



National Infrastructure Planning
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All Interested Parties, Statutory Parties
and any other person invited to the
Preliminary Meeting

Our Ref: TR010034

Date: 19 October 2021

Dear Sir/ Madam

Planning Act 2008 – Sections 88 and 89; and The Infrastructure Planning (Examination Procedure) Rules 2010 – Rules 4, 6, 9 and 13

Application by Highways England for an Order Granting Development Consent for the A57 Link Roads

Rule 6 Letter - Appointment of the Examining Authority, draft Examination Timetable, invitation to the Preliminary Meeting, notification of an Open Floor Hearing and Procedural Decisions

I write to you following my appointment by the Secretary of State as the lead member of the Examining Authority (ExA) to carry out an examination of the above application. I am Stuart Cowperthwaite and the other member of the ExA is Ian Dyer. A copy of the appointment notice can be viewed at:

<https://infrastructure.planninginspectorate.gov.uk/document/TR010034-000577>

Thank you if you have submitted a Relevant Representation. Your representation is helping the ExA to consider how it will examine this application.

Your status in the Examination

You have received this Rule 6 letter because you fall within one of the groups described in the following document:

<https://infrastructure.planninginspectorate.gov.uk/wp-content/uploads/2019/02/Status-faq.pdf>

If your reference number begins with '2002', 'A57L-ISP', 'A57L-AP', 'A57L-S57' or 'A57L-APL' you are in Group A. If your reference number begins with 'A57L-SP' you are in Group B. If your reference number begins with 'A57L-OP' you are in Group C. The meaning and purpose of those groups are explained in the document published at the link above.

If having read this document you are still unsure about your status, please contact the Case Team using the details at the top of this letter.

If you no longer wish to be an Interested Party and do not wish to be involved in the Examination process, then please notify the Case Team of this in writing.

Examinations during Coronavirus (COVID-19)

In the light of ongoing public health controls, the ExA will be carrying out the Preliminary Meeting and the first Open Floor Hearing using virtual methods. Please refer to the following document for more information:

<https://www.gov.uk/guidance/coronavirus-covid-19-planning-inspectorate-guidance>

This guidance is updated periodically to align with the most up to date Government guidance relating to Coronavirus (COVID-19). On that basis the ExA will remain flexible and may hold later events "in person" if it is safe to do so.

Making effective submissions

The ExA will hold an examination into this application and will then write a report with its recommendation on whether or not consent should be given. This will be sent to the Secretary of State for Transport for them to decide.

During the examination the ExA will seek information from parties. The ExA's recommendation will take account of that information. The ExA therefore wishes to hear from you, including if you have local or specialist knowledge that may be important and relevant to the recommendation. There will be several opportunities for you to make submissions during the Examination, as set out later in this letter and in **Annexes A and C** to this letter.

When you are considering whether to make a submission, please be aware that the ExA's recommendation to the Secretary of State will:

- be based on facts and sound evidence, rather than speculation or opinion;
- consider whether the application complies with legislation, policy and guidance, rather than being based on a vote for or against the application; and will
- require the consideration of a large volume of information.

Therefore, it will help the ExA if you could please, where possible:

- submit any information once and provide evidence that it is factual;
- recognise that the process is principally a written one by making your submissions in writing;
- work with any other people that you are in contact with who have the same views to put together a single coordinated submission; and
- avoid making the same submission that others will be making, as we give the same weight to information that is provided once or many times.

Please contact the Case Team using the details at the top of this letter if you would like any clarification or help with your submission(s).

Written representations about how the application should be examined

The ExA would like to hear from you if you would like to make a representation about how the application should be examined, and particularly if you think that any changes need to be made to the draft Examination timetable that is set out in **Annex A** to this letter. Your submissions will help the ExA to finalise the Examination timetable.

The Planning Act 2008 establishes a principally written process for the examination of applications for Development Consent Orders. **You are invited to make a written submission about how the application is to be examined, including the draft Examination Timetable and the use of virtual methods at the Preliminary Meeting and Open Floor Hearing 1, by 11.59pm on Monday 1 November 2021.**

The Preliminary Meeting

A Preliminary Meeting is being held at which the ExA will describe the process that it proposes to use to examine the application, taking account of your written submissions:

Date(s) of meeting: **Tuesday 16 November 2021**
and, if required,
Wednesday 17 November 2021

Arrangements Conference: **From 9.30am**

Meeting begins: **10.00am**

Venue: **Virtual event (Microsoft Teams)**

The Preliminary Meeting may be completed on Tuesday 16 November 2021. If it is then notification that Wednesday 17 November is no longer required will be published as soon as is practicable on the National Infrastructure Planning website at:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

The ExA will limit the scope of the Preliminary Meeting to consideration of how the application will be examined. As such, **you will not be able to comment on the application or give your views about what is good or bad about it, at the Preliminary Meeting.** However, the ExA will hold an Open Floor Hearing shortly after the Preliminary Meeting to provide an early opportunity for you to express your views.

The agenda for the Preliminary meeting is at **Annex B** to this letter. This has been set following the ExA's Initial Assessment of Principal Issues arising from its reading of the application documents and the Relevant Representations received.

The ExA's Initial Assessment of Principal Issues was finalised on 6 October 2021:

<https://infrastructure.planninginspectorate.gov.uk/document/TR010034-000605>

The agenda will be updated as necessary on Tuesday 9 November 2021, following the ExA's receipt of written submissions about how the application is to be examined, as noted above. A more detailed introduction to the Preliminary Meeting and the matters to be covered is provided at **Annex C** to this letter.

Attendance at the Preliminary Meeting

You are not required to attend the Preliminary Meeting in order to participate in the Examination. Whether or not you attend the Preliminary Meeting, if you are an Interested Party then you can make written representations during the Examination and participate in hearings. Please note that representations made in writing carry equal weight to oral representations at all stages of the process.

However, if you would like to observe the Preliminary Meeting then you will be able to access a public livestream on the National Infrastructure Planning website at:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

A recording of the Preliminary Meeting will be published on the website as soon as is practicable after the event.

You can register a wish to make an oral submission at the Preliminary meeting. This will need to be submitted to the Case Team **by 11.59pm on Monday 1 November 2021** and include descriptions of the following:

- what you would like to make an oral submission about; and
- why your submission is about how the application should be examined.

Pre-registration for the Preliminary Meeting is required for the Case Team to provide you with a joining link or telephone number for the meeting and will assist the management of the meeting.

