

**POWYS  
LOCAL DEVELOPMENT PLAN**

**2011 - 2026**

**DELIVERY AGREEMENT  
REVISED ~~FEBRUARY~~ **OCTOBER** 2015**



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## Executive Summary

This Delivery Agreement (DA) has been produced by Powys County Council for the new Local Development Plan (LDP) which will cover the whole of Powys excluding the area in the Brecon Beacons National Park. The two main parts of the DA are:

- 1) a **Timetable** of the key stages of Plan preparation; and
- 2) a **Community Involvement Scheme** which details how and when the community will be able to get involved in the Plan preparation process.

The Delivery Agreement also sets out how and when the Council will appraise the Plan throughout its production and the approach that the Council is taking towards Supplementary Planning Guidance.

### 1) Timetable

The timetable contains definitive stages (1-5) over which the Council has a degree of control, and indicative stages (6-12) which are dependent upon external factors. The key stages in the delivery of the LDP are:

- **Stage 1** The Delivery Agreement (*Feb 2008 – Dec 2010, Revised March 2013 and February 2015*)
- **Stage 2** Evidence Gathering and Objective Setting (*Jan 2011 - on-going*)
- **Stage 3** Pre-Deposit Participation (*Oct 2011 – Jan 2012*)
- **Stage 4** Pre-Deposit Consultation (*Mar – April 2012*)  
(Following Stage 4, the Council will prepare the Deposit Version of the plan)
- **Stage 5** Deposit of LDP Proposals (*June – July 2015*)
- **Stage 6** Consultation on Site Allocation Representations (*Sept – Oct 2015*: *Indicative*, Note: stage removed by The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015.
- **Optional Stage 7** Consultation on focussed changes (~~*Dec 2015 – Jan 2016: Indicative*~~) (*Jan – Feb 2016*)
- **Stage 8** Submission of LDP to National Assembly (~~*Dec 2015: Indicative*~~) (*Jan 2016*)
- **Stage 9** Independent Examination (~~*April*~~ *May 2016: Indicative*)
- **Stage 10** Inspector's Report (~~*Nov 2016: Indicative*~~)
- **Stage 11** Adoption (~~*Dec 2016: Indicative*~~)
- **Stage 12** Annual Monitoring and full LDP Review at least every 4 years

The timetable also includes key dates for the preparation and publication of the sustainability appraisal report and the annual monitoring report.

Work on preparing the Delivery Agreement began in 2008, but its finalisation was delayed pending the adoption of the Unitary Development Plan (UDP). The UDP was adopted on 1 March 2010 allowing work on the Delivery Agreement for the Local Development Plan to progress (as detailed in Appendix 8) through to a final approved version. The Delivery Agreement was originally published in November 2010, and its timetable revised in March 2013 and February 2015. **The indicative dates have been amended in the October 2015 version following the Deposit period.**

### 2) Community Involvement Scheme

The Community Involvement Scheme (CIS) details who, when and how the Council will consult and engage with various stakeholders, including the general public, during the production of the LDP. The Council is committed to complying with the CIS during the production of the LDP.

### Monitoring

The Council will keep the Delivery Agreement under regular review to ensure satisfactory progress.

Once adopted, the LDP itself will be monitored on an annual basis and a full review will be started within 4 years of adoption.

## PART 1: INTRODUCTION

### 1.1 What is the Local Development Plan?

The planning system regulates the development and use of land in the public interest. It should reconcile the needs of development and conservation, securing economy, efficiency and amenity in the use of land, thereby contributing to sustainable development.

In 2004, the Planning & Compulsory Purchase Act introduced a new Local Plan process for Wales. The new system requires each authority in Wales to prepare a **Local Development Plan (LDP)** for their area which, once adopted, replaces any existing development plan (Powys UDP). The changes are aimed at improving the development plan process and are designed in particular to:

- i) Expedite the adoption and review of development plans, (for example, through binding Inspector's Reports).
- ii) Involve the community in a more structured way; and
- iii) Contribute to the achievement of sustainable development.

