

East Staffordshire Borough Council

Local Plan Examination

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Council Offices
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WV8 1PX

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Document E.10

Dear Sir / Madam

RE East Staffordshire Local Plan Examination

I am contacting you because you made representations on the **East Staffordshire Local Plan** (ESLP) and/or the East Staffordshire Borough Council (ESBC) **Housing Choice Supplementary Planning Document** (HCSPD). If you submitted representations during either consultation on behalf of others to the Pre Submission Draft ESLP, please ensure that you advise those concerned of this letter and attachments.

The Secretary of State has appointed Brian Sims BSc(Hons) CEng MICE MRTPI of the Planning Inspectorate to conduct the independent Examination of the ESLP to establish whether it is sound. The Inspector has decided, for reasons of practicality and fairness explained in Guidance enclosed, to include Representors to the HCSPD, even though that document is not directly before him for examination.

The Inspector will conduct a series of **Hearings** to which those who made representations seeking changes to the ESLP and who wish to discuss their concerns with the Inspector and ESBC are invited.

Prior to the Hearings the Inspector has decided to hold a **Pre-Hearing Meeting** (PHM). The PHM will take place at **2pm on Tuesday 16 September 2014 at the Town Hall, Burton on Trent** in the Dove Room. Directions to the venue are included in the attached Guidance. The Examination Hearings are scheduled to begin on **Tuesday 28 October 2014** and will also take place at the Town Hall. It is desirable that those supporting a change to the Plan and seeking to appear at the Hearing Sessions should attend the PHM to express their views on any point of concern to them regarding procedure or the issues to be discussed. Equally, any representors who miss the PHM will not be placed at any disadvantage in ultimately presenting their case.

The Inspector has drawn up an **Agenda for the PHM [E.8]**, a **Guidance Note** for the Examination [E.7], a **Provisional Schedule of Issues for Consideration**

[E.9] and an **Indicative Programme for the Hearings** [E.11].

These documents are attached and you are asked to give them your early attention before providing me with your response as follows:

If you propose to attend the PHM please let me know before **Tuesday 9 September 2014**.

If you indicated in your representation that you wished to take part in the Hearings, either for yourself or on behalf of another interested person or organisation, please let me know by **Monday 22 September 2014** whether you still wish to do so and at the same time confirm on which Issue or Issues on the provisional schedule you consider that you should be invited to take part.

If you indicated in your representation that you did not wish to take part or you were unsure about it, please advise me, also by **Monday 22 September 2014** of your current intention and, again confirm on which Issue or Issues on the provisional list you consider that you should be invited to take part. Should I not hear from you by the above date, it will be assumed that you do not wish to participate in any of the Hearings but the Inspector will take your original written representation into account.

If you are a Representor only to the HCSPD please indicate your intention by the same date.

Please bear in mind that the written representations already made are accorded equal weight to those made orally during the Hearing, which is held only on matters where the Inspector considers further discussion would help his assessment of the Draft ESLP, or where specific requests for appearances have been made.

Once I have collated all the replies to this invitation, the Inspector will draw up a firm Programme for initial Hearings on Strategic Matters, including schedules of invited participants. It is hoped that this will be issued by **Monday 29 September** and will be followed by more detailed session Agendas close to the dates of the Hearings. Arrangements for Hearings on Development management and specific site matters will follow.

Please do not hesitate to contact me if you need further assistance, in particular should you have any questions or concerns regarding the completeness of the Schedule of Issues or the content of the Guidance Note.

Yours faithfully

A. Willis

Amanda Willis
Programme Officer