

Draft City Plan Consultation Plan

The Regulations

The Draft City Plan is being consulted under Regulation 18 of the Town and Country Planning (Local Development) England Regulations 2012. The regulation that requires that in the preparation of a Local Plan (and in advance of its submission to the Planning Inspectorate for examination) local planning authorities notify and invite comments from a range of different people and organisations. The regulation requires the authority to consult certain specific consultees, such as neighbouring local authorities, the Environment Agency and Natural England. It also provides flexibility for the authority to invite any other person or organization that they believe would have an interest in the plan.

The approach set out in this Consultation Plan also satisfies the requirements of the City Council with regard to other relevant Regulations, for example relating to the availability of consultation documents.

Statement of Community Involvement

The City Council's 'Statement of Community Involvement' was adopted in 2015 and sets out when and how the Council will consult in the preparation of its Local Plan, supplementary planning documents and major development management planning applications. This document has been taken into account in drawing up this consultation plan.

Consultation dates

Subject to timely completion of the Joint Core Strategy (JCS) 'Main Modifications' consultation, it is intended the Draft City Plan will be published for a six week period of public consultation between **Monday 16th January and Monday 27th February 2017**.

Consultation Plan

Letting people know

- Email / hard copy letters to all members of the community, organisations and stakeholders on the planning consultation database¹.
- Emails to all relevant consultees on the City Council's consultation database².
- Press advert
- Press release (working proactively with press team)
- City Life magazine article
- Linked from the City Council website homepage.
- Social media notifications³
- Quedgeley Parish Council article
- Member newsletters

Access to consultation documents

¹ This will need to be accompanied with a review of the database to make sure it has the right representation and correct contact details. Also to download from the JCS database all consultees who also asked to be added to the GCC database.

² Will require liaison with Wendy Jones in advance.

³ At the start of the consultation, half way through and a week before it closes.

- Publication on the City Council's website, both on the homepage and the City Plan homepage – www.gloucester.gov.uk/cityplan
- Hard copies of all consultation documents, supporting information and response forms made available at all 'deposit locations' – the City Council offices (including a permanent exhibition), all local libraries, the Guildhall and Tourist Information Centre.
- Printed hard copied available upon request (subject to small fee)

Going into the community

- Public exhibitions – four in total, one on the City Centre and up to four others strategically located across the City, using the 'Hello Gloucester' minibus and/or appropriate community venues.
- Exhibition / workshop for City Council, County Council staff and Members.
- Targeted engagement with the community, for example presentations and discussions with:
 - School(s);
 - Older persons housing (e.g. St Oswald's retirement village);
 - Younger people (e.g. Young Gloucestershire)
- Add to the agenda of relevant City Council committees or forums, e.g. Environment and Ecology Forum, Business Forum.

Ways of responding

- Set out specific consultation questions to frame responses, including the 'call for sites'. Other methods available but strongly encourage people to respond to the questions.
- Responses can be made in a variety of ways:
 - Online via the City Council's bespoke planning consultation system;
 - Email to spatialplanning@gloucester.gov.uk
 - Responding at one of the consultation events
 - Writing to the Planning Policy and Heritage Team, Gloucester City Council, Herbert Warehouse, The Docks, Gloucester, GL1 2EQ.

Business support

October

- Updating / amending I-Novem consultation database

Mid-November to consultation launch

- Email / letter notifications
- I-Novem structured document
- I-Novem questionnaire
- Deposit location packs (inc. printing as needed)
- Press notice
- Add people to database responding to City Life

During consultation

- Processing responses (with planner support)

Post consultation

- Processing responses (with planner support)
- Deadline to have all responses on the I-Novem system – 13th March