



Longfield Solar Farm

PINS Ref: EN010118

Consultation Report Appendices

Appendices C-1 to C-4

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Revision 1

February 2022

Longfield Solar Energy Farm Ltd

APFP Regulation 5(2)(q)

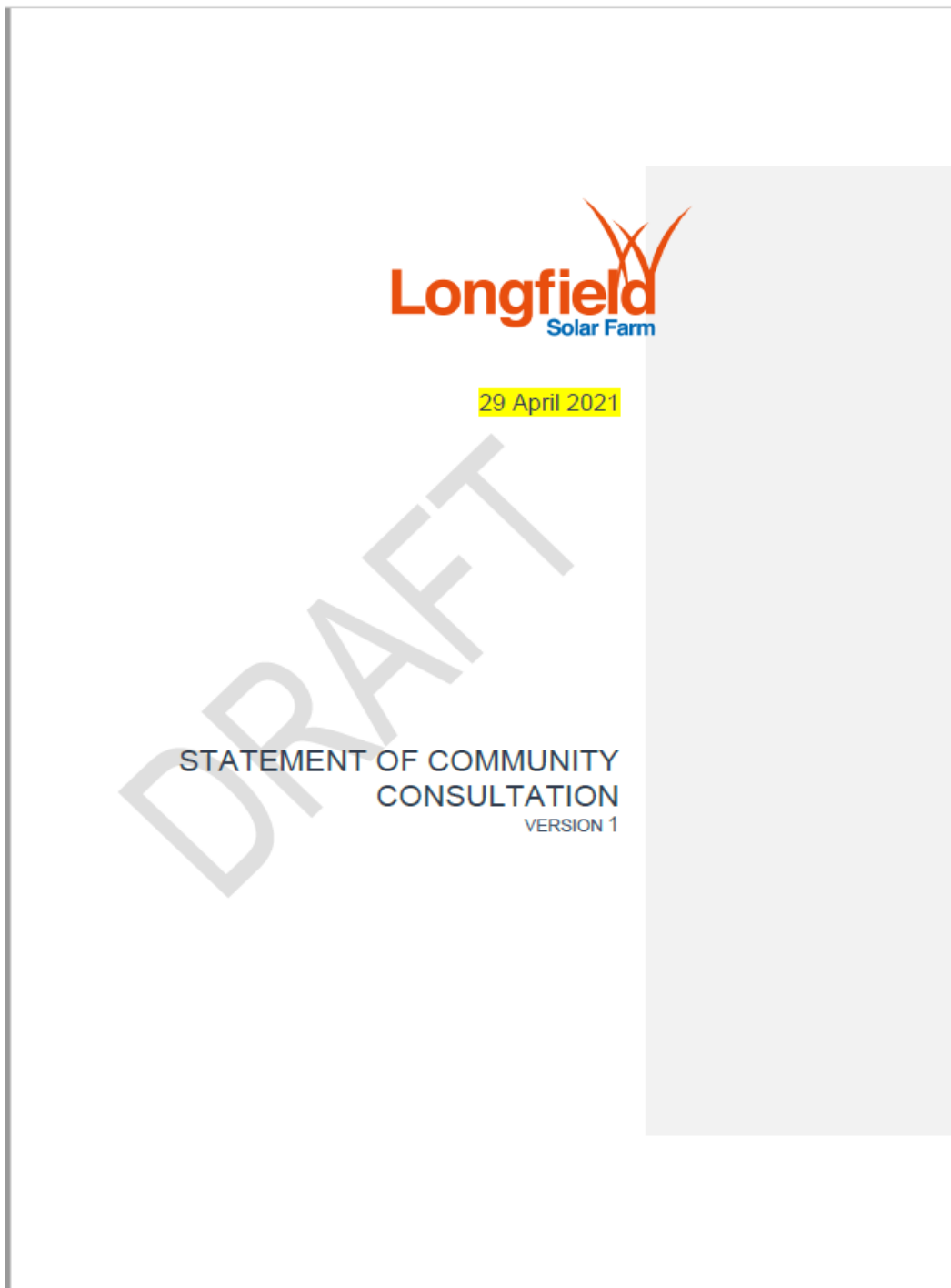
Planning Act 2008

Infrastructure Planning (Applications: Prescribed Forms and Procedure)
Regulations 2009

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Appendix C-1: Draft Statement of Community Consultation (SoCC) issued to local authorities





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Introduction

Longfield Solar Energy Farm Ltd is inviting feedback from the local community on its proposals for Longfield Solar Farm as part of a public consultation between **START DATE TBC** and **END DATE TBC**.

What is this document?

This document, known as a Statement of Community Consultation ("SoCC"), sets out how we plan to consult with the local community. It includes:

- A description of the planning process we must follow
- An outline of our proposals
- How we have developed our approach to consultation
- How we will be consulting the local community
- How we will publicise the consultation
- The consultation arrangements
- What we will do with feedback from the consultation

Why are we publishing this document?

The proposed Longfield Solar Farm is classified as a Nationally Significant Infrastructure Project ("NSIP") under the Planning Act 2008. This means that, unlike other forms of development, we must apply to the Secretary of State for Business, Energy and Industrial Strategy ("BEIS") for a Development Consent Order ("DCO") for our proposals.

Part of this process requires us to publish a statement of how we will consult with the local community – known as a SoCC. We very much want feedback from the local community on our proposals.



The planning process

We are developing the proposed Longfield Solar Farm under the Planning Act 2008. This is because its proposed generating capacity exceeds 50 megawatts ("MW"), which means that, under the Planning Act 2008, Longfield Solar Farm constitutes a NSIP requiring a DCO.

Unlike planning applications, which are considered by local authorities, DCO applications are made to the Planning Inspectorate ("PINS"). This independent body administers the application process on behalf of the relevant Secretary of State. In this case, the appropriate government department is the Department for BEIS. Further information on the DCO application process can be obtained from PINS Advice Note 8: Overview of the nationally significant infrastructure planning process for members of the public and others. This is available on the PINS website by using the following link: <https://infrastructure.planninginspectorate.gov.uk/wp-content/uploads/2013/04/Advice-note-8.0.pdf>

Figure 1 on page 4 of this document shows each stage of the planning process for NSIPs. We anticipate submitting our application in the second half of 2021.

The Planning Act 2008 and consultation

DCOs are governed by a fixed, statutory process which requires us to consult with persons with an interest in the proposed land and certain bodies as prescribed under section 42 of the Planning Act 2008; the local community under section 47 of the Planning Act 2008; and to publicise the proposals locally and nationally under section 48 of the Planning Act 2008 and regulation 13 of the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 ("EIA Regulations"). It also provides a fixed role for local authorities and means we will be following a well-established and clear process to develop our proposals.

We are at the stage in developing our proposals where we will formally consult to meet this requirement – this is known as a statutory consultation. We will use the feedback that we receive during the statutory consultation to help us develop our final proposals for Longfield Solar Farm before submitting our DCO application.

As part of our DCO application, we will submit a Consultation Report detailing our approach to consultation, the feedback that we received during the statutory consultation, and how we have had regard to it. When considering our DCO application, the Secretary of State must consider whether the consultation that we have undertaken has been adequate.

Environmental Impact Assessment

For the proposed Longfield Solar Farm, we are required to carry out an Environmental Impact Assessment ("EIA") of our proposals as part of the planning process. In legal terms, this means the proposed scheme is considered to be 'EIA development' for the purposes of the EIA Regulations.

This means we must assess the likely significant environmental effects of our proposals and where appropriate describe mitigation that is proposed to avoid, prevent, reduce or, if possible,



offset any significant adverse effects. We will report on this process in a document called an Environmental Statement ("ES") when we submit our DCO application.

