

## **Banks Solutions**

**The Royal Borough of Kensington & Chelsea Basements, Conservation & Design and Miscellaneous Matters Examinations**

**Inspectors: David Vickery DipT&CP MRTPI and William Fieldhouse BA (Hons) MA MRTPI**

**PROGRAMME OFFICER:**

**Mr Chris Banks  
Banks Solutions  
21 Glendale Close  
Horsham  
West Sussex  
RH12 4GR  
Tel: 01403 253148  
Mob: 07817 322750**

**Email:** [bankssolutionsuk@gmail.com](mailto:bankssolutionsuk@gmail.com)

Our Ref: BS-2135

Your Ref:

June 18, 2014

Dear Sir or Madam:

**The Royal Borough of Kensington & Chelsea Basements, Conservation & Design and Miscellaneous Matters Examinations**

As you will no doubt know, The Royal Borough of Kensington & Chelsea Council submitted the above Policies for independent examination on the 29<sup>th</sup> April 2014. **David Vickery DipT&CP MRTPI and William Fieldhouse BA (Hons) MA MRTPI** have been appointed by the Secretary of State to carry out the examinations. David Vickery will conduct the Basements Examination and William Fieldhouse will conduct the Conservation and Design and Miscellaneous Matters. The Inspectors will conduct the Examinations to determine whether the Plans are sound and comply with all the legal requirements. The criteria for soundness are whether the Plans' policies are positively prepared, justified, effective and consistent with national policy.

I have been appointed as Programme Officer. The role of a Programme Officer is to be independent of the Council and be the means by which the Inspectors have contact with the Council and Representors. All correspondence with the Inspectors must be addressed through the Programme Officer.

The Examinations for Conservation and Design and Miscellaneous Matters will start on **Tuesday 9<sup>th</sup> September 2014 at 10am** and the Examination for Basements will start on **Tuesday 16<sup>th</sup> September 2014 at 10am. Both Examinations will be held at Kensington and Chelsea Town Hall, Hornton Street W8 7NX.** The actual venue rooms will be confirmed at a later date.

The Inspectors have decided that there will not be a Pre-Hearing Meeting. The attached Guidance Notes provide advice on the administrative aspects of the Examination including dates for the Hearings, deadlines for further Statements, and how these should be produced. Please read them carefully. If you have any queries, please contact me. I have also attached the Inspectors Preparatory Questions to the Council for your information only. You do not have to respond to these.

The Council have prepared an Examination Website which can be viewed via the following link:

<http://www.rbkc.gov.uk/planningandbuildingcontrol/planningpolicy/developmentplan/cor-estrategypartialreview/examination-partialreview.aspx>

If you have not already indicated that you wish to take part in the hearing sessions but now wish to do so, then you should contact me as a matter of urgency. You should let me know this before **Friday 4 July 2014.** This is so that the hearing session programmes can be finalised and any Statements prepared in time.

For more guidance on the process and my role, The Planning Inspectorate has produced a booklet Examining Local Plan Documents: Procedural Practice, December 2013 (3<sup>rd</sup> Edition V. 2). A copy of this document is available for viewing or download on the Planning Inspectorate's Planning Portal web site via the following link:

[Examining Local Plans Documents: Procedural Practice, The Planning Inspectorate December 2013 \(3rd Edition v.2\)](#)

If you have any questions about the examinations please contact me at the address/email at the head of this letter. In addition should you require any assistance of any kind at the hearings then please let me know as soon as possible so that appropriate arrangements can be made.

I will be using email as the preferred method of communication as this is quick and efficient. I use the Blind Copy (BCC) method, which means others cannot see your contact details. If you have an email address and have not declared this to us I would appreciate you sending to me. However, if you prefer paper copies sent in the post we will do this.

Yours faithfully

A handwritten signature in black ink that reads "Chris Banks". The signature is written in a cursive style and is positioned above a thin horizontal line.

Chris Banks

**Programme Officer**