

**Please
contact:
Tel No:
Email:**

Paul Morris – Programme Officer
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Our Ref: KLPCS Modifications
Date: 26 June 2014

Dear Sir / Madam,

RE: Knowsley Local Plan: Core Strategy – Modifications and Reconvened Hearings

I am contacting you because you have previously submitted representations in response to the "Proposed Submission" consultation on the Knowsley Local Plan: Core Strategy (**KLPCS**). You are therefore recorded as a "representor" within the Examination in Public process.

I am now writing to notify you that on 18 June 2014, Knowsley Council's Cabinet approved a schedule of Proposed Modifications to the KLPCS.

Following this, the Inspector appointed to examine the KLPCS (Mr Martin Pike) has confirmed his intention to re-convene the public hearings which were adjourned in November 2013. These hearing sessions will focus on the modifications to the KLPCS proposed by the Council.

The hearings will commence at **10.00 am** on **Tuesday 22 July 2014** and are expected to last for up to 3 days. The venue for the hearings is the same as previously and is The Huyton Suite (now known as "The Venue"), Civic Way, Huyton, L36 9GD.

The Inspector has issued a provisional agenda for the hearings which I have attached to this letter. This sets out the matters and questions to be discussed within the sessions.

I would be grateful if you could let me know by **Tuesday 15 July 2014** whether or not you wish to attend the hearing sessions. If so, please inform me which specific matters, issues and questions you would like to attend.

If you wish to make a further written Statement(s), it should be succinct and focused on the issues identified in the provisional agenda. All **further Statements** should be submitted to the Programme Officer by 5.00 pm on **Friday 11 July 2014**. This deadline relates to the receipt of both electronic and paper copies. I attach guidance on the format required for further statements. This is based on the guidance originally set out in Appendix A of the "Guidance Notes for Participants" document issued by the Inspector on 23 August 2013 (Examination library reference EX04) but adapted for the purposes of these re-convened hearings.

All the Examination documents are available on the Local Plan Examination website at: www.knowsley.gov.uk/localplan. Key documents relating to the Proposed Modifications are documents CS08 'Schedule of Proposed Modifications to the Submission Document' and CS09 'Submission Document Including Tracked Changes'. These and other key documents have also been made available within Knowsley Council libraries and One Stop Shops during normal opening hours. You may also find it helpful to refer to the Council's letter to the Inspector dated 26 June 2014 (document EX29) as this sets out the broad context for the modifications.

I would be grateful if you could notify me if your contact details (including email address and/or postal address) are subject to change, or if you would prefer to be contacted in a different manner.

If you have any queries, please contact me using the following details:

Address: Programme Officer, Knowsley Local Plan Core Strategy Examination,
Municipal Buildings, Archway Road, Huyton, Merseyside, L36 9YU

Telephone: 0151 443 3077

Email: programmeofficer@knowsley.gov.uk

Kind regards,

Paul Morris, Programme Officer

Format for Statements

- A. Statements should be succinct, avoiding unnecessary detail and repetition of what has already been provided.
- B. It is the quality of the reasoning that carries weight, not the bulk of the documents. There is no need for verbatim quotations from Core Documents or Government policy and guidance, cross references will suffice where necessary.
- C. None of the Statements should be longer than **3,000 words**. Statements which are excessively long or contain irrelevant or repetitious material will be returned by the PO for editing. They should be on A4 paper, printed on both sides, **not spiral bound** but punched with two holes for filing. Plans or diagrams should fold down to A4 size, and any photographs should be annotated.
- D. Supporting material in the form of **Appendices** should be restricted to that which is essential and should not contain extracts from documents that are already in the Examination Library. Any Appendices should have a contents page and be paginated throughout. Whilst the word limit does not include Appendices, they should respect the aim of succinctness.
- E. **A separate statement should be submitted for each of the Matters specified by the Inspector.** To minimise the production of hard copies, representors are encouraged to access the statements of other participants via the Core Strategy Examination page of the Council's website. **Those appearing at Hearings** should send **six** copies of all Statements to the PO (for the Inspector, Council, PO, Library and a couple spare for persons without access to the website). For **written representations**, only **four** copies need to be submitted. In addition, an electronic copy of Statements and Appendices should be sent to the PO (in Word or PDF format) for the Examination web page.
- F. All Statements must be headed with the representor's name and be clearly marked, in the top right hand corner of the first page, with the appropriate **Matter number** and **Representor reference**. If you are unclear about the Representor reference or which Matter is relevant to your objection, please contact the PO.
- G. **All Statements, both paper and electronic, should reach the PO by 5.00 pm on Friday 11 July 2014.** Late submissions and additional material are unlikely to be accepted since this can cause disruption and result in unfairness, and might result in adjournment of a Hearing. If material is not received by the above deadline, the PO will assume that you are relying on the original representations.