

- Collate your information and data from steps 1 -4 to create the contents for a draft EIA report
- Make note of any emerging themes or aspects you think should be paid close attention to
- Make a consultation plan - ensure you have an appropriate amount of time and resources in which to complete the consultation
- Consult widely with a range of groups, and make information accessible in a variety of formats
- Ensure consultation approaches are appropriate for encouraging and enabling participation
- Make a public notification of the consultation
- Ensure consultations are planned on a case by case basis
- Establish how to appropriately target groups most affected by the information
- Set a time standard for consultation – 12 weeks is optimal
- Make sure to use time and resources as effectively as possible