The new Powys Local Development Plan (LDP) will establish objectives for the development and use of land in Powys (excluding the area covered by the Brecon Beacons National Park Authority) over a 15 year plan period, together with the policies to implement them. The LDP sets out to contribute to the achievement of sustainable development by:

- Creating a robust strategy that is able to respond positively to change over the plan period and is based upon sound spatial planning principles.
- Directing development based upon a clear and realistic vision of the County taking account of the objectives and priorities of the community, infrastructure and service providers, and other interested persons or groups.
- Providing strategic and locally distinctive policies as a basis for rational and consistent development control decisions.
- Showing how and where change will occur over the plan period.

## 1.2 Stages of the LDP Process

Figure 1 below shows the main stages of the new LDP process. This ‘**Delivery Agreement**’ (Stage 1) is the Council’s first published document and, having been agreed by the Welsh Assembly Government, it marks the start of the preparation process for the new Powys LDP.

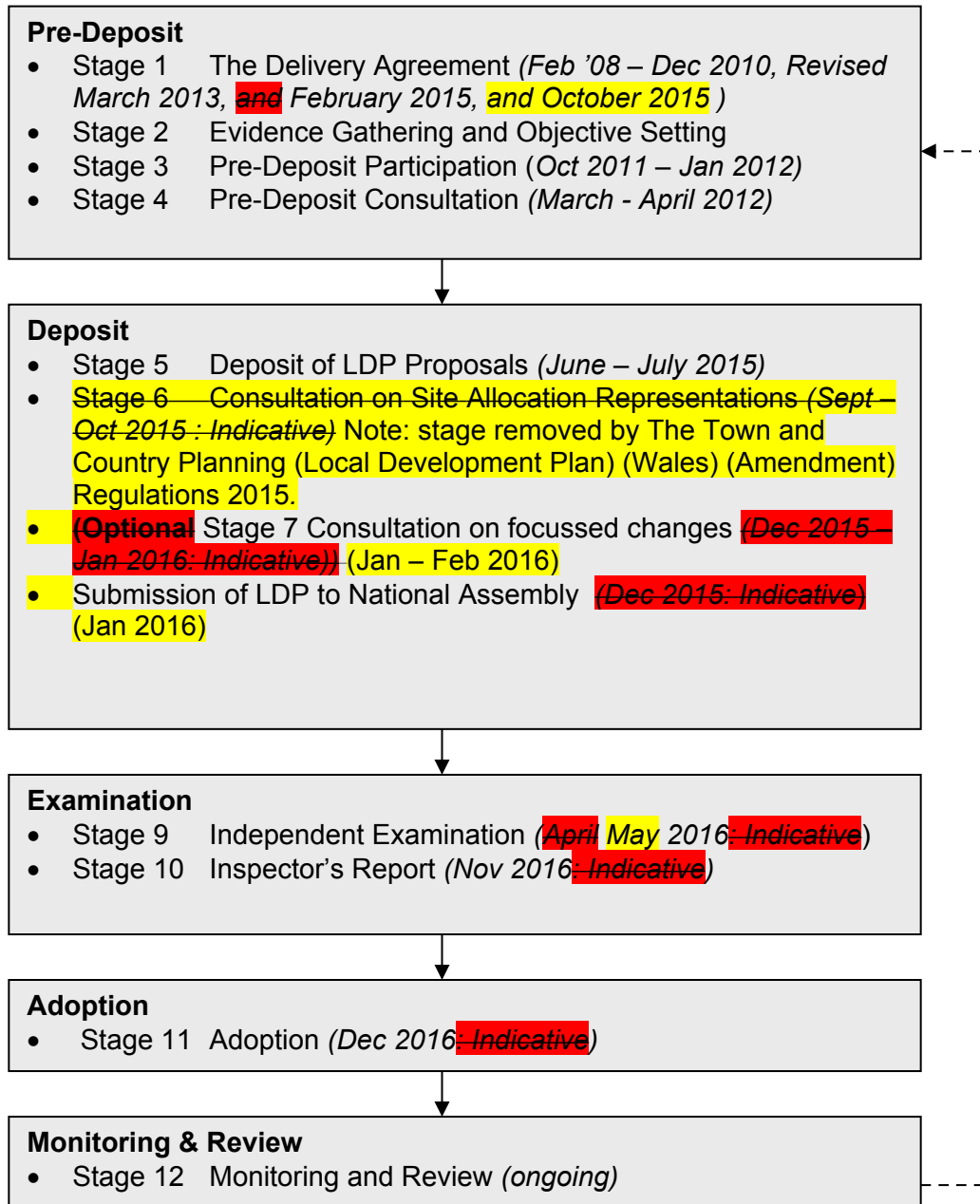


Figure 1: Stages of the Local Development Plan

## 1.3 Purpose of this Delivery Agreement

The main purpose of this Delivery Agreement (DA) is to set out the timescale for the preparation of the LDP and the opportunities for the public and agencies to contribute to the Plan preparation process. The DA has two major parts:

- 1) a **Timetable** for LDP production; and
- 2) a **Community Involvement Scheme** (CIS) setting out how and when stakeholders and the community can contribute during the preparation of the LDP.

The Delivery Agreement is a key document in the plan preparation process. After it has been agreed by the Council and the Welsh Assembly Government it signifies the commencement of the new statutory development plan process in Powys and commits the County Council as the Local Planning Authority for Powys (excluding the Brecon Beacons National Park) to produce the LDP in conformity with the stated timescales and consultation processes.

The Timetable (set out in Part 2, page 12) has been drafted to meet the Assembly's desire to speed up the adoption and review of development plans. Together with setting out definitive and indicative dates for each stage of the LDP up to adoption, it includes key dates for the preparation and publication of the environmental, sustainability and annual monitoring reports which are required by the 2004 Act and Strategic Environmental Assessment (SEA) regulations.

