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All Interested Parties, Statutory Parties and
any Other Person invited to the Preliminary
Meeting

Your Ref:

Our Ref: TR010060

Date: 20 January 2023

Dear Sir/ Madam

Planning Act 2008 – Section 89 and The Infrastructure Planning (Examination Procedure) Rules 2010 – Rule 8 and 9

Application by National Highways for an Order Granting Development Consent for the A12 Chelmsford to A120 widening scheme

Examination Timetable and procedure

This letter (the Rule 8 letter) provides important information about the Examination of this application. The letter includes:

- The Examination Timetable
- An invitation to submit Written Representations
- Details of the publication of the Examining Authority's (ExA) written questions
- A request for Statements of Common Ground
- A request for Local Impact Reports from Local Authorities
- Other Procedural Decisions made by the ExA
- Information about Hearings and Accompanied Site Inspections
- Information about the availability of Examination Documents
- Guidance on the use of the 'Make a submission' tab on the project webpage

All documentation associated with this Examination, including a note of the Preliminary Meeting and the recording of that meeting, can be viewed under the [Documents tab](#) on the project webpage of the National Infrastructure Planning website ([project webpage](#)).

The Examination Timetable

We have made a Procedural Decision about the way the application will be examined. The final Examination Timetable is attached at **Annex A** to this letter.

The Examination Timetable replaces the draft timetable that was included in our [Rule 6 letter](#). In finalising the Examination Timetable, we have sought to accommodate requests and suggestions made orally or in writing to the Preliminary Meeting. A list of the main changes we made to the draft Examination Timetable is set out at **Annex B** to this letter.

Please note that the Examination Timetable contains a number of Deadlines for receipt of information by the Planning Inspectorate. All Deadlines are at 23:59 on the date specified. Please ensure submissions arrive by the Deadline. If you do not make your submissions by the dates specified in the timetable, we may disregard them.

We request that all Interested Parties make their submissions using the [Make a submission tab](#) on the project webpage on or before the applicable Deadline. **Annex E** to this letter provides further information about using the [Make a submission tab](#).

If we consider it necessary to vary the Examination Timetable during the Examination, notification will be sent to Interested Parties, Statutory Parties and Other Persons invited to the Preliminary Meeting. The changes will be published on the [project webpage](#).

Written Representations

All Interested Parties are now invited to submit Written Representations and any comments on the Relevant Representations already submitted. These should be submitted by **Deadline 2** in the Examination Timetable.

Written Representations can cover any relevant matter and are not restricted to the matters set out in our [Initial Assessment of Principal Issues](#) or to the content of our written questions (see next heading below).

Any person, other than the Applicant, who submits a Written Representation must identify those parts of the application with which they agree and those parts with which they do not agree, explaining the reasons why. Interested Parties should also provide with their Written Representations any data, methodology and assumptions used to support their submissions to avoid delays in the Examination (see paragraph 74 of [Planning Act 2008: Guidance for the examination of applications for development consent](#)).

We have requested further types of written submissions at various points in the Examination (see **Annex A**).

Any Written Representations and any further written submissions requested during the Examination, that exceed 1500 words, should also be accompanied by a summary which should not exceed 10% of the original text. The summary should set out the key facts of the written submission and must be representative of the submission made.

Representations **must not include hyperlinks** to documents or evidence hosted on third party websites. Please see the Planning Inspectorate's [Advice Note 8.4: The Examination](#) for further information about Written Representations.

Examining Authority's Written Questions



We have prepared written questions (ExQ1) about the application and the representations received so far. These questions are published on the project webpage and can be accessed at the following link:

[Examining Authority's First Written Questions \(ExQ1\)](#)

The ExA is grateful for and has noted the detailed questions concerning traffic and transport which have been asked by parties in various submissions and during the hearings. In order to make best use of everyone's time at this stage the ExA is not going to ask further questions concerning the matters raised but anticipates pursuing these issues further having had the benefit of reviewing the answers to these questions submitted at Deadline 1.

Responses to ExQ1 must be provided by **Deadline 2** in the Examination Timetable.

