

DRAFT

Local Place Plans: A 'Quick Start' Guide

Stage 1: Getting Started

Make a decision to get started!

Get commitment from Partners (e.g. Community Planning Aberdeen and the local planning authority)

Consider resources: funding, time, people

Stage 2: Gather Momentum

Agree who is going to do what, and how Partners are best involved.

Prepare a Community Engagement Strategy – who, when, how, why.

Gather views on your Proposed Strategy before you agree it – is the Strategy inclusive and democratic?

Stage 3: Start Preparing Your Plan

Consider why your Place would benefit from a Local Place Plan – what Vision are you aiming to achieve?

Determine your Objectives and Actions – both short term and long term. These should be coproduced with your Partners to make sure they are achievable. Add timelines and people to each.

Stage 4: Finalising Your Plan

Consider whether your Plan is easy to understand – does it include pictures and maps as well as words?

Make your Plan available in your local area and make sure each of your Partners have copies.

Stage 5: Make it Happen!

Are there any “quick wins” to help build momentum and keep people engaged?

The longer term actions will take more time – don't give up, keep going.

Keep your Plan under review: a “living document” which can be updated to reflect changing circumstances.

Keep the wider community informed of progress with regular updates.