

## Barrowden and Wakerley Neighbourhood Development Plan

### Examination Arrangements

#### ***Purpose of this Note***

This Note sets out the basis on which the examination will be undertaken. Its ambitions are two-fold:

- to comply with the CLG/NPIERS procedural guidance (April 2018); and
- to provide guidance for the Parish Council/Parish Meeting/neighbourhood plan group on the key stages of the examination.

This note is an update of the previous note dated 29 March 2019.

#### ***The examination route map***

Different examinations raise their own issues. Nevertheless, the following are the key components that will be applied to this examination:

##### *Stage 1: Background Reading*

This involves reading the submitted Plan and its supporting documents. I will also read the various representations and take them into account during the examination.

The background reading is now finished. I have also looked at the representations received to the Plan and the further note produced by the County Council and the Parish Council/Parish Meeting.

##### *Stage 2: Visit to the neighbourhood area*

I have now visited the neighbourhood area. I focused my time on looking at the issues that have arisen either from the background reading or the representations.

##### *Stage 3: Decision about the need for a hearing*

On the basis of my background reading and the visit to the neighbourhood area I am satisfied that the examination can proceed by way of written representations. A hearing is not required.

##### *Stage 4: Clarification Note*

The next stage in the process is the preparation of a clarification note. It will raise a series of questions. The answers to these questions will help me to understand the Plan better and, where appropriate, recommend modifications to the Plan.

The clarification note will suggest a timescale for responses based on the issues it addresses. However, this is a matter which I am happy should proceed at whatever pace is determined locally. This recognises that neighbourhood plans are traditionally prepared by parish councils/parish meetings and individuals on a voluntary basis.

##### *Stage 5: The Examination Report*

My report will be prepared throughout the examination period. Its general parts can be written early in the process. The elements of the report that overlap with the clarification note will not be produced until the responses to the note are received.

I will prepare a fact check report before the final report. This gives an opportunity for the County Council and the Parish Council/Parish Meeting and the neighbourhood plan group to comment on any factual inaccuracies and/or omissions. It does not present an opportunity for the examination to enter another phase.

### ***Other related matters***

#### *The length of the examination*

Plainly different plans cover different issues. Neighbourhood plan examinations are inevitably linear and are directly affected by the number of policies and the number and complexity of the representations received.

However, on average an examination of a small neighbourhood plan for a rural village (with approximately 15 policies) would take between 4-8 days. Larger plans may take between 6 - 12 days. These working days will be spread over several weeks. In the case of the Barrowden and Wakerley Plan I am anticipating being able to send the fact check report towards the middle of May 2019.

#### *Documents*

The examination process should be open and transparent. In this context I will ask the County Council to display all examination-related documents on its website.

#### *Contact arrangements*

My principal contact for the examination will be Sharon Baker at Rutland County Council. In most cases I will ask Sharon to send documents to the Parish Council/Parish Meeting on my behalf.

Andrew Ashcroft

Independent Examiner

Barrowden and Wakerley Neighbourhood Development Plan

22 April 2019