

## **EXAMINATION OF ROCHFORD ALLOCATIONS SUBMISSION DOCUMENT AND HOCKLEY AREA ACTION PLAN.**

Notes of the Pre-Hearing Meeting (PMH) held at the Civic Suite, Rayleigh at 11am on 19<sup>th</sup> June 2013

### **1. Opening and Introductions**

The Planning Inspector David Smith opened the meeting by introducing himself and the Programme Officer Kerry Freeman. The Inspector then asked the Council to introduce their representatives.

### **2. Matters from the Inspector's Guidance Notes**

The Inspector summarised the information that had been set out in the previously circulated *Inspector's Guidance Notes*, with particular attention to the Inspector and Programme Officer roles during the examination process.

The number of representations for both the Rochford Allocations Submission Document and the Hockley Area Action Plan were confirmed.

The Inspector explained the process for progressing representations for those attending the hearings and that hearing statements should be based on the Inspectors Issues and Questions. They should not simply repeat the information that has already been provided in the original representations.

The Programme Officer must be informed by 9<sup>th</sup> August 2013 should a person or organisation wish to change from a written representation to an appearance at a hearing or vice-versa.

The Inspector detailed the format of the hearing sessions which will be based on his issues and questions. They will be conducted as structured discussions led by the Inspector. Agendas will be available for each hearing session about a week before they take place.

The Hearing Timetables will be available on the website and in paper form from the Programme Officer. The Inspector stressed that it is the responsibility of the individual participants to check the latest timetable and ensure that they are present at the correct time.

The Examination Library containing the main documents was available at the PMH for any person to look at. The Inspector repeated that, if necessary, any documents can be obtained by contacting the Programme Officer. All documents produced during the examination process are available on the examination website.

The Inspector confirmed that finalisation of his issues and questions for the hearings would be done by the 28<sup>th</sup> June 2013 and that hearing statements should be prepared after this date once the final issues and questions were on the website.

The hearing statements should contain no more than 3000 words and their format is further detailed in the Inspector's Guidance Notes. All statements should be received by the Programme Officer by 16<sup>th</sup> August 2013. The Council have the same submission deadline date. Hearing statements will be posted on the Examination websites and will not be circulated directly to participants. However, hard copies can be requested once they have been posted or for any person unable to access the website.

Statements of Common Ground to enable the hearings to concentrate on key issues should be submitted by 16<sup>th</sup> August 2013 and will also be available on the website.

The Inspector indicated that he has already completed some site visits and will carry out further visits before, during and, if necessary, after the hearings. The site visits will be unaccompanied unless there is a particular need for the Inspector to go onto private land. If any representor feels that the Inspector should visit a particular site please let the Programme Officer know.

Once the hearing sessions have been conducted the examination will remain open until the Inspector issues his report. Any late material will be returned.

### **3. Any Other Procedural Matters**

None

### **4. Questions**

- Mr B Marsden-Carleton – Would there be the opportunity to accompany the Inspector on site visits?  
Inspector – Preference is given to unaccompanied site visits due to convenience and as most things can be seen from public places. Should there be any specific sites that you wish me to visit please contact the Programme Officer with the details.
- Mr R Chapman – Fine introduction, you mention points which can be raised with regard to soundness and legal compliance, but what about sustainability?  
Inspector – One of the tests of soundness is consistency with national policy and this includes the ability to achieve sustainable development in accordance with the NPPF's policies.
- Mrs L Kendall – You mentioned asking local people to combine statements if they have the same issues but how do we know who has the same issues and how to contact them?  
Inspector – This is not essential but is good practice, and if you contact the Programme Officer she may be able to assist in putting you in contact with the relevant parties.
- Mrs L Kendall – I am not familiar with the process but can other sites be suggested for the proposals, would you consider other proposals.  
Inspector – The Council have undergone a long process and identified the sites. If the examination process finds the plans to be sound no other sites will be looked at. The sites already identified should be concentrated on.
- Mr B Marsden-Carleton – Statements of Common Ground, how will we know if there are any?  
Inspector – Any statements of Common Ground received will be produced and made available on the website. All documentation forming part of the examination process will be open and available to the public.
- Mr T Bowley – The website is very confusing, very vague, can it be simplified?  
Inspector – This has been identified and the Programme Officer will be looking at it. If you require any help finding documents contact the Programme Officer.
- Mr Davidge – Have you looked at the cumulative impact which may affect an area?  
Inspector – This is considered as part of the soundness tests.
- Myra Weir (Hawkwell Parish Council) – Can additional sites be put forward or be considered if they are already allocated land?

Inspector – The key focus is sites that have already been proposed in the Plan. If these are found to be sound other sites will not be looked at although representatives may raise alternatives.

#### **5. Initial legal compliance questions for the Council**

The initial legal compliance questions asked by the Inspector have been responded to by the Council. The questions and responses are available on the website and hard copies can be obtained from the Programme Officer. Legal compliance may be considered further during the hearings as indicated on the list of Issues and Questions.

#### **6. Any Further Questions**

None raised.

#### **7. Closing**

The Inspector thanked everyone for their attendance and closed the meeting.