

Draft Local Plan – Engagement Plan

Date	Activity	Method of Engagement	Resources needed
<p>9.9.15</p> <p>8.9.15</p> <p>16.9.15</p> <p>28th September - 19th October</p>	<p><u>Parish Councils</u></p> <ul style="list-style-type: none"> • Attendance at the Parish Council liaison meeting to inform them that the local plan is going to Full Council. This event will also allow Parish Councils to express an interest in holding their own consultation drop in event. • Email Parish Councils when the Full Council papers are published • Email Parish Councils the outcome of Full Council • Hold an event in each of the Community Forum Areas for Parish Councils and Neighbourhood Plan groups. This event will consist of a presentation on the local plan setting out the key highlights and how to get involved in the consultation. Following attending the event Parish Councils will be able to hold their own events if they wish to do so. 	<p>Face to Face</p> <p>Written</p> <p>Written</p> <p>Face to Face</p>	<p>Planning Policy Officer Community Focus</p> <p>Planning Policy Community Focus</p> <p>Planning Policy Community Focus</p> <p>1x Planning Policy 1x Community Focus</p>
	<p><u>Local Plan Specific Events</u></p> <p>The trailer/gazebo events are designed to promote the key messages of the Local Plan, the council trailer will be parked in high footfall locations. At these events members of the public will be able gain information on where they can view the plan and how to make representation.</p>	<p>Face to Face</p>	<p>1 x Planning Policy Officer 1x Community Focus Officer</p>

<p>5th -26th October</p>	<p>Events are planned for the following locations:</p> <ul style="list-style-type: none"> • Coalville Marlborough Square • Coalville Morrisons • Ashby Tesco- within the store (11-7) • Measham – Gazebo outside of the Tesco’s store • Ibstock- Event within the Co-op Foyer • Kegworth – Town Centre the same Saturday as the Parish Council holds event. • Castle Donington Display within the Co-op entrance hall. • Ashby – Trailer event on Market Street (on the same day as the farmers market) <p>The events will be held approx 11-3 to cover lunch times except leisure centres which will be late afternoon/early evening.</p>		
<p>WC 28th September – Ongoing</p>	<p><i>Residents</i></p> <ul style="list-style-type: none"> • Those on the local plan database to be informed of the consultation via an email/ letter. • Articles placed within community magazines mid October following the outcome of Full Council. • Hard copies of draft plan placed at libraries and parish/town council offices where possible • Posters promoting the Local Plan placed in variety of locations including libraries, Post Offices, leisure centres, doctor’s surgeries, Village Halls and Parish 	<p>Written</p> <p>Written</p> <p>Written</p> <p>Written</p>	<p>Planning Policy</p> <p>Planning Policy Communications</p> <p>Planning Policy</p> <p>Planning Policy</p>

	<p>Offices and notice boards</p> <ul style="list-style-type: none"> • Electronic leaflet on the Local Plan to be emailed to secondary schools that can be emailed to students. • Social Media • Press Releases 	Written	<p>Planning Policy</p> <p>Communications</p>
August	<p><u>Businesses</u></p> <ul style="list-style-type: none"> • Articles published within the Business Focus newsletter setting out the role of the local plan, where to view the local plan and how to respond. 	Written	Planning Policy; Communications
WC 28 th September Start of the consultation.	<ul style="list-style-type: none"> • Letter / email to all businesses on the business focus database, alerting them of the local plan consultation. 	Written	Planning Policy; Business Focus
WC 28 th September	<ul style="list-style-type: none"> • Email to large organisations e.g. East Midlands Airport of the consultation and asking them to inform staff via the intranet and other organisation on site 	Written	1x Planning Policy 1X Business Focus
WC 28 th September	<ul style="list-style-type: none"> • Meet with both the Ashby and Coalville Town Teams as a follow up to the town centre boundary consultation. 	Face to Face	1x Planning Policy Officer 1x Business Focus Officer
October- November	<ul style="list-style-type: none"> • Meet with the Chamber of Commerce 	Face to Face	1x Planning Policy Officer 1x Business Focus
WC 28 th	<p><u>Landowners and Developers</u></p> <ul style="list-style-type: none"> • Email / Letter everyone on the Local Plan database 	Written	Planning Policy

September 21.10.15	<ul style="list-style-type: none"> Hosting of Landowners and Developers drop in event – this will allow landowners, developers and agents to drop in and have a discussion on the local plan with officers 	Face to Face Face to Face	2x Planning Policy Officer
WC 28 th September	<p><u>Statutory Consultees</u></p> <ul style="list-style-type: none"> Letter /Email informing statutory consultees of the Local Plan consultation and inviting them to meet if they wish to do so. 	Written	Planning Policy Officer
WC 28 th September	<p><u>Infrastructure Providers</u></p> <ul style="list-style-type: none"> Letter/ Email informing infrastructure providers of the Local Plan consultation and how to respond and there will also an invitation to have a one to one meeting with the authority. Meeting with infrastructure providers if requested 	Written Face to Face	Planning Policy 2x Planning Policy Officer
WC 28 th September	<p><u>Elected Members</u></p> <ul style="list-style-type: none"> Presentation at Group meetings prior to Council date TBC Each member will receive a narrative and consultation pack containing hard copies of the plan; SA and leaflets. Members will be invited to attend their local community trailer or drop in events throughout the district. 	Face to Face Written Face to Face	Director/Planning Policy Officer Planning Policy / Communications Planning Policy

WC 28 th September	<u>Young People</u> <ul style="list-style-type: none">• Email schools electronic leaflets of the Local Plan to distribute electronically to students	Written	Planning Policy
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