

**EXAMINATION OF THE GREENWICH CORE STRATEGY AND DEVELOPMENT  
MANAGEMENT POLICIES LOCAL PLAN  
GUIDANCE NOTE FROM THE INSPECTOR**

1. The Examination Hearings into the Core Strategy and Development Management Policies Local Plan will open at 10.00 on Tuesday 3 December 2013. This Guidance Note is being sent to all those who have made representations on the submission version of the Plan. Its purpose is to provide an opportunity for procedural and administrative matters relating to the Examination to be explained. This note should avoid the need for a Pre Hearing Meeting but I will hold such a meeting only if necessary.

**2. The Inspector's Role**

I am appointed by the Secretary of State for Communities and Local Government to independently examine the soundness of the Plan. Following the close of the Hearings a short report will be prepared for the Council with recommendations. The term "the Examination" applies to the whole process, of which the Hearings form only part. I may call for the submission of evidence on any topic at any time prior to the completion of the report. The Examination process has already started and will end only when the Report is formally submitted.

**3. The Programme Officer**

Veenesha Kumar is the Programme Officer ("the PO"). Her e mail address is [planning-programme-officer@royalgreenwich.gov.uk](mailto:planning-programme-officer@royalgreenwich.gov.uk) and her telephone number is 0208 921 4768. She is acting as an impartial officer of the Examination, under my guidance. Her main tasks are to liaise with all parties to ensure the smooth running of the Examination, to organise the Hearings Programme, and to ensure that all documents received both before and during the Hearings are recorded and distributed. Copies of all the Examination documents, including the representation forms and further written submissions, will be available in the Examination Library. Procedural questions should be raised with her in the first instance.

**4. The Examination of Soundness**

The key points about the process to bear in mind are:

- The starting point is that the Council has submitted what it considers to be a sound plan. The focus is on testing soundness and not on responding to objections raised in the representations. Accordingly, a number of issues for discussion will be defined that will test whether the Plan has been positively prepared, is justified by the evidence, will be effective, and whether it complies with the London Plan and National policy and guidance;
- All those who have submitted representations on the submission version and are seeking a change to the Plan are entitled to attend and speak at the Hearings. Those who are not attending do not need to submit further written evidence. If they feel further evidence is essential, then they must follow the guidance on content and format given below. Attendance at a Hearing session will only be useful and helpful to me if you wish to participate in a debate. Those seeking changes should demonstrate why the Plan is unsound without such a change;

- The Hearings are not planning appeal inquiries and will not be at all confrontational. I will lead them and they will take the form of focused discussions to help me arrive at conclusions. It is necessary to concentrate on the most important issues that go to the heart of the soundness of the Plan. Some less important issues may be addressed by further written statements. Those speaking at the sessions may bring with them professional experts, although it will not usually be necessary to formally present evidence. The issues for discussion will be outlined, and then individuals will be invited to make their contribution in response to the points raised.
- The programme for the Hearings is below. It may be refined in the light of any further evidence submitted. There will be morning and afternoon short breaks and an hour long lunch break between 13:00 and 14:00. The programme will be constantly reviewed to ensure continuous running and the efficient use of time.
- I will only be able to make recommendations about the Plan's soundness if the Council has formally asked me to do that.

## 5. Submission of Evidence - Content, Format and Timing

The evidence base to support the Plan will have been produced with a great deal of involvement by all stakeholders. Therefore, the submission of further written evidence should be kept to the minimum. Accordingly, these are the key points to remember:

- **Core Documents** are available in the Examination Library, and therefore it is not necessary to quote extensively from those documents but simply make a reference to note;
- **Statements for a Hearing session**, including the Council's, should be sent to the PO by 15 November 2013. No statement should be longer than 3,000 words per issue for discussion. In addition to the paper copies specified below, please send to the PO, where possible, e-mailed electronic versions (in Word or pdf format) of all statements and appendices, so that they can be included on the Examinations website.
- **Statement Format** should be A4, printed on both sides, with no spiral bindings. They should be clearly referenced at the top, right hand corner, with the relevant respondent reference and appropriate issue number, e.g. Respondent 23s statement on Issue 4 should be referenced Issue 4/23; the Council's response should be referenced, GBC/Issue 4. Any photographs should be submitted in A4 format and be annotated on the back with the appropriate reference. Those appearing at Hearings should send sufficient copies of all statements to the PO for issue to each participant. For written representations by those not attending the Hearings only three copies of statements need be submitted.
- **Site Visits** - I will visit sites referred to, unaccompanied by the parties wherever possible. Once the Hearings are over I can receive no further evidence from any party unless it is something I ask for.

## HEARINGS PROGRAMME

Issue		Date and Time
1	Inspector's and Council's opening statements.	3 December 10:00 – 10:30
2	Have the legal requirements been satisfied, and the Duty to Co-operate discharged?	10:30 – 11:00
3	<p>Are the Vision and Strategic Objectives locally distinctive and reflective of the Sustainable Community Strategy and the key concerns of local residents?</p> <p>Do they provide a sound basis for the Spatial Strategy and for the Development Management Policies?</p>	11:00 – 13:00
4	<p>Does the Spatial Strategy clearly set out the strategic priorities for the Borough and satisfactorily address the "what, where, when and how" questions in respect of the significant change envisaged for Greenwich?</p> <p>Is development viability and delivery at the heart of the Plan?</p> <p>Is the Strategy consistent with the London Plan and national policy and guidance?</p>	14:00 – 17:00
5	<p>Will the Plan support the achievement of the London Plan housing target with an appropriate degree of flexibility?</p> <p>Is the rate of delivery of housing clear and appropriate but too critically dependent on large schemes?</p> <p>What are the consequences of "getting it wrong"?</p> <p>How will the Plan secure the delivery of: affordable housing; sites for gypsies and travellers; and accommodation for special needs?</p>	4 December 10:00 – 13:00

6	<p>How will the Plan encourage sustainable economic growth?</p> <p>Is the strategy for the provision of employment land, for town centres and retailing soundly based and likely to be effective?</p> <p>Is the Plan consistent with the London Plan and with national policy and guidance?</p>	14:00 – 17:00
7	<p>Will the Plan help protect and enhance the natural, built and historic environment, including heritage assets, open spaces and landscapes?</p> <p>How will it encourage biodiversity and improvements to green infrastructure?</p> <p>Is there enough encouragement and support for high quality design including tall buildings, for minimising pollution, mitigating and adapting to climate change and moving to a low carbon economy?</p> <p>Is the Plan consistent with the London Plan and national policies and guidance in these respects?</p>	5 December 10:00 – 13:00
8	Inspector's site visits	10 December
9	<p>In what ways is the Strategy critically dependent upon the delivery of physical, social and green infrastructure?</p> <p>What are the consequences if infrastructure items are not available on time?</p>	11 December 10:00 – 13:00
10	Will the Development Management Policies adequately and comprehensively support and encourage development in accordance with the Strategy?	14:00 – 17:00
11	Are the arrangements for monitoring and review of the Plan adequate?	12 December 10:00 – 11:00
12	Any other matters; Inspector's and Council closing statements	11:00 – 12:00

*Douglas Machin*

Inspector

11 September 2012