Further information on how to participate in the Preliminary Meeting is provided in Paragraphs 1.1 to 7.3 of Advice Note 8.6:

<https://infrastructure.planninginspectorate.gov.uk/legislation-and-advice/advice-notes/advice-note-8-6-virtual-examination-events/>

Advice Note 8.6 refers to options for the Preliminary Meeting to be held in one or two parts and over one or more days. The Preliminary Meeting for this project will be held in one part and will be held over one day or two consecutive days.

After the Preliminary Meeting

After the Preliminary Meeting you will be sent a letter (known as the Rule 8 letter) setting out the finalised Examination Timetable. A note of the meeting will also be published on the National Infrastructure Planning website.

The ExA will consider the application documents, Written Representations about the proposal, policy and legal positions, site inspections, oral representations made at any hearings and any other matters that it considers to be relevant and important.

Interested Parties have the right to request an Open Floor Hearing and those persons affected by any request for Compulsory Acquisition or Temporary Possession of their land or rights may request a Compulsory Acquisition Hearing.

Any other Issue Specific Hearings will be held at the discretion of the ExA and will be arranged if it feels that consideration of oral representations will help to ensure that an issue is adequately examined.

All relevant and important matters will be taken into account when the ExA makes a recommendation to the Secretary of State for Transport, who will make the decision.

Notification of Open Floor Hearing 1

The ExA has made a Procedural Decision to hold Open Floor Hearing 1 on Thursday 18 November 2021 and, if required, Friday 19 November 2021.

Important information about this hearing is contained at **Annex D** to this letter.

You can register a wish to make an oral submission at Open Floor Hearing 1. This will need to be submitted to the Case Team **by 11.59pm on Monday 1 November 2021** and set out what you would like to make an oral submission about. Pre-registration for Open Floor Hearing 1 is required for the Case Team to provide you with a joining link or telephone number and will assist the management of the hearing.

Statements of Common Ground

The ExA has made a further Procedural Decision to request the preparation of Statements of Common Ground between the Applicant and various parties.

These are set out in **Annex E** to this letter.

Managing Examination correspondence

Given the volume and frequency of letters the Case Team needs to send to Interested Parties during an Examination, it aims to communicate by email as electronic communication is more environmentally friendly and cost effective for the taxpayer.

If you have received a postcard but are able to receive communications by email, please inform the Case Team as soon as possible.

As the Examination process makes substantial use of electronic documents, it will be useful for you to become familiar with the documents section of the National Infrastructure Planning website:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme/?ipcsection=docs>

There is a function on the right-hand side of the project webpage called "E-mail updates". This provides you with an opportunity to register to receive automatic e-mail updates at key stages during the Examination.

A "Make a submission" tab will become available on the National Infrastructure Planning website after the Preliminary Meeting. This provides a portal through which parties will be able to make written submissions at relevant deadlines during the Examination. More information about the "Make a submission" portal is provided at **Annex F** to this letter.

Awards of costs

I draw your attention to the possibility of the award of costs against Interested Parties who behave unreasonably. You should be aware of the relevant guidance:

<https://infrastructure.planninginspectorate.gov.uk/legislation-and-advice/guidance/>

Management of information

Information, including representations, submitted in respect of this examination (if accepted by the Examining Authority) and a record of any advice which has been provided by the Planning Inspectorate is published on the National Infrastructure Planning website.

The Examination Documents can also be viewed electronically at the locations listed in **Annex G** to this letter.

Please note that in the interest of facilitating an effective and fair Examination, it is necessary to publish some personal information. To find out how the Planning Inspectorate handles your personal information please view our Privacy Notice:

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notices/customer-privacy-notice>

The ExA and Case Team look forward to working with all parties during the examination.

Yours faithfully

Stuart Cowperthwaite

Lead Member of the Examining Authority

Annexes

- A** Draft Examination Timetable
- B** Agenda for the Preliminary Meeting
- C** Introduction to the Preliminary Meeting
- D** Notification of Open Floor Hearing 1
- E** Statements of Common Ground
- F** Electronic "Make a submission" Portal
- G** Availability of Examination Documents

This communication does not constitute legal advice. Please view our [Privacy Notice](#) before sending information to the Planning Inspectorate.

<https://infrastructure.planninginspectorate.gov.uk>



Draft Examination Timetable

The Examining Authority (ExA) is under a duty to complete the examination of the application by the end of the period of six months beginning with the day after the close of the Preliminary Meeting.

The examination of the application primarily takes the form of the consideration of written submissions. The ExA will also consider any oral submission made at hearings.

Item	Event(s)	Date(s)
1.	<p>Procedural Deadline</p> <p>Deadline for receipt by the ExA of:</p> <ul style="list-style-type: none"> • written submissions about how the application should be examined, including the draft Examination Timetable and the use of virtual methods at the Preliminary Meeting and Open Floor Hearing 1 • requests to make oral submissions at the Preliminary Meeting • requests to make oral submissions at Open Floor Hearing 1 	Monday 1 November 2021
2.	<p>Issue by the ExA of:</p> <ul style="list-style-type: none"> • updated agenda for the Preliminary Meeting • updated agenda for Open Floor Hearing 1 	Tuesday 9 November 2021
3.	Preliminary Meeting	Tuesday 16 November 2021 Wednesday 17 November 2021 (if required)
4.	Open Floor Hearing 1	Thursday 18 November 2021 Friday 19 November 2021 (if required)
5.	<p>Issue by the ExA of:</p> <ul style="list-style-type: none"> • Examination Timetable 	As soon as practicable after the Preliminary Meeting

Item	Event(s)	Date(s)
6.	<p>Deadline 1</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • written summaries of oral submissions at hearings • post-hearing submissions requested by the ExA • comments on Relevant Representations • notification of wish to speak at a Compulsory Acquisition Hearing or an Open Floor Hearing • the Applicant's updated: <ul style="list-style-type: none"> ○ draft Development Consent Order ○ Explanatory Memorandum ○ Book of Reference ○ Statement of Reasons ○ Schedule of progress regarding Compulsory Acquisition and Temporary Possession, voluntary agreements, and objections ○ Summary of progress in securing other consents ○ Tracker identifying the latest versions of the Applicant's submission documents 	Wednesday 1 December 2021
7.	<p>Issue by the ExA of:</p> <ul style="list-style-type: none"> • notification of the date, time and place of hearing(s) in February 2022 • notification of an Accompanied Site Inspection (if required) <p>Publication of:</p> <ul style="list-style-type: none"> • the ExA's First Written Questions 	Friday 17 December 2021
8.	<p>Deadline 2</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • responses to the ExA's First Written Questions • Written Representations • Local Impact Reports from local authorities • Statements of Common Ground requested by the ExA – see Annex E • the Applicant's proposed itinerary for an Accompanied Site Inspection (if required) 	Friday 14 January 2022

