

## Wycombe District Council Delivery & Site Allocations Plan Examination

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Dear Respondent/Agent

Wycombe District Council Local Plan (Part 2) Delivery & Site Allocations Plan  
Examination

I understand from the information provided to me by the Wycombe District Council that you/your client(s) submitted representations on the Council's Local Plan (Part 2) Delivery & Site Allocations Plan. I should like to take this opportunity to introduce myself as the Programme Officer responsible for assisting the Inspector with all aspects of the examination administration.

As you may know the Secretary of State has appointed Mr Paul Crysell, BSC, MSC, MRTPI, of the Planning Inspectorate to conduct the Examination.

The Hearings for the Examination are expected to start on 18<sup>th</sup> December 2012. The Hearings will be held at Wycombe District Council Offices, Queen Victoria Road, High Wycombe, Bucks, HP11 1BB.

I enclose for your information:-

- The Inspector's Guidance Note (ID/1)
- The Inspector's List of Matters and Issues (ID/2)
- The draft hearing programme and list of participants

I draw your attention to the Inspector's Guidance Note and the deadlines which are set out therein. It is particularly important that those who wish to continue to participate in the Examination read the Guidance Note as no Pre-Hearing Meeting will be held. The first deadline is **16 November 2012**. By that date, please let me know if any changes are required in the list of participants at the hearings shown in the draft programme. More explanation is given in the Guidance Note. After that date, the hearings programme will be reviewed and the list of participants updated.

## **Wycombe District Council Delivery & Site Allocations Plan Examination**

All relevant documentation will be posted on the Council's Examination website. I will do my best to ensure that you are kept informed of changes that are relevant to you but you are encouraged to keep yourself up to date with changes by regularly checking with the Examination page, especially if you wish to observe rather than take part in the Hearings.

If you have any queries in respect of the contents of the Inspector's Guidance Note or any other matter concerning the conduct of the Examinations, please do not hesitate to contact me. If you received a copy of this information by post, but have an email address which I could use in the future please let me know. If you do not wish to be contacted again regarding the Examination, please also let me know and I shall note the database accordingly.

Yours sincerely

*Lynette*

Lynette Duncan  
Programme Officer

Enc. Guidance Note - ID/1  
Matters and Issues - ID/2  
Draft Programme