The CIS (set out in Part 3, page 16) explains how and when developers, agencies, the public and interested groups can contribute to the plan's preparation and how the Council will respond to contributions.

#### **1.4 The Relationship of the Local Development Plan to the Powys Unitary Development Plan**

The existing development plan in the area for which the Council is the Local Planning Authority (ie the whole of Powys outside the Brecon Beacons National Park) is the Powys Unitary Development Plan (UDP) which the Council adopted on the 1<sup>st</sup> March 2010. The UDP guides and controls development and forms the basis on which planning applications are determined. Following the adoption of the UDP the Council has now ceased work under UDP powers and, further to a Local Order from the Welsh Assembly Government, is now able to formally commence work on the Powys LDP. When adopted, the LDP will supersede the UDP.

#### **1.5 The Preparation of this Delivery Agreement**

The Council is took the following steps in preparing the Delivery Agreement through to its agreed version in Nov 2010:

- Producing a Delivery Agreement (DA) for consultation purposes
- Consulting on the DA with the LDP Working Group, Stakeholders and relevant Consultees (further explained in the CIS section 3.4, page 19)
- Revising the DA following consultation
- Revising the DA following response from Welsh Assembly Government (WAG)
- Gaining full approval of the DA by the Board
- Approving the DA by resolution of Powys County Council for submission to WAG
- Gaining agreement of the DA by the WAG
- Publishing the agreed DA and making it available for inspection

Further details on the above stages, including relevant dates, are provided in Appendix 8. Lists of the consultation bodies/other consultees are included within Appendix 3. Whilst a summary of the consultation responses is available as a separate document, a summary of the revisions made in response to the feedback together with the final agreement letter from the Assembly Government are provided in Appendices 9 and 10 respectively.

The participation stages of the DA also appear in the CIS section in Table 5 (at Stage 1 of the Plan preparation, pg 24).