If you require an editable Microsoft Word version of ExQ1, please [contact the Case Team](#) using the contact details at the top of this letter.

Other Procedural Decisions made by the Examining Authority

Annex B to this letter contains important details and clarifications about other Procedural Decisions we made at, or following, the Preliminary Meeting. These include:

- Change to date of Deadline 5;
- Request for additional Statements of Common Ground;
- Submission of Local Impact Reports; and
- No requirement for the submission of an NPS Tracker.

Format of Examination Events

It is expected that both blended (part in-person and part virtual) and fully virtual events will form part of the Planning Inspectorate's future operating model.

We therefore remain flexible and will confirm the format of any hearings when we provide formal notification of each hearing at least 21 days in advance of it taking place. At this stage however, we anticipate all hearings to be blended events.

Hearings and Site Inspections

As explained in our [Rule 6 letter](#) and at the Preliminary Meeting, the Examination will principally be a written process (see [Advice Note 8.4: The Examination](#)), supplemented where necessary by various types of hearings (see [Advice Note 8.5: Hearings and site inspections](#) and [Advice Note 8.6: Virtual Examination events](#)).

On this basis the Examination Timetable at **Annex A** to this letter includes periods of time reserved for any hearings to be held, and we will notify all Interested Parties of any hearings scheduled as part of the Examination at least 21 days in advance of them taking place. That notification will include a Deadline for Interested Parties to inform the Planning Inspectorate if they wish to participate at the notified hearings.



We will also undertake site inspections. Where we are able to view the site from public land we are likely to do this unaccompanied and a note of the site inspection will be published on the project webpage. The Examination Timetable also reserves time for us to undertake an Accompanied Site Inspection (ASI) during the week commencing 27 February 2023. We will consider each suggested site location, including those provided in the Applicant's draft itinerary to be submitted at Deadline 1 (Monday 30 January), to determine if it could be viewed from public land on an unaccompanied basis or if it is necessary to view it on an accompanied basis. We will also consider if it would be appropriate to make arrangements for access only to be provided to specific sites such that they could be inspected as part of an Unaccompanied Site Inspection on an access required basis.

Annex C provides details about what Interested Parties should include in a request to be heard at a hearing, and the procedure that will be followed at hearings. It also provides important information about the Accompanied Site Inspection and attendance at the inspection.

Managing Examination correspondence

Given the volume and frequency of letters the Planning Inspectorate needs to send to Interested Parties during an Examination, we aim to communicate with people by email as electronic communication is more environmentally friendly and cost effective for the taxpayer.

If you have received a letter from the Planning Inspectorate but are able to receive communications by email, please inform the Case Team using the contact details at the top of this letter 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 [project webpage](#).

A [Make a submission tab](#) is available on the website which provides a portal through which parties should make written submissions at relevant deadlines during the Examination. Further information about the 'Make a submission' portal is provided at **Annex E** to this letter.

There is also 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.

Your status in the Examination

You have received this letter because you fall within one of the groups described in the Planning Inspectorate's document [What is My Status in the Examination?](#)

If your reference number begins with '2003', 'A12C-00', 'A12C-AFP', 'A12C-ISP', 'A12C-S57' or 'A12C-APP' you are in Group A. If your reference number begins with 'A12C-SP' you are in Group B. If your reference number begins with 'A12C-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.

Awards of costs

All parties will normally be expected to meet their own costs. Costs can be awarded against a party who has acted unreasonably and has caused the party applying for the award of costs to incur unnecessary or wasted expense during the Examination. You should be aware of the relevant costs guidance [Awards of costs: examinations of applications for development consent orders](#).

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 [project webpage](#).

Examination Documents can also be viewed electronically at the locations listed in **Annex D** 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 we handle your personal information please view our [Privacy Notice](#).

We look forward to working with all parties in the Examination of this application.

Yours faithfully

Adrian Hunter

Lead Member of the Examining Authority

Annexes

- A** Examination Timetable
- B** Other Procedural Decisions made by the Examining Authority
- C** Requests to appear and procedure to be followed at hearings
- D** Availability of Examination Documents
- E** Information about the Make a submission tab

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

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 representations made at hearings.

