

Appendix B

Consultation Strategy for the draft Local Plan

Document Title	Local Plan (LP) – consultation on draft Local Plan
Nature of Plan being Prepared	The LP will provide a framework for guiding the location and level of development in the Borough between 2016/17 – 2033/34, and include detailed policies used to determine applications for planning permission. It includes a vision, objectives, and strategy for the level and distribution of development, including housing, economic and retail development and new infrastructure.
Purpose of Consultation	The purpose of the consultation is to seek views on the draft Local Plan.
Nature of issues that need to be consulted upon	<ul style="list-style-type: none"> • Vision and objectives for the LP. • Strategic matters (housing (including affordable), economic development and retail). • Development management policies: <ul style="list-style-type: none"> ○ Green Belt, countryside, landscape character and strategic gaps; ○ design and character; ○ local economy and retail; ○ heritage and conservation; ○ natural environment (nature conservation and SPA); ○ environmental sustainability (pollution, contaminated land, flooding, drainage, and renewable energy); ○ infrastructure; and ○ transport.
Who should be consulted	<p>As prescribed in the Local Planning (England) Regulations 2012, including:</p> <ul style="list-style-type: none"> • Those living and working within the Borough; • Parish/Town Councils within the Borough; • Adjoining County, District and Borough Councils; • Specific consultees (such ‘duty to co-operate’ bodies and specific consultees, including Environment Agency, Natural England, Highways Agency and Historic England); and • 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).
Why we are consulting them	Those living and working within the Borough have the potential to be directly affected by future planning policies and development proposals, so should have an input in terms of planning for the future of the Borough.

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	<p>There are also strategic matters which extend beyond the Borough boundary (such as meeting housing needs, Thames Basin Heaths Special Protection Area, and highway matters) which require liaison with specific bodies, such as adjoining Authorities, Environment Agency, Natural England, Highways Agency and Historic England.</p>
<p>How we will be consulting</p>	<p>Regard needs to be given to the Local Planning (England) Regulations 2012 and the Council's Statement of Community Involvement (February 2014).</p> <p>The Council will use a diverse range of communication methods in order to ensure inclusive consultation on the draft Local Plan as follows:</p> <ol style="list-style-type: none"> a) Online consultation event using the online 'have your say consultation portal' (Objective) (including notification to those on the current Planning Policy consultation portal database). b) Letter or email to consultees explaining the nature of the consultation, and where information is available. c) Update the Council's website including 'Consultations' page and Comprehensive Local Plan web page to include notification that the LP Consultation has commenced and provide a direct link to consultation event. d) Non-technical leaflet in plain English to explain the nature of the consultation, focussing on proposed site allocations e) Provision of a hard copy of the draft Local Plan (& key supporting documentation) at the Council's Time Square office. f) Make available a hard copy of the draft Local Plan, and leaflet at local libraries (computer access is also available at local libraries). g) Meeting with BFC Parish and Town Councils via the Parish Liaison Meeting prior to the start of the consultation to advise on the nature of the consultation. h) Notification to BFC Parish/Town Councils and provision of a hard copy of draft Local Plan (& key supporting documentation). i) Manned exhibitions in Binfield, Bracknell, Crowthorne, Warfield and Winkfield. Times and venues to be included in publicity. j) Use infographics to succinctly explain frequently asked questions via social media outlets, such as Facebook. k) Information on the Council's social media (Facebook and Twitter), at the start of the consultation. l) Town and Country Article – which is circulated to all residents within the Borough. (Next edition is due

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	<p>March 2018, and could include a reminder about when the consultation closes).</p> <ul style="list-style-type: none"> m) Press release to local newspapers at start of consultation. n) Press advert in local newspaper. o) Additional notification to properties around clusters (similar to how neighbouring properties would be identified on a planning application consultation). p) Update staff about the consultation via Boris and Forest Views newsletter. q) Consultation with local voluntary and community groups via 'Involve' (to include letter and leaflet). r) Consultation with the Council's Access Group. s) Consultation with local business interest via the Council's Regeneration and Economy team. t) Update strap line of emails of staff within the Planning section to include information on the consultation.
When consultation will take place	Core consultation is planned during February/ March 2018, prior to the Easter holidays, for just over a 6 week period between Thursday 8 February and Monday 26 March 2018.
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 LP, such as a hard copy of the draft Local Plan being made available in local libraries and Parish/Town Councils, and through to it being made available on the Council's web site in prominent locations.</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>A plain English leaflet will also be produced to explain the nature of the consultation and to focus on site allocations.</p> <p>The core consultation is planned to avoid the Easter holidays, so as to not prejudice those with school age children from getting involved in the consultation.</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, audio CD or in other languages on request.</p>

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	<p>The LP is accompanied by an Equalities Impact Assessment which considers these matters in further detail.</p>
<p>How comments will be taken into account</p>	<p>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.</p> <p>Comments made will inform the next stage of the LP (Submission in 2018).</p>
<p>How comments will be reported</p>	<p>Comments received will be reported in a Consultation Report, which will inform the next stage of the LP.</p> <p>Updates on the LP can be viewed on the Council's website: https://www.bracknell-forest.gov.uk/comprehensive-local-plan/latest-news</p>

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Draft Consultation Mandate for draft Local Plan

Consultation Mandate	
1. We	<p>Consultation is being carried out by Bracknell Forest Council (Planning Policy) on the draft Local Plan.</p> <p>The LP will cover the plan period 2016-2034.</p>
2. Need to understand the view of	<ul style="list-style-type: none"> • Duty to co-operate bodies • Statutory Consultees • Those living and working in the Borough • Land Owners • Local Businesses • Parish/Town Councils • Local Amenity Groups • Any other interested parties
3. Concerning (issue)	<p>The issues contained in the LP – e.g. vision, objectives, strategic matters (including meeting identified development needs), and policies for assessing planning applications).</p>
4. So that	<p>The Council can seek the views of those who live and work in the Borough, together with the views of those who may be affected by strategic matters that cross the Borough boundary.</p>
5. Can (take action)	<p>Comments received will inform the submission stage of the LP.</p>
6. On/by (date)	<p>March 2018</p>
7. So as to accomplish/in order to	<p>Meet the development needs of the Borough up to 2034 in a sustainable manner and have appropriate policies against which to assess development proposals (planning applications).</p>