## 1.6 Links to National, Regional and Local Policy

In preparing the LDP, the Local Planning Authority will comply with relevant legislation and have regard to current national, regional and local policy in relation to planning, including the following:

- The Wales Spatial Plan
- Neighbouring Development Plans / Frameworks
- Neighbouring Regional Strategies
- The Regional Transport Plans
- The Regional Waste Plans
- Regional Aggregates Working Party Technical Statements

In seeking to achieve policy integration, the Powys LDP will not unnecessarily duplicate or repeat national planning policy. Any deviations from such policies will require a sound evidence base to support them. Regard will be had to neighbouring regional plans and to the development plans (including LDPs & LDFs) of neighbouring authorities, with appropriate consultation and collaboration on cross boundary issues.

## 1.7 Relationship to other Powys Plans and Strategies

The Council will endeavour to co-ordinate the LDP process with the preparation of other plans and strategies. The Local Development Plan is one of four key plans or strategies that the Council has a responsibility to produce. Table 1 shows the other three key plans/strategies.

Plan/Strategy	Critical Themes	Period Covered
Community Strategy	Health, Social Care & Well Being; Lifelong Learning; Regeneration; Environment; Community Safety	2005 – 2020
The Health, Social Care and Wellbeing Strategy	Health Promotion and Disease Prevention; Reducing Inequalities in Health; Promoting and Maintaining Independence; Improved Management of Long Term Conditions; Securing Safe, Effective and Sustainable Services	2008 - 2011
The Children and Young People's Plan	Change and modernisation of services for children, young people and their families	2008 – 2011

**Table 1:** Other Local Plans and Strategies

Regardless of whether it is possible to combine consultation processes with these plans/strategies, the content of the new LDP will be influenced by the critical themes of each. In addition, in preparing the LDP the Council may need to take account of a number of other Plans, Strategies and Assessments including, for example, the Local Housing Market Assessment.

### 1.7.1 Powys Community Strategy 2005-2020

One of the most significant documents that the LDP will link with is the Powys Community Strategy (CS). The production of a CS is a duty arising from the Local Government Act 2000. The existing Powys Community Strategy covers the period 2005-2020. It sets out to deliver under the five broad themes outlined in the table above. These themes underpin the County's Vision:

*“Our vision for Powys in 2020 is of a place offering opportunity and services for all within thriving, sustainable, safe and healthy communities.”*

The Community Strategy is reviewed every three years. The most recent review (to cover the period 2008-2011) looked at the improvement of structures and processes to better deliver the strategy and used a partnership approach to update the priorities under each of the established themes. Further information can be found at <http://community-strategy.powys.gov.uk> or by contacting the Corporate Policy Unit at Powys County Council, County Hall, Llandrindod Wells, Powys, LD1 5LG, email: [community.strategy@powys.gov.uk](mailto:community.strategy@powys.gov.uk), telephone: 01597 826665.

Where possible, the LDP will help to contribute to the delivery of land use aspects of the Community Strategy.

### **1.7.2 Single Delivery Plan**

It should be noted that the Local Service Board (public sector partners in Powys) has agreed to form a project board to take forward the preparation of a "Single Delivery Plan" that will combine 4 existing plans; the three identified in table 1 and the Community Safety Plan. This "Single Delivery Plan" is anticipated to be produced by April 2011.

Note: the One Powys Plan 2014-17 has subsequently been prepared and approved and can be read at <http://one.powys.gov.uk/index.php?id=17087&L=0>

### **1.8 Appraisals that will inform the preparation of the Local Development Plan**

Decisions made on the content of the LDP will be informed by the findings of assessment and appraisal processes as listed below. The methodologies for each of the assessment processes, including who will be involved in undertaking them, will be issued for consultation or inspection (as appropriate in each case), alongside the formal Strategic Environmental Assessment "Baseline Scoping" consultation during the evidence gathering stage of plan preparation (Stages 2 & 3 - see CIS, Table 5).

The findings of the assessment processes and information on how they informed proposals will be published at each stage that plan proposals are issued for consultation. These stages are identified in the Timetable (see Table 2) and further detailed in Table 5 of the CIS (pg 24). During consultation on the LDP proposals, those wishing to do so may express their opinions on the assessments.

- **Strategic Environmental Assessment (SEA)**

SEA is part of the plan making process; it ensures that potential significant environmental effects which could arise from options over the plans policies and proposals are identified and communicated to decision-makers, informing decisions on the content of the plan.