Item	Matters	Date
1.	Preliminary Meeting	Thursday 12 January 2023 10am
2.	Open Floor Hearings (OFH)	Thursday 12 January 2pm
3.	Open Floor Hearings (OFH)	Thursday 12 January 6.30pm
4.	Issue by the ExA of: <ul style="list-style-type: none"> • Examination Timetable Publication of: <ul style="list-style-type: none"> • The ExA's Written Questions (ExQ1) 	Friday 20 January
5.	Deadline 1 For receipt by the ExA of documents from the Applicant only: <ul style="list-style-type: none"> • Applicant's draft itinerary for ASI • Application Document Tracker • Status of negotiations CA schedule • Status of negotiations with Statutory Undertakers • Additional plans requested by the ExA • Response to submissions made by IPs at OFHs For receipt by the ExA of: <ul style="list-style-type: none"> • Comments on Relevant Representations (RR) • Summaries of all RR exceeding 1500 words 	Monday 30 January

	<ul style="list-style-type: none"> • Requests by Interested Parties to be heard at an Open Floor Hearing (OFH) • Written submissions of oral representations made at OFHs • Notification of wish to be an IP from Statutory Parties or Local Authorities • Comments on any submissions accepted by the ExA prior to the Preliminary Meeting • Requests by Interested Parties to be heard at a subsequent Open Floor Hearing (OFH) • Requests to be heard at a CAH Requests by Affected Persons (defined in section 59(4) of the Planning Act 2008) to be heard at a Compulsory Acquisition Hearing (CAH) • Any further information requested by ExA Any further information requested by the ExA under Rule 17 of The Infrastructure Planning (Examination Procedure) Rules 2010 • Comments on any further information/submissions accepted by the ExA 	
6.	<p>Deadline 2</p> <p>For receipt by the ExA of documents from the Applicant only:</p> <ul style="list-style-type: none"> • Draft Statements of Common Ground (SoCG) • Statement of Commonality <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • Written Representations (WR) and summaries • Responses to ExQ1 • Local Impact Report (LIR) • Comments on the Applicant's draft itinerary for the ASI • Any further information requested by ExA Any further information requested by the ExA under Rule 17 of the Examination Rules • Comments on any further information received Comments on any further information requested by the ExA and received by Deadline 1 	Monday 13 February

7.	Publication by the ExA of: <ul style="list-style-type: none"> ExA's final itinerary for the ASI 	Monday 20 February
8.	Issue Specific Hearing (ISH1) (if required) On Environmental Matters	Tuesday 28 February
9.	Issue Specific Hearing (ISH1 Resumed) (if required)	Wednesday 1 March 2023
10.	Issue Specific Hearing (ISH2) (if required) On Draft DCO	Wednesday 1 March 2023
11.	Compulsory Acquisition Hearing (CAH1) (if required)	Wednesday 1 March 2023
12.	Accompanied Site Inspection (ASI) (if required)	Thursday 2 March 2023
13.	Compulsory Acquisition Hearing (CAH2) (if required)	Friday 3 March 2023
14.	Deadline 3 For receipt by the ExA of: <ul style="list-style-type: none"> Written submissions of oral representations made at Hearings Comments on WR Comments on LIR Comments on draft SoCG & statement of commonality Comments on responses to ExQ1 Any further information requested by ExA Comments on any further information received by the previous deadline 	Thursday 9 March
15.	Publication by the ExA of: <ul style="list-style-type: none"> ExA's Second Written Questions (ExQ2) (if required) 	Monday 20 March

