



The Planning Inspectorate

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Bristol, BS1 6PN

Customer: 0303 444 5000
Services: MeafordEnergyCentre@infrastructure.gsi.gov.uk
e-mail:

To interested parties, statutory parties
and other persons invited to the
preliminary meeting

Your Ref:

Our Ref: EN010064

Date: 27 August 2015

Dear Sir/Madam

Planning Act 2008 (as amended) – Section 89 and the Infrastructure Planning (Examination Procedure) Rules 2010 – Rule 8 (as amended)

Application by Meaford Energy Limited for an Order Granting Development Consent for the Meaford Energy Centre

Examination timetable and procedure

I write to tell you about the procedural decisions following the Preliminary Meeting held on 20 August 2015 at the Yarnfield Park Training & Conference Centre. This letter also provides you with the examination timetable, a link to the initial questions that I am asking in the examination and other matters.

All documentation associated with this project, including a note of the Preliminary Meeting and the audio recording taken at that meeting can be found using this link:

<http://infrastructure.planninginspectorate.gov.uk/projects/west-midlands/meaford-energy-centre/?ipcsection=docs>

Procedural decision and examination timetable

I have made procedural decisions about the way in which the application is to be examined. The examination timetable is attached as **Annex B**, and references to numbered deadlines in this letter are references to this timetable. This updates the draft examination timetable that was included with my letter of 17 July 2015.

If I consider it necessary to vary the timetable I will write to interested parties and 'other persons' and publish the changes on our website. I will also do this if the date, time and place of any hearings are changed, except in the event of an adjournment.

Examining Authority's First Round of Written Questions

I have decided to ask a number of written questions. These questions are now published on our website and can be accessed through the following link:

<http://infrastructure.planningportal.gov.uk/Document/3374787>

Responses to these questions must be received on or before **Monday 28 September 2015**.

Local Impact Reports (LIRs)

This letter has been sent to all Local Authorities as defined in s56A of the PA 2008, and I invite them to submit Local Impact Reports by **Monday 28 September 2015**.

These are to be sent to the Planning Inspectorate (the Inspectorate) using the email or postal address at the top of this letter, quoting reference EN010064 and your unique reference number, if one is quoted on this letter or in the covering email if you have received this electronically.

Guidance for submission of written representations

I also invite all interested parties to submit written representations as well as comments on relevant representations. All representations in writing must be received by **Monday 28 September 2015** to the Planning Inspectorate using the email or postal address at the top of this letter, quoting reference EN010064 and your unique reference number.

To assist in timely processing, written representations and comments on relevant representations must be sent by the deadline specified.

The Inspectorate requests that interested parties send, where practicable, electronic copies of their submissions as email attachments, to MeafordEnergyCentre@infrastructure.gsi.gov.uk on or before the applicable deadline.

Most people engage with our process via our website, where all submissions are published. Parties are therefore asked to consider this when formatting the electronic copies of their submissions and to avoid submissions made up of large numbers of small files, or excessively large files, or which are otherwise not optimised or unnecessarily difficult to navigate.

Electronic attachments should be clearly labelled with subject title and not exceed 12MB for each email. Timely submissions in advance of the deadlines set in the timetable are encouraged. Where an electronic submission exceeds 12MB, we will accept the postal submission of an electronic document on portable media (such as a CD or USB flash drive). Providing links to websites where your submissions can be viewed is not normally acceptable, because it does not amount to submitting them.

Parties who are not comfortable with making submissions electronically are welcome to make their submission by post.

There is no prescribed form for written representations. Written representations can deal with any relevant matter. They are not restricted to the matters set out in my Initial Assessment of Principal Issues which were discussed at the Preliminary Meeting, nor restricted to the questions I have asked. Please note that under Rule

10(4) of the Examination Procedure Rules any person, other than the applicant, who submits a written representation must identify in their written representation those parts of the application with which they agree and those parts with which they do not agree, and must state the reasons for such disagreement.

