

## ROCHFORD DISTRICT COUNCIL - ROCHFORD AREA ACTION PLAN EXAMINATION

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29<sup>TH</sup> November 2013

Dear Representor,

### **Rochford District Council – Rochford Area Action Plan Examination**

My records show that you or your organisation made representations on the Rochford Area Action Plan 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 Mike Fox BA, Dip TP, 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 **Rochford Area Action Plan Hearing** in the near future but **provisionally these are due to commence on Wednesday 19<sup>th</sup> February 2013 at 10am** and will be held at the Civic Suite, 2 Hockley Road, Rayleigh, Essex SS6 8EB.

I shall be contacting you again before the Hearing 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 Rochford Area Action Plan 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/rochford\\_area\\_action\\_plan/rochford-area-action-plan-0](http://www.rochford.gov.uk/planning/policy/local_development_framework/rochford_area_action_plan/rochford-area-action-plan-0)

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