

Appendix 5: Engagement Plan for Strategic Options and Sites Consultation

Introduction

The next stage in the preparation of the Replacement LDP is consultation on strategic options, which will commence in late November 2021 and run for 10 weeks until early February 2022.

This consultation plan sets out the consultation and engagement we will undertake as part of this next stage under the following headings:

1. Use of Social Media

We will use the Council's Facebook, Twitter and Instagram sites to publicise and explain the consultation process, with a comprehensive and targeted campaign of posts over the 10 week consultation period using the agreed LDP Branding.

2. On-line Survey

We will develop an accessible on-line survey so residents and stakeholders can make their comments on the consultation easily on-line. This will be hosted on the Council's Replacement LDP website and will be publicised via the social media campaign and mail out to residents and stakeholders on the LDP consultation database.

3. Virtual Consultation Room

We will host a fully bi-lingual virtual consultation room on the Council's Replacement LDP webpage, which will include a short film explaining the consultation process and how people can engage in the process, a range of display panels, the on-line survey and copies of the consultation documentation.

4. Launch Event

We will host a launch event at the start of the consultation period. This will be a virtual event and will explain the consultation process and how you can get involved and will be open to residents and stakeholders to attend.

5. A Broad Range of themed Focus Workshops

We will engage directly with stakeholders through a broad range of themed focus workshops and we will work with partner organisations to support these sessions to foster open discussion of issues participants consider the new LDP should address. The themed workshops we proposing are listed below but this is not exhaustive and we are happy to consider further suggestions:

- Focus Workshop 1 – Representatives of Black and Minority Ethnic Groups
- Focus Workshop 2 – Representative of Homeless Groups and those on Council Waiting Lists
- Focus Workshop 2 – Representatives of Environmental Groups

- Focus Workshop 3 - Representatives of Young Peoples Groups
- Focus Workshop 4- Representatives of Older Peoples Groups
- Focus Workshop 5 – Representatives of unemployed Groups
- Focus Workshop 6 – Representatives of disabled and Access Groups
- Focus Workshop 7 – Representatives of Landowner/developer Groups
- Other Groups to be confirmed such as the Cardiff Music Board, Landlord’s Forum, Heritage and Civic Societies

These workshops will be held virtually or via a hybrid approach depending on Covid restrictions at the time of the consultation.

6. Public drop in face to face events

A series of public drop in face to face events will be arranged across the city so residents and stakeholders have an opportunity to talk through the consultation exercise with Officers face to face within the LDP Team. The precise format of these events will depend on the Covid restrictions in place at the time of the consultation. However, steps will be made to ensure the ability to talk direct with Officers be this either in an outside location, pre-arranged appointment system or an indoor drop in event.

7. Engagement with stakeholder groups and networks

Officers will be available to attend meetings of stakeholder groups and networks to brief them on the consultation process and how they can comment and gather feedback to feed into the new LDP preparation process.

8. Engagement with Community Councils

Prior to the launch of the consultation a virtual briefing session will be held with Community Council’s to explain the purpose of the consultation and how they and their local areas can get involved in the process and how they can disseminate information to their local area. Following this Officers in the LDP Team will be available to respond to any queries and provide further information.

9. Engagement with Members

Prior to the launch of the consultation a virtual Member briefing session will be held to explain the purpose of the consultation and how they and constituents can get involved in the process and how they can disseminate information to their local area. Following this Officers in the LDP Team will be available to respond to any queries and provide further information.

10. Scrutiny Process

Prior to the launch of the consultation a process will be agreed with the Chairs of the Scrutiny Committee’s to ensure they can feed their comments into the consultation process.