appendix 1

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|  | Timings | Action | Owner |
| 1. | At least 10 days prior to submission of the Appeal | **Pre-notification**: Appellant to pre-notify PINS and the Council prior to submission of Appeal. | Appellant  Action completed on 30 November 2021 |
| 2. | Week 0 | **Appeal Submission**: Submit Appeal including Appeal Form, Statement of Case, Draft Statement of Common Ground | Appellant  Action completed on 23 December 2021 |
| **Start Date**: Once the Appeal is valid, PINS will send a notification to the Appellant and the Council to confirm that the Appeal has started and to confirm the procedure. | | | |
| 3. | **Week 1** after Start Date | **Council Appeal Notification**: The Council must notify any parties who commented on the planning application that an appeal has started and that if any of them would wish to apply for a Rule 6 status they should do so immediately. The Council also sends PINS and the Appellant their questionnaire. | Council |
| 4. | **Week 5** after Start Date | **Statement of Common Ground**: The Council and the Appellant submit the SoCG that has been jointly prepared and agreed between them.  **Council Statement of Case**: The Council submit their SoC to PINS which is then shared with the Appellant.  Deadline by when PINS need to receive any additional comments from interested parties, including local residents. | Council and Appellant |
| 5. | **Week 7** after Start Date | **Case Management Conference**: The Inspector will hold a conference call with the Appellant, the Council and any Rule 6 Party to discuss procedural matters in respect of the Inquiry (based on an agenda to be issued by the Inspector in advance of the CMC). | PINS, Council, Appellant and any Rule 6 Party |
| 6. | **4 Weeks** before Inquiry | **Proofs of Evidence**: The Appellant, the Council and any Rule 6 Party submit their Proof of Evidence (including any topic-based Statement of Common Ground that might be required by the Inspector). There may be opportunity to provide rebuttal to the other side’s Proof of Evidence – timetables for this will be directed by the Inspector. | Council, Appellant and any Rule 6 Party |
| 7. | **13-16 Weeks** after Start Date | **Inquiry**: The Inspector will conduct the Inquiry, the duration of which remains to be confirmed. | PINS, Council and Appellant |