Item	Event(s)	Date(s)
9.	<p>Deadline 3</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • requests to be make oral submissions at hearing(s) in February 2022 • comments on submissions for Deadlines 1 and 2 • the Applicant’s updated: <ul style="list-style-type: none"> ○ draft Development Consent Order ○ Explanatory Memorandum ○ Book of Reference ○ Statement of Reasons ○ Schedule of progress regarding Compulsory Acquisition and Temporary Possession, voluntary agreements, and objections ○ Summary of progress in securing other consents ○ Tracker identifying the latest versions of the Applicant’s submission documents 	Wednesday 26 January 2022
10.	<p>Issue by the ExA of:</p> <ul style="list-style-type: none"> • agenda(s) for hearing(s) in February 2022 	Monday 31 January 2022
11.	<p>Time reserved for hearings and an Accompanied Site Inspection (if required):</p> <ul style="list-style-type: none"> • Issue Specific Hearings • Compulsory Acquisition Hearing (if required) • Open Floor Hearing (if required) • Accompanied Site Inspection (if required) 	Tuesday 8 February 2022 Wednesday 9 February 2022 Thursday 10 February 2022 Friday 11 February 2022
12.	<p>Deadline 4</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • written summaries of oral submissions at hearing(s) • post-hearing submissions requested by the ExA 	Wednesday 16 February 2022

Item	Event(s)	Date(s)
13.	<p>Deadline 5</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • the Applicant's updated: <ul style="list-style-type: none"> ○ draft Development Consent Order ○ Explanatory Memorandum ○ Book of Reference ○ Statement of Reasons ○ Schedule of progress regarding Compulsory Acquisition and Temporary Possession, voluntary agreements, and objections ○ Summary of progress in securing other consents ○ Tracker identifying the latest versions of the Applicant's submission documents • comments on submissions for Deadlines 3 and 4 	Wednesday 23 February 2022
14.	<p>Issue by the ExA of:</p> <ul style="list-style-type: none"> • notification of the date, time and place of hearing(s) in April 2022 <p>Publication of:</p> <ul style="list-style-type: none"> • the ExA's Second Written Questions 	Wednesday 2 March 2022
15.	<p>Deadline 6</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • responses to the ExA's Second Written Questions • the Applicant's final: <ul style="list-style-type: none"> ○ draft Development Consent Order ○ Explanatory Memorandum 	Wednesday 16 March 2022

Item	Event(s)	Date(s)
16.	<p>Deadline 7</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • requests to make oral submissions at hearing(s) in April 2022 • comments on submissions for Deadlines 5 and 6 • the Applicant's updated: <ul style="list-style-type: none"> ○ Book of Reference ○ Statement of Reasons ○ Schedule of progress regarding Compulsory Acquisition and Temporary Possession, voluntary agreements, and objections ○ Summary of progress in securing other consents ○ Tracker identifying the latest versions of the Applicant's submission documents 	Wednesday 23 March 2022
17.	<p>Issue by the ExA of:</p> <ul style="list-style-type: none"> • agenda(s) for hearing(s) in April 2022 • the Report on Implications for European Sites (if required) 	Monday 28 March 2022
18.	<p>Time reserved for hearings:</p> <ul style="list-style-type: none"> • Issue Specific Hearings • Compulsory Acquisition Hearing (if required) 	Tuesday 5 April 2022 Wednesday 6 April 2022 Thursday 7 April 2022
19.	<p>Deadline 8</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • written summaries of oral submissions at hearings • post-hearing submissions requested by the ExA • comments on submissions for Deadline 7 	Wednesday 13 April 2022
20.	<p>Publication by the ExA of:</p> <ul style="list-style-type: none"> • the ExA's schedule of changes to the draft Development Consent Order 	Wednesday 20 April 2022

Item	Event(s)	Date(s)
21.	<p>Deadline 9</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • comments on the ExA’s schedule of changes to the draft Development Consent Order • comments on the Report on Implications for European Sites (if required) • comments on submissions for deadline 8 • the Applicant’s final: <ul style="list-style-type: none"> ○ Book of Reference ○ Statement of Reasons ○ Schedule of progress regarding Compulsory Acquisition and Temporary Possession, voluntary agreements, and objections ○ Summary of progress in securing other consents ○ Tracker identifying the latest versions of the Applicant’s submission documents • final updates to Statements of Common Ground requested by the ExA 	Wednesday 27 April 2022
22.	<p>Deadline 10</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • comments on submissions for Deadline 9 	Tuesday 3 May 2022
23.	The ExA is under a duty to complete the examination of the application by the end of the period of six months beginning with the day after the close of the Preliminary Meeting.	Monday 16 May 2022 or Tuesday 17 May 2022

Further information

In addition to the above, the ExA may request further information under Rule 17 of The Infrastructure Planning (Examination Procedure) Rules 2010 (Rule 17), for which deadlines will be set out in the request(s).

Submission times for deadlines

The time for submission of documents at any deadline in the timetable is 11.59pm on the relevant deadline date, unless instructed otherwise by the ExA.

Publication dates

All information received will be published on the National Infrastructure Planning website as soon as practicable after the deadlines for submissions:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

See **Annex F** for more information on the availability of documents.

An Examination Library will be kept up to date throughout the Examination:

<https://infrastructure.planninginspectorate.gov.uk/document/TR010034-000603>

Each document will be given a unique reference. These references will be used by the ExA during the Examination.

Hearing agendas

Please note that the ExA will publish a draft hearing agenda alongside the notification of a hearing to help inform your decision about whether to register to make an oral submission.

Hearing agendas will be made available on the National Infrastructure Planning website on the dates noted in the Examination timetable. However, the actual agenda on the day of each hearing may be subject to change at the ExA's discretion.

Report on the Implications for European Sites (RIES)

Where an applicant has provided a No Significant Effects Report or a Habitats Regulations Assessment (HRA) Report with the application, the ExA may decide to issue a RIES during the Examination. The RIES is a factual account of the information and evidence provided to the ExA on HRA matters during the Examination up to the date of the publication of the RIES, for the purposes of enabling the Secretary of State, as competent authority, to undertake its HRA. It is not the ExA's opinion on HRA matters. Comments on the RIES will be invited by the ExA and any received will be taken into account as part of the ExA's Recommendation to the Secretary of State.

The Secretary of State may rely on the consultation on the RIES to meet its obligations under Regulation 63(3) of The Habitats Regulations 2017 and/ or Regulation 28 of The Offshore Marine Regulations.

