

Guidance Note on making representations on the submitted Kentish Town Neighbourhood Plan

How to make representations on the Neighbourhood Plan and supporting documents

The Neighbourhood Plan has been submitted to the Council by Kentish Town Neighbourhood Forum. The Plan and a number of supporting documents can be viewed as PDFs on our neighbourhood planning webpage and hard copies will be available during the consultation period at the Pancras Square and Kentish Town libraries.

When making your representations please make clear which document your comment relates to and, if possible, the paragraph or policy you are referring to and its page number.

You should consider in particular whether the plan meets the basic conditions set out below. The Basic Conditions Statement submitted by the Neighbourhood Forum, alongside the draft Neighbourhood Plan, explains how the plan meets the statutory requirements.

The Council will take the Neighbourhood Plan through an independent examination. All of the representations will be forwarded to the examiner to consider.

It should be noted that it the independent examination differs from a Local Plan examination. The key test is whether the proposed neighbourhood plan meets the basic conditions, not the tests of 'soundness' used in Local Plan examinations.

As a general rule, the independent examination is undertaken through written representations. However, oral representations must be heard in public if the examiner considers they are needed to ensure adequate examination of an issue or for a person to have a fair chance to put a case. It is the examiner who decides on the conduct of the hearing. Please state in your representation whether you wish to participate in a hearing.

The Plan timeline

The key stages in its production are described below:

Stage	Dates
Draft Consultation by the Kentish Neighbourhood Forum (Regulation 14)	16 March to 27 April 2015
Publicising the plan proposal by Camden Council (Regulation 16)	3 December 2015 to 29 January 2016
Appointment of examiner by Camden Council	During Regulation 16 consultation

Submission of representations to Examiner	Following Regulation 16 consultation
Examination	Following Regulation 16 consultation – dates of any hearings to be confirmed
Referendum	Date to be confirmed (subject to outcome of examination)

What has been submitted to the Council?

The documents submitted by the Kentish Town Neighbourhood Forum are :-

- Kentish Town Neighbourhood Plan submission November 2015 (incorporating a map of the neighbourhood area)
- Kentish Town Neighbourhood Plan Basic Conditions Statement
- Kentish Town Strategic Environmental Assessment and a Non Technical Summary
- Kentish Town Neighbourhood Plan Consultation Statement

The **Kentish Town Neighbourhood Plan** sets out policies, site-specific policies and projects for the area and proposes to designate 5 Local Green Spaces. If the neighbourhood plan meets the statutory tests and is passed at a local referendum it will be used by the Council, alongside its own plans, in determining planning applications in the neighbourhood area.

The Basic Conditions Statement explains how the proposed neighbourhood plan meets the requirements set out in legislation. These requirements are tested through the independent examination. In order to meet the Basic Conditions, a Neighbourhood Plan must:

- *have regard to national policies and advice contained in guidance issued by the Secretary of State*
- *contribute to the achievement of sustainable development*
- *be in general conformity with the strategic policies of the development plan for the area*
- *be compatible with EU obligations (including the Strategic Environmental Assessment (SEA) Directive) and human rights requirements.*
- *Ensure the prescribed conditions are met and prescribed matters have been complied with in connection with the proposal for the order*

Further information on this can be found on the National Planning Practice Guidance website [\(link\)](#)

A **Strategic Environmental Assessment** (SEA) is used to determine whether plans will have significant environmental effects and to help develop ways to deal with those effects. This can be done through the identification of mitigation measures to

eliminate and/or reduce negative impacts, in addition to measures that help to enhance the positive impacts of the plan.

The **Consultation Statement** contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan; it explains how they were consulted; summarises the main issues and concerns raised by the persons consulted and describes how these issues and concerns have been considered and, where relevant, addressed in the neighbourhood development plan.

If you have any further queries please do not hesitate to contact the Strategic Planning and Implementation Team on 0207 974 8988