At this consultation stage, we will be sharing and seeking feedback on the preliminary results of our assessments. We will do so in a document called a Preliminary Environmental Information Report ("PEIR").

More information

You can find more information about the Planning Act 2008, PINS and its role and how to participate in the DCO process on the PINS National Infrastructure Planning website - <https://infrastructure.planninginspectorate.gov.uk/>, or by calling PINS on 0303 444 5000.

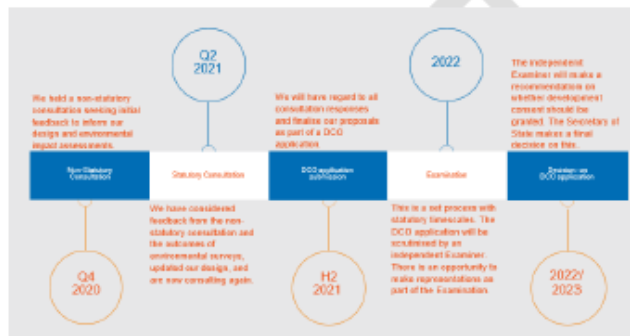


Figure 1: The planning process for NSIPs

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The proposed Longfield Solar Farm

About us

Longfield Solar Energy Farm Limited is a joint venture between two companies with a long history in helping meet the country's need for renewable energy.

EDF Renewables has more than 25 years' worth of experience in delivering renewable energy projects in more than 20 countries around the world. In the UK, it provides much needed new affordable low carbon energy through 37 wind farms and one of the UK's largest battery storage units (together totalling almost 1GW). It has a portfolio of rooftop solar and grid scale solar energy generation in development.

Padero Solar has helped to develop more than 25 solar farms in the UK and this provides over 390MW of renewable energy. Padero Solar is part of a group of three companies. These include PS Renewables, which is behind a number of solar projects, and PSH Operations, an Operations & Maintenance business managing over 1.3GW of solar farm assets in the UK.

You can find out more at their websites: <https://www.edf-re.uk/> and <http://paderosolar.com/>

Longfield Solar Farm

Longfield Solar Farm is a proposed new solar energy farm, co-located with battery storage. The proposals include grid infrastructure to connect Longfield Solar Farm to the National Grid and any necessary and appropriate environmental mitigation.

We will also seek development consent for the infrastructure needed to build and maintain Longfield Solar Farm, such as construction compounds and site offices. We will apply in the DCO application for ancillary powers such as road/traffic management powers required in construction and, potentially, compulsory acquisition powers for land and/or rights.

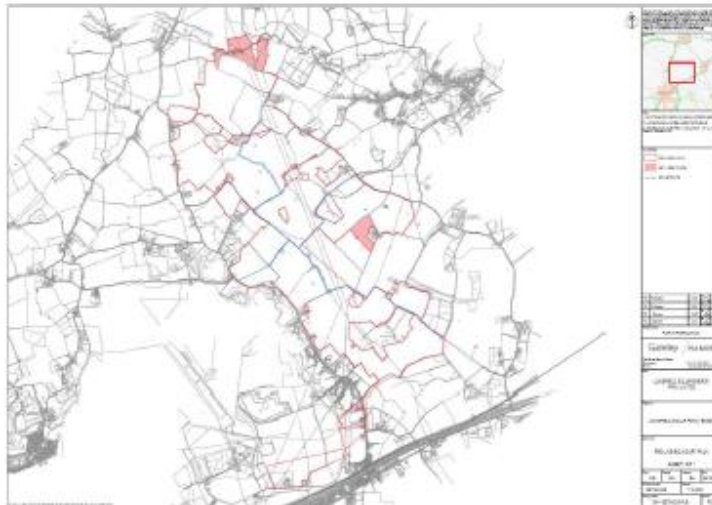
We have secured a grid connection agreement for the scheme, which would allow us to export or import up to 500MW of electricity to and from the National Grid.

Further details of the proposed Longfield Solar Farm will be included in materials published as part of the consultation. Details of the materials that we will publish are set out in the 'Consulting the community' section below.

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Figure 2: Scheme boundary



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Developing our approach to consultation

We have undertaken early engagement with stakeholders to develop our approach to community consultation.

This has included meeting with officers and members at the local authorities that the proposed Longfield Solar Farm is located within, relevant statutory advisers, potentially affected land interests, parish councils, and relevant members of Parliament. We also conducted a period of non-statutory consultation between 2 November 2020 and 14 December 2020.

Due to the COVID 19 pandemic, the consultation took place remotely. We used a range of techniques to ensure that the community could find out more and respond; these included issuing a booklet and consultation questionnaire to local addresses by post, a virtual exhibition, webinars and one-to-one phone meetings. We considered feedback from the host local authorities in developing our approach to non-statutory consultation. Through the non-statutory consultation, we invited feedback on our early proposals for Longfield Solar Farm, our approach to environmental impact assessment, and our approach to consultation.

We are required by section 47(2) of the Planning Act 2008 to consult with host authorities as defined by section 43(1) of the Planning Act 2008 on the development of this SoCC. We consulted these authorities between 10 March and 9 April 2021. Table 1 below summarises feedback from this consultation and our responses to it.

[Table 1: feedback from SoCC consultation](#)

Feedback	Our response

Commented [D31]: Table to be updated following consultation with host authorities showing due regard to their comments



Consulting the community

We are inviting the community living in the vicinity of the proposed Longfield Solar Farm to take part in the statutory consultation and provide feedback on our developed proposals. This is to ensure that those people potentially affected by our proposals have the opportunity to understand them, provide their views and further influence the scheme's design.

Consulting during the COVID 19 pandemic

We are consulting at a time when the ongoing COVID 19 pandemic means there are restrictions on holding public meetings and events. While the Government has now announced a roadmap for ending the current restrictions, the dates in this are not fixed. The timing of the end of restrictions will depend on four tests set by the Government in its *COVID-19 Response: Spring 2021*.

We are aware of how important it is to make sure that anyone in the community who wants to find out more or share their views on the proposals can do so, as well as to provide certainty about how we will consult. We have developed a consultation programme designed to allow people from across the community to respond which is also compatible with different levels of social distancing requirements. As such, this document sets out a variety of different ways for local people to find out more information and provide feedback.

In preparing our approach to consultation, we have considered Government guidance on COVID 19: www.gov.uk/coronavirus. We have also considered advice from the local authorities where the proposed Longfield Solar Farm is located, the results of non-statutory consultation, and best practice guidance such as the National Infrastructure Planning Association's paper *Development Consent Orders and the Coronavirus Pandemic* (21 April 2020).

It is possible that the Government's advice regarding the COVID 19 pandemic may change during the consultation on our proposals or between the publication of this document and the beginning of the consultation. We have therefore set out below how we will respond to any changes in Government guidance on COVID 19 which take place during the consultation period.

What will be consulted on?

During the statutory consultation, we will be asking for views on:

- The proposed Longfield Solar Farm
- The short term and long term impacts of the proposed Longfield Solar Farm including:
 - Construction impacts
 - Environmental impacts
 - Operational impacts
 - Impacts from decommissioning
- The PEIR

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Who will we consult?

We will consult widely in accordance with this SoCC and encourage participation in the consultation from any person or group who is interested in the proposed Longfield Solar Farm. We have defined a series of 'zones of consultation' for the purpose of consulting with the local community under section 47 of the Planning Act 2008.

These recognise the fact that levels of potential impact and interest are likely to vary with geography and inform the techniques we will use to consult. These zones are set out in Table 2.