16.	<p>Deadline 4</p> <p>For receipt by the ExA of documents from the Applicant only:</p> <ul style="list-style-type: none"> • Draft SoCG • Updated Statement of Commonality • Updated Application Document Tracker • Updated BoR and schedule of changes to BoR • Updated Status of negotiations CA schedule • Updated status of negotiations with Statutory Undertakers <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • Responses to ExQ2 (if required) • Any further information requested by ExA • Comments on any further information received 	Tuesday 11 April
17.	<p>Hearings</p> <p>Dates reserved for OFH, ISH, CAH Hearings (if required)</p>	w/c 24 April
18.	<p>Deadline 5</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • Written submissions of oral representations made at Hearings • Comments on draft SoCG and Statement of Commonality • Comments on responses to ExQ2 • Any further information requested by ExA • Comments on any further information received 	Wednesday 10 May
19.	<p>Publication by the ExA of:</p> <ul style="list-style-type: none"> • ExA's Third Written Questions (ExQ3) (if required) • Report on the Implications for European Sites (RIES) and any associated questions (if required) • ExA's commentary on, or schedule of changes to, the dDCO 	Monday 22 May
20.	<p>Deadline 6</p> <p>For receipt by the ExA of documents from the Applicant only:</p>	Monday 12 June

	<ul style="list-style-type: none"> • Draft SoCG • Updated Statement of Commonality • Updated Application Document Tracker • Updated BoR and schedule of changes to BoR • Updated Status of negotiations CA schedule • Updated status of negotiations with Statutory Undertakers <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • Responses to ExQ3 • Comments on the dDCO • Comments on the RIES • Any further information requested by ExA • Comments on any further information received 	
21.	<p>Hearings</p> <ul style="list-style-type: none"> • Dates reserved for OFH, ISH, CAH Hearings (if required) 	Tuesday 27 and Wednesday 28 June
22.	<p>Deadline 7</p> <p>For receipt by the ExA of documents from the Applicant only:</p> <ul style="list-style-type: none"> • Closing submissions • Final DCO to be submitted by the Applicant in the SI template with the SI template validation report • Final updated BoR and schedule of changes to BoR • Final SoCG • Final Statement of Commonality of SoCG • List of matters not agreed where SoCG could not be finalised • Final Application Document Tracker • Final Status of Negotiations CA Schedule • Final Status of Negotiations with Statutory Undertakers <p>For receipt by the ExA of:</p>	Monday 3 July

	<ul style="list-style-type: none"> • Written submissions of oral representations made at Hearings • Comments on draft SoCG & statement of commonality • Comments on responses to ExQ3 • Any further information requested by ExA • Comments on any further information requested by the ExA and received by the previous deadline 	
23.	<p>Deadline 8</p> <p>For receipt by the ExA of:</p> <ul style="list-style-type: none"> • Any further information requested by ExA • Comments on any further information received by the previous deadline 	Wednesday 12 July
24.	The ExA is under a duty to complete the Examination of the application by the end of the period of six months	Wednesday 12 July

Submission times for Deadlines

The time for submission of documents at any Deadline in the timetable is 23:59 on the relevant Deadline date, unless instructed otherwise by the ExA.

Publication dates

All information received will be published on the [project webpage](#) as soon as practicable after the Deadlines for submissions.

Hearing agendas

We will aim to publish a draft agenda for each hearing on the project page of the National Infrastructure Planning website at least five working days in advance of the hearing date. The actual agenda on the day of each hearing may be subject to change at my discretion.

In this respect, we note the submissions from various parties with regards to early identification of issues to ensure appropriate attendees are available. We will therefore endeavour to provide as much notice as possible of the topics to be discussed at any ISHs.

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.

Other Procedural Decisions made by the Examining Authority (ExA)

We have made a number of Procedural Decisions following the Preliminary Meeting:

1. Examination Timetable

Following representations made by the Applicant, local authorities and a number of Interested Parties in respect to changes to the draft Examination Timetable, the Examining Authority (ExA) has decided to change the following from the draft timetable in Annex D of the Rule 6 letter:

- The date for Deadline 5 is now Wednesday 10 May 2023.

The ExA has carefully considered the other changes suggested by the Applicant. However, due to the effect upon the remainder of the timetable, we have decided not to accept them.

2. Examining Authority's Written Questions

Our [written questions \(ExQ1\)](#) have been published alongside this Rule 8 letter. Whilst most of our written questions are directed at specific parties, no other party should feel inhibited or restricted in responding to any question we ask, even if it is directed elsewhere.

