

Consultation Plan

To be completed for all consultations in line with the council's Consultation Charter
For sign off by service lead and Corporate Manager (Executive Support)

1. Title of consultation	
Exeter Plan outline draft consultation	
2. Responsible officers	
Director	Ian Collinson
City Development Service Lead	Roger Clotworthy
Consultation lead officer	George Marshall
3. Purpose of the consultation	
<p>The Exeter Plan will provide the vision for the city's future up to 2040. In doing so, the Exeter Plan will need to address a raft of important planning issues including how we respond to climate change, where we build new homes and provide new jobs, how we protect and enhance our historic and natural environments, how we ensure that our high streets and communities continue to thrive and how we travel.</p> <p>This Exeter Plan outline draft consultation will launch the first version of the plan and includes the vision for the city, a spatial strategy which focusses development towards brownfield land, a set of Liveable Exeter principles, potential development sites for a mixture of uses including housing and a draft set of policies. This version is not a full draft. The consultation will predominantly be online, but there will be public exhibitions across the city. It is a statutory consultation.</p> <p>It is vital that local people, businesses, community groups and stakeholders have their say in shaping the Exeter Plan so that the document is informed by the views of the community.</p>	
4. Timing, duration and key milestones	
<p>Consultation will run for 10 weeks 26 September 2022 – 5 December 2022</p> <p>A report will be presented to Executive in spring 2023 exploring the comments made to the consultation and explaining how they will be taken into account in shaping the next stage of the Exeter Plan - the draft Exeter Plan document. This will be consulted on in 2023.</p>	
5. Equality Impact Assessment	
EQIA completed August 2022	
6. Consultees and how they will be consulted (survey, public meeting, exhibition, focus group)	
Consultee	Method
<i>Exeter residents</i>	Online survey Exhibition
<i>General public</i>	Online survey Exhibition

<i>Members (ECC and DCC)</i>	Online survey Exhibition
<i>Partners and other statutory stakeholders</i>	Online survey Exhibition
<i>Other stakeholders</i>	Online survey Exhibition

7. Public Sector Equality Duty

The consultation approach provides a range of digital, hard copy and in person methods to ensure people have options and fair opportunity to partake in the consultation. Further detail included below:

- The consultation document has been made fully accessible and invites people who would like to view the document in an alternative format to contact the Council. An audio version of the plan is being made available.
- Accessibility has been considered in the selection of venues for exhibitions. An exhibition is being planned in each ward and the venues are wheelchair accessible.
- Timings of the exhibitions have been considered and are running from lunchtime, throughout the afternoon and into the evening to account for a range of working hours or care commitments, for example.
- The Local Plan team is also engaging with local community groups to ensure we reach out to as many people as possible.

The wide reaching, overall approach to consultation takes into account provision for people with protected characteristics.

Characteristic	Special provision
<i>Age</i>	None
<i>Disability (includes mobility, sensory, learning and mental health)</i>	An audio version of the consultation document is being produced.
<i>Race/ethnicity (includes Gypsies and Travellers),</i>	None
<i>Sex and gender</i>	None
<i>Gender identity</i>	None
<i>Religion and belief</i>	None
<i>Sexual orientation</i>	None
<i>Pregnant women, new and breastfeeding mothers,</i>	None
<i>Marriage and civil partnership</i>	None

8. Supporting information

- The Exeter Plan outline draft document
- Survey questions
- A series of evidence documents.

The outline draft plan and survey will be available:

- Online
- Hard copy (self-print, request, at the exhibitions, reference copies in libraries, civic centre)

The evidence information will be available online and at the public exhibitions.

9. Publicity

The consultation will be promoted across a variety of marketing and communications channels, including:

Digital: ECC website and social media platforms, plus Liveable Exeter, Exeter Live Better and partner channels.

Media: regular press releases and updates in addition to a media event.

Advertising: advertising banners will also be located at leisure centres, the RAMM, and other points across the city. Digital advertising screens, traditional print advertisements, and a display to be located in the Customer Service Centre at the Civic Centre.

The results will be available in the form of a comments summary in 2023, alongside the Draft Exeter Plan. This will be available online, and in hard copy for those who request it.

10. Accessibility

Guidance set out in 'Guide on how to create accessible Word documents' ensures that all word, PDF documents and online text meets accessibility and readability requirements.

Accessible PDF documents will be available to download on the website and can be requested via hard copy.

11. Demographics

The consultation aims to reach a wide population demographic. The demographic information below will be collected in order to assess the effectiveness of the consultation at achieving this aim:

- Ethnicity
- Age
- Disability
- Gender

All data collected will comply with GDPR requirements.

12. GDPR

Planning Policy Privacy Notice available online.

13. Resource implications

Consultation is internally resourced (Local Plans Team, Development Management Team, Communications Team) and funded by existing agreed budget for the Local Plan which includes consultation.

14. Carbon Footprint (Environmental) Implications:

The inclusion of digital consultation methods will minimise the carbon footprint associated with holding the consultation. In addition, the Exeter Plan includes climate change and the climate emergency as a central consideration.

15. Approval			
<i>Service Lead</i>		<i>Corporate Manager (Executive Support)</i>	
Name	Roger Clotworthy	Name	Bruce Luxton
Signature	<i>Roger Clotworthy</i>	Signature	<i>Bruce Luxton</i>
Date	22 September 2022	Date	23 September 2022