Table 2: zones of consultation

Zone	Parameters
Zone 1	<p>Any person or group likely to have a direct interest in the proposed Longfield Solar Farm by virtue of their living or working in proximity to the site.</p> <p>This zone is defined by the boundaries of Boreham and the Leighs ward of Chelmsford City Council and Hatfield Peverel and Terling Ward of Braintree District as shown in Figure 3 below.</p>
Zone 2	<p>People living and working in the host local authority areas of Braintree District Council, Chelmsford City Council and Essex County Council outside of consultation zone 1.</p>
Zone 3	<p>Neighbouring districts within the administrative areas of:</p> <ul style="list-style-type: none"> • Colchester City Council • Maldon District Council • Rochford Borough Council • Basildon Borough Council • Brentwood Borough Council • Epping Forest District Council • Uttlesford District Council • South Cambridgeshire District Council • West Suffolk Council • Babergh District Council <p>Neighbouring counties and unitary authorities within the administrative areas of:</p>

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- Suffolk County Council
- Hertfordshire County Council
- Cambridgeshire County Council
- Kent County Council
- London Borough of Enfield
- London Borough of Waltham Forest
- London Borough of Redbridge
- London Borough of Barking and Dagenham

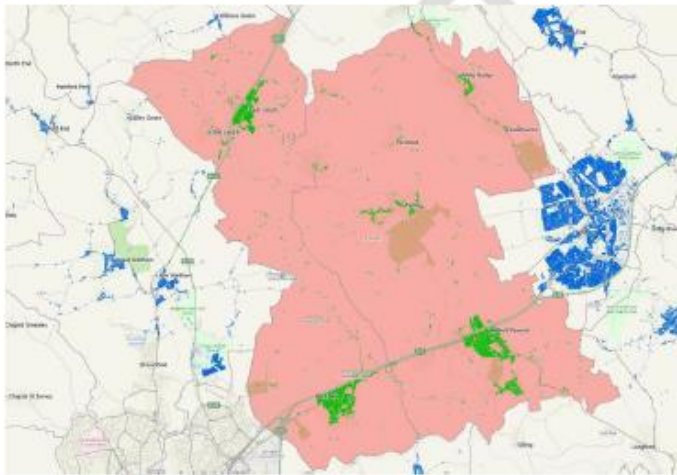


Figure 3: Consultation zone 1

We will also consult and continue our engagement with a range of statutory consultees as set out by Section 42 and Section 48 of the Planning Act 2008 and regulation 13 of the EIA Regulations, and additional organisations that we recognise to have an interest in the proposed Longfield Solar Farm. These groups include:

- Economic interest groups and organisations such as local enterprise partnerships (LEPs), chambers of commerce and representatives of the horse racing industry.
- Heritage consultees including Historic England and the National Trust

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- Environmental consultees including Natural England and the Environment Agency
- Infrastructure providers such as Highways England and National Grid
- Conservation groups such as the RSPB and Essex Wildlife Trust

How will we be consulting?

We will use a range of techniques to consult the community. These are designed to allow people with different needs across the community to take part in the consultation in a way that is convenient to them while complying with Government guidance on COVID 19. These are set out in Table 3 below.

Table 3: consultation techniques and publicity

Zone	How we will publicise consultation within this zone	How we will consult within this zone
1	<ul style="list-style-type: none"> • Writing to all addresses within consultation zone 1 • Writing to elected representatives at a parish, district, county and Parliamentary level, as well as and community groups, within the zone with details of the consultation • Sharing a consultation information pack designed to support stakeholders promoting consultation through their own existing communication channels such as social media feeds with local authorities, parish councils and community groups within the zone • Publicising the consultation in the following newspapers circulating in the consultation zone: the Chelmsford Weekly News, Essex Chronicle and Braintree and Witham Times • Publicising the consultation to regional and local broadcasters including BBC Radio Essex, BBC Look East • Advertising the consultation online • Publishing details of the consultation online at www.longfieldsolarfarm.co.uk 	<ul style="list-style-type: none"> • Sending a copy of a consultation booklet providing a non-technical overview of the proposed Longfield Solar Farm, the EIA process, the consultation and planning process, how to take part in the consultation, and proposed next steps to all addresses in consultation zone 1. • Inviting enquiries and responses online through the consultation website, by freephone, freepost or email. This will provide a variety of means for consultees to respond in a way convenient to them. • Hosting a virtual public exhibition on the consultation website. • Hosting webinars which will include a presentation regarding the proposals and an opportunity to ask questions. Dates for the webinars are included later in this document and will also be made available in consultation publicity. • Inviting elected representatives to take part in briefings through a digital

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		<p>meeting.</p> <ul style="list-style-type: none"> Inviting residents of consultation zone 1 to book an individual appointment to discuss the proposals by telephone. Contacting community and voluntary organisations within consultation zone 1 to offer direct engagement. Publication of consultation information online at the consultation website.
2	<ul style="list-style-type: none"> Writing to all district and county councillors at Braintree District Council, Chelmsford City Council and Essex County Council Writing to all parish councils within the consultation zone. Sharing a consultation information pack designed to support stakeholders promoting consultation through their own existing communication channels such as social media feeds with local authorities, parish councils and community groups within the zone. Publicising the consultation in the following newspapers circulating in the consultation zone: the Chelmsford Weekly News, Essex Chronicle and Braintree and Witham Times. Publicising the consultation to regional and local broadcasters including BBC Radio Essex, BBC Look East. Advertising the consultation online. Publishing details of the consultation online at www.longfieldsolarfarm.co.uk 	<ul style="list-style-type: none"> Hosting webinars which will include a presentation regarding the proposals and an opportunity to ask questions. Dates for the webinars are included later in this document and will also be made available in consultation publicity. Hosting a virtual exhibition on the consultation website. Inviting elected representatives to take part in briefings through a digital meeting. Publication of consultation information online at the consultation website. Inviting enquiries and responses online through the consultation website, by freephone, freepost or email.
3	<ul style="list-style-type: none"> Writing to the Leader and Chief Executive of local authorities within the zone. Publicising the consultation in the East Anglian Daily Times. Advertising the consultation online. Publishing details of the consultation online at www.longfieldsolarfarm.co.uk 	<ul style="list-style-type: none"> Publication of consultation information online at the consultation website. Hosting a virtual exhibition on the consultation website. Hosting webinars which will include a presentation regarding the proposals

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and an opportunity to ask questions. Dates for the webinars are included later in this document and will also be made available in consultation publicity.

- Inviting enquiries and responses online through the consultation website, by freephone, freepost or email.

Changes to consultation arrangements

These consultation techniques have been developed to comply with the current COVID 19 alert level set by the Government. At the time of publication, this is Level 5 – the highest level of alert.

We recognise that, should social distancing restrictions be lifted in line with the earliest timetable that was set out by the Government on 22 February 2021, it is likely that the alert level will change during the consultation period. However, it is also important to provide certainty to consultees about how they will be consulted.

If the alert level is changed to Level 1 or 2, which would mean the Government considers the number of COVID 19 cases to be lower, we will consider holding in-person engagement at physical locations on a voluntary basis, over and above the requirements of this SoCC. The nature and type of this activity would depend on the degree to which restrictions had been lifted.

We would also consider placing information on public deposit at physical locations subject to the availability of deposit locations in consultation zone 1. The Government has confirmed that placing materials online replaces the previous requirement to place information on public deposit in the Infrastructure Planning (Publication and Notification of Applications etc.) (Coronavirus) (Amendment) Regulations 2020 (the 2020 Regulations), which amended the statutory requirement in this respect in Regulation 4 of the Infrastructure Planning (Applications: Prescribed Forms and Procedure) Regulations 2009.

In the event that we hold engagement in person at physical locations and/or information is placed on public deposit, we will publicise the engagement and/or the deposit locations using the methods outlined below. In writing to consultees, we will provide two weeks' notice of any events.

