



Banks Solutions

**Woking Borough Council Community
Infrastructure Levy Examination**

**Examiner: Sara Morgan LLB (Hons)
MA Solicitor (Non –practising)**

**PROGRAMME OFFICER:
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Our Ref: 2138
Your Ref: REP

March 23, 2014

Dear Sir or Madam:

Woking Borough Council Community Infrastructure Levy Examination Notice of Examination

As you will no doubt know, Woking Borough Council submitted a Draft Charging Schedule with modifications for independent examination. **Sara Morgan LLB (Hons) MA Solicitor (Non –practising)** has been appointed to carry out the examination, and I have been appointed as Programme Officer.

The role of a Programme Officer is to be independent of the Council and be the means by which the Examiner has contact with the Council and Representatives. All correspondence with the Examiner must be addressed through the Programme Officer.

The Draft Charging Schedule is being examined by way of written representations and it is also likely that an oral hearing will be required. The type of examination will be confirmed by me when further information becomes available.

If an oral examination is required it will start on the **11th June 2014 2014** at the following venue: **Woking Borough Council Offices, Gloucester Square, Woking Surrey, GU21 6YL, Committee Room 1b**. In these circumstances an agenda and a set of Examiners' discussion notes will be made available at least one week before the hearing.

For more guidance on the process and my role, The Planning Inspectorate has produced a booklet 'Local Development Frameworks – Examining Development Plan Documents: Procedure Guidance'. A copy of this document is available for viewing or download on the Planning Inspectorate's Planning Portal web site:

<http://www.planningportal.gov.uk/planning/planningsystem/localplans>

If you have any questions about the examination hearing please contact me at the address/email at the head of this letter.

Yours faithfully

A handwritten signature in cursive script that reads "Chris Banks". The signature is written in black ink and is positioned above a thin horizontal line.

Chris Banks

Programme Officer