

**WEST NORTHAMPTONSHIRE COUNCIL
NORTHAMPTON LOCAL PLAN PART 2 HEARING
16 NOVEMBER – 2 DECEMBER 2021
THE GUILDHALL, ST GILES SQUARE, NORTHAMPTON NN1 1DE**

The hearing to the Northampton Local Plan Part 2 commences on the 16 November at 0930. The hearing will be held in the Jeffery Room, located on the first floor of the Guildhall. If you are attending the hearing, whether as a participant or as an observer, it is essential that you comply with the following requirements.

GENERAL

When entering the building, participants may head directly to the Jeffery Room, please follow the “arrow” signs which will take you to the venue.

You MUST wear a mask when entering the Guildhall (unless you have evidence that you qualify for an exemption). You must continue to wear the mask at all times (except when you are seated).

Hand sanitisers will be made available at key locations.

Public toilets are located on the ground floor opposite the Spencer Perceval statue.

Windows will be opened to ensure that there is sufficient air circulation, in line with covid recommendations. Please remember to bring additional warm clothing, if necessary.

You can watch the hearing sessions live on the Council’s [YouTube channel](#) on a mobile phone, tablet or computer.

For health purposes hard copies of documents will not be available, copies of the local plan and all the relevant documents can only be viewed online: [Northampton Local Plan Part 2 Submission & Examination | Northampton Local Plan Part 2 Submission & Examination | West Northamptonshire Council - Northampton Area](#).

PARTICIPANTS

All participants should arrive at least 15 minutes before the hearing session begins.

The Jeffery Room can only accommodate 15 people so if the number of participants exceeds this figure, the Council reserve the right to restrict each organisation to one participant.

OBSERVERS

All non-participants who wish to attend in person will need to go to the Holding Room where the hearing will be live streamed.

Due to Covid restrictions, only 20 people will be allowed in the Holding Room at any one time.

FIRE ALARMS

If you hear the fire alarm:

- leave the premises immediately by the nearest available exit
- do not stop to collect personal belongings
- obey any instruction given by the fire marshals
- do not use a lift
- at no time during the evacuation should the underground car park be used, nor should any attempt be made to remove vehicles. This is important as you may block access points for the fire brigade
- go immediately to your assembly point and await further instruction

Assembly points:

- outside the former ASK Restaurant, St Giles Square
- outside the back of the Guildhall on Dychurch Lane, on the opposite side of the road

There are fire marshals in charge of each assembly point, and they will be wearing orange high-vis jackets. Please report any concerns to your designated fire marshal they will then communicate this information to the chief fire marshal.

Upon evacuation of the building, make your way to one of the assembly points, listed above

Re-entry to the Building

- Only the chief fire marshal can authorise re-entry to the building
- Security passes will be checked by fire marshals during re-entry