The holding of public events and placing of information at public deposit locations would require time to organise and therefore we would continue to assess whether it will be possible to undertake these activities up until **DATE TBC**, after which date there would be insufficient time to organise and publicise events or deposit locations within the consultation period. If the alert level remained at 3 or higher on this date, we would not consider it possible to deliver this additional voluntary activity within the consultation period.

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We will publicise changes in consultation arrangements to accommodate additional voluntary activity made possible by a change in the COVID 19 threat level by:

- Writing to all addresses, elected representatives, parish councils and community groups within consultation zone 1
- Issuing a poster to elected representatives, parish councils and community groups for local display
- Writing to all district and county councillors at Braintree District Council, Chelmsford City Council and Essex County Council (zone 2)
- Writing to all parish councils within consultation zone 2
- Publicising the change of arrangements in the Chelmsford Weekly News, Braintree and Witham Times, Essex Chronicle and East Anglian Daily Times
- Publicising the change of arrangements online

Depending on the outcome of the consultation, we may conduct further, targeted, consultation on a voluntary basis.

Consultation information

We will produce a range of materials providing information as part of the consultation including:

- A consultation booklet providing a non-technical overview of the proposed Longfield Solar Farm, the EIA process, the consultation and planning process, and proposed next steps
- A virtual exhibition setting out information about the proposals and how to take part in the consultation
- Presentations to be given as part of webinars
- The PEIR, accompanied by a non-technical summary
- A consultation questionnaire designed to collect responses to the consultation
- The SoCC

The PEIR will also incorporate the results of the environmental surveys that we have completed to date and set out our preliminary conclusions on the likely significant effects of the proposed Longfield Solar Farm on the environment. It will also give information about some of the measures that may be proposed to reduce or avoid those effects, so as to assist respondents in making well-informed responses to the consultation.

Copies of consultation information will be made available for review free of charge online at www.longfieldsolarfarm.co.uk/downloads/ and, should it become possible as outlined above, at public deposit points.

Hard copies of the consultation booklet, questionnaire and SoCC will also be made available free of charge on request. Copies of the PEIR will also be made available on USBs free of charge on

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request. A charge of £0.35 per page will be applicable for hard copies of the PEIR and its non-technical summary.

Collection of responses

To capture participants' feedback, we will produce a consultation questionnaire inviting comments on the different elements of the proposed Longfield Solar Farm. The questionnaire will be made available by direct mail to people living in consultation zone 1, online through the proposed Longfield Solar Farm website, www.longfieldsolarfarm.co.uk, and on request.

Consultees will be able to respond by completing the questionnaire online or returning the completed questionnaire using the contact details set out in this document during the consultation period.

Alternatively, consultees can write to us via email or post at the addresses on page 14. Pre-addressed Freepost envelopes will be made available on request using the contact details set out on page 16.

Seldom heard audiences

It is important to ensure that consultation is inclusive and enables participation from a wide range of audiences, including those who are seldom heard in public consultation such as people without internet access, seasonal workers and socially isolated people. We will do this by:

- Holding webinars at a variety of times, including evenings and weekends, to enable participation by people with different time commitments and making recordings of webinars available afterwards.
- Making provision for people who do not have access to the internet through the consultation programme. This will include sending a copy of the consultation booklet and consultation questionnaire to every address in consultation zone 1, proactively offering meetings by telephone to people living in consultation zone 1 and making hard copies of consultation materials available on request as set out above.
- Choosing accessible venues for public information points or in-person engagement if these are to be utilised.
- Conducting an accessibility check of consultation materials prior to publication.
- Contacting community and voluntary organisations including parish councils and schools within consultation zone 1 to offer direct engagement and sharing a consultation information pack designed to support them in promoting consultation through their own existing communication channels such as social media feeds.
- Providing a variety of communications channels including a Freephone number, email address and Freepost address for those seeking information.

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Consultation arrangements

How to take part in the consultation

The statutory public consultation for Longfield Solar Farm will take place between **START DATE TBC** and **END DATE TBC**.

Consultees can find out more by:

- Contacting us on 08081687925 or info@longfieldsolarfarm.co.uk
- Viewing a series of webinars we will give about the proposals online. These will offer the opportunity to ask questions about the proposals. These will include the following webinars:
DATES TO BE INSERTED ONCE CONFIRMED
- We will publish details of any additional webinars at www.longfieldsolarfarm.co.uk, as well as informing local elected representatives and parish councils in consultation zone 1
- Viewing a virtual public exhibition on our website, www.longfieldsolarfarm.co.uk, which will be available to view at any time from the start of consultation on **START DATE TBC** to the close of the consultation at 5pm on **END DATE TBC**.
- Booking an appointment to speak with members of the project team about our proposals individually. You can book an appointment using the contact details provided below. When booking appointments, we will ask for specific areas of interest to match the caller with a specialist member of the project team for their appointment.
- Reading a booklet summarising our proposals. We will send a copy of the booklet to all addresses in consultation zone 1. The booklet will also be available from our website, www.longfieldsolarfarm.co.uk, and on request.
- Reviewing the PEIR and other consultation documents by going to our website, www.longfieldsolarfarm.co.uk. Hard copies of consultation documents will also be available on request. A charge of £0.35 per page will be applicable for hard copies of the PEIR and its non-technical summary.

Responding to the consultation

We welcome feedback on our proposals for Longfield Solar Farm. Anyone can share their views by:

- Completing a consultation questionnaire online at www.longfieldsolarfarm.co.uk

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- Returning a questionnaire to Longfield Solar Farm consultation, FREEPOST reference RTRB-LUUJ-AGBY, c/o Newgate Communications, Sky Light City Tower, 50 Basinghall Street, London, EC2V 5DE or info@longfieldsolarfarm.co.uk
- Submitting their comments by email to info@longfieldsolarfarm.co.uk or in writing to the above Freepost address.

Responses must be received by the consultation deadline of 5pm on **END DATE TBC**.

How we will consider the responses

Following the statutory consultation, we will consider all the views that we receive and continue to develop our design for the proposed Longfield Solar Farm ahead of submitting our DCO application to the Secretary of State. Our DCO application will include a Consultation Report setting out how we have had regard to all responses received.

Any comments received will be analysed by Longfield Solar Energy Farm Ltd and any of its appointed agents. Copies may be made available in due course to the Secretary of State, the Planning Inspectorate and other relevant statutory authorities so that feedback can be considered as part of the DCO process. We will request that any personal details are not placed on public record and will be held securely by Longfield Solar Energy Farm Ltd and its agents in accordance with the data protection law and will be used solely in connection with the consultation process and subsequent DCO application and, except as noted above, will not be passed to third parties.

The Planning Inspectorate has also published details of how it manages comments received in a Privacy Notice available on its website:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/879604/Privacy_Note_Final_15042020.pdf

Further information

For further information, please contact us by:

- Visiting the proposed Longfield Solar Farm website: www.longfieldsolarfarm.co.uk
- Calling 08081687925 (9:00am to 5:00pm, Monday to Friday)
- Emailing info@longfieldsolarfarm.co.uk
- Writing to the project team at: Longfield Solar Farm consultation, FREEPOST reference RTRB-LUUJ-AGBY, c/o Newgate Communications, Sky Light City Tower, 50 Basinghall Street, London, EC2V 5DE

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Appendix C-2: Letter consulting local planning authorities on the draft SoCC

RE: PPA Longfield Solar Farm



James Pateman <[redacted]>

To: Rachael Donovan - Principal Planning Officer

Cc: timothy.havers; Claire.Stuckey; Gemma NICHOLSON; Douglas Johnson; Paul Kelly; Gregory, Bill (Basingstoke)

Reply Reply All Forward ...