Agenda for the Preliminary Meeting

Date(s): **Tuesday 16 November 2021**
and, if required,
Wednesday 17 November 2021

Arrangements Conference: **From 9.30am**

Meeting start time: **10.00am**

Venue: **Virtual event (Microsoft Teams)**

Agenda for the Preliminary Meeting	
Item 1	The ExA will welcome participants and lead introductions and the public livestream and recording will start.
Item 2	ExA's remarks on the Examination process – refer to Annex C .
Item 3	Written submissions on the Examination process
Item 4	Oral submissions on the Examination process
Item 5	ExA's remarks on the draft Examination Timetable - refer to Annex A .
Item 6	Written submissions on the draft Examination Timetable
Item 7	Oral submissions on the draft Examination Timetable
Item 8	Any other matters
Close of the Preliminary Meeting	

As noted in the Rule 6 letter, the agenda for the Preliminary Meeting will be updated as necessary on Tuesday 9 November 2021, following the ExA's receipt of written submissions about how the application is to be examined. The agenda is subject to further change at the discretion of the ExA, although in making changes the ExA will be mindful of the need to provide opportunities for fair involvement to all Interested Parties.

The Preliminary Meeting may be completed on Tuesday 16 November 2021. If it is then notification that Wednesday 17 November is no longer required will be published as soon as is practicable on the National Infrastructure Planning website:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

Attendance at the Preliminary Meeting

Please refer to the Rule 6 letter for information on the Preliminary Meeting, including the purpose, attendance, and registering to make an oral submission.

If you would like to observe the Preliminary Meeting then you will be able to access a public livestream on the National Infrastructure Planning website at:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

A recording of the Preliminary Meeting will be published on the website as soon as practicable after the event.

Arrangements Conference

An Arrangements Conference will be held for parties that have registered to make an oral submission. This will be hosted by the Case Team and will cover the housekeeping arrangements for the Preliminary Meeting and allow for questions to be asked about how to take part. The Examining Authority (ExA) will not be present and there will not be a public livestream of the Arrangements Conference.

If you have registered to give an oral submission at the Preliminary Meeting, please join the Arrangements Conference promptly using the instructions that are sent to you. In common with Preliminary Meetings held "in person", the event will start at 10.00am irrespective of any late arrivals, for whom access to the event may not be possible.

Introduction to the Preliminary Meeting

Background

The Preliminary Meeting for the A57 Link Roads will take place virtually, using Microsoft Teams. The format, content and procedure will be very similar to the “in-person” Preliminary Meetings that have been held for many years on previous National Infrastructure projects.

The Examining Authority (ExA) is conscious of videoconferencing fatigue and will aim to keep the proceedings focussed and as efficient as possible. This annex provides advance access to information that will generally be included in Item 2 of the Preliminary Meeting Agenda, as set out in **Annex B**. Please read this carefully. The ExA will only present a summary of the key points set out here at the Preliminary Meeting.

The Examining Authority

The ExA, Stuart Cowperthwaite and Ian Dyer, appointed by the Secretary of State for Housing, Communities and Local Government, will introduce themselves at the start of the Preliminary Meeting. A link to the ExA’s appointment letter has been provided in the Rule 6 letter.

The Case Team

The ExA will be supported by the Planning Inspectorate’s Case Team. Bart Bartkowiak is the Case Manager, James Bunten and Harpriya Kaur are the Case Officers. Members of the Case Team will be available to answer questions in the Arrangements Conference and by email before and after the Preliminary Meeting. The contact email address is: A57LinkRoads@planninginspectorate.gov.uk.

The purpose of the Preliminary Meeting

The Preliminary Meeting is being held to discuss the arrangements for the examination of the application for a Development Consent Order for the A57 Link Roads, which is a Nationally Significant Infrastructure Project, and which will generally be referred to in the Preliminary Meeting and Examination as the ‘Proposed Development’. The application has been made by Highways England, which will be referred to as ‘the Applicant’.

You will find information about the application and, in due course, documents produced for the Examination on the Planning Inspectorate’s National Infrastructure Planning website. This has a dedicated landing page for the project with links to Examination procedure, the Examination Timetable, Relevant Representations and Examination documents. The A57 Link Roads National Infrastructure Planning website is at:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

You are encouraged to explore the National Infrastructure Planning website if you haven’t already done so, because it will be used to communicate with you and to

provide access to documents throughout the Examination. There is the option on the project page to register to receive updates and we would also encourage you do this so that you will receive a notification via e-mail at key stages during the Examination.

The main purpose of the Preliminary Meeting is to discuss how the application should be examined. It focuses on the process only, and it will not be looking at the substance of the application. Questions, discussions and representations about the merits or disadvantages of the Proposed Development are for the Examination itself which will begin the day after the close of the Preliminary Meeting.

The agenda for the Preliminary Meeting is at **Annex B**. It is important to have the letter and the agenda in front of you and to refer to them during the Preliminary Meeting. If you are not experienced with videoconferencing and using multiple documents on screen, you may wish to print these in advance of the Preliminary Meeting for reference.

Government guidance and policy

The application is for the construction of a highway wholly in England and for which the Secretary of State or a strategic highways company would be the highway authority for the highway. As such, the application is a Nationally Significant Infrastructure Project under the Planning Act 2008 as it includes development falling within the categories in Section 14 of the Planning Act 2008 and satisfies Section 22 of the Planning Act 2008, including Subsections 22(1)(a) and 22(2).

The designated National Policy Statement for National Networks applies to this Examination and to decision-making relating to this application.

The ExA will consider the Proposed Development in accordance with the National Policy Statement for National Networks and any other applicable policy or considerations that the ExA considers to be important and relevant. The Planning Act 2008 makes it clear that, in making a decision, the relevant Secretary of State "*must decide the application in accordance with any relevant National Policy Statement*" (s104(3)), subject to certain provisos. Essentially, the provisos are that the application must not breach legal or treaty obligations, and that any adverse impact of the Proposed Development would not outweigh its benefits.

The Secretary of State is entitled to disregard any representations that relate to the merits of the designated National Policy Statement. In practice, this means that the ExA will not spend time examining representations that challenge policy set out in National Policy Statements, or the validity of National Policy Statements themselves. The focus will be on the merits or disadvantages of the Proposed Development, tested to the appropriate extent using the tests set out in relevant designated National Policy Statements that are in force.

Other important and relevant planning policies that the ExA may consider include policies in the relevant local authorities' development plans. However, if these conflict with policy in a National Policy Statement, then the National Policy Statement will take precedence.

In summary, the Preliminary Meeting will establish the procedures and timetable for the Examination of the Proposed Development. It will set a framework for the ExA to enable the Secretary of State to consider and decide the application, by identifying relevant policy and examining the application in the light of it. In doing so, the ExA will have regard to:

- the positions and representations of all Interested Parties;
- any Local Impact Reports prepared and provided by relevant local authorities;
- other prescribed matters; and
- any other matters that appear to be both relevant and important to the Secretary of State's decision.

