



## Meeting note

<b>Project name</b>	A417 Missing Link
<b>File reference</b>	TR010056
<b>Status</b>	Final
<b>Author</b>	The Planning Inspectorate
<b>Date</b>	30 April 2020
<b>Meeting with</b>	Highways England
<b>Venue</b>	Teleconference
<b>Meeting objectives</b>	Short teleconference covering continuation of service under COVID-19 restrictions
<b>Circulation</b>	All attendees

### Summary of key points discussed and advice given

The Planning Inspectorate (the Inspectorate) advised that a note of the meeting would be taken and published on its website in accordance with section 51 of the Planning Act 2008 (the PA2008). Any advice given under section 51 would not constitute legal advice upon which applicants (or others) could rely.

### Continuation of service

The Applicant and the Inspectorate discussed how the application process could be affected by government guidance on social distancing and non-essential travel associated with the COVID-19 pandemic. The Inspectorate explained that it was working at pace to maintain its services and confirmed that there were no changes to the Acceptance process required as a result of current circumstances. Ways to examine applications in a fair and robust manner were being actively considered and tested by the Inspectorate. The Applicant asked if it was acceptable to submit its application completely digitally using a file share service. The Inspectorate stated that this method of electronic submission was encouraged.

### Draft Documents

The Inspectorate asked the Applicant when it intended to submit Draft Documents for the Inspectorate to review. The Applicant stated that it hoped to make use of the service but was working to a tight timeframe and could not at this stage confirm when any Draft Documents might be provided. The Inspectorate reemphasised the value of the Draft Documents review service and encouraged the Applicant to account for it in its Pre-application programme. The Inspectorate summarised the core application documents that it can review as part of the Draft Documents service.