Tue 09/03/2021 17:39



Rachael,

Many thanks for your email and look forward to further conversations around the schedule as required during the week.

Apologies for the surprise, I think that meeting must have been setup before we had the names in tables and has therefore crossed paths with my clear instructions on who to copy into what and when.

I will come back to you on the specific points raised, however the team know that going forwards any conversations must now follow the protocols in the PPA and to that end use the stakeholder map and copy in the core team accordingly.

The SOCC was just going through final comment and review and I am now able to send it! Please therefore find attached the Draft SOCC proposed.

It is worth noting and reminding that we are proposing a 6 week consultation commencing on the 7th May and that we are also proposing additional voluntary in-person consultations outside of the SOCC, should the regulations allow us to do so. Details of which we are keen to discuss with you if they are of interest.

Regards,



James Pateman

Director

Pershing Consultants

Appendix C-3: LPA responses to SoCC consultation

C-3.1 Chelmsford City Council

Chelmsford City Council Response to Longfield Solar Farm – Statement of Community Consultation (SoCC)

March 2021

Thank you for consulting Chelmsford City Council (CCC) on the draft Statement of Community Consultation (SOCC).

Overall, CCC considers that the SoCC provides a suitable framework for guiding the statutory consultation and the proposed methods are supported. The SOCC demonstrates a clear commitment to ensure all the relevant people and interested parties are involved in ways which are accessible to them. The process for adding any additional changes to consultation arrangements following easing of restrictions is also clearly explained.

Suggested amendments and additions to the draft SoCC are set out in the table below in document order. These comments follow a review of the Council’s adopted Statement of Community Involvement (SCI) and come from our experience in undertaking community engagement on the Chelmsford Local Plan. The City Council is also producing a Solar Farm Supplementary Planning Document (SPD) which provides practical advice including information about community consultation/engagement. The SPD will be consulted upon in due course and once adopted, will be a material consideration in the determination of solar farm development proposals in the Council’s area.

CCC would like the Longfield Solar Project Team to continue actively engaging with CCC on the project to avoid adverse impacts upon our communities and environment that will be directly affected by this development. CCC will also seek to work constructively, actively and on an ongoing basis with the project team.

Section	Comments
General/The planning process	Add all section and paragraph numbers to the document.
The proposed Longfield Solar Farm	Page 6 – the quality of the image (figure 2) showing the site boundary could be improved. It may also help to show the location of key settlements e.g. Boreham, Gt Leighs, Chelmsford and to add the total site area. A larger site location plan for the wider context would also be beneficial. It would also be useful to highlight that the site falls within the two districts of Chelmsford and Braintree.
Developing our approach to consultation	No comments.
Consulting the community	Page 8 - CCC suggests that short term and long term impacts includes other impacts such as social-economic and cumulative; the community should be able to comment on any proposed mitigation during the formal consultation and on ways to maximise the benefits of the proposed development.

Figure 3 – CCC suggests that a clearer plan is included also showing site boundary and LPA boundaries.

Page 11 onwards - In addition to the methods proposed, consider providing FAQs and local area consultation documents (briefing notes or community newsletters) as part of the consultation information pack to describe the likely effects of the project on particular communities. Project newsletters should also be considered to keep stakeholders and residents informed of latest news particularly in between the formal consultation stage(s). This information can be helpful for use by other stakeholders e.g. Parish/Town Councils on their webpages. Consider circulating posters to Parish/Town Councils for their notice boards and to other community buildings e.g. sports centres, churches, healthcare centres/GP Surgeries, particularly in consultation zone 1.

The process for hard copies of document is noted but should also offer to make copies available in alternative format if requested e.g. audio as well as different languages.

It would be useful if the SoCC stated that consultation materials will make clear which aspects of the development proposals maybe fixed with limited opportunity to influence and where there is more scope to help to manage consultation expectations.

Explain what may trigger 'further, targeted, consultation on a voluntary basis' e.g. a material change in proposal or substantial new issues.

CCC welcomes the commitment for the project team to present to senior leadership teams and elected representatives from Chelmsford, Braintree and Essex County Council's early on in the launch of statutory consultation to discuss the scope of the consultation activities and materials published.

Consider setting up a community liaison group (if enough interest) to provide a direct link between local communities and the project team. The group could comprise local residents, local councillors and representatives from local community groups.

If restrictions allow, libraries, the Council's customer service centre and parish council offices would be useful deposit locations. Also, if restrictions allow at the time of consultation, consider the possibility of static displays in locations such as High Chelmer Shopping Centre or local community centres.

Consultation arrangements	<p>CCC welcome the dedicated freephone project helpline but clarify if oral consultation responses e.g. made by telephone or at public exhibitions (if undertaken), or comments made via social media will be accepted as representations. Clarify whether representations will be acknowledged.</p> <p>Add details of how you would deal with any petitions if received.</p> <p>It would be helpful if the Consultation Report includes a summary of the main issues and/or key topics raised.</p>
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C-3.2 Braintree District Council



Our ref: 20/00006/ODC
Your ref: Longfield Solar Farm
Ask for: Mr Tim Havers
Dial: ([REDACTED])
Ext: 2526
Date: 9th April 2021

Sustainable Development
Causeway House Braintree
Essex CM7 9HB
Tel: 01376 552525
planning@braintree.gov.uk
www.braintree.gov.uk

Mr James Pateman
Pershing Consultants
By Email Only

Dear Mr Pateman,

YOUR REF: Longfield Solar Farm (NSIP)
DESCRIPTION: Draft Statement of Community Consultation - BDC Consultation
PROPOSAL: Application by Longfield Solar Energy Farm Ltd for an Order granting Development Consent for the Longfield Solar Farm

I write in response to the 28 day consultation received by Braintree District Council on 9th March 2021 in relation to the Draft Statement of Community Consultation (SOCC) for the above NSIP proposal.

This letter constitutes Braintree District Council's response to this consultation.

Overall, the proposed consultation strategy is comprehensive and well considered. The Council consider that it sets out an acceptable approach and accounts both for the current COVID-19 lock down restrictions and also the scenario where these are lifted. The zoned approach to consultation is considered to be acceptable and it is noted that a wide range of communication methods are covered.

The following specific comments and request are however made:

- Figure 2 – the text contained within the key is illegible when viewed electronically (this may also be the case with hard copies)
- As a general point electronic mapping should be capable of being enlarged and showing a clear image when it is enlarged
- Mapping should also be clearly legible and drawn in contrasting colours
- The zoned approach to consultation is logical. It is noted that Zone 1 (Figure 3) extends a long way north in comparison to its southerly projection beyond the scheme boundary. A short reference to this/explanation of why this occurs would be useful
- Page 10 – suggest that the Ramblers Association and CPRE Essex are added to the list of 'additional organisations'
- The document could be clearer in terms of advising how the strategy will cater for people with specific needs such as where English is not their first language or people who are hard of hearing or with visual impairments
- Page 14 – the list of 'Consultation Information' should make it clear that plans/drawings including site layout plans will be made available as part of the range of materials as it is this information which will be of specific interest to many in the locality

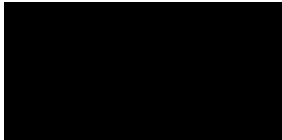
- It is suggested that hard copies of documents are sent to Parish Councils in Zone 1 so that hard copies are available locally and also to the District Council (viewing would be dependent upon COVID restrictions at the time)
- Consultation booklets should specify where more detail can be found (i.e. submission documents and PEIR); where hard copies can be found and where assistance is available for those with visual or other impairments
- The proposed start date for the statutory consultation is the day after Local Government elections. This needs to be pushed back to allow time for post-election matters to be completed

Conclusion

Braintree District Council consider that subject to the above points the proposed Statement of Community Consultation is acceptable.