Monitoring implementation of the plan against assessment indicators ensures that decision makers are kept aware of the strategic environmental impacts of the plan.

- **Sustainability Appraisal (SA)**

Like SEA, SA is part of the plan making process; however, it focuses on the potential effects of plan options with regards to broader sustainability (social, environmental and economic) objectives.

- **Habitats Regulations Assessment (HRA)**

HRA informs preparation of the LDP's strategy, policies and land allocations by identifying their potential to impact on internationally recognised environmental habitats i.e. Special Areas of Conservation, Special Protection Areas and Ramsar sites.

Where a land-use plan would have the potential to significantly affect a site, a detailed Appropriate Assessment is required to assess the impacts and to consider the suitability of options and mitigation measures.

- **Other Assessments**

A need may arise during the LDP preparation process to undertake other assessments where the issues are not addressed by the assessments mentioned above. This may be due to a new requirement or, alternatively, in order to help inform decision-making on a particular policy issue.

## 1.9 Tests of Soundness

A major emphasis of the new development plan system is on the production of a “sound” plan as tested at Independent Examination. The Welsh Assembly and the Planning Inspectorate have published guidance on what this means and the tests involved (see “*A guide to the examination of Local Development Plans*”, Planning Inspectorate Wales). A “sound” plan is one which is considered to have been prepared with “good judgement and is able to be trusted”.

The LDP in both its policy content and the process of its production must pass the tests of “soundness”. Preparation of the LDP in accordance with the published DA is one of the tests of soundness.

Fundamentally, a sound plan will be one which: has been prepared correctly in accordance with the statutory requirements; is founded on a robust and credible evidence base; has been developed with continuous community involvement; demonstrates policy integration; and contributes to the achievement of sustainable development.

## 1.10 Further Information

Further information on the Local Development Plan system in Wales, including the preparation and publication of Delivery Agreements, can be found in the following Welsh Assembly Government documents:

- *Planning Your Community: A Guide to Local Development Plans (LDPs)*, July 2006
- *Local Development Plan Manual*, June 2006 2015
- *Local Development Plans Wales: Policy on Preparation of LDPs*, December 2005
- *Planning Policy Wales: Chapter 2*, 2015

## PART 2: THE TIMETABLE

### 2.1 Introduction to the Timetable

A Timetable detailing the various stages of the Local Development Plan process, how it will be project managed and the resources that are required for its production is an integral part of the Delivery Agreement.

### 2.2 Definitive and Indicative Stages

The Timetable is split into two stages for the production of the LDP – stage one contains definitive dates and stage two contains indicative dates.

- i) **Definitive Stage (Stages 1-5)** - this defines those elements of the LDP process up to and including the deposit stage. As these stages of the process are under the direct control of the Council, the timetable shown at Table 2 is considered to be both realistic and achievable and the Council has set definitive dates for these stages. Every effort will be made to ensure that the LDP preparation process adheres to the defined timetable.
- ii) **Indicative Stage (Stages 6- 12)** - this defines those elements of the LDP process after deposit and up to and including adoption. As these stages are more dependent upon external factors over which the Council has little direct control (e.g. number of representations received, Planning Inspectorate workload), the timetable is only indicative.

After the LDP has reached the deposit stage, the Council will proceed to agree an updated timetable with the Welsh Assembly Government turning the indicative timings into definitive timings for the remaining stages.

The Timetable also includes key dates for the preparation and publication of the **environmental, sustainability appraisal and annual monitoring reports**.

### 2.3 Stages of LDP Production

The timetable agreed in Nov 2010 was revised in March 2013 and in February 2015. **The indicative dates in the timetable were revised in Oct 2015 following the deposit stage.** Table 2 on the next page shows the timetable for the Powys LDP. This timetable is also shown in Gantt chart format in Appendix 1.

