

West Oxfordshire District Council Community Infrastructure Levy

**The Programme Officer
C/O Planning Policy Team
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2 October 2015

Dear Sir or Madam

West Oxfordshire District Council Community Infrastructure Levy Examination

I have been appointed to act as the independent Programme Officer for the Examination into the West Oxfordshire District Council Community Infrastructure Levy. The Secretary of State has appointed Mr Simon Emerson BSc Dip TP MRTPI to conduct the Examination. I am responsible for assisting the Examiner with all aspects of the administration of the Examination.

You are being contacted because you or your organisation submitted a representation during the draft charging schedule consultation (27 March 2015 – 8 May 2105).

West Oxfordshire District Council wrote to you on 16th September 2015 to confirm the submission of the draft charging schedule and have asked if you could let me know by 12 noon on Friday 16th October if you wish to speak at the hearing. The hearing dates will be confirmed as soon as possible.

Please let me know if you no longer wish to be kept informed about the Examination.

Further information about the Examination will be uploaded as it becomes available at:

<http://www.westoxon.gov.uk/cil>

Yours faithfully

**Rosemary Morton
Programme Officer
West Oxfordshire District Council Community Infrastructure Levy Examination**