This consultation response is made with regard to the Draft Statement of Community Consultation only and does not prejudice the Braintree District Council's consideration of the other planning matters relating to the proposed development of this site.

Yours Faithfully,



Mr Tim Havers MRTPI
Lead Principal Planner
Housing Delivery and Growth Team

For

Mr Christopher Paggi
Planning Development Manager

C-3.3 Essex County Council

Essex County Council
County Planning
County Hall
Chelmsford
Essex CM1 1QH



Mr James Pateman
Pershing Consultants
By Email Only

Date: 9th April 2021

Dear James,

Re. Longfield Solar Farm – Statement of Community Consultation

Thank you for consulting Essex County Council on the draft Statement of Community Consultation (SOCC) for Longfield Solar Farm.

The Growth and Development Team at the County Council is responsible for coordinating single corporate responses for major development schemes and Nationally Significant Infrastructure Schemes to ensure that the Council's interests and responsibilities to deliver quality and sufficient infrastructure in the right places and at the right time are effectively communicated, and to support good place-making and place-keeping for existing and future communities. In reviewing the draft SOCC input has been sought from the Strategy, Insight and Engagement Team, specifically on how best to reach difficult to reach groups and on wider best practice consultation approaches.

The approach outlined in the draft SOCC to ensure effective engagement with those impacted by the proposed scheme, key stakeholders and interested parties, is supported. The flexibility to use more traditional forms of engagement, if lifting of Covid 19 restrictions allow, is also supported.

Detailed feedback on the draft SOCC is provided below. Of particular note is the omission of a reference to consultation documents being available in alternative formats for residents with impairments, for example Braille and translated into other languages. The draft SOCC will need to address this omission as inevitably there will be residents with impairments within the consultation geographical areas. Also, attention needs to be given to the Hard to Reach (HTR) groups strategy. The draft SOCC should include a HTR list, without which it is difficult to assess the appropriateness and effectiveness of the HTR strategy.

Consultation Timetable

The draft SOCC identifies engagement with /writing to elected members, with the timetable for the start of statutory consultation on 7th May, the day after the local government elections. Whilst the results of the elections should be immediately known, there are constitutional matters that will need to be followed to bring in a new administration and agree the Leadership Team at the County Council. Further you may already be aware Councillor David Finch, Leader of Essex County Council announced in February that he would not be seeking re-election; again, there will be constitutional processes to follow to appoint his successor.

Given the above, it is strongly recommended that the start of statutory consultation should be pushed back by at least two weeks.

Section – What is this document?

It would be helpful if this section was clearer in the message that feedback from this round of consultation will inform the developing proposals. Also, this section should list 'next steps', which the draft SOCC does cover later in the document.

To help set the context for this NSIP, the draft SOCC should explicitly recognise current and potential NSIPs and large-scale projects within Essex and beyond and how they interlink with this proposal.

Section – The planning process

For clarity it is suggested the wording in the first sentence of the second paragraph is changed to, 'Unlike planning applications, ***which are determined by local planning authorities.....***'

Section – The Planning Act 2008 and consultation

The last sentence of the first paragraph reads '*It also provides a fixed role for local authorities and means we will be following a well-established and clear process to develop our proposals*'. It is suggested this sentence is reworded to make it clearer to the reader that the local authorities are host authorities/consultees for a DCO. Also, it would be helpful here, or somewhere early in the draft SOCC to say who the host authorities are.

Maps - Figure 2: Scheme boundary & Figure 3: Consultation Zone 1

Both maps are hard to read, understand and need to be clearer. Figure 3 is particularly difficult to read due to the details shown, resulting in difficulties in properly understanding the extent of the consultation zone.

To aid readability it would be helpful for both maps to show district boundaries and include settlements/ landmarks as reference points.

It is therefore strongly recommended that both maps are improved so legibility increases, with careful consideration given to those with visual impairments.

Section – Developing our approach to consultation

There has already been one round of non-statutory consultation in late 2020, however, what is not clear from the draft SOCC is how this next stage of consultation has been informed by this previous round of consultation. What lessons have been learnt from using remote consultation techniques, what worked well, what was less successful, etc. Given the approach put forward in the draft SOCC has been dictated by the restrictions in place during the Covid 19 pandemic, it is important to be transparent about why the 'remote' approaches to consultation as detailed in the draft SOCC, are being used as the most effective approach to take.

Linked to this is making available published information from this previous round of consultation accessible to all respondents so they can see the "Journey" of the consultation so far and give respondents the best chance of giving an informed decision on the proposals planned/ how they have changed over time, informed by previous rounds of consultation.

It would be helpful to be explicit which local authorities were approached for a member meeting, where a meeting has already taken place.

Section – Who we will consult

The wording in the first paragraph and in the table could be clearer. While some respondents may engage because they are 'interested', the draft SOCC is actually setting out how best to consult those most 'directly impacted' by this proposed scheme, rather than having a direct interest.

Section – How we will be consulting?

The proposed approach to engage stakeholders within Consultation Zones 1-3 appears to be a pragmatic way forward; particularly given the current socially distancing restrictions. Inviting elected representatives to digital briefings is also supported.

Consideration should be given to alternative methods required to engage with different cohorts of people. Using Easy read for example, uses images to let people with learning difficulties or disabilities know what the consultation is about. Also,

other NSIPs are proposing facilities specifically for people who are visually or hearing impaired to help them navigate an online consultation as you propose here.

It is also important to be aware and to address (within both the SOCC and the Consultation booklet) the issue that people with a visual impairment will struggle to read information in table formats. This is due to alignment issues around information being difficult to read vertical and horizontally. It is therefore advisable to avoid tables going across a number of pages; also, if the information is needed in a table to try to avoid gridlines where possible.

As mentioned previously, the draft SOCC is missing a statement around the availability of alternative formats for residents with an impairment.

It is suggested that the consultation booklet for zone 1 uses infographics, which will help to explain the project in a more user friendly, less technical way. Similarly, the use of an interactive map on the website, referencing points of interests, tags to more information would help convey technical information in a more user-friendly way.

You may also wish to consider social media channels to advertise your proposals.

Section – Seldom heard audiences

The draft SOCC is missing a list of Hard to Reach (HTR) groups, without which it is difficult to assess the appropriateness and effectiveness of the HTR strategy. These groups should cover:

- Ethnic minority groups and people for whom English is a second language
- The elderly
- People with visual impairments
- People with limited mobility/disability
- Youth (under 15)
- 15-19 and 20-39 age groups
- Carers and families with young children
- Economically inactive
- Geographically isolated communities and individuals

The Collaborate Essex Board (residents with impairments who represent the impaired community) could help identify communities who would be impacted by the consultation and could be used to raise awareness in those areas.

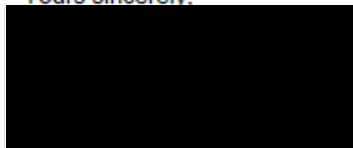
Youth clubs in the affected Essex districts and the YEA (Young Essex Assembly) are also good points of contact to talk about how to involve young people during the consultation phase. Contacts can be provided for both.

The Strategy, Insight and Engagement Team at Essex County Council can assist with the promotion of the consultation by using ECC's consultation portal, which ensures interested respondents are signposted to the right consultation from all known areas of engagement.

To conclude, the start date for this statutory consultation should take into consideration earlier comments made relating to starting the consultation the day after the local government elections. Also, it is important that all relevant consultees are given sufficient notice of the start of statutory consultation. This would enable consultees and other interested groups to prepare more effectively for engagement with the proposals. The timetable and schedule should also include how and when the project team will respond to consultation feedback to enable the process to be open, transparent, and understandable to consultees.