Participation in the Examination

Everyone who has made a Relevant Representation has been registered as an Interested Party and has been sent a copy of this Rule 6 letter. Each Interested Party is entitled to participate in this Examination.

Each person or organisation with an interest in land or rights that are affected by a Compulsory Acquisition request in this application is an Affected Person. In addition to a general entitlement to involvement in the Examination, Affected Persons have a right to be heard in relation to any objection about the effects of Compulsory Acquisition on their interests in land, and a right to be notified of any Compulsory Acquisition Hearing. Affected Persons are Interested Parties, whether or not they have made a Relevant Representation.

Certain bodies are Statutory Parties. Statutory Parties can elect to become Interested Parties without having made a Relevant Representation.

The ExA has the power to involve people who are not Interested Parties in the Examination as though they are Interested Parties, including by inviting them to the Preliminary Meeting. However, this is only done in exceptional circumstances, for example if it was clear that the application would materially affect a person, they are not automatically or eligible to elect to become an Interested Party and they had been unable to take the necessary action to register as an Interested Party.

Conduct of the Preliminary Meeting

Past experience suggests that a Preliminary Meeting for a project of this size and complexity could take 5-10 hours to complete. However, in running the event virtually there are limitations on the number of people who can speak at any one time. Therefore, in order to ensure that everyone who wishes to speak can do so, up to two days have been timetabled.

During the Preliminary Meeting participants may have to make allowances and be patient if there are delays associated with the technology used. In recognition of the fatigue associated with on-screen communication, the ExA will provide breaks

during the Preliminary Meeting as appropriate. For those who pre-register to be involved your joining instructions will provide more information about this.

A digital recording will be made available on the project page of the National Infrastructure Planning website as soon as practicable following the Preliminary Meeting. The digital recording allows any member of the public who is interested in the application and the Examination to find out what has been discussed at the Preliminary Meeting, whether they are able to attend or observe the meeting or not. The making and publication of these recordings are a means by which we meet the legal requirement to hold these events in public. In this regard, anyone speaking at the Preliminary Meeting will need to introduce themselves each time they speak, to ensure that someone listening to the recording after the event is clear who was speaking. A written note of the Preliminary Meeting will be produced and published as soon as practicable following the closure of the Preliminary Meeting.

As the digital recordings are retained and published, they form a public record that can contain personal information to which the UK General Data Protection Regulation applies. Participants must do their best to avoid making public any information which they would otherwise wish to be kept private and confidential. If there is a need to refer to such information, it should be in written form. Although this will also be published, personal and private content can be redacted or removed before it is made publicly available. Any person who is unclear on this point should ask the Case Team for guidance before they include personal and private information in any submissions.

The Planning Inspectorate's practice is to publish the recordings and retain them for a period of five years from the Secretary of State's decision on the Development Consent Order. If you actively participate in the Preliminary Meeting, it is important that you understand that you will be recorded and that the recording will be made available in the public domain. Please see our Privacy Notice for more information about how we handle your data:

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice/customer-privacy-notice>

The ExA will conduct the meeting in accordance with the agenda. If you prefer not to have your image recorded, you can switch off your camera at any point.

The Applicant is invited to the Preliminary Meeting and is generally given the opportunity to reply to any representations made, either orally at the time or in writing after the meeting.

The examination process

The examination of Nationally Significant Infrastructure Projects follows different processes to those, for example, of a Public Inquiry into a planning appeal following the refusal of planning permission. The main differences are that the examination of Nationally Significant Infrastructure Projects are primarily a written process and hearings take on an inquisitorial approach as opposed to an adversarial one.

This means that the ExA will probe, test and assess the evidence primarily using written questions. While some hearings are held to provide supplementary

evidence, questions to the Applicant or to witnesses will come from the ExA. Questioning or cross-examination of witnesses by other parties will not generally be allowed.

In terms of opportunities to provide evidence in writing, the draft Examination Timetable makes provision for the following written processes:

- Local authorities can submit Local Impact Reports if they wish. Whilst these are voluntary, the Planning Act 2008 provides that if they are provided, they must be considered by the Secretary of State in reaching a decision. Consequently, Local Impact Reports are a very important method for local authorities to communicate issues of concern to the ExA, the Secretary of State and their residents.
- Interested Parties can make Written Representations and comment on Written Representations made by other parties.
- Interested Parties can respond to the ExA's written questions and comment on responses to these written questions provided by others.
- Interested Parties may be asked to contribute to the making of Statements of Common Ground if it appears that there are matters on which they and the Applicant agrees, and if it would be useful for this to be clarified. Statements of Common Ground most usefully extend to catalogue matters that are not agreed or are outstanding.

The draft Examination Timetable includes a series of numbered deadlines for receipt of written submissions. Timely submissions received by the relevant deadline and that address its purpose will be accepted. Documents received after the relevant deadline are only accepted at the discretion of the ExA and may not be accepted to ensure fairness to all parties. Circumstances where documents are submitted late without good reason, causing inconvenience or delay to other parties can amount to unreasonable behaviour.

These written processes will be the principal means used by the ExA to gather information, evidence and views about the application. However, the Examination will only be effective if all parties resolve to give timely, full, frank, clear and evidenced answers to every question that is relevant to their interests and to engage fully with any other related processes such as the completion of Written Representations and Statements of Common Ground.

There is no merit in withholding or delaying information, or in failing to co-operate, and, should it occur, any unreasonable behaviour that caused another party to incur wasted expenditure could lead to an award of costs against the offending party.

The ExA has discretion to make amendments to the Examination Timetable for the wider benefit of the Examination. If possible, events will be arranged for times when all relevant parties are available, but the ExA is under a duty to complete the Examination by the end of the six-month period beginning with the day after the close of the Preliminary Meeting. This requirement is set by legislation, and while the ExA will try to rearrange event dates to accommodate all relevant parties, in practice there will be limited scope to alter dates set out in the draft Examination Timetable.

The statutory time limit for the Examination means that where there are matters that still need to be discussed and agreed between the Applicant and Interested Parties, it will be very helpful to the ExA if these could be progressed as early as possible.

Hearings

The draft Examination Timetable includes provision for hearings, at which the ExA takes oral evidence from the various parties.

Any Interested Party may request an Open Floor Hearing to make oral submission about the application if they believe this to be preferable to relying on their written submissions, though both carry equal weight. Oral submissions should be based on representations previously made in writing, but they should not simply repeat matters previously covered in the written submission. Rather, they should focus on specific detail and explanation to help inform the ExA. There should be no new or unexpected material in oral submissions. A written summary note with any supporting evidence or references will be requested of each speaker following the hearing.

