

Appendix 3

Consultation Plan

Sevenoaks District Local Plan – Regulation 18 Consultation Plan

Wednesday 16th November 2022 – Wednesday 11th January 2023 (8 weeks)

Consultation

The consultation will be hosted and run via our online consultation database, Citizen Space. Stakeholders will be able to respond to as little or as many questions as they decide.

Our preferred method of response will be online via the consultation portal, however comments will also be accepted by email to planning.policy@sevenoaks.gov.uk or by post to the Strategic Planning Team, Council Offices, Argyle Road, Sevenoaks, Kent, TN13 1HG.

Printable versions of the response form will be made available to download from our website and will be provided to all Libraries and Town and Parish Councils across the District.

Publication

We will work with the Communications Team to put together a Social Media campaign, including targeted posts on Facebook, Twitter, Instagram and LinkedIn. This will include regular posts throughout the consultation period.

We will also organise a Public Notice, as well as an article in the Sevenoaks Chronicle to publicise the consultation. An article has also been prepared for the Autumn edition of InShape, which will be delivered to all households within the District.

Commuters are seen as a hard to reach group, and therefore Officers will visit the key commuter stations within the District to distribute leaflets publicising the consultation.

A hard copy document, along with posters, postcards and leaflets will be delivered to all libraries and town and parish councils in the District, ahead of the start of the consultation. They will also be provided with further information on the consultation, including a link to the printable response form.

A QR code will be created and included on all posters, postcards and leaflets. This will link directly to the consultation online. It is envisaged that the consultation will also be included in SDC email footers and auto-responses.

Stakeholder Engagement

It is proposed that the Strategic Planning Team will host four Drop-in Sessions as set out below:

- Sevenoaks Town
- Swanley
- Edenbridge
- Sevenoaks Town (“Mop up session”)

Officers will also explore the option to run Drop-in Sessions via Zoom.

It is also proposed that Officers attend sessions at the Districts secondary schools, as set out below, to speak with older students about the purpose of the Local Plan and consultation. This is likely to include a non-technical summary of the Regulation 18 consultation and a 'slimmed down' consultation response form.

- Trinity School
- Knole Academy
- Orchards Academy
- Weald of Kent Grammar School – Sevenoaks Annex
- Tunbridge Wells Boys Grammar School – Sevenoaks Annex

It is also envisaged that the Planning Policy team will attend the Local Strategic Partnership meeting on Monday 28th November 2022, and the Town and Parish Council Forum on Thursday 20th October 2022.

We will inform all Councillors and Town and Parish Councils when the Development and Conservation Advisory Committee (DCAC) papers are made publically available.