

APPENDIX B - Leeds Local Flood Risk Management Strategy - Stakeholder Communication & Engagement Plan

Stage		Politicians	Internal Partners (LCC)	External Partners (RMAs and other stakeholders)	Public
1	Make Initial Contact	Identify and contact relevant councillors, MPs (if appropriate).	Identify and contact relevant LCC internal departments.	Identify and contact RMAs and external partners.	Optimise public engagement by identifying at risk communities and utilising existing contacts e.g. local flood action groups. Also engage business community, particularly at risk premises using means of engagement appropriate to the business (e.g. via Chamber of Commerce).
2	Introduce LFRMS	Introduce objectives for managing local flood risk and the approach to developing a LFRMS.	Arrange meeting to introduce objectives for managing local flood risk and the approach to developing a LFRMS.	Arrange meeting to introduce objectives for managing local flood risk and the approach to developing a LFRMS.	Utilising existing flood action group meetings (where no group/meetings exist communities will need to be consulted directly) introduce objectives for managing local flood risk and the approach to developing a LFRMS.
3	Communicate	Develop politician engagement in the process based on local needs and devise approach to effective ongoing communication.	Establish core team, wider network and devise approach to effective ongoing communication.	Establish core team, wider network and devise approach to effective ongoing communication.	Devise approach to effective ongoing communication through existing and new channels where appropriate.
4	Develop LFRMS	Provide ongoing opportunity for input from stakeholders into the development of LFRMS. Two way communication required.			
5	Review	Review draft LFRMS (particularly 'List of Measures') with all interested/affected parties			
6	Scrutiny	Review of LFRMS by Scrutiny Committee			
7	Publish	Publish LFRMS and a summary with guidance on the availability of further information			
8	Future	Plan and agree future activities and schedule next review of 'List of Measures'			