Furthermore, in accordance with DCLG 'Planning Act 2008: Guidance for the examination of applications for development consent for nationally significant infrastructure projects (March 2015)', participants should normally provide with their written statements, '*the data, methodology and assumptions used to support their submissions*'.

Notification of a wish to attend a hearing

As set out in Annex B, if you would like to attend a hearing please notify the Planning Inspectorate on or before **Monday 28 September 2015**.

If an interested party wishes to attend a hearing they should indicate in their written representations which topics they wish to address at the hearing.

Procedure at hearings and notification of wish to speak at hearings

The procedure to be followed at hearings is set out in Rule 14 of the Examination Procedure Rules. Any oral representations must be based on either the relevant or written representations made by the person by whom or on whose behalf the oral representations are made. I shall be responsible for the oral questioning of a person giving evidence but your attention is drawn to Rule 14(5) of the Rules and the circumstances that apply to cross-questioning between parties.

My examination will be primarily written, and I will decide whether a hearing on a particular issue or topic is necessary. This decision is not connected to how relevant or important I consider an issue or topic to be.

Site inspections

At the Preliminary Meeting, I described what I had been able to see on unaccompanied visits that I conducted before the examination. It was noted that I may undertake further unaccompanied site visits during the examination.

I have requested submissions on the itinerary of the proposed accompanied site visit to the application site itself and have received nominations at the Preliminary Meeting and in representations for Deadline 1 from Meaford Energy Limited, National Trust, Mr Kuhn on behalf of Meaford Residents Association, Stafford Borough Council and Staffordshire County Council. Consideration will be given to how where and when I will visit the locations requested. Please be aware that I cannot carry out unaccompanied inspections on private land or where special measures with regards to safety must be followed.

The itineraries and routes of the accompanied site visit (of which notice is given in annex B) will be published on our website approximately seven days before the visit. Please note that the site inspection is not an opportunity to make any oral representations or give evidence in relation to the application.

Deadlines for receipt of documents and requests for hearings

It is important to note that if you do not submit the information by the dates specified in the timetable, I may disregard them.

Award of costs

Your attention is also drawn to the possibility of the award of costs against interested parties who behave unreasonably.

You should be aware of the guidance issued by the Department of Communities and Local Government (July 2013) entitled 'Award of costs: examinations of applications for development consent orders' that applies to National Infrastructure Projects. The guidance is available at the following link:

<https://www.gov.uk/government/publications/awards-of-costs-examinations-of-applications-for-development-consent-orders>

Statutory Parties

If you are a statutory party, or a local authority without direct responsibility in the proposed development area, as defined in S88(3)(c) &(d) of the Act, and have not made a relevant representation, then you should inform the case team if you wish to become an interested party by **Monday 28 September 2015**.

All persons are able to visit the relevant project page on our website to stay informed of the progress of the examination of the application.

Management of Information

The Planning Inspectorate has a commitment to information transparency. Therefore, all information submitted for this project (if accepted by the ExA) and a record of advice which the Planning Inspectorate has given can be found on the Planning Portal together with the name of the person or organisation who asked for the advice. The privacy of any other personal information has been protected in accordance with our Information Charter.

Yours faithfully

David Richards

David Richards
Examining Authority

Annexes:

Annex A. Availability of relevant representations and application documents

Annex B. Timetable for examination of the application

Advice may be given about applying for an order granting development consent or making representations about an application (or a proposed application). This communication does not however constitute legal advice upon which you can rely and you should obtain your own legal advice and professional advice as required.

A record of the advice which is provided will be recorded on the Planning Inspectorate website together with the name of the person or organisation who asked for the advice. The privacy of any other personal information will be protected in accordance with our Information Charter which you should view before sending information to the Planning Inspectorate.

