

INDEPENDENT EXAMINATION OF THE BUNGAY NEIGHBOURHOOD DEVELOPMENT PLAN

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

To East Suffolk District Council and Bungay Town Council and The Broads Authority

By email to Ruth Bishop, Senior Planner (Policy and Delivery), East Suffolk District Council; John Adams, Mayor of Bungay Town Council; and Natalie Beal, Planning Policy Officer, the Broads Authority.

Dated 13 June 2022

Dear All

Bungay Neighbourhood Development Plan Independent Examination – Examiner Initial Letter

Further to my appointment by East Suffolk District Council and the Broads Authority to undertake the Independent Examination of the Bungay Neighbourhood Development Plan I am writing to clarify how I will conduct the examination which will formally commence today.

1. Communications

It is essential that the examination process is open and transparent to all interested parties. I have been informed that the District Council is the lead authority for the examination. I would be grateful if the District Council could publish this email on their website. I will address all future communication to the District Council and to Bungay Town Council with a copy to the Broads Authority. It would be helpful if the Councils and the Authority could copy all examination communication to each other. Advisors to the Town Council or the District Council should channel any communication through the respective Council.

2. National Planning Policy Framework and Planning Practice Guidance

The most recent National Planning Policy Framework was published on 20 July 2021. The Planning Practice Guidance was most recently updated on 24 June 2021. Both the Framework and Guidance could be further revised or updated during the Independent Examination. As a point of clarification, I confirm it is my intention to undertake the Independent Examination in the context of the most recent National Planning Policy Framework and Planning Practice Guidance.

3. Examination documents

The District Council has provided me with a copy of the main submission Neighbourhood Plan document and the text of each of the Regulation 16 representations received during the publicity period which have been published

on the District Council website. I have access to the other submitted documents and additional information available on the District Council website, and the Town Council website. Any other documents that may be sent to me throughout the Independent Examination, should be made available for inspection by interested parties. This is best achieved through publication on the District Council website.

I have looked at the main submission Neighbourhood Plan documents. 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 Neighbourhood Plan meeting the Basic Conditions and other requirements, that cannot be addressed through modifications, I will notify you during the examination.

The District Council has advised me what comprises the Development Plan and what are regarded as the strategic policies of the Development Plan applying in the Neighbourhood Area.

I am providing the Town Council with an opportunity to comment on the Regulation 16 representations of all other parties, including those of the District Council and the Broads Authority. There is no obligation on the Town Council to offer any comments but this opportunity can prove particularly helpful where representations of other parties include matters that have not been raised earlier in the plan preparation process. I request the Town Council should submit any comments to the District Council, no later than noon on Monday 27 June 2022. The Town Council may, at an earlier date, submit its comments, or confirm it does not intend to submit any comments on the representations. The District Council should forward any Town Council comments to me, and any comments should be published on the District Council website. Any Town Council comments must not include new evidence.

4. Independence

From my initial review of the main Neighbourhood 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.

5. Visit to the Neighbourhood Plan area

After I have thoroughly reviewed the Neighbourhood Plan documents, representations, and any comments of the Town Council, I intend to visit the plan area to assist me in understanding the nature of the Neighbourhood Plan and points made in representations or comments, and help me decide if there are any issues to be clarified. My visit to the plan area will be on an unaccompanied basis as it is important that there should be no perception that I have heard additional representations. The timing of my visit may be affected by advice or directive issued by Her Majesty's Government in respect of the Coronavirus (COVID-19) pandemic.

6. Clarification procedure

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 the District and Town Councils, and the Broads Authority. I will request any response is agreed as a joint response if at all possible. Any request for clarification and any response should be published on the District Council website.

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.

7. Examination timetable

The main determinants of how long an examination will take are: the number and complexity of the Neighbourhood Plan policies; the clarity of supporting evidence; and the number and nature of representations. Assuming a hearing will not be necessary, and that the need for me to request clarification of any matters will not cause undue delay, I anticipate that during August 2022 I will be able to send a confidential draft of my report to the District and Town Councils, and the Broads Authority to allow an opportunity to check whether there are any factual errors. That will not be an opportunity for any further representations to be made. This intended timetable should be regarded as indicative only.

I should be grateful if the District Council, the Broads Authority and the Town Council could confirm in writing that they are willing to participate in the fact check of my emerging draft report on the terms indicated.

8. Procedural questions

A guide to Independent Examinations can be found at <https://www.rics.org/globalassets/rics-website/media/upholding-professional-standards/regulation/drs/drs-services/npiers-planning-guidance-to-service-users-and-examiners-rics.pdf> I would be pleased to address any questions relating to the examination process that the District Council, the Broads Authority or the Town Council may have.

I should be grateful if the District Council, the Broads Authority and the Town Council could acknowledge receipt of this email.

Best regards

Chris Collison
Independent Examiner
Planning and Management Ltd