I hope the above is of assistance, however please do not hesitate to contact Rachael Donovan, email: [\[REDACTED\]@essex.gov.uk](mailto: [REDACTED]@essex.gov.uk) if you have any questions or queries on the above.

Yours sincerely,

A large black rectangular redaction box covering the signature of Matthew Thomas.

Matthew Thomas
Growth & Development Manager

Enquiries to Rachael Donovan
Telephone [\[REDACTED\]](tel: [REDACTED])
Email: [\[REDACTED\]@essex.gov.uk](mailto: [REDACTED]@essex.gov.uk)

Appendix C-4: Regard had to local authority comments regarding draft SoCC

C-4.1 The Applicant has had regard to responses from host authorities consulted on the draft SoCC as required by s47(5) of the PA 2008. **Table C-4.1** summarises suggestions made by local authorities on the draft SoCC and the regard had to them by the Applicant.

Table C-4.1 - Regard had to host authority responses to the draft SoCC

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
1	Braintree District Council	The document could be clearer in terms of advising how the strategy will cater for people with specific needs, such as where English is not their first language, or people who are hard of hearing or with visual impairments.	This was noted and actioned.	The Applicant added a statement that materials in alternative formats, such as an alternative language, will be provided on request. The Applicant provided information about the Scheme in a variety of formats, including video presentations through webinars, written materials, images of the Scheme including a virtual 3D model, and telephone and in-person appointments for anyone with questions. The Applicant also carried out checks to ensure

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
				that online materials were accessible, such as checking for compatibility with screen readers.
1	Essex County Council	It is important that all relevant consultees are given sufficient notice of the start of statutory consultation. This would enable consultees and other interested groups to prepare more effectively for engagement with the proposals.	The Applicant, prior to the publication of the SoCC, had already issued a newsletter setting out that the statutory consultation would be taking place in the near future. The Applicant thereafter contacted statutory and other relevant consultees prior to the start of the consultation period. Sufficient notice within the consultation period was provided for webinars and other consultation events.	No change made.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
1	Essex County Council	The use of an interactive map on the website, referencing points of interests and tags to more information, would help convey technical information in a more user-friendly way.	The Applicant produced a 3D model and flythrough as part of the consultation. This helped provide technical information in a user-friendly way as referenced in the comment.	No change made.
1	Chelmsford City Council	Consider setting up a community liaison group (if enough interest) to provide a direct link between local communities and the project team. The group could comprise local residents, local councillors and representatives from local community groups.	The Applicant intends to establish a community liaison group during the construction period. The Applicant believes this is the appropriate time to establish a community liaison group, as they are most effective for discussing ongoing construction and operational issues. The Applicant has therefore not included the community liaison group in the SoCC.	No change made.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
1	Chelmsford City Council	Add all section and paragraph numbers to the document.	This was noted and actioned.	Sectioned and paragraph numbers were incorporated into the published SoCC.
1	Braintree District Council	As a general point, electronic mapping should be capable of being enlarged and showing a clear image when it is enlarged.	This was noted and actioned.	This is already the case with Figure 3. Figure 2 was updated accordingly.
1	Braintree District Council	Mapping should be clearly legible and drawn in contrasting colours.	This was noted and actioned.	This is already the case with Figure 3. Figure 2 was updated accordingly.
1	Essex County Council	It is suggested that the consultation booklet for zone 1 uses infographics, which will help to explain the project in a more user friendly, less technical way.	This was noted and actioned.	The consultation booklet included infographics.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
2	Essex County Council	It would be helpful if section 1 was clearer in the message that feedback from this round of consultation will inform the developing proposals. Also, this section should list 'next steps', which the draft SOCC does cover later in the document.	This was noted and actioned.	This was included in section 1.2.2. Next steps were set out in sections 1.5.2 and 1.5.3.
2	Essex County Council	For clarity it is suggested the wording is changed to, 'Unlike planning applications, which are determined by local planning authorities.....'.	This was noted and actioned.	This was amended in 1.3.1.
3	Essex County Council	To help set the context for this Nationally Significant Infrastructure Project (NSIP), the draft SOCC should explicitly recognise current and potential NSIPs and large-scale projects within Essex and beyond and how they interlink with this proposal.	The Applicant considered that the SoCC was not the appropriate place to provide detail of this nature. The SoCC should set out the planned approach to community consultation. However, the Applicant included a brief summary of nearby NSIPs at 1.4.4.	The Applicant included a brief summary of nearby NSIPs at 1.4.4.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
3	Essex County Council	<p>The last sentence of the first paragraph reads 'It also provides a fixed role for local authorities and means we will be following a well-established and clear process to develop our proposals'. It is suggested this sentence is reworded to make it clearer to the reader that the local authorities are host authorities/consultees for a Development Consent Order (DCO).</p> <p>Also, it would be helpful here, or somewhere early in the draft SOCC to say who the host authorities are.</p>	This was noted and actioned.	This was amended in 1.5.1.
4	Essex County Council	<p>The timetable and schedule should also include how and when the project team will respond to consultation feedback to enable the process to be open, transparent, and understandable to consultees.</p>	This was already set out in Figure 1, which notes the Applicant will have due regard to consultation responses as part of our DCO application.	No change made.
6 – figure 2: scheme	Braintree District Council	The text contained within the key is illegible when	This was noted and actioned.	This was amended and updated for the

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
boundary		viewed electronically (this may also be the case with hard copies).		final published version of the SoCC.
6 – figure 2: scheme boundary	Chelmsford City Council	<p>The quality of the image showing the site boundary could be improved.</p> <p>Also show the location of key settlements e.g., Boreham, Great Leighs, Chelmsford and to add the total site area. A larger site location plan for the wider context would also be beneficial.</p> <p>It would also be useful to highlight that the site falls within the two districts of Chelmsford and Braintree.</p>	This was noted and actioned.	Figure 2 was updated. The published SoCC also referenced the fact that the scheme falls between two districts.
6 – figure 2: scheme boundary and 10 – figure 3: consultation zone 1	Essex County Council	<p>Both Figures 2 and 3 are hard to read, understand and need to be clearer.</p> <p>Figure 3 is particularly difficult to read due to the details shown, resulting in difficulties in properly understanding the extent of the consultation zone.</p> <p>To aid readability it would be helpful for</p>	This was noted and actioned.	Both figures have been updated for the final published SoCC.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
		<p>both maps to show district boundaries and include settlements/landmarks as reference points.</p> <p>It is therefore strongly recommended that both maps are improved so legibility increases, with careful consideration given to those with visual impairments.</p>		
7	Essex County Council	<p>There has already been one round of non-statutory consultation in late 2020, however, what is not clear from the draft SOCC is how this next stage of consultation has been informed by this previous round of consultation.</p> <p>What lessons have been learnt from using remote consultation techniques, what worked well, what was less successful, etc.</p> <p>It is important to be transparent about why the 'remote' approaches to consultation as detailed in the draft SOCC, are being</p>	This was noted and actioned.	This point has been addressed in section 3.4 in the final published SoCC.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
		used as the most effective approach to take.		
7	Essex County Council	It would be helpful to be explicit which local authorities were approached for a member meeting, where a meeting has already taken place.	The Applicant considered that the SoCC was not the appropriate place to provide detail of this nature. The Applicant will report on this as part of the Consultation Report.	No change made.
7	Essex County Council	Making available published information from this previous round of consultation accessible to all respondents so they can see the "Journey" of the consultation so far and give respondents the best chance of giving an informed decision on the proposals planned/ how they have changed over time, informed by previous rounds of consultation.	This was noted and actioned.	This point was addressed in section 3.4 in the final published SoCC.
8	Braintree District Council	The proposed start date for the statutory consultation is the day after Local Government elections. This	This was noted and actioned.	The Applicant changed the consultation start date to no earlier than 20 May 2021. The consultation