Table 2: Timetable – Stages of LDP Production

Stage	Details	Purpose	Dates
Stage 1	<b>The Delivery Agreement</b> (Regulation 9 of the LDP Regs 2005)	To agree an appropriate Timetable and Community Involvement Scheme for LDP preparation.	<b>February 2008 – December 2010</b>
Stage 2	<b>Evidence Gathering &amp; Objective Setting</b>	Identify plan appraisal methodologies and baseline information. Formally consult on these (requirement of SEA Regs – baseline scoping)  To gather information and evidence to understand the context for and issues to be addressed in the LDP.  To prepare a Candidate sites register, and ensure maximum participation and awareness of the ‘call for sites’ by giving early warning of and clear instructions for the ‘window’ for site submissions.  To generate a vision and objectives for the Local Development Plan and appraise these ensuring that each of the assessment topics are addressed.	<b>Jan 2011 – March 2013</b>  <b>(Evidence on-going)</b>
Stage 3	<b>Pre-Deposit Participation</b> (Regulation 14)	To develop and assess strategic options and agree a preferred strategy for the LDP, drawing on the evidence gathered in stage 2.	<b>Aug 2011 - Jan 2012</b>
Stage 4	<b>Pre-Deposit Consultation</b> (Regulations 15 / 16)	To consult widely on the preferred strategy, strategic options and their associated assessments.  The Council has then allocated a 12 month period in which to develop and assess the Deposit LDP and prepare an initial consultation report taking into account the consultation responses received on the preferred strategy consultation.	<b>March – April 2012</b>  <b>May 2012 – May 2014</b>
Stage 5	<b>LDP Deposit of Proposals</b> (Regulation 17)	To allow for formal representations to be made on the Council’s proposals (Deposit LDP and supporting documents).	<b>June – July 2015</b>
Stage 6	<b>Consultation on Site Allocation Representations</b> (Regulations 20 / 21)	To enable representations to be submitted in response to site allocation representations and, where an alternative site has been suggested, their associated assessments received during Stage 5.	<b>Sept – Oct 2015</b> <b>(Indicative)</b>

	Note: stage removed by The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015.	The Council will consider the consultation responses received in Stages 5 & 6 and record its opinion in respect of these.	
<b>Stage 7</b>	<b>Option – Consultation on focussed changes</b>	<del>If the Council wishes to make focussed changes to the LDP then it will</del> To publish an “Addendum” to the Deposit Powys LDP which will set out such changes. The Addendum will be subject to public consultation.	<del>Dec 2015 – Jan 2016 (Indicative)</del> <del>Jan – Jan – Feb 2016</del>
<b>Stage 8</b>	<b>Submission of LDP to National Assembly</b> (Regulation 22)	Provision of LDP, the Council’s opinion on representations made in stages 5 & 6 and other supporting documents to the Assembly prior to formal examination.	<del>Dec 2015 (Indicative)</del> <b>Jan 2016</b>
<b>Stage 9</b>	<b>Independent Examination</b> (Regulation 23)	To provide an impartial planning view on the soundness of the LDP.	<del>April</del> <b>May 2016 (Indicative)</b>
<b>Stage 10</b>	<b>Inspector’s Report</b> (Regulation 24)	Publication of the Inspector’s findings from the Independent Examination (Stage 9).	<b>Nov 2016 (Indicative)</b>
<b>Stage 11</b>	<b>Adoption</b> (Regulations 24 & 25)	To make operative the LDP as the statutory Development Plan for the Local Planning Authority’s area  Publish Environmental Report (SEA Regs).	<b>Dec 2016 (Indicative)</b>
<b>Stage 12</b>	<b>Annual Monitoring and Review</b>	Production of an Annual Monitoring Report to ensure the LDP remains up-to-date, effective and relevant and that its performance against environmental indicators is reported.  Commence review at least every 4 years	<b>On/before 31 October annually following adoption</b>

## **2.4 Consideration of Supplementary Planning Guidance (SPG)**

Supplementary Planning Guidance (SPG) provides further selective guidance and detail relating to policies and proposals in the LDP. SPG documents are non-statutory and do not form part of the development plan but must be consistent with it. SPG is important in the planning process being a material consideration in the making of decisions on planning applications.

