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# Examination of the Chichester District Council Local Plan 2021 - 2039

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**Inspectors:** P Lewis BA (Hons) MA MRTPI and J Ayres BA Hons, Solicitor

**Programme Officer:** Kerry Trueman

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## Examination of the Chichester Local Plan 2021 - 2039

6<sup>th</sup> August 2024

Dear Representor,

I wrote to you on 18<sup>th</sup> June 2024 to inform you that the examination of the Chichester Local Plan 2021 – 2039 had commenced. I can now advise you that the hearing sessions forming the examination will open on **09:30am Tuesday 1<sup>st</sup> October 2024** at:

**Committee Rooms  
Chichester District Council  
East Pallant House  
Chichester  
West Sussex  
PO19 1TY**

The Inspectors have published the following documents regarding the examination. Please take the time to read these documents carefully and familiarise yourself with the information given, important deadlines set by the Inspectors, as well as the hearing session venue and timetable; especially if you intend on undertaking an active role in the examination. Links to these documents can be found below:

- [ID04 Inspectors' Guidance Notes](#)
- [ID05 Inspectors' Matters, Issues and Questions \(MIQs\)](#)
- [ID06 Draft Hearing Programme V1](#)

The Inspectors' Guidance Note explains the procedures and administrative arrangements to assist you in participating in this examination process. It also includes details of important deadlines including those for submitting statements in response to the Inspectors' MIQs as well as, where relevant, any Statements of Common Ground. The guidance note sets out how to prepare and submit statements in response to the MIQs.

The Inspectors' MIQs identify the main issues of soundness and legal compliance upon which the examination will focus, including during the hearing sessions.

The Draft Hearing Programme sets out the expected dates for the hearing sessions. However, this is subject to change and you should refer regularly to the examination website. It is your responsibility to keep yourself up to date with the arrangements and programme.

**If you wish to participate at the hearings you are required to let me know which hearing sessions you wish to participate in. Please email me at [programmeofficer@chichester.gov.uk](mailto:programmeofficer@chichester.gov.uk) before 17:00 Friday 30<sup>th</sup> August stating who you will be representing, what matter(s) and question(s) you wish to participate in and the name of your participant.**

Please find below the key dates for the examination:

- **17:00 Friday 30<sup>th</sup> August 2024:** Deadline to advise the Programme Officer which matter, issues and questions you wish to speak at.
- **17:00 Friday 30<sup>th</sup> August 2024:** Deadline for the submission of statements of common ground.
- **17:00 Friday 13<sup>th</sup> September 2024:** Deadline for the submission of electronic hearing statements to the Programme Officer.
- **09:30 Tuesday 1<sup>st</sup> October 2024:** Date of first hearing. For subsequent hearing dates, please refer to the Draft Timetable.

Please ensure you check the Latest News section of the examination webpages regularly as this will be updated with important examination news. The Latest News can be found by following the link below:

[The Local Plan examination - latest news - Chichester District Council](#)

Also, please ensure that you keep me informed of any changes to your contact details or preferred method of communication during the course of this examination so that I can update my records accordingly. If you have not done so already, I would be grateful if an email address could be provided wherever possible.

Please do not hesitate to contact me if you have any questions.

Yours faithfully,

*Kerry Trueman*

**Kerry Trueman  
Programme Officer**

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