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
		needs to be pushed back to allow time for post-election matters to be completed.		ultimately took place from 1 June to 13 July 2021.
8 - 9	Chelmsford City Council	Short term and long-term impacts include other impacts such as social-economic and cumulative. The community should be able to comment on any proposed mitigation during the formal consultation and on ways to maximise the benefits of the proposed development.	This was noted and actioned.	These points were incorporated in paragraphs 4.4.1 and 4.4.2. of the SoCC.
8	Chelmsford City Council	SoCC should state that consultation materials will make clear which aspects of the development proposals maybe fixed with limited opportunity to influence, and where there is more scope to help to manage consultation expectations.	This was noted and actioned.	This was specified in the final version of the published SoCC in 4.4.1.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
9 – table 2: zones of consultation	Braintree District Council	The zoned approach to consultation is logical. It is noted that Zone 1 (Figure 3) extends a long way north in comparison to its southerly projection beyond the scheme boundary. A short reference to this/explanation of why this occurs would be useful.	The Applicant considers this to reflect the boundaries of the local authority wards which have been used to develop the consultation zone (Boreham and the Leighs ward of Chelmsford City Council and Hatfield Peverel and Terling Ward of Braintree District Council)	No change made.
9	Essex County Council	The wording in the first paragraph in section 4.5 and in the table could be clearer. While some respondents may engage because they are 'interested', the draft SOCC is actually setting out how best to consult those most 'directly impacted' by this proposed scheme, rather than having a direct interest.	This was noted and actioned.	This was revised in section 4.5.1 and Table 2.
10	Braintree District Council	The Council suggested that the Ramblers Association and CPRE Essex are added to the list of 'additional organisations.'	This was noted and actioned.	The organisations were added to the list of 'additional organisations.'

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
10 – figure 3: consultation zone 1	Chelmsford City Council	A clearer plan is needed also showing the site boundary and local planning authority (LPA) boundaries.	This was noted and actioned.	This was updated for the published final SoCC.
11	Essex County Council	You may also wish to consider social media channels to advertise your proposals.	This was noted and actioned.	These communication channels were referenced in Table 3.
11	Chelmsford City Council	In addition to the methods proposed in section 4.6, consider providing FAQs and local area consultation documents (briefing notes or community newsletters) as part of the consultation information pack. Project newsletters should also be considered to keep stakeholders and residents informed. Consider circulating posters to Parish/Town Councils for their notice boards and to other community buildings e.g., sports centres, churches, healthcare centres/GP Surgeries, particularly in consultation zone 1.	This was noted and partly actioned.	The suggestion of Q&As and a poster was incorporated into Table 3. The Applicant considered the consultation booklet (which was sent to all addresses in consultation zone 1) and other consultation activities to be sufficient to provide a non-technical summary of the Scheme proposals, and to keep the local community updated, and so newsletters were not progressed.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
11	Braintree District Council	It was suggested that hard copies of documents are sent to Parish Councils in Zone 1, so that hard copies are available locally and also to the District Council (viewing would be dependent upon COVID restrictions at the time).	This was noted and actioned.	The Applicant made documents available at deposits in public buildings in the local area. This commitment was inserted into the final published version of the SoCC. If this commitment had not been possible, the Applicant would have made documents available to parish councils and district councils to enable viewing by appointment.
11	Chelmsford City Council	The process for hard copies of document is noted but the Applicant should also offer to make copies available in alternative format if requested e.g. audio as well as different languages.	This was noted and actioned.	The Applicant added a statement that materials in alternative formats will be provided on request. The Applicant also conducted an accessibility check of consultation materials prior to publication.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
11	Essex County Council	It is important to be aware and to address (within both the SOCC and the Consultation booklet) the issue that people with a visual impairment will struggle to read information in table formats. This is due to alignment issues around information being difficult to read vertical and horizontally. It is therefore advisable to avoid tables going across a number of pages; also, if the information is needed in a table to try to avoid gridlines where possible.	This was noted and actioned.	Table 3 was updated so that individual boxes did not cross a page.
12	Chelmsford City Council	If restrictions allow, libraries, the Council's customer service centre and parish council offices would be useful deposit locations. Also, if restrictions allow at the time of consultation, consider the possibility of static displays in locations such as High Chelmer Shopping Centre or local community centres.	This was noted and actioned.	The Preliminary Environmental Information Report (PEIR) document was made available at three libraries within the consultation zone as well as a parish church. The Applicant also approached the High Chelmer Shopping Centre regarding a static display but was unable to make contact with the management of

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
				the centre, despite multiple attempts.
14	Braintree District Council	The list of 'Consultation Information' should make it clear that plans/drawings, including site layout plans, will be made available as part of the range of materials as it is this information which will be of specific interest to many in the locality.	This was noted and actioned.	This was specified in the relevant section.
14	Braintree District Council	Consultation booklets should specify where more detail can be found (i.e., submission documents and PEIR); where hard copies can be found and where assistance is available for those with visual or other impairments.	This was noted and actioned.	This was specified in the final version of the SoCC.
14	Chelmsford City Council	Explain what may trigger "further, targeted, consultation on a voluntary basis" e.g., a material change in proposal or substantial new issues.	This was noted and actioned.	This was specified in 4.7.7 in the final published SoCC.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
15	Chelmsford City Council	The Council welcomes the dedicated freephone project helpline but clarify if oral consultation responses e.g., made by telephone or at public exhibitions (if undertaken), or comments made via social media will be accepted as representations. Clarify whether representations will be acknowledged.	This was noted and actioned.	Responses must be received in writing. This was clarified in the final published SoCC. Feedback forms were provided at the public exhibitions to encourage those with comments to provide them in writing.
16	Essex County Council	Consideration should be given to alternative methods required to engage with different cohorts of people. Using Easyread for example, uses images to let people with learning difficulties or disabilities know what the consultation is about. Also, other NSIPs are proposing facilities specifically for people who are visually or hearing impaired to help them navigate an online consultation as you propose here.	This was noted and actioned.	The Applicant addressed the provision of materials in alternative formats in section 4.10 of the final published SoCC.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
16	Essex County Council	As mentioned previously, the draft SOCC is missing a statement around the availability of alternative formats for residents with an impairment.	This was noted and actioned.	This was addressed in section 4.10 of the final published SoCC.
16	Essex County Council	<p>The draft SOCC is missing a list of Hard to Reach (HTR) groups, without which it is difficult to assess the appropriateness and effectiveness of the HTR strategy.</p> <p>Make contact with:</p> <ul style="list-style-type: none"> • The Collaborate Essex Board (residents with impairments who represent the impaired community) • Youth clubs in the affected Essex districts and the YEA (Young Essex Assembly) • The Strategy, Insight and Engagement Team at Essex County Council can assist with the promotion of the consultation by using ECC's consultation portal. 	This was noted and actioned.	All the groups listed were approached and engaged with and the SoCC was revised accordingly.

Page of draft SoCC	Local Authority	Comment made by local authority	Regard had to suggestion	Amendment to SoCC (if applicable)
18	Chelmsford City Council	Incorporate details of how you would deal with any petitions if received.	Responses must be individual. Petitions will be treated as a single response for the purpose of the Consultation Report. This was addressed in section 5.2.3.	No change made.
18	Chelmsford City Council	It would be helpful if the Consultation Report includes a summary of the main issues and/or key topics raised.	This was noted and actioned.	This was included in section 5.3.1 of the final published SoCC.