Examples of current guidance supporting the UDP include residential design, affordable housing, biodiversity, energy efficient development and wind farm development. Where the Council has existing SPG (previously termed Interim Development Control Guidance notes) which is considered up to date and relevant, it is expected to be reviewed and then carried forward to act as SPG to the new LDP. Other SPG will be drawn up as is found necessary when identifying key issues as part of the LDP process.

It is likely that many of the issues required to be addressed by SPG will not be known until the detail of the Plan has been progressed. The Council therefore anticipates being able to set out further detail on SPG topics, preparation and consultation arrangements after Stage 4 (the public consultation on the LDP Strategy) and will aim to include this detail at the review of the approved Delivery Agreement. At times it may be possible to produce SPG in tandem with a LDP consultation stage. However it will not be possible to do this in all cases. Supplementary Planning Guidance does not have to undergo independent examination but it will be prepared in accordance with the CIS provisions for public consultation at statutory stages (i.e. 6 weeks consultation, availability at deposit locations, local advertisement, etc.) so that the views of the general public, businesses and other interested parties can be taken into account before the document is finalised and submitted for approval by a Council resolution.

In some instances SPG preparation will be subject to the appraisals processes (s.1.8) for example requiring a Habitat Regulations Assessment (HRA) and Strategic Environmental Assessment (SEA) to be undertaken.

## **2.5 Risk Management**

Having considered the resource input to the LDP process, the Council considers that the proposed timetable is both realistic and achievable. Notwithstanding this, the Council has identified certain risk areas that could result in some departure from the proposed timetable (see Appendix 7). Any significant deviation from the proposed timetable will be reported and justified by the Council.

## **2.6 Resources**

The Council's Planning Policy team will lead in the production and management of the LDP process, including the preparation of any consultative documents and will also be charged with management of stages 1-8 of the Plan preparation process.

The advice and assistance of the Council's Corporate Consultation Officer will be sought during consultation and participation exercises and the expertise of various other Council officers (e.g. communications, development control, graphic design, GIS) will be sought as appropriate at preparation stages.

Table 3 shows the planning policy officer time which will be dedicated to the production of the LDP. It has been updated following a restructure of the team in early 2015.

<i>Title of Officer</i>	<i>% of Time Allocated To LDP Work</i>
<i>Professional Lead – Planning Policy x 1</i>	100
<i>Senior Officer – Planning Policy x 0.8</i>	100
<i>Planning Policy Officers x 4.2 (FTES)</i>	100
<i>Research Officer x 1</i>	30
<i>Temporary <del>part-time Assistant</del> Planning Policy Officers x 1</i>	100

**Table 3:** Staff Resources Committed to the LDP

In addition to Staff Resources the Council has committed financial resources to the initial stages of LDP preparation including some resources for evidence gathering. The Council expects to commission consultancy work on a variety of topics and tasks during the LDP's preparation and funding will be made available for this.

The final column of Table 5 in the CIS (pg 24) includes information on the resources (in addition to normal staffing costs) to be committed to the process.



## PART 3: THE COMMUNITY INVOLVEMENT SCHEME

### 3.1 Community Involvement Scheme (CIS) Overview

#### 3.1.1 Introduction

This part of the Delivery Agreement details how the development plan will be prepared, developed, monitored and reviewed, in partnership with the community and other stakeholders.

The purpose of the Community Involvement Scheme is to:

- improve the **process** of plan preparation by **engaging and involving the public** in the preparation of the LDP.
- seek to establish **agreement & consensus** between stakeholders on the plan's aims and objectives and in its options and preferred strategy.
- provide a **transparent** and **structured** process of engagement with the community, at all stages in the preparation of the LDP.
- produce a **sound** plan.

#### 3.1.2 The Council's Approach to Community Involvement

##### i) Making the Connections

The Welsh Assembly Government's agenda in *Making the Connections* reaffirms that citizens should be at the forefront in terms of public involvement and decision making. Powys County Council is keen to embrace this citizen-centred approach and will endeavour to consider carefully how to break down barriers to public involvement and ensure there are opportunities for all to express their opinions on the production of a new Local Development Plan.

