

Appendix 3: Summary of Supplementary Planning Documents Preparation

Stage	Minimum consultation requirements	Additional consultation methods which may be used
<p>Public participation (Reg 12) and Representations on supplementary planning documents (Reg 13)</p>	<p>Specific consultees, general consultees and those considered to have an interest will be informed by email or letting regarding:</p> <ul style="list-style-type: none"> • the consultation period; and • how the document can be viewed. <p>The draft document will be made available at the Council offices, Libraries and published on the Council's website.</p> <p>There will be one formal consultation period during the preparation, normally with a minimum consultation period of 4 weeks.</p>	<ul style="list-style-type: none"> • Press release to local newspapers • Public Notice in local newspapers • Public meetings and/or exhibitions • Stakeholder group meetings • Summary leaflets • Use of social media
<p>Adoption of supplementary planning documents (Reg 14)</p>	<p>An adoption statement, together with the adopted SPD, will be made available at the Council offices, Libraries and published on the Council's website.</p> <p>A copy of the adoption statement will also be sent via letter or email to anyone who has specifically asked to be notified.</p>	<ul style="list-style-type: none"> • Press release to local newspapers • Public Notice in local newspapers • Use of social media

Appendix 1: Consultation Bodies

Duty to Co-operate

The Duty to Co-operate bodies (relevant to South Kesteven District) are:

- Environment Agency
- English Heritage (Historic Buildings and Monuments Commission for England)
- Natural England
- Civil Aviation Authority
- Homes and Communities Agency
- South and South West Lincolnshire Clinical Commissioning Groups
- Office of Rail Regulation
- Highways Agency
- Lincolnshire County Council (as the Highway Authority)
- Greater Lincolnshire Local Enterprise Partnership (LEP)
- Greater Lincolnshire Nature Partnership

Specific Consultation Bodies

The specific consultation bodies (relevant to South Kesteven District) are:

- The Coal Authority
- Environment Agency*
- English Heritage*
- Natural England*
- Network Rail Infrastructure Ltd
- Highways Agency
- Any relevant local authority in or adjoining the District i.e. Parish, District/Unitary and County Councils
- Any relevant telecommunications companies
- South and South West Lincolnshire Clinical Commissioning Groups
- Any relevant electricity, gas, water and sewage undertakers
- Homes and Communities Agency

* the Council is required to consult with these bodies regarding the scope of Sustainability Appraisals

General Consultation Bodies

The general consultation bodies are:

- Voluntary bodies whose work benefits any part of the District
- Bodies which represent the interests of different racial, ethnic or national groups in the area
- Bodies which represent the interests of different religious groups in the area
- Bodies which represent the interests of disabled persons in the area
- Bodies which represent the interests of persons carrying out business in the area