

Appendix A: The Consultation Programme

12 July 2012	Cabinet - LDF & CIL
19 July 2012	Developer Industry briefings - CIL
26 October 2012	Rural Member briefing
31 October 2012	Ross-on-Wye members briefing
31 October	Bromyard & Winslow members briefing
2 November	Kington member briefing
2 November	Leominster members briefing
6 November	Infrastructure meeting with statutory consultees
28 November	Hereford City members briefing
30 November	Rural Member briefing
4 December	Ledbury members briefing
7 December	All member briefing
7 December	Infrastructure meeting with statutory consultees
11 January 2013	1st LDF Newsletter - Timetable
15 January 2013	Bromyard & Winslow members briefing
18 January 2013	2nd LDF Newsletter - Consultation
22 January 2013	Meeting with Communications team to confirm strategy. Agreed use of social media.
25 January	3rd LDF Newsletter - Water Quality/Phosphates
29 January	Liaised with web design & research team
1 February	4th LDF Newsletter - Highway Issues & Relief Road
8 February	5th LDF Newsletter - Community Infrastructure Levy
11 February	General Overview & Scrutiny Committee
21 February	Cabinet
25 February	Pre-notification of consultation on website home page
w/c 25 February	Brief Customer Service/Info employees
w/c 25 February	Article in newspapers
w/c 25 February	3 Member briefings - 25 Feb, 2-3pm, Town Hall Assembly Room. 28 Feb, 3-4pm, Town Hall Council Chamber. 1 March, 10-11am, Town Hall Assembly Room
28 February	Deliver documents to info/libraries
end February	Encore and Core News articles published
end February	Herefordshire Matters published
Start March	Directorate Day
1 March	BBC H&W radio interview
1 March	Despatch consultation letters to all on LDF database
1 March	Email internal consultees

4 March	Consultation starts
4 March	Consultation activated
4 March	Website - consultation activated
w/c 4 March	Developer workshop re CIL charges
6 March	A drop in session for Parish Councillors/Clerks 16.00 – 20.00pm, Hereford Town Hall, Assembly Room
11 March	Ross on Wye: promotional trailer - Market Square, 10am - 1pm
12 March	Leominster: promotional trailer - Corn Square, 10am - 1pm
14 March	Bromyard: promotional trailer - Tenbury Road car park, 10am - 1pm
16 March	Hereford: promotional trailer - Hereford, High Town, 10am - 3pm
18 March	Primary Times distributed to Primary Schools for all parents
w/c 18 March	Business briefings - Mike Ashton (Hereford and Worcester Chamber of Commerce) will arrange with 20 top companies in Hereford
19 March	Kington: promotional trailer - Mill Street car park, 10am - 1pm
20 March	A drop in session for Parish Councillors/Clerks 16.00 – 20.00pm, Hereford Town Hall, Assembly Room
21 March	Ledbury: promotional trailer - St Katherine Street car park, 10am - 1pm
w/c 25 March	Peterchurch and Wigmore 10am - 1pm. Meetings @ Herefordshire secondary schools for pupil engagement - school council/prefects
26 March	Hereford Sixth Form/HTC promotional trailer 11am - 2pm.
22 April	End of consultation
May	General Overview & Scrutiny – Report on results of consultation process