As with all Examination events, Open Floor Hearings are subject to the powers of control of the ExA, as set out in the PA2008 and supporting legislation. Participants must register in advance by the deadline shown in the Examination Timetable and in accordance with the instructions, an agenda may be circulated. It is common practice for the ExA to set a time limit for each speaker and speakers with common points are asked to come together to nominate a spokesperson or representative speakers to cover specific topics, so as to avoid repetition. Speakers representing public authorities, community and membership organisations or multiple Interested Parties are normally provided with an additional time allowance, recognising their representative role.

The Applicant's draft Development Consent Order provides for the Compulsory Acquisition of land and rights, and the Temporary Possession of land. Affected Persons (i.e. those whose land or rights over land are affected) have a right to request and be heard at a Compulsory Acquisition Hearing. If one or more Affected Persons request to be heard then a Compulsory Acquisition Hearing must be held. Provisional dates for Compulsory Acquisition Hearings are included in the draft Examination Timetable along with deadlines by which requests to be heard must be submitted.

The ExA has the discretion to hold Issue Specific Hearings if it would aid in the Examination and there is a specific reason this would be more helpful than reliance on written evidence only. The lack of an Issue Specific Hearing on one or more topics does not suggest that that topic is less important than others which are subject to a hearing. Rather, it is an indication that the ExA is satisfied that the issues can be fully considered through written submissions and responses to its written questions and that each party has had a fair opportunity to put its case.

The draft Examination Timetable includes a number of dates reserved for Issue Specific Hearings and Interested Parties may make suggestions for topics in their written or oral submissions to the Preliminary Meeting.

It may be necessary for the ExA to hold more than one Issue Specific Hearing on the draft Development Consent Order. This is normal practice, and they are held on a without prejudice basis. Parties can suggest modifications and amendments to the draft Development Consent Order provided with the Proposed Development applications by the Applicant, without prejudicing their overall position on the application.

Holding such hearings does not imply that the ExA has reached any judgements on the merits of the application. Whatever the ultimate recommendation is, the ExA must make sure that the draft Development Consent Order is fit for purpose if the Secretary of State decides to grant consent, as any consent will be subject to Requirements (i.e., conditions) set out in the Development Consent Order.

At hearings it will not normally be necessary for parties to make long and detailed submissions that require (for example) PowerPoint presentations. Any supporting detail/information can be provided in writing following the event by the relevant deadline.

The draft Examination Timetable includes **Deadline 1** for participants to notify the ExA that they wish to speak at an Open Floor Hearing or a Compulsory Acquisition Hearing.

Site inspections

As part of the Examination process the ExA may undertake site inspections. These can be either unaccompanied or accompanied, though all would be subject to any Government restrictions relating to Coronavirus (COVID-19) in force at the time.

The purpose of these is for the ExA to see features of the proposals within the context of the evidence put forward. Notes of Unaccompanied Site Inspections are published on National Infrastructure Planning website. The ExA carried out its first Unaccompanied Site Inspection on 21 and 22 September 2021:

<https://infrastructure.planninginspectorate.gov.uk/document/TR010034-000604>

Accompanied Site Inspections will only be necessary to view land to which there is no public right of access, or with no clear view from nearby locations with open public access. The purpose of Accompanied Site Inspections is familiarisation only and no discussion of the merits of the Proposed Development will be entertained during an Accompanied Site Inspection.

The draft Examination Timetable includes a deadline for Interested Parties to make submissions suggesting sites and locations that the ExA should visit. These will be used to inform further Unaccompanied Site Inspections as well as possible Accompanied Site Inspections. It should be noted that public health restrictions may limit the scope for Accompanied Site Inspections and, if these have not lifted by the end of the Examination, the ExA may decide that holding Unaccompanied Site Inspections to relevant nominated locations, supported by the submission of additional written, photographic, video or even drone material would be preferable to not visiting sites or holding Accompanied Site Inspections in circumstances which could make them difficult and unduly time-consuming to conduct.

Further information

Further information on the purpose of the Preliminary meeting is provided in Advice Note 8.3:

<https://infrastructure.planninginspectorate.gov.uk/legislation-and-advice/advice-notes/advice-note-8-3-influencing-how-an-application-is-examined-the-preliminary-meeting/>

Further information on how to participate in the Preliminary Meeting is provided in Paragraphs 1.1 to 7.3 of Advice Note 8.6:

<https://infrastructure.planninginspectorate.gov.uk/legislation-and-advice/advice-notes/advice-note-8-6-virtual-examination-events/>

Notification of Open Floor Hearing 1

The Examining Authority (ExA) has made a Procedural Decision under Section 89(3) of the Planning Act 2008 to notify all interested parties of the following date, time and location of Open Floor Hearing 1:

Date(s): **Thursday 18 November 2021**
and, if required,
Friday 19 November 2021

Arrangements Conference: **From 9.30am**

Meeting start time: **10.00am**

Venue: **Virtual event (Microsoft Teams)**

Attendance at Open Floor Hearing 1

At the Open Floor Hearing 1 each Interested Party is entitled, subject to the ExA's powers of control over the conduct of the hearing, to make oral representations about the application.

If you would like to observe Open Floor Hearing 1 then you will be able to access a public livestream on the National Infrastructure Planning website at:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

A recording of Open Floor Hearing 1 will be published on the website as soon as is practicable after the event.

You can register a wish to make an oral submission at Open Floor Hearing 1. This will need to be submitted to the Case Team **by 11.59pm on Monday 1 November 2021** and include a description of what you would like to make an oral submission about; and confirmation that your oral submission will not repeat information that you made in your Relevant Representation.

Pre-registration for Open Floor Hearing 1 is required for the Case Team to provide you with a joining link or telephone number for the hearing and will assist the management of the hearing.

Further information on how to participate in Open Floor Hearing 1 is provided in Paragraphs 1.1 to 6.7, 8.1 to 8.5, and 9.5 to 9.9 of Advice Note 8.6:

<https://infrastructure.planninginspectorate.gov.uk/legislation-and-advice/advice-notes/advice-note-8-6-virtual-examination-events/>

Agenda for Open Floor Hearing 1	
Item 1	Welcome, opening remarks and introductions The ExA will welcome participants and lead introductions and the public livestream and recording will start.
Item 2	The purpose of the hearing and how it will be conducted
Item 3	Confirmation of who has notified the ExA of a wish to be heard at the hearing
Item 4	Oral submissions from Interested Parties Each Interested Party that has registered will be invited to speak. These oral submissions should be based on representations previously made in writing by the speaker. However, they should not simply repeat matters previously covered in a written submission, but rather provide further detail, explanation and corroborative evidence that will help to inform the ExA. The ExA will, as it considers necessary, ask questions of the speaker and provide the Applicant with an opportunity to respond.
Item 5	Issues and actions arising, the record of the hearing and the next steps in the Examination
Close of Open Floor Hearing 1	

As noted in the Rule 6 letter, the agenda for Open Floor Hearing 1 will be updated as necessary on Tuesday 9 November 2021, following the ExA's receipt of wishes to make an oral submission. The agenda is subject to further change at the discretion of the ExA, although in making changes the ExA will be mindful of the need to provide opportunities for fair involvement to all Interested Parties.