The ExA is grateful for and has noted the detailed questions concerning traffic and transport which have been asked by parties in various submissions and during the hearings. In order to make best use of everyone's time at this stage the ExA is not going to ask further questions concerning the matters raised but anticipates pursuing these issues further having had the benefit of reviewing the answers to these questions submitted at Deadline 1.

Some of our questions are directed to specific Statutory Parties which have not, at the time of writing, confirmed that they wish to become Interested Parties for the purposes of the Examination of the application.

All relevant Statutory Parties are requested to check our Written Questions carefully in order that they may identify and respond to any questions posed to them.

For the avoidance of doubt, Statutory Parties are defined as the parties listed in Schedule 1 to [The Infrastructure Planning \(Interested Parties and Miscellaneous Prescribed Provisions\) Regulations 2015](#). Statutory Parties, including relevant local authorities, that have not already registered to become an Interested Party should consider notifying the ExA of their wish to be considered as an Interested Party, under Section 89(2A)(b) of the Planning Act 2008 as soon as possible.

Responses to the ExQ1 are due by **Deadline 2** (13 February 2023).

3. Statements of Common Ground (SoCG)

The Applicant is taking the lead in the preparation of SoCGs and it will aid the smooth running of the Examination if all Interested Parties who are participating in the preparation of SoCGs liaise and co-operate with the Applicant in respect of their production. We set out in **Annex F** of our [Rule 6 letter](#) the SoCGs we request are submitted during the Examination of this application. Final signed versions of the SoCGs listed below are requested to be submitted **by the Applicant to Deadline 7:**

- Braintree District Council
- Brice Aggregates Limited
- Cadent Gas
- Chelmsford City Council
- Colchester City Council
- Crown Estate
- Environment Agency
- Essex County Council
- Essex Waterways Limited
- Historic England
- Maldon District Council
- Natural England
- Network Rail
- Messing and Inworth Action Group (MIAG)
- Messing and Inworth Parish Council
- Boreham Town Council
- Witham Parish Council

All of the SoCGs 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.

The content of SoCGs will help to inform us about the need to hold any Issue Specific Hearings during the Examination, and to enable us and the Applicant to give notice of such hearings at least 21 days in advance of them taking place.

4. Local Impact Reports (LIR)

A LIR is a report in writing giving details of the likely impact of a Proposed Development on a local authority's area (or any part of that area). For more information about the importance and content of LIRs see our [Advice Note One: Local Impact Reports](#).

Local Authorities, defined in section 56A of the Planning Act 2008, are invited to submit LIRs by **Deadline 2**.

5. NPS Tracker

The ExA have considered the submissions made both in advance of, and at the Preliminary Meeting by the Applicant in relation to the nature and format of the

required NPS tracker. Having considered these submissions and subsequently reviewed the information already submitted to the examination in relation to the NPS, the ExA have decided that there is no longer a requirement for the submission of an NPS tracker.

6. Principal Issues

We have paid careful attention to the submissions about the Initial Assessment of Principal Issues (Annex C to the Rule 6 Letter). The IAPI represent a snapshot in time, a non-exclusive list of issues identified at the start of the pre-Examination period. Additional important and relevant issues are likely to continue to emerge during the Examination and all important and relevant issues will be examined. For these reasons, we do not propose to amend or republish the initial assessment. However, we can confirm that we have considered the issues submitted both at the Preliminary Meeting and at Procedural Deadlines A, as part of our ExQ1.

7. Changes to land interests

When the Applicant becomes aware that there has been a change in ownership, or a new interest, in relevant land the Applicant is requested to make the relevant person aware that they can make a request to the ExA to become an Interested Party under section 102A of the PA2008 by completing the [form available on the project webpage](#). The Examination Timetable includes various Deadlines for the submission of an updated Book of Reference and schedule of changes to the Book of Reference, which should include confirmation that relevant persons have been informed of their rights under section 102A.

8. Additional Submissions

In addition to the documentation submitted by Procedural Deadlines A we have exercised our discretion and made a Procedural Decision to accept Additional Submissions from the following:

1. [Mark East](#)
2. [Cllr John Spence](#)
3. [Roger Wacey](#)

Requests to appear and procedure to be followed at hearings

Our Examination will be principally undertaken through the exchange of written submissions however the Examination Timetable reserves periods of time for hearings to be held (if required).

