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## SCHEDULES

### SCHEDULE 2

#### THE LETCHWORTH COMMISSIONER

#### PART II

#### PROCEDURE

- 9 (1) Whenever the Letchworth Commissioner conducts an investigation, or decides not to conduct an investigation, he shall send a report of the results of the investigation, or as the case may be a statement of his reasons for not conducting an investigation—
- (a) to the complainant, and
  - (b) to the Heritage Foundation.
- (2) The report shall not—
- (a) mention the name of any person other than the Heritage Foundation, or
  - (b) contain any particulars which, in the opinion of the Letchworth Commissioner, are likely to identify any person other than the Heritage Foundation and can be omitted without impairing the effectiveness of the report,
- unless, after taking into account the public interest as well as the interests of the complainant and of persons other than the complainant, the Letchworth Commissioner considers it necessary to mention the name of that person or to include in the report any such particulars.
- (3) Subject to the provisions of sub-paragraph (7) below, the Heritage Foundation shall for a period of three weeks make copies of the report available for inspection by the public without charge at all reasonable hours at their offices; and any person shall be entitled to take copies of, or extracts from, the report when so made available.
- (4) Subject to sub-paragraph (7) below, the Heritage Foundation shall supply a copy of the report to any person on request if he pays such charge as the Heritage Foundation may reasonably require.
- (5) Not later than two weeks after the report is received by the Heritage Foundation, they shall give public notice, by advertisement in newspapers and such other ways as appear to them appropriate, that copies of the report will be available as provided by sub-paragraphs (3) and (4) above, and shall specify the date, being a date not more than one week after public notice is first given, from which the period of three weeks will begin.
- (6) If a person having the custody of a report made available for inspection as provided by sub-paragraph (3) above intentionally obstructs any person seeking to inspect the report, or to make a copy of, or extract from, the report, he shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale.

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- (7) The Letchworth Commissioner may, if he thinks fit after taking into account the public interest as well as the interests of the complainant and of persons other than the complainant, direct that a report specified in the direction shall not be subject to the provisions of sub-paragraphs (3), (4) and (5) above.