

Your ref
Our ref
Ask for Simon Fletcher
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**District Council House, Frog Lane
Lichfield, Staffordshire WS13 6YU**

FAO: Inspector J Gilbert & Inspector D McCreery
Mrs Kerry Trueman
Programme Officer
Pendragon House
1 Bertram Drive
Meols
Wirral
CH47 0LG

Direct Line 01543 308001
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28 February 2023

Dear Mrs Trueman,

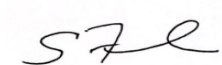
Monthly progress update – February 2023.

The below provides the monthly progress update for February 2023 as requested by the Inspectors in their letter dated 11th October 2022.

1. As noted in the January update the new Principal Planning Officer started at the District Council in late January 2023. The principal officer has been getting themselves up to date with the plan and its current position by examining the representations, evidence base and examination documents.
2. There remains a number of vacancies within the Spatial Policy team and the Council are in the process of resourcing the team both in the short and longer term.
3. Following the strategic meeting noted in the January monthly update officers have been developing a work programme to guide the work of the team in the coming months. The work programme has been designed to ensure that the team provide responses to the inspectors requests expediently and those which can be dealt with in the short term will be prioritised.
4. Officers have completed verification of the 2021-2022 monitoring data during February. The suite of monitoring documents which use this data, including the Authority Monitoring Report, Housing and Employment Land Availability Assessments and Five-Year Supply document, are now in the process of being updated. Completion of these documents and the updating of data for the 2022-2023 year will assist officers in providing up to date information in respect of a number of the inspectors requests, in particular those relating to housing supply (*requests 5e to 5i*) and employment supply (*requests 6a and 6b*).

5. The Principal Officer has engaged with Duty to Cooperate partners in order to understand the stage at which various Statements of Common Ground had reached and begun to progress those which have yet to be completed. The Statement of Common Ground with Tamworth Borough Council which had previously been agreed at officer level and submitted to the examination (SD5-10) has now been signed by the appropriate elected member at both authorities. This Statement of Common Ground has been submitted to the programme officer. An update on the progress of Statements of Common Ground will be provided in future updates.

Yours sincerely

A handwritten signature in black ink, appearing to read 'SFL', is centered below the text 'Yours sincerely'.

Simon Fletcher

Chief Executive