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**Inspector Simon Berkeley (BA MA MRTPI) and
Inspector Andrew McCormack (BSc(Hons) MRTPI)**

EXAMINATION INTO THE SOUNDNESS OF THE CITY OF YORK LOCAL PLAN

11 January 2019

Dear Sir/Madam

On 25 May 2018, the City of York Council formally submitted the City of York Local Plan to the Secretary of State for Communities and Local Government.

The Secretary of State then appointed Inspectors Simon Berkeley (BA MA MRTPI) and Andrew McCormack (BSc(Hons) MRTPI) of the Planning Inspectorate to conduct the Examination to determine whether the Plan is sound.

I was appointed the Programme Officer for the Examination of the City of York Local Plan to assist the Inspectors with all aspects of the examination administration. I am independent of the Council during this process.

On 24 July 2018 the Inspectors wrote to the City of York Council outlining their initial observations (document EX/INS/1). The Government then published revised guidance which was relevant to the City of York Local Plan. The City of York Council formally responded the Inspectors' letter on 13 November 2018 (document EX/CYC/7).

The Inspectors' letter of response dated 17 December 2018 (document EX/INS/2) agreed with the Council that it would be prudent to timetable hearings concerning the objective assessment of housing need ('the OAN') ahead of those on other matters. As such, a phased approach will be taken to the hearings. The first phase of hearings will deal with the Duty to Cooperate, the OAN and matters relating to Green Belt principle. Hearings thereafter will follow a break in the schedule.

It is anticipated that the initial hearings will be held in March/April 2019. However, I must stress that this is merely anticipated and not finalised as yet. When the dates and venue have been finalised I will write to you again with the details.

Although no dates have yet been formalised an important element in the organisation of the hearings is identifying representors who wish to appear and present their representation orally. Please note that written representations made as part of consultation of the Publication Draft stage of the Local Plan (21 February 2018 to 4 April 2018) will carry the same weight as representations that are made in person during the hearing sessions. The Inspectors would like to stress that the right to appear and be heard is limited to those persons defined in section 20 (6) of the Town and Country Planning (Local Planning) (England) Regulations 2012 (i.e. any person(s) that has made representations seeking a change to the Plan the Publication Draft stage). Consequently, supporters of policies or allocations do not have a right to appear as it is for the Council to justify the contents of its Plan.

In order to assist in drawing up the draft hearings programme I would be grateful if you would confirm whether or not you wish to take part in the hearings and present your representation orally. **Please respond to me no later than Friday 25 January 2019 if your intention is to participate in the examination hearings.** If I do not hear from you by that date, I will presume that you do NOT wish to be invited to participate at the hearings.

If you wish to keep up-to-date with what is happening, please go to the Examination website at: <https://www.york.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 City of York Council's offices at Strategic Planning, West Offices, Station Rise, York, YO1 6GA Please use my contact details to contact me to arrange an appointment.

I will be in contact again when I have further information about the Examination. If you have any further questions about the Examination, please do not hesitate to contact me.

Yours faithfully

Carole Crookes

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Programme Officer