

## Consultation Strategy for the Design Supplementary Planning Document

Document Title	Design Supplementary Planning Document
Nature of Plan being Prepared	The Design SPD provides design principles and best practice to guide the design quality of developments proposals in the borough. It builds on the design guidance set out within the National Planning Policy Framework (NPPF) and the Council's own policies as set out in the Core Strategy Development Plan Document 2007; the saved policies of the Bracknell Forest Borough Local Plan 2002 and the Current Streetscene SPD and Character Area Assessment.
Purpose of Consultation	The purpose of the consultation is to seek views on the content and guidance provided within the Design SPD which is intended to provide advice to architects or other suitably qualified professionals as well as local residents who wish to improve their home.
Nature of issues that need to be consulted upon	The content of the document and the advice in respect of: <ul style="list-style-type: none"> <li>- Design and Context i.e. how development proposals should respond to their surroundings.</li> <li>- Built form and Spaces i.e. guidance on general design principles for buildings and spaces, and how to relate them together to provide positive spaces.</li> <li>- Extensions and alterations i.e. guidance on the principles for the design of residential extensions and alterations to existing properties.</li> <li>- Design and Access Statements i.e. guidance on the Council's expectations for Design and Access Statements.</li> </ul>
Who should be consulted	As prescribed in the Local Planning (England) Regulations 2012, including: <ul style="list-style-type: none"> <li>• Those living and working within the Borough;</li> <li>• Parish/Town Councils within the Borough;</li> <li>• Adjoining District and Borough Councils;</li> <li>• Specific consultees including Environment Agency, Historic England; Natural England; the Highways Agency; the sewerage and water undertakers.</li> <li>• General consultees (including voluntary bodies, bodies which represent the interests of: different racial, ethnic or national groups, different religious groups, disabled persons, and persons carrying on a business in the Local Authority area).</li> </ul>
Why we are consulting them	Those living and working within the Borough have the potential to be directly affected by the content of the Design SPD which provides guidance on the quality of development proposals in the Borough.  The Design SPD provides design guidance which extends beyond the Borough boundary and which requires liaison with specific bodies (such as adjoining Authorities, Environment Agency, Natural England, the Highways Agency and Historic England).
How we will be consulting	Regard needs to be given to the Local Planning (England) Regulations 2012 and the Council's Statement of Community Involvement (February 2014). The Council will use a diverse range of communication methods in order to ensure inclusive consultation on the Design SPD as follows:

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	<ul style="list-style-type: none"> <li>a) Letter or email to consultees explaining the nature of the consultation, and where information is available.</li> <li>b) Update the front page of the Council's web page (including 'Consultations' page), and Design SPD web page to include notification that the Design SPD Consultation has commenced and provide a direct link to consultation event.</li> <li>c) Update strap line of emails of staff within the Planning section to include information on the consultation.</li> <li>d) Press release to local newspapers at the start of consultation.</li> <li>e) Information on the Council's social media (Facebook and Twitter), at the start of the consultation.</li> <li>f) Make available a hard copy of the Design SPD at local libraries (computer access is also available at local libraries).</li> <li>g) Notification to BFC Parish/Town Councils and provision of a hard copy of the Design SPD consultation document.</li> <li>h) Provision of a hard copy of the Design SPD consultation document (&amp; supporting documentation) at the Council's Time Square office.</li> <li>i) Consultation with local voluntary and community groups via 'Involve'.</li> <li>j) Consultation with the Council's Access Group.</li> <li>k) Consultation with local business interest via the Council's Business Enterprise team.</li> </ul>
When consultation will take place	Core consultation is planned to commence on 17 <sup>th</sup> October for a period of 6 weeks.
Accessible/Inclusive Consultation	<p>As set out above, the Council will use a diverse range of communication methods in order to ensure inclusive consultation on the Design SPD, such as a hard copy of the Design SPD being made available in local libraries and Parish/Town Councils through to it being made available on the Council's web site.</p> <p>A press advert will also be placed in a local newspaper We will aim to ensure that the press advert is in plain English.</p> <p>The Council also liaises with 'Involve' who send out consultation information on the Council's behalf (usually a letter setting out the nature of the consultation, where information can be viewed and how they can comment). 'Involve' is the central support agency for over 600 voluntary and community action groups. They liaise with such groups as Bracknell Forest Minorities Alliance and Bracknell Forest Faith and Belief Forum.</p> <p>Copies of documents can also be obtained in large print, Braille, audio cassette or in other languages.</p> <p>The CLP is accompanied by an Equalities Impact Assessment which considers these matters in further detail.</p>
How comments will be taken into account	Following the consultation, any comments received will be set out in a 'Consultation Report', which will summarise the key issues raised, how we have dealt with comments, and how they have been taken into account. These will be made available on the Council's website.
How comments will be reported	Comments received will be reported in a Consultation Report.

