

Lesley Welch

From: Chris Collison [REDACTED]
Sent: 24 May 2018 10:36
To: council@westfieldparishcouncil.co.uk; Lesley Welch; George Blanchard
Subject: FW: Independent Examination Westfield NDP

INDEPENDENT EXAMINATION OF THE WESTFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

INDEPENDENT EXAMINER:
Christopher Collison BA(Hons) MBA MRTPI MIED MCMi IHBC

To Westfield Parish Council and Bath & North East Somerset Council

By
email

Dated 24 May 2018

Dear Lesley and George

Westfield Neighbourhood Development Plan Independent Examination

Further to my email of 16 May 2018 (which I requested should be posted on the Parish Council and B&NES Council websites), and the formal commencement of the Independent Examination on my receipt of the Regulation 16 representations on 16 May 2018, I am writing to provide you with an update with respect to my progress in undertaking the Independent Examination of the Westfield Neighbourhood Development Plan. I request this further email should be posted on the websites also.

I have read through the Plan documents, much of the supporting evidence, and all of the representations submitted. I have made good progress in preparing my report. I have not, to date, identified any critical omissions or failings that would mean the Plan could not proceed to referendum.

The Plan is comprehensive in nature covering a wide range of topics and there appears to be good quality evidence to support most of the policies. I have identified a small number of policies that will require my further detailed consideration.

At this stage I do not intend to call a hearing although I must reserve the ability to do so if I subsequently consider this to be necessary. If there are any matters that require a written clarification I will write to both the Parish Council and B&NES Council.

My best estimate is that I will be able to work through the outstanding issues within one week.

As soon as it is prepared, it is my intention to send a confidential draft of my report to both the Parish Council and to B&NES Council. If either Council share the draft with other parties please ensure the confidential nature of the draft is made clear. I will be sending the draft report for fact checking only, so that

I may correct any errors of fact. I normally ask for a response within a few days and this has usually been found to be sufficient. This procedure should not be seen as an opportunity to make further representations. Indeed, it is important that this should not occur as if I were to take into consideration further representations made after the period for representations has closed, this could leave the process open to successful challenge.

I would be grateful if both the Parish Council and the B&NES Council could by return confirm agreement to be given the opportunity to undertake a fact check of my confidential draft report on the terms set out in this email.

Regards

Chris Collison

Planning and Management Ltd

Sent from Mail for Windows 10

From: Chris Collison
Sent: 16 May 2018 14:10
To: George Blanchard; lesley.welch@westfieldparishcouncil.co.uk
Subject: Independent Examination Westfield NDP

INDEPENDENT EXAMINATION OF THE WESTFIELD NEIGHBOURHOOD DEVELOPMENT PLAN

INDEPENDENT EXAMINER:
Christopher Collison BA(Hons) MBA MRTPI MIED MCMI IHBC

To Westfield Parish Council and Bath & North East Somerset Council
By
email

Dated 16 May 2018

Dear Lesley and George

Westfield Neighbourhood Development Plan Independent Examination

Further to my appointment to undertake the Independent Examination of the Westfield Neighbourhood Development Plan and my receipt of the Regulation 16 representations today the examination can now formally commence. I am writing to clarify how I will conduct the examination.

1. Communications

It is essential that the examination process is open and transparent to all interested parties. I would be grateful if Bath & NES Council and Westfield Parish Council could publish this email on their respective websites. I will address all future communication to Bath & NES Council and send a copy to Westfield Parish Council. It would be helpful if the Parish Council could channel all

communication to me through Bath & NES Council, and that, when writing to me, Bath & NES Council copies-in the Parish Council.

2. Examination documents

I have received a hard copy of the Submission Plan documents posted to me by Bath & NES Council. I have access to electronic versions of the submission Plan documents. I have noted additional evidence base documents and electronic links are listed on the Westfield Parish Council website. Bath & NES Council has today sent me electronic versions of each of the Regulation 16 representations submitted before the close of the publicity period yesterday.

Bath & NES Council will confirm to me what are regarded as the strategic policies of the Development Plan that apply in the Westfield Neighbourhood Area.

Subject to my later detailed assessment I have not identified any obvious fundamental flaws in the submission documents that would lead me to advise the examination should not proceed. If I find that there are significant issues which may prevent the Plan meeting the basic conditions I will let you know during the examination.

3. Independence

From my initial review of the Plan documents it would appear that there are no conflicts of interest that would call into question my independent status. I will keep that matter under review throughout the examination.

4. Visit to the Plan area

After I have thoroughly reviewed the Plan documents and representations I intend to visit the plan area as this will assist me in understanding the nature of the Plan and points made in representations and help me decide if there are any issues to be clarified. I will undertake this visit on an unaccompanied basis as it is important that there should be no perception that I have heard additional representations.

5. Clarification procedures

I may at any time during the Independent Examination seek written clarification of any matters that I consider necessary. I will direct any request for clarification to Bath & NES Council, copying in the Parish Council. Any request for clarification and any response should be published on the Bath & NES Council and Westfield Parish Council websites.

I am proceeding on the basis that the examination can be concluded without the need for a hearing. At any time before I issue my final report I may call a hearing if I consider this is necessary to ensure adequate examination of any issue, or to allow a person a fair chance to put a case.

6. Examination timetable


The main determinants of how long the examination will take are firstly the number and complexity of the Plan Policies; the clarity of supporting evidence; and the number and nature of representations. Assuming a hearing will not be necessary I anticipate that within approximately 2 to 3 weeks I will be able to send a confidential draft of my report to Bath & NES Council and Westfield Parish Council to allow an opportunity to check whether there are any factual errors. This will not be an opportunity for any further representations to be made.

7. Procedural questions

I would be pleased to address any questions relating to the examination process that Bath & NES Council or Westfield Parish Council may have.

I would be grateful if both Bath & NES Council and Westfield Parish Council could confirm receipt of this email.

Regards

Chris Collison
Independent Examiner
Planning and Management Ltd


Sent from [Mail](#) for Windows 10