

ROCHFORD DISTRICT COUNCIL ALLOCATIONS PLAN EXAMINATION

Kerry Freeman, Programme Officer, Rochford District Council, South Street, Rochford SS4 1BW.

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2nd May 2013

Dear Representor,

Rochford District Council Allocations Plan 2013

Allocations Plan Examination Hearings

Pre-Hearing Meeting – 19 June 2013

My records show that you or your organisation made representations on the Allocations Document. This has now been submitted and will be subject to Independent Examination. I should like to take this opportunity to introduce myself as the Programme Officer responsible for assisting the Inspector with all aspects of the Examination administration.

The Secretary of State has appointed Mr David Smith BA(HONS) DMS MRTPI of the Planning Inspectorate to conduct the Examination process. Please note that all communications for the Inspector should be sent to me. To ensure his impartiality the Inspector will not communicate directly with any party, including the Council, outside the formal Examination sessions.

I will confirm the timing and duration of the **Allocations Examination Hearings** in the near future but **provisionally these are due to commence on Tuesday 3rd September 2013** and will be held at the Civic Suite, 2 Hockley Road, Rayleigh, Essex SS6 8EB. They certainly will not start before that date.

Before then a **Pre-Hearing Meeting** has been arranged to take place at **11.00am on Wednesday 19th June 2013**, at the same venue. You are invited to attend this meeting, which will be jointly held with the Hockley Area Action Plan Pre-Hearing Meeting. The purpose of the Pre-Hearing Meeting is to provide an opportunity for procedural and administrative matters relating to the Examination to be explained and discussed. It **will not** involve any debate or consideration of the merits of the Allocations Plan Document or any representations which have been made.

Although I will endeavour to accommodate anyone who simply appears on the day it would greatly assist my preparation if you would advise me if it is your intention to attend the Pre-Hearing Meeting and, if appropriate, you have any special requirements concerning facilities at the venue.

I shall be contacting you again before the Pre-Hearing Meeting with location details as well as forwarding any further papers in respect of the subsequent Hearings.

In my next letter I will also be asking you to confirm your intentions regarding appearance or otherwise at the Hearing Sessions. I will also be sending out the Inspector's Guidance Notes for the

Examination, a draft programme for the Hearing Sessions and a schedule of Matters and Issues to be discussed at the Hearings. The Inspector has been provided with full copies of all representations and he has asked me to point out that **representations made in writing and email carry the same weight as those pursued by personal appearance at any of the Hearing sessions.**

In the meantime, and at all stages through the Examination process, I would urge you to view the Allocations Submission webpage on a regular basis as this will be frequently updated with new information and relevant documents. The webpage can be found at http://www.rochford.gov.uk/planning/policy/local_development_framework/allocations_development_plan-1/allocations-document.

I look forward to hearing from you and encourage you to contact me if I can be of assistance at any time over the weeks ahead.

Yours sincerely

Kerry Freeman
Programme Officer