Open Floor Hearing 1 may be completed on Thursday 18 November 2021. If it is then notification that Friday 19 November is no longer required will be published as soon as is practicable on the National Infrastructure Planning website:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

Arrangements Conference

An Arrangements Conference will be held for parties that have registered to make an oral submission. This will be hosted by the Case Team and will cover the housekeeping arrangements for the Preliminary Meeting and allow for questions to be asked about how to take part. The Examining Authority (ExA) will not be present and there will not be a public livestream of the Arrangements Conference.

If you have registered to give an oral submission at Open Floor Hearing 1, please join the Arrangements Conference promptly using the instructions that are sent to you. In common with hearings held "in person", the event will start at 10.00am irrespective of any late arrivals, for whom access to the event may not be possible.

Statements of Common Ground

The Examining Authority (ExA) has made a Procedural Decision under Section 89(3) of the Planning Act 2008 to request the preparation of Statements of Common Ground between the Applicant and certain Interested Parties. The draft Examination Timetable at **Annex A** therefore establishes **Deadline 2** for submission of Statements of Common Ground and **Deadline 9** for final updates to Statements of Common Ground.

The ExA's Initial Assessment of Principal Issues was finalised on 6 October 2021: <https://infrastructure.planninginspectorate.gov.uk/document/TR010034-000605>

The aim of a Statement of Common Ground is to agree factual information and to inform the ExA and all other parties by identifying where there is agreement and where the differences lie at an early stage in the examination process. It should provide a focus and save time by identifying matters which are not in dispute or need not be the subject of further evidence. It can also usefully state where and why there may be disagreement about the interpretation and relevance of the information. The Statements of Common Ground should be agreed between the Applicant and the other relevant Interested Party or parties and submitted **by the Applicant**.

Statements of Common Ground are requested to be prepared between the Applicant and:

A. Tameside Metropolitan Borough Council, Derbyshire County Council, High Peak Borough Council, Peak District National Park Authority and Greater Manchester Combined Authority to include the following, as applicable for their areas of responsibility:

- Compliance with local policy and the development plans, impacts on land use and the acceptability of proposed changes to land use
- The achievement of sustainable development
- The matters listed under the following headings in the ExA's Initial Assessment of Principal Issues:
 - Transport networks and traffic, alternatives, access, severance, walkers, cyclists and horse riders
 - Landscape and visual, green belt and good design
 - The historic environment
 - Air quality and climate change
 - Noise, vibration and nuisance
 - Soils, ground conditions, material assets and waste
 - The water environment, drainage, flood risk assessment, water frameworks directive
 - Biodiversity, ecological and geological conservation
 - Land use, social and economic, human health
 - Other environmental topics

- Whether potential releases can be adequately regulated under the pollution control framework, consistent the National Policy Statement for National Networks
- Any other relevant matters included in the ExA's Initial Assessment of Principal Issues
- Any other matters on which agreement might aid the smooth running of the Examination and assist the ExA's recommendation to the Secretary of State

B. The Environment Agency and United Utilities to include the following, as applicable for their areas of responsibility:

- The matters listed under the following headings in the ExA's Initial Assessment of Principal Issues:
 - Soils, ground conditions, material assets and waste
 - The water environment, drainage, flood risk assessment, water frameworks directive
 - Biodiversity, ecological and geological conservation
 - Land use, social and economic, human health
- Dust, odour, artificial light, smoke and steam
- Whether potential releases can be adequately regulated under the pollution control framework, consistent the National Policy Statement for National Networks
- Whether contaminated land, land quality pollution control and waste management can be adequately regulated by Environmental Permits
- Climate change - greenhouse gas emissions and their control, compliance with obligations and targets; vulnerability and resilience of the Proposed Development; cumulative effects
- The effects on human health and well-being
- Whether processes are in place to meet all relevant Environmental Permit requirements (including with respect to waste management), timescales, and any comfort/impediments to them being granted
- The timing of applications for any required Environmental Permits from the Environment Agency
- Any other relevant matters included in the ExA's Initial Assessment of Principal Issues
- Any other matters on which agreement might aid the smooth running of the Examination and assist the ExA's recommendation to the Secretary of State

C. Natural England to include the following, as applicable for their area of responsibility:

- The matters listed under the following heading in the ExA's Initial Assessment of Principal Issues:
 - Biodiversity, ecological and geological conservation
- Any other relevant matters included in the ExA's Initial Assessment of Principal Issues

- Any other matters on which agreement might aid the smooth running of the Examination and assist the ExA's recommendation to the Secretary of State

D. Historic England to include the following, as applicable for their area of responsibility:

- The matters listed under the following heading in the ExA's Initial Assessment of Principal Issues:
 - The historic environment
- Any other relevant matters included in the ExA's Initial Assessment of Principal Issues
- Any other matters on which agreement might aid the smooth running of the Examination and assist the ExA's recommendation to the Secretary of State

SoCGs A-D to include consideration of:

- The applicable legislation and policy considered by the Applicant
- The Applicant's assessment and the proposed mitigation measures:
 - The adequacy of the assessment and mitigation for each environmental topic. Consideration of scope, methodology, study area, receptors and their sensitivity. Baseline conditions, how they were identified and whether all necessary information was obtained given the restrictions during the Coronavirus (COVID-19) pandemic
 - The flexibility sought for the detailed design, construction, and operational phases. Whether the extent of flexibility adopted in the Rochdale Envelope for assessment and evidence is consistent. The extent of the Rochdale Envelope. How the reasonable worst-case scenario has been assessed
 - The magnitude and duration of construction and operational phase effects, mitigation, opportunities for enhancement, residual effects after mitigation and their significance, monitoring and maintenance
 - Whether any scoping out of detailed assessment is consistent with applicable legislation and policy, including the National Policy Statement for National Networks and the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017
 - Whether the assessment methodology reflects best practice, whether it has been applied consistently, and whether the assessment of significant residual effects is fully evidenced and reasoned
 - Uncertainty arising from Coronavirus (COVID-19)
 - The application of professional judgements and assumptions
 - The need for and adequacy of outline/ draft mitigation and management strategies and plans, including the Outline Environmental Management Plan
 - Whether the mitigation measures, including embedded measures, are secured and are likely to result in the identified residual impacts, consistent with the Environmental Statement
 - The assessment of cumulative effects and the other plans and projects included in the cumulative impact assessment
 - The significance of each residual impact

