be produced seeking approval to adopt the CIL CS. IA to draft the report and circulate to CSG for comment. • AH to circulate previous 2012 adoption report and SG to confirm if such a legalistic approach is required for MCIL2 • IA will amend the DCS to read as the final document and to the Examiner’s modifications. IA requires a word version of the DCS. AH or DR to send. • Aim for the report to be drafted and discussed at a Mayor’ meeting early to mid-Dec. The report should include; Draft Schedule, Examiners Report Table of charges, S106 SPG no longer applies, Summary and expectations of the examination= success • Adoption notice (Reg 25) – needs to be placed in the Estates Gazette and Evening Standard. 	DR
2	<p><u>CIL AMR</u></p> <ul style="list-style-type: none"> • Reg 62 (4) specifies that a charging authority should publish the amount of a) monies received, amount spent, amount carried forward to next financial year, and the CIL admin fee by the 31st Dec for the 2017/18 FY. Agreed that a 1 page table should be produced and added to the GLA website 	IA/AH
3	<p><u>Publish Examiners Report</u></p> <ul style="list-style-type: none"> • Notification letter needs to be drafted and sent to those making representations or have requested to be notified of the Examiner’s Report in accordance with the CIL Regs. IA to draft letter & DR to amend and send • IA to contact Carmel Edwards for list of people wishing to be notified of Examiner’s report. • GLA and TfL website to be updated to reflect that we have received the Examiner’s Report. • Notification letter also to be sent to CCG 	GLA? DR ASAP

4	<p><u>Guidance Note</u></p> <ul style="list-style-type: none"> • A guidance note to be produced to aid boroughs. Existing guidance needs to be looked at and updated. This will be discussed at the CCG in Jan. Guidance Note will include advice on S106 SPG, indexation/inflation, how Central London zone works, etc... 	IA
5	<p><u>MHCLG</u></p> <ul style="list-style-type: none"> • SG to look out for the draft CIL Regulations to be issued before end of the year 	SG
6	<p><u>AoB</u></p> <ul style="list-style-type: none"> • JLL online CIL calculator – JLL to look at this and update to reflect new charges 	RJ

Next CIL Steering Group Meeting: **TBD following receipt of the Inspector's report**