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Contact: Charlotte Brennan  
Direct Dial: 01362 656296  
  
E-Mail: programme.officer@breckland.gov.uk  
  
Date: 24<sup>th</sup> January 2018

Dear «Salutation»

### **Examination of the Breckland District Local Plan (2011 – 2036) (the Plan)**

I am contacting you because you made representations on the Breckland District Council (BDC) Examination of the Breckland Local Plan (2011 - 2036) (Plan), If you submitted representations during the 2017 consultation on behalf of others, please ensure that you advise those concerned of this letter and attachments.

I would like to take this opportunity to introduce myself as the Programme Officer responsible for assisting the Inspector with all aspects of the administration of the Examination.

The Secretary of State has appointed Jonathan Manning BSc (Hons) MA MRTPI of the Planning Inspectorate to conduct the independent Examination of the Local Plan to establish whether it is sound.

The Inspector will conduct a series of Hearings to which those who made representations seeking changes to the Local Plan and who wish to discuss their concerns with the Inspector and Breckland District Council are invited. The Hearing sessions (which are part of the examination) will start on Tuesday 10<sup>th</sup> April 2018 and are anticipated to last for 12 days. They will be held at the Council's Offices in the Committee Suite, Elizabeth House, Dereham, Norfolk, NR19 1EE. **(Please note only exception - Thursday 12<sup>th</sup> April (anticipated to be Matter 4) will be held at South Green Park Ltd, South Green Park Enterprise Centre, Mattishall, Dereham, Norfolk, NR20 3JY).**

The Inspector has drawn up a Guidance Note for the Examination and a Provisional Schedule of Issues & Matters for Considerations. These documents are attached and you are asked to give them your early attention before providing me with your response as follows:-

**Inspector: Jonathan Manning BSc (Hons) MA MRTPI**  
**E-Mail: programme.officer@breckland.gov.uk**

If you indicated in your representation that you wish to take part in the Hearings, either for yourself or on behalf of another interested person or organisation, please let me know **by Monday 19<sup>th</sup> March 2018**, whether you still wish to do so and at the same time confirm on which Issue or Issues on the provisional list 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 19<sup>th</sup> March 2018** 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.

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 BDC Local Plan, or where specific requests for appearances have been made.

Once I have collated all the replies to this invitation, I will draw up a firm Programme for the Hearings, including schedules of invited participants. It is hoped that this will be issued by Tuesday 3<sup>rd</sup> April 2018 and will be followed by more detailed session Agendas close to the dates of the Hearings. Meanwhile, subject to any exception as explained in the Guidance Note, the Inspector proposes to base the Hearings on the Original Representations, dispensing with any Pre-Hearing Meeting.

If you wish to keep up-to-date with what is happening, please go to the Examination website at: <https://www.breckland.gov.uk/localplanexamination> Copies of all submission documents together with the Examination library are also available to download from the website.

Reference copies of all documents and supporting evidence submitted to the Secretary of State are available to view during normal office hours (by appointment) at the Breckland District Council, Examination Office, Elizabeth House, Walpole Loke, Dereham, Norfolk, NR19 1EE. Please use my contact details to contact me to arrange an appointment.

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 sincerely



Charlotte Brennan  
Programme Officer