

INDEPENDENT EXAMINATION OF THE KEYWORTH NEIGHBOURHOOD PLAN

EXAMINER: Patrick Whitehead DipTP (Nott) MRTPI

Richard Mapletoft
Planning Policy Manager
Rushcliffe Borough Council

Examination Ref: PW/KNP/01

Mrs D Cooke
Clerk to Keyworth Parish Council

7 December 2017

Via email: RMapletoft@rushcliffe.gov.uk
office@keyworthparishcouncil.org

Dear Mr Mapletoft and Mrs Cooke

KEYWORTH NEIGHBOURHOOD PLAN EXAMINATION

Following the submission of the Keyworth Neighbourhood Plan for examination, I would like to clarify several initial procedural matters.

1. Examination Documentation

I can confirm that I am satisfied that I have received a complete submission of the draft Plan and accompanying documentation, including the Basic Conditions Statement, the Consultation Statement and the Regulation 16 representations, to enable me to undertake the examination.

Subject to my detailed assessment of the draft Plan, I have not at this initial stage identified any very significant and obvious flaws in the Plan that might lead me to advise that the examination should not proceed.

2. Site Visit

I will undertake a site visit to the neighbourhood plan area during the week commencing 4 December 2017. This will assist in my assessment of the draft Plan, including the issues identified in the representations.

The site visit will be undertaken unaccompanied. It is very important that I am not approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the fairness of the examination process.

3. Written Representations

At this stage, I consider the examination can be conducted solely by the written representations procedure, without the need for a hearing. However, I will reserve the option to convene a hearing should a matter(s) come to light where I consider that a hearing is necessary to ensure the adequate examination of an issue, or to ensure that a person has a fair chance to put a case.

4. Further Clarification

I am content that I am able to make an assessment of compliance with the Basic Conditions and other legal requirements, based on the draft plan and evidence submitted (including the Regulation 16 representations).

5. Examination Timetable

As you will be aware, the intention is to examine the Plan (including conduct of the site visit) with a view to providing a draft report (for 'fact checking') within 4-6 weeks of submission of the draft Plan.

I see no reason at this juncture to consider that I will not meet the anticipated timetable. Once I have conducted the site visit, the IPe office team will provide an indication of the expected date for receipt of my draft report.

If the parish council or local authority have any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure a copy of this letter is placed on both the parish council's and the local authority's websites.

Thank you in advance for your assistance.

Your sincerely

Patrick whitehead

Examiner