##### ii) Powys County Council Citizen & Community Engagement Project

Rather than setting up a separate approach for Local Development Plan community involvement, it is possible to build the LDP Community Involvement Scheme around recent work undertaken at a corporate level on the Powys County Council Citizen and Community Engagement Project.

This project commenced in 2008 with the aim to "*put into place a range of methods and channels to enable partnerships and organisations within Powys community planning structures to effectively engage with citizens and communities*".

The project has produced a "Citizen and Community Engagement in Powys" toolkit, which is aimed at helping public and third sector organisations in Powys to engage effectively with their stakeholders. This toolkit includes:

- A set of shared **principles** and core standards for engagement; and
- A set of shared methods and channels (**mechanisms**) for engaging citizens and communities.
- 

The "Citizen and Community Engagement in Powys" toolkit can be accessed via:

<http://community-strategy.powys.gov.uk/index.php?id=1&L=0>

### 3.2 The Principles of Community Engagement and the LDP

The following table identifies the Council's Principles of Good Engagement, established by the Citizen & Community Engagement project, and how these relate to LDP work.

**Table 4:** Principles of Good Engagement & Application to the LDP Process

Principle	Application to LDP Process
<b>Partnership</b>	The potential for joint working and shared consultation exercises has been explored with internal and external stakeholders and, whilst the opportunities appear limited, the Council will endeavour to utilise identified structures wherever possible to avoid duplication and consultation fatigue.
<b>Clarity of Purpose</b>	The desired outcomes from each stage of the LDP process are clear particularly as it follows a legislative route, aimed to be undertaken within 4 years. The timetable on pg 12 explains the purpose of each stage and within the CIS, table 5 has been designed to clearly show the opportunities for, and purpose of, engagement at each stage.
<b>Integrity</b>	<p><b>Ensuring Early Involvement:</b> The Council is committed to involvement from the very earliest stages of the LDP preparation. It is important that people know how to get involved and the times when their views can influence the plan.</p> <p><b>Building Agreement:</b> The Council recognises the importance of structured discussions in attempting to build agreement &amp; consensus. The LDP consultation process will therefore make use of both the internal LDP Working Group and Key Stakeholders (see section 3.4.5) to facilitate dialogue on the key aspects of the plan. This should aid progress and reduce conflict and delays later in the process.</p>
<b>Visibility / Stakeholder Identification</b>	<p><b>Increasing Awareness:</b> This principle neatly sums up the very purpose of the LDP CIS. The methods detailed in Table 5 show how the Council aims to raise awareness at consultation stages. In most cases, a standard consultation response form will also be produced to help people to respond.</p> <p><b>Identifying the Target Audience:</b> In preparing the new LDP, the Council wishes to provide the opportunity for the whole community of Powys, from members of the public to businesses and local interest and voluntary groups to express their opinions on the future development of Powys. The Council also wishes to seek the views of those under represented groups and individuals (the "hard to reach" - pl. see below). Appendix 2 identifies the statistical profile of Powys' population, employment, housing &amp; language that has been used to inform the identification of the target audience and in particular the other consultees listed in Appendix 3. In identifying the key groups to consult, the Council has invited people from its existing extensive network of contacts to express their interest in participation. This has enabled an up-to-date database of contacts to be compiled.</p>
<b>Accessibility</b>	<b>Involving Hard to Reach Groups:</b> The Council will seek to

	<p>involve under-represented or hard-to-reach groups and individuals who would not usually participate in plan preparation. This will be achieved by widespread promotion of the opportunities to become involved. The organisations identified in Appendix 5 will provide a useful channel of communication to certain hard to reach groups. Meetings/ discussions may be held with such groups as necessary. For others who may not be represented and find it difficult to express their opinions in conventional ways, the Council will seek to raise awareness through broad publicity and to contact such individuals where necessary.</p> <p><b>Equality:</b> Community involvement is underpinned by equality principles. The Council will have regard to its duties under the Equalities legislation and will seek to ensure that the preