

# ENGLAND, SCOTLAND, WALES

## CONSULTATION STRATEGY (Site selection and Planning Model 2.A.4)

### STAGE 1- Area Wide Local Planning Authority Consultation

This level of consultation should be carried out irrespective of Site or Community Rating.

Ref	Consultation Method	Party Consulted	Objective of Consultation	Timing
1.A.1	Annual Review Letter	Local Planning Authority - Officers	Provide Information on future plans	Annually - September
1.A.2	Pre roll out Letter	Local Planning Authority - Officers	Provide Information on future plans	Prior to major phase
1.A.3	Map of Sites (current and proposed)	Local Planning Authority - Officers	Provide Information on future plans	Sent with 1.A.1 & 1.A.2
1.A.4	Schedule of Sites (current/proposed)	Local Planning Authority - Officers	Provide Information on future plans	Sent with 1.A.1 & 1.A.2
1.A.5	Meetings	Local Planning Authority - Officers	Identify areas of concern and interested parties	Annually
1.A.6	Update Database	Local Planning Authority - Officers	Identify areas of concern and interested parties	Ongoing
1.B.1	Presentation	LPA Officers & Elected Members	Identify areas of concern and interested parties	Prior to major phase

### STAGE 2- Site Selection & Identify Consultation Strategy

Ref	Consultation Method	Party Consulted	Objective of Consultation	Traffic Light Rating		
				Green	Amber	Red
2.A.2	Pre-Application contact with LPA	Local Planning Authority - Officers	Obtain LPA view on the preferred and other options	√	√	√
2.A.5	Pre-Application Meeting Offer	Local Planning Authority - Officers	Obtain LPA view on the preferred and other options	√	√	√
2.B.1	Tour of Options	Local Planning Authority - Officers	Obtain LPA view on the preferred and other options		0	0

### NOTE

Scotland: For Local Planning Authority read Planning Authority  
For Ward Councillor read Local Councillor

Scotland & Wales: For Parish Council read Community Council

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## STAGE 3- Pre-Application Site Specific Community Consultation

Ref	Consultation Method	Party Consulted	Objective of Consultation	Traffic Light Rating		
				Green	Amber	Red
3.A.1	Letter to Ward Councillor	Ward Councillor	Obtain feedback from local representatives		√	√
3.A.2	Letter to Parish Council	Parish Council	Obtain feedback from local representatives		√	√
3.B.1	Consultation Letter Mail Shot	Neighbours & Other Stakeholders	Obtain the views of neighbours and stakeholders		0	0
3.B.2	Erect Voluntary Consultation Notice	All (local community)	Obtain Feedback from local community		0	0
3.B.3	Informal 'Drop In' Session	All (local community)	Obtain Feedback from local community and others		0	0
3.B.4	Key Stakeholder Briefing session	Invite all stakeholders	Obtain Feedback from local community and others		0	0
3.B.5	Leaflets	All (local community)	Obtain Feedback from local community and others			0
3.B.6	Public Notice Placed in Local Press	All (local community)	Obtain Feedback from local community and others			0

## STAGE 4 - Planning Submission

Ref	Consultation Method	Party Consulted	Objective of Consultation	Traffic Light Rating		
				Green	Amber	Red
4.B.1	Site meeting with Planning Officer	Local Planning Authority - Officers	Gain LPA officer support		0	0
4.B.2	On Site Visual Demonstration	LPA & All other stakeholders	Alleviate concerns		0	0
4.B.3	Planning Committee Meeting	Planning Committee Members	Gain LPA Member support		0	0

### KEY

√	Should be undertaken
0	Optional
	Generally not necessary