- Whether the mitigation identified in the Environmental Statement is adequately secured by the combination of Requirements in the draft Development Consent Order with other consents, permits and licenses
- The draft Development Consent Order Requirements and associated provisions and documents; whether they are reasonable and relevant to planning and the development to be consented; whether they are enforceable and precise; whether they secure the proposed mitigation and monitoring; and whether any additional provisions are necessary
- Matters for which detailed approval needs to be obtained, the proposed procedures for consultation on and the discharge of Requirements, and for approvals, consents, and appeals, including arbitration, and the roles of the local authorities and of other statutory and regulatory authorities
- The identification of consents, permits or licenses required before the development can become operational, their scope, management plans that would be included in an application, progress to date, comfort/ impediments and timescales for the consents, permits or licenses being granted
- Opportunities for enhancement and environmental benefits.
- Human rights and equalities duties
- Any other relevant and important considerations

E. Statutory Undertakers to include:

- Impacts on rights/apparatus and on the transmission/distribution systems that could be interfered with and their mitigation
- The acquisition of any statutory undertakers' land or rights over such land and the detriment that may be caused to the carrying on of the undertaking in question. The adequacy and agreement of protective provisions in the draft Development Consent Order; any necessary side agreements; and compliance with s127 and s136 of the Planning Act 2008
- The protection of the Mottram Longdendale Aqueduct.
- The adequacy of the Protective Provisions set out in the draft Development Consent Order to safeguard relevant interests
- The Outline Environmental Management Plan
- Any other relevant matters included in the ExA's Initial Assessment of Principal Issues
- Any other matters on which agreement might aid the smooth running of the Examination and assist the ExA's recommendation to the Secretary of State

All of the Statements of Common Ground listed above should cover the Articles and Requirements in the draft Development Consent Order. Any Interested Party seeking that an Article or Requirement is reworded should provide the form of words which are being sought in the Statements of Common Ground.

Where a particular Statement of Common Ground cannot be finalised between the parties by **Deadline 2**, draft versions of that Statement of Common Ground are requested to be submitted **by the Applicant to Deadline 2**. The position of the relevant Interested Parties should then be confirmed during the Examination.

Electronic “Make a submission” Portal

The Planning Inspectorate will be using an electronic portal, which parties will be able to use to make their written submissions at the relevant deadline.

A “Make a submission” tab will become available on the National Infrastructure website. The portal operates on a system where submissions are separated in accordance with the deadline submissions type requested (see the Examination Timetable at Annex A). Please ensure documents are submitted respective to the associated deadline and are the relevant document submission types. Where this is not possible, please use the ‘Other’ drop down option.

The National Infrastructure Planning website is at:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

Interested Parties will be able to submit a document (upload file), make a text representation or both. It is possible to upload multiple files for each individual submission item. Electronic attachments should be clearly labelled with the subject title and not exceed 50MB. Providing links to websites where your submissions can be viewed is not acceptable. All submissions must be made in a format that can be viewed in full on the National Infrastructure Planning website. Any submissions that exceed 1500 words should also be accompanied by a summary; this summary should not exceed 10% of the original text.

The Planning Inspectorate encourages everyone in the first instance to use the “Make a submission” portal to make your submissions. However, if necessary, Interested Parties will be able to send electronic copies of their submission via email to the project mailbox, <mailto:A57LinkRoads@planninginspectorate.gov.uk>, on or before the applicable deadline.

If you experience any issues when using this portal, please contact a member of the Case Team to assist. The Planning Inspectorate will be monitoring the use of the portal.

Any feedback is much appreciated and will help the Inspectorate identify and prioritise future service enhancements for our customers.

Availability of Examination Documents

The application documents and Relevant Representations are available on the National Infrastructure Planning website:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme>

All further documents submitted during the Examination will also be published under the Documents tab at the above location:

<https://infrastructure.planninginspectorate.gov.uk/projects/north-west/a57-link-roads-previously-known-as-trans-pennine-upgrade-programme/?ipcsection=docs>

The Examination Library

For ease of navigation, please refer to the Examination Library (EL) which is accessible by clicking the blue button under the 'Documents' tab. The EL is updated regularly throughout the Examination.

The EL records and provides a hyperlink to:

- each application document;
- each representation made to the Examination; and
- each Procedural Decision made by the Examining Authority.

Each document is given a unique reference which will be fixed for the duration of the Examination. A hyperlink to each document on the project webpage is also provided. **Please use the unique reference numbers applied in the EL when referring to any Examination Documents in any future submissions that you make.**

Electronic deposit locations

Documents can be viewed electronically, free of charge, at the electronic deposit locations listed in the table below. Please note that you will need to bring a form of identification and register as a library member in order to use a computer at these locations.

The opening hours and availability of information technology set out in the table below may be subject to changes or limitations to address public health requirements because of Coronavirus (COVID-19).

Bearing in mind the availability of the documents on the National Infrastructure Planning website and the effect of public health restrictions, please consider your need to attend these locations with care.

Please check the current circumstances with the relevant locations before you attend.

Location	Venue/address	Opening hours
Hadfield Library	Station Road Glossop Derbyshire SK13 1AA	Monday: CLOSED Tuesday: 2pm to 7pm Wednesday: CLOSED Thursday: 10am to 5pm Friday: 2pm to 5pm Saturday: 9.30am to 1pm Sunday: CLOSED
Glossop Library	Victoria Hall Talbot Street Glossop Derbyshire SK13 7DQ	Monday: 9.30am to 7pm Tuesday: 9.30am to 5pm Wednesday: 9.30am to 5pm Thursday: 9.30am to 5pm Friday: 9.30am to 5pm Saturday: 9.30am to 4pm Sunday: CLOSED
Hattersley Library	The Hub Stockport Road Hattersley Derbyshire SK14 6NT	Monday: 1pm to 5pm Tuesday: 1pm to 5pm Wednesday: CLOSED Thursday: 1pm to 5pm Friday: CLOSED Saturday: CLOSED Sunday: CLOSED
Printing costs	Black and white	Colour
Hadfield Library		
A4	10p per sheet	10p per sheet
Glossop Library		
A4	10p per sheet	10p per sheet
Hattersley Library		
A4	10p per sheet	60p per sheet