Availability of relevant representations and application documents

On our website:

<http://infrastructure.planninginspectorate.gov.uk/projects/west-midlands/meaford-energy-centre/?ipcsection=overview>

For inspection and copying:

Stone Library

High Street
Stone
Staffordshire
ST15 8AT

Opening times:

Monday	9.00am – 5.00pm
Tuesday	9.00am – 6.00pm
Wednesday	9.00am – 1.00pm
Thursday	9.00am – 5.00pm
Friday	9.00am – 6.00pm
Saturday	9.00am – 4.00pm
Sunday	Closed

Copying charges:

Black and White A4/A3	10p/20p
Colour A4/A3	50p/£1.00

For inspection and copying:

Holmcroft Library

Holmcroft Road
Stafford
Staffordshire
ST16 1JG

Opening times:

Monday	9.00am – 1.00pm / 2.00pm – 5.00pm
Tuesday	2.00pm – 7.00pm
Wednesday	9.00am – 1.00pm / 2.00pm – 5.00pm
Thursday	Closed
Friday	2.00pm – 7.00pm
Saturday	9.00am – 1.00pm
Sunday	Closed

Copying charges:

Black and White A4/A3	10p/20p
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Colour A4/A3	50p/£1.00
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For inspection and copying:

Blythe Bridge Library

Uttoxeter Road
Blythe Bridge
Stoke-on-Trent
ST11 9JR

Opening times:

Monday	1.00pm – 7.00pm
Tuesday	9.00am – 1.00pm / 2.00pm – 5.00pm
Wednesday	Closed
Thursday	9.00am – 1.00pm / 2.00pm – 6.00pm
Friday	9.00am – 1.00pm / 2.00pm – 5.00pm
Saturday	9.00am – 1.00pm
Sunday	Closed

Copying charges:

Black and White A4/A3	10p/20p
Colour A4/A3	50p/£1.00

Timetable for examination of the application

The Examining Authority's (ExA) examination of the application takes the form of consideration of written representations about the application. The ExA will also consider any oral representations made at the hearings. The ExA is under a duty to **complete** the examination of the application by the end of the period of 6 months beginning with the day after the close of the Preliminary Meeting.

Item	Matters	Due Dates
1.	Preliminary Meeting	Thursday 20 August 2015
2.	<p>Deadline 1</p> <ul style="list-style-type: none"> • Notification of wish to speak at an open floor hearing • Nominations of locations to be inspected during accompanied site inspections, the features to be observed there, with reasons for each nomination 	Thursday 20 August 2015
3.	<p>Issue by ExA of:</p> <ul style="list-style-type: none"> • Examination timetable • ExA first written questions (publication) • Notification of date for accompanied site visit 	<p>As soon as practicable</p> <p>No later than Thursday 27 August 2015</p>
4.	Date reserved for an accompanied site visit	Tuesday 22 September 2015
5.	<p>Deadline 2</p> <p>Deadline for receipt of:</p> <ul style="list-style-type: none"> • Notification from statutory parties, or a local authority without direct responsibility in the proposed development area, of a wish to be considered an interested party • Comments on relevant representations (RRs) • Summaries of all RR's exceeding 1500 words • Written representations (WRs) by all interested parties • Summaries of all WRs exceeding 1500 words • Local Impact Report from any local authorities • Statements of Common Ground requested by ExA – 	Monday 28 September 2015