Requests to participate at hearings

Interested Parties are required to notify the Examining Authority (ExA) in writing of their wish to take part in an Open Floor Hearing (OFH) Issue Specific Hearings or Compulsory Acquisition Hearing (CAH) on or before **Monday 30 January 2023** (see **Deadline 1**).

Any request to participate in a hearing **should include** the following information:

- Name and unique reference number (found at the top of any letter or email from the Planning Inspectorate);
- email address (if available) and contact telephone number;
- name and unique reference number of any person/organisation that you are representing (if applicable);
- for blended events, confirmation of whether you will participate virtually or in-person;
- confirmation of the hearing(s) you wish to participate in, the agenda item(s) on which you wish to speak and/or brief details of the topic(s) that you would like to raise;
- for Compulsory Acquisition Hearings, the plot number(s) of the relevant land provided in the [Book of Reference](#) and the [Land Plans](#); and
- the [Examination Library](#) reference number (with paragraph/page number where appropriate) of any documents you wish to refer to.

It is important that notifications from Interested Parties to participate in hearings is submitted separately from any other written submission. Please select the appropriate Deadline and Submission Item under the [Make a submission tab](#) and ensure the submission is titled appropriately to allow us to quickly identify which event the notification relates to. **Annex E** provides further information about the [Make a submission tab](#). Please contact the Case Team using the contact details at the top of this letter if you require any support to attend a hearing.

If no written requests to take part in an OFH or CAH are received by the above Deadline, we are not required to hold such a hearing, although we may choose to do so nonetheless.

We may also choose to hold Issue Specific Hearings (ISH) about topics that we think need to be explored orally. The decision to hold an ISH about a particular topic is not connected to how relevant or important we consider an issue or topic to be.

The time, date and place of any confirmed hearing will be notified in writing to all Interested Parties, providing at least 21 days' notice.

Hearing agendas

For Issue Specific Hearings and Compulsory Acquisition Hearings the ExA will publish a detailed draft agenda on the project website at least five working days in advance of the hearing date. However, the actual agenda on the day of each hearing may be subject to change at the discretion of the ExA. For Open Floor Hearings an agenda may not be published.

Procedure at hearings

The Examination will principally be a written process (see the Planning Inspectorate's [Advice Note 8.4: The Examination](#)), supplemented where necessary by various types of hearings. Please refer to the [Advice Note 8.5: Hearings and site inspections](#) and [Advice Note 8.6: Virtual Examination events](#) as these provide important information about hearing procedures.

The procedure to be followed at hearings is set out in Rule 14 of The Infrastructure Planning (Examination Procedure) Rules 2010. The ExA is responsible for the oral questioning of a person giving evidence and the process affords very limited scope to allow cross-questioning between parties.

Hearing livestream and recording

A link to a livestream for each hearing will be made available on [project webpage](#) shortly before any hearing is due to open. The livestream is available to anybody who wishes to observe a hearing in real time.

All hearings are recorded, and the recordings will be made available on the [project webpage](#) as soon as practicable after the close of the hearing. The recordings allow any member of the public who is interested in the application and the Examination to find out what has been discussed.

Availability of Examination Documents

The application documents and Relevant Representations are available to view on the [project webpage](#).

All further documents submitted in the course of the Examination will also be published under the [Documents tab](#) of the project webpage.

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 and submission made to the Examination; and
- each Procedural Decision made by the Examining Authority.

Each document is given a unique reference number which will be fixed for the duration of the Examination. **Please quote the unique reference number from 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 may need to bring a form of identification and register as a library member in order to use a computer at these locations.

