



Berwick upon Tweed Town Council

Planning Committee

14 March 2022

Appendix A

Report of Assistant to the Clerk

Neighbourhood Plan Consultation

Access Public

Background

1. Council have previously agreed to adopt the Strategic Environmental Assessment (SEA) subject to the planning consultant's comments.
2. Authority has also been delegated to the Town Clerk to conduct the consultation.

Issues

3. Officers are now in receipt of the final SEA.
4. Below is a proposed process for the consultation of the draft Neighbourhood Plan.

	Social Media	Website	In Person	Statutory Consultees	Voluntary Consultees
Week 1		X		X	X
Week 2	X	X	X		
Week 3				Chase up	Chase up
Week 4	X	X	Evening (moveable)		
Week 5					
Week 6	X	X	X	X	X

In Person Events	Material	Press Releases	Breakdown
<ol style="list-style-type: none">1. 10am – 2pm2. 2pm – 6pm3. 1pm – 5pm Each event to be attended by 2 Councillors and 2 Officers.	<ul style="list-style-type: none">• Flyers• Posters• Displays• Neighbourhood Plan Website• Breakdown of Policies and Chapters	<ol style="list-style-type: none">1. At launch.2. Midway.3. At completion.	Breakdown of chapters and policies to be released 1 a day during Week 1, Week 2 and Week 4 with calls to action.

Recommendation

1. To agree the proposed process for the consultation of the draft Neighbourhood Plan.

Author	SC
Checked by	N/A
Town Clerk sign off (if required)	GD