

Westminster City Council Local Plan



BANKS SOLUTIONS

Westminster City Council Local Plan

December 11th 2019

INSPECTORS:

Brian Sims BSc (Hons) CEng MICE MRTPI

Luke Fleming BSc (Hons) MRTPI

PROGRAMME OFFICER:

Ms Charlotte Glancy

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Dear Sir or Madam:

Westminster City Council Local Plan

Introduction

I am contacting you as a duly made representor to the Westminster City Council Local Plan i.e. you submitted comments to the Regulation 19 consultation on the Submission Local Plan.

As you are aware, an examination is being held to consider the legal compliance and soundness of the plan. The Secretary of State has appointed two independent Inspectors, Brian Sims BSc (Hons) CEng MICE MRTPI, and Luke Fleming BSc (Hons) MRTPI to conduct the Examination.

The Inspectors are writing an initial procedural note to the Council concurrent with this introductory letter. This and the Council's response will be posted on the Council's examination web page.

Programme Officer Role

I have been appointed as the independent Programme Officer working under both Inspectors' direction. The Programme Officer is responsible for managing the day to day arrangements of the examination process before and during the period of the examination, recording all documents submitted, arranging for the inspection of sites by the Inspectors, and dealing with correspondence on their behalf with those whom have made representations, including requests for, and exchange of all statements. This will include any communication or correspondence between the Inspectors and the Council. Please note, the Inspectors are **not Inviting** any correspondence from Duly Made Representors at this time.

For more guidance on the examination procedure and my role, The Planning Inspectorate has produced a booklet 'Examining Local Plans Procedural Practice'. A copy of this document is available for viewing or download on the Planning Inspectorate's Planning Portal web site:

http://www.planningportal.gov.uk/uploads/pins/dpd_procedure_guide.pdf

Next Steps

The Inspectors will produce an initial guidance note specific to this plan providing some additional information on the examination procedure and setting an indicative timetable they intend to work to, together a schedule of Matters Issues and Questions for consideration. This should be available early in the New Year when you will be invited to confirm whether you wish to attend a hearing or to rely upon your original written representations. The programme will be updated during the course of the examination when the timetable/process for the Examination becomes more certain. Please also be aware that this material, other examination documentation and correspondence between the Inspector and the Council will be hosted on the Council's examination webpage:

[The Examination Process](#). Please check here for any new Examination documents published [Examination Documents](#).

Documentation and Correspondence

A full set of paper examination documents will be made available on request at Westminster City Hall, 64 Victoria Street, London, SW1E 6QP. **If you require any assistance accessing documents relating to the Local Plan, please contact me.**

Email is the preferred method of communication; it is cost-effective, traceable and an accepted method for formal communication. Should you wish to be added to our list

for examination updates please contact us at bankssolutionsuk@gmail.com with your preferred email address. Please add our email address to your address book to ensure future correspondence is received and not sent into your spam or junk folders. Please also note we are GDPR compliant.

My usual working hours are between 9am and 5pm Monday to Friday, but I am happy to deal with a reasonable level of queries outside of those times, I understand some people may not have the opportunity to contact me during work hours.

Yours faithfully

Charlotte Glancy

Programme Officer

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