Venue and address	Opening hours	Printing costs
Chelmsford Library County Hall Market Road Chelmsford CM1 1QH	Monday 9am to 5.30pm Tuesday 9am to 5.30pm Wednesday 9am to 5.30pm Thursday Closed Friday 9am to 5.30pm Saturday 9am to 5.00pm Sunday 10.30am to 1.30pm	Black and white A4 20p per side Colour A4 £1.35 per side
Maldon Library Carmelite House White Horse Lane Maldon CM9 5FW	Monday 9am to 7pm Tuesday 9am to 5:30pm Wednesday Closed Thursday 9am to 5:30pm Friday 9am to 5:30pm Saturday 9am to 5pm Sunday Closed	Black and white A4 20p per side Colour A4 £1.35 per side

Annex D

<p>Braintree Library Fairfield Road Braintree CM7 3YL</p>	<p>Monday 9am to 7pm Tuesday 9am to 5:30pm Wednesday 9am to 5:30pm Thursday 9am to 5:30pm Friday 9am to 5:30pm Saturday 9am to 5pm Sunday Closed</p>	<p>Black and white A4 20p per side Colour A4 £1.35 per side</p>
<p>Colchester Library Trinity Square Colchester CO1 1JB</p>	<p>Monday 9am to 5:30pm Tuesday 9am to 5:30pm Wednesday 9am to 7pm Thursday 9am to 5:30pm Friday 9am to 5:30pm Saturday 9am to 5pm Sunday 1pm to 4pm</p>	<p>Black and white A4 20p per side Colour A4 £1.35 per side</p>
<p>Kelvedon Library Aylett's Foundation School Maldon Road Kelvedon CO5 9BA</p>	<p>Monday 2pm to 5:30pm Tuesday Closed Wednesday Closed Thursday 9am to 1pm Friday Closed Saturday 9am to 5pm Sunday Closed</p>	<p>Black and white A4 20p per side Colour A4 £1.35 per side</p>
<p>Springfield Library St Augustine's Way Chelmsford CM1 6GX</p>	<p>Monday Closed Tuesday 10am to 5pm Wednesday Closed Thursday 10am to 5pm Friday 10am to 5pm Saturday 10am to 1pm Sunday Closed</p>	<p>Black and white A4 20p per side Colour A4 £1.35 per side</p>
<p>Tiptree Library Rectory Road Tiptree CO5 0SX</p>	<p>Monday Closed Tuesday 9am to 5:30pm Wednesday Closed Thursday 2pm to 7pm Friday Closed Saturday 9am to 5pm Sunday Closed</p>	<p>Black and white A4 20p per side Colour A4 £1.35 per side</p>
<p>Witham Library 18 Newland Street Witham CM8 2AQ</p>	<p>Monday 9am to 5:30pm Tuesday 9am to 5:30pm Wednesday 9am to 7pm Thursday 9am to 5:30pm Friday 9am to 5:30pm Saturday 9am to 5pm Sunday Closed</p>	<p>Black and white A4 20p per side Colour A4 £1.35 per side</p>

Information about the Make a submission tab

The [Make a submission tab](#) is available on the project webpage.

You will need to enter your unique reference number ('Your ref' found at the top your postcard or email from the Planning Inspectorate) beginning either 2003 or A12C. If you are making a submission on behalf of another person or organisation, and do not have your own unique reference number, then you should enter the unique reference number of the person or organisation you are representing. If you are not a registered Interested Party then it is at the discretion of the Examining Authority whether or not your submission is accepted.

Submissions will be published on the [project webpage](#) as soon as practicable following the close of the relevant Deadline. For further information about publishing submissions please view our [Privacy Notice](#).

You 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.

Submissions must **not include hyperlinks** to documents/evidence hosted on a third party website eg technical reports, media articles etc. See the Planning Inspectorate's [Advice Note 8.4: The Examination](#) for further information about making written submissions. 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.

You should select the relevant Deadline for your submission and then, on the next webpage, select the appropriate Submission item as described in the Examination Timetable at **Annex A** to this letter. Please ensure you make a separate submission for each Submission item and **do not duplicate your submission**. If you consider that your submission does not fit the description of any of the Submission items then please select the Submission item 'Other' and ensure that it is titled appropriately.

If you experience any issues when using the [Make a submission tab](#) please contact the Case Team using the contact details at the top of this letter and they will assist.