

**Berkhamsted Town Council**  
**CIL WORKING GROUP**  
**Terms of Reference**

**1. Title**

CIL Working Group

**2. Status**

The working group shall be a working group of the Berkhamsted Town Council reporting to the Transport and Environment Committee and through that Committee to Berkhamsted Town Council.

**3. Background**

The working group was established at the 12 June 2017 meeting of the Transport and Environment Committee and replaces and renames the s106 working Group. A copy of the resolution is set out below:

**RESOLVED**

- a. That the working group should be reinstated under the title CIL Working Group, reporting to this Committee;
- b. Regarding s106 undertakings, particularly enforcement of such obligations, the Full Council would be asked to agree which Committee should pursue these matters; the general view was that the Town Planning Committee would be appropriate;
- c. The Citizens Association would be asked to nominate a representative;

**4. Purpose**

To provide a forum for the discussion of the use of CIL funds collected by Dacorum Borough Council, generated by development in Berkhamsted. CIL funds must be used by Town and Parish Councils to “address the extra demand on infrastructure and services that are caused by development within their area and be clear on the links between infrastructure and growth.”

The above to include funds allocated direct to Berkhamsted Town Council and to include bids for projects to be funded from the proportion retained by DBC.

To lobby for full collection of funds.

To propose suitable new projects in Berkhamsted for funding consideration by Dacorum Borough Council.

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To comment on and make recommendations on any spending in Berkhamsted of residual s106 funds within DBC's budget plans.

**5. Membership:**

An officer of Dacorum Borough Council with responsibility for CIL/S106 will also be invited to attend and advise.

- There is no requirement for a quorum.
- The Chairman will be one of the members of Berkhamsted Town Council.
- Substitutes will be permitted, providing that prior notice has been given to the chairman.
- Representatives from other organisations may also be invited from time to time, to particular meetings, for appropriate purposes.

**6. Officer and Administration**

Town Clerk will administer the working group.

Working group members will carry out research, investigation or undertake other actions as agreed and allocated at meetings.

**7. Financial**

The Working Group shall not incur any item of expenditure.