

Appendix 2 Proposed Public Consultation Strategy

Subject to approval by the Executive Board, it is anticipated that a period of public consultation around the draft Leeds Parking Supplementary Planning Document (SPD) will commence in mid August 2014 and will last for 8 weeks.

The public consultation is to be undertaken to reflect the Leeds City Council SPD Production Procedural Requirements (2009) and the Leeds LDF Statement of Community Involvement (adopted February 2007). As such:

- The draft Leeds Parking SPD will be made available on the Leeds City Council website and electronic copies will be sent out to City Councillors. These will be accompanied by the Consultation Statement and Statement of the SPD Matters. During the consultation period, specific engagement and briefing sessions for Ward Members will be arranged upon request. Details of how to request a briefing session will be included when electronic copies of the draft SPD are circulated.
- Electronic copies will be sent out to the Specific Consultation Bodies. These will be accompanied by the Consultation Statement and Statement of the SPD Matters. The Specific Consultation Bodies including:
 - i. Adjoining Local Planning Authorities (Wakefield, Bradford, Kirklees, Harrogate, Selby and North Yorkshire County Council). York City Council, Craven Council and Calderdale Council will also be consulted as part of the City Region although they do not directly adjoin Leeds' boundary.
 - ii. The Highways Agency
 - iii. Town and Parish Councils
 - iv. The Environment Agency

The full list of Specific Consultation Bodies is detailed in Appendix 3 of the Leeds LDF Statement of Community Involvement and is updated through more recent consultation exercises.

- Electronic copies will be sent out to each of the General Consultation Bodies as appropriate. This will include:
 - i. Voluntary bodies
 - ii. Groups which represent the interests of disabled persons in the Leeds District
 - iii. Groups which represent the interests of persons carrying on business in the Leeds District.

The electronic copies will be accompanied by the Consultation Statement and Statement of the SPD Matters. During the consultation period, specific engagement and briefing sessions for disability and business groups will be

arranged upon request. Details of how to request a briefing session will be included when electronic copies of the draft SPD are circulated.

The full list of General Consultation Bodies is detailed in Appendix 3 of the Leeds LDF Statement of Community Involvement and is updated through more recent consultation exercises.

- Paper copies of the document will be made available through the Development Enquiry Centre, libraries and One Stop Centres. These will be accompanied by the Consultation Statement and Statement of the SPD Matters.
- An advertisement will be placed in the Yorkshire Evening Post to inform the public of the period of consultation and to provide details of how to take part.

Feedback from this period of public consultation will be used to inform the further development of the Leeds Parking SPD prior to adoption.