	<p>see Annex G</p> <ul style="list-style-type: none"> • Responses to ExA's first written questions • Notification of wish to speak at an issue specific hearing • Notification of wish to speak at a compulsory Acquisition hearing • Any other information requested by the ExA 	
6.	<p>Issue by ExA of:</p> <ul style="list-style-type: none"> • Notification of dates for hearings and accompanied site visit in relation to compulsory acquisition (if required) 	Thursday 1 October 2015
7.	<p>Deadline 3</p> <p>Deadline for receipt by the ExA of:</p> <ul style="list-style-type: none"> • Comments on WRs and responses to comments on RRs • Comments on Local Impact Reports • Comments on responses to ExA's first written questions • Any other information requested by the ExA 	Thursday 22 October 2015
8.	Date reserved for issue specific hearing on environmental matters	Tuesday 10 November 2015
9.	Date reserved for issue specific hearing on the Draft Development Consent Order (DCO)	Wednesday 11 November 2015
10.	Date reserved for compulsory acquisition hearing	Thursday 12 November 2015
11.	Date reserved for accompanied site visit in relation to compulsory acquisition (if required)	Thursday 12 November 2015
12.	<p>Deadline 4</p> <p>Deadline for receipt of:</p> <ul style="list-style-type: none"> • Updated Statements of Common Ground • Post-hearing documents including written summaries of oral cases, of any evidence or documents presented, or amendments requested by the ExA; 	Thursday 19 November 2015

	<ul style="list-style-type: none"> Revised draft DCO from the applicant taking into account all issues raised at hearings and in RRs/WRs (including both clean and track-change versions) Any further information requested by the ExA for this deadline 	
13.	<p>Publication of:</p> <ul style="list-style-type: none"> ExA's second written questions (if required) 	Thursday 26 November 2015
14.	<p>Deadline 5</p> <ul style="list-style-type: none"> Responses to ExA's second written questions (if required) 	Thursday 10 December 2015
15.	Date reserved for issue specific hearing on the DCO (if required)	Wednesday 16 December 2015
16.	Date reserved for issue specific hearing on environmental matters or compulsorily acquisition hearing (if required)	Thursday 17 December 2015
17.	<p>Deadline 6</p> <ul style="list-style-type: none"> Updated Statements of Common Ground Post hearing documents arising from hearings including written summaries of oral cases put, of evidence and of any documents or amendments requested by the ExA; Revised draft DCO taking account of issues raised and comments into account (clean and track-change) Revised Book of Reference taking into account all issues raised at hearings and in RRs/WRs (including both clean and track-change versions) Any further information requested by the ExA for this Deadline 	Tuesday 22 December 2015
18.	<p>Publication of:</p> <ul style="list-style-type: none"> ExA's Draft DCO <p><i>A banner on the Meaford Energy Centre project pages of our website will be updated on this day to reflect which document has been published.</i></p>	Thursday 7 January 2016
19.	<p>Deadline 7</p> <p>Deadline for receipt of:</p> <ul style="list-style-type: none"> Comments on responses to ExA's second written questions (if applicable) 	Thursday 21 January 2016

	<ul style="list-style-type: none"> • Responses to ExA's draft DCO • Responses to revised Book of Reference • Any other information requested by the ExA 	
20.	Reserved for any R17 request for further information (if required)	Thursday 28 January 2016
21.	<p>Deadline 8</p> <p>Deadline for receipt of:</p> <ul style="list-style-type: none"> • Comments on responses to ExA's draft DCO • Comments on responses to revised Book of Reference • Responses to any R17 requests for further information • Any other information requested by the ExA for this deadline 	Thursday 4 February 2016
22.	<p>Deadline 9</p> <p>Deadline for receipt of:</p> <ul style="list-style-type: none"> • Comments on any responses to R17 request • Any other comments requested by the ExA for this deadline 	Thursday 11 February 2016
23.	The ExA is under a duty to complete the examination of the application by the end of the period of 6 months beginning with the day after the close of the Preliminary Meeting.	Saturday 20 February 2016

Publication Dates

All information received will be published on our website as soon as practicable after the deadline for submissions:

<http://infrastructure.planninginspectorate.gov.uk/projects/west-midlands/meaford-energy-centre/>

Hearing Agendas

Please note that we will aim to publish a detailed draft agenda which will be published on our website approximately seven calendar days before the hearing is due to take place but will not otherwise be published or circulated.

The actual agenda on the day of each hearing may be subjected to change at the discretion of the ExA.