

Appendix 3

Consultation Plan

The relevant regulations for consultation are Regulations 15 and 16 of The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended). These require:

- Consultation to be undertaken for a minimum of 6 weeks.
- Consultation documents to be made available at the Council's principal office and any other locations considered appropriate by the Council.
- Publication of the proposal documents (Preferred Strategy Consultation Paper)
- Publication of required documentation: Candidate Sites Register, details of consultation arrangements, information on how to respond, response forms, supporting technical evidence and background papers, Initial Integrated Sustainability Appraisal Report and Habitats Regulations Assessment Screening Report. Those required include the [Delivery Agreement/Community Involvement Scheme](#) and [Review Report](#) have been published and are available on the Council's website as a part of previous stages.
- Publication of a statement of fact that the pre-deposit (Preferred Strategy) documents are available for inspection and the places and time they can be viewed.
- Notify Specific and General Consultation Bodies of the Preferred Strategy consultation document, supporting documents, matters, and the statement of fact that the pre-deposit (Preferred Strategy) documents are available for inspection and the places and time they can be viewed.
- Representations to be made within the defined period.
- Sent to the Council by email (via LDP.Consultation@Newport.gov) or by post to Planning Policy, Newport City Council, Civic Centre, Newport, NP20 4UR.

Timeline:

It is proposed that the consultation is undertaken for 8 weeks from 25th October to 20th December 2023.

Publication of Documents:

It is proposed that documents will be published on the Council's website on the 25th October 2023 along with all supporting information. The notice of consultation and other procedural documents such as comment forms and guidance for submitting representations will also be published. From this date, all of these documents will be available in print from Newport Civic Centre (by appointment) and Newport Central Library. Documents will be made available in both English and Welsh.

Awareness Raising:

A similar approach will be taken to raising awareness of the Preferred Strategy consultation as was undertaken for the Vision, Issues and Objectives and the Growth and Spatial Options consultations. This approach is consistent with the [Community Involvement Scheme](#) and includes:

- An advert in Newport Matters.
- Directly contacting a range of groups representing different sections of interest parties and Newport's population¹.

¹ These are outlined in the [Delivery Agreement](#).

- A [dedicated website](#), updated at each stage of consultation.
- Advertisement on the home page of the Newport City Council website and on appropriate Council information screens.
- A consultation specific email signature banner for Newport City Council employees.
- Promotion via the Council's social media accounts, including the use of animations.
- Presentations to the Council's partnership groups and networks.
- Virtual and face to face engagement sessions. These have previously been held in person at Caerleon, Ringland, Rhiwderin and Pill.
- Additional face to face events with Community Councils, residents and environmental groups as requested.
- Weekly drop in sessions at the Civic Centre.
- Print versions sent as requested (these may be at the cost of the requestor, in line with Welsh Government guidance).
- Final documents formatted in an accessibility friendly and attractive way.

There are some approaches which have a cost where value for money will need to be considered, these are:

- Adverts on local radio or newspaper websites.
- Pop up stalls in the City Centre and community spaces.

Members of the public will also be able to contact officers by email and phone through the Contact Centre.