



## Meeting note

<b>Project name</b>	Norfolk Vanguard Offshore Wind Farm
<b>File reference</b>	EN010079
<b>Status</b>	<b>Final</b>
<b>Author</b>	The Planning Inspectorate
<b>Date</b>	13 June 2018
<b>Meeting with</b>	Vattenfall
<b>Venue</b>	Temple Quay House, Bristol
<b>Attendees</b>	<b>The Planning Inspectorate</b> Kay Sully (Case Manager) Siân Evans (Case Officer) Louise Evans (Assistant Operational Manager) <b>Vattenfall</b> Laura Gribble (Associate Project Manager)
<b>Meeting objectives</b>	Norfolk Vanguard logistics meeting
<b>Circulation</b>	All attendees

### Summary of key points discussed and advice given

#### Introduction

Vattenfall (the Applicant) and the Planning Inspectorate (the Inspectorate) case team introduced themselves and their respective roles. The Inspectorate outlined its openness policy and ensured those present understood that any issues discussed and advice given would be recorded and placed on the Inspectorate's website under s51 of the Planning Act 2008 (PA2008). Further to this, it was made clear that any advice given did not constitute legal advice upon which the Applicant (or others) can rely.

#### Submission of the application

The Inspectorate enquired on the precise submission date of the application. The Applicant advised that it would be no later than 28 June 2018. The Inspectorate advised that it is helpful to know the precise submission date as soon as possible so that resources can be allocated. The Inspectorate also requested that the Applicant advise on the number of boxes that the application would be delivered in and that the two sets of documents are clearly marked. The Inspectorate requested that any sensitive environmental information is clearly identified.

## **Examination logistics**

The Applicant enquired, if the application is accepted, how soon the Preliminary Meeting and hearings would be held. The Inspectorate explained that it is for the Applicant to decide when to open their Relevant Representation period. The Relevant Representation period should be open for a minimum of 28 days, although the Inspectorate would encourage an applicant to hold the period open for 30 days. This is to align with the Infrastructure Planning (Environmental Impacts Assessment) Regulations 2017, although it is acknowledged that the Applicant is proceeding under the transitional regulations.

The Inspectorate explained that, if the application is accepted for Examination, a draft timetable will be issued in the Rule 6 letter. The Inspectorate will take into consideration any school and bank holidays when drafting the timetable but may not be aware of events in the locality that may potentially affect attendance at hearings. Parties can suggest any changes to the draft timetable at the Preliminary Meeting. The final Examination timetable will be issued in the Rule 8 letter, normally about one week after the Preliminary Meeting.

The Inspectorate advised that an Issue Specific Hearing (ISH) on the Development Consent Order may be held after the Preliminary Meeting as this has been trialled on some previous projects.

The Inspectorate advised that the Examining Authority (ExA) can hold ISHs on topics they consider relevant to the application. Compulsory Acquisition Hearings (CAH) can be requested by any Affected Person, or if the ExA considers it necessary. ISHs and CAHs are likely to be held in a central location, or town/city in the area which is easily accessible.

Open Floor Hearings (OFHs) can be requested by any Interested Party, or if the ExA considers it necessary. For a linear scheme such as this one, OFHs may be held in different locations where there has been a lot of interest.

The Inspectorate advised that it is useful for an Applicant to consider venues for the Preliminary Meeting and hearings, in the event that their application is accepted for Examination. The Applicant may wish to consider venues they used for consultation events, taking into account the Inspectorate's venue requirements.

The Inspectorate advised that, if the application is accepted for Examination, the Accompanied Site Inspection (ASI) route will be determined by the ExA, following an invitation for Interested Parties to submit their requests of what they would like the ExA to view. However the Applicant may be asked to provide a draft route for the ASI. Depending on the number of parties wishing to attend the Applicant may be asked to provide suitable transport.

## **Specific decisions / follow up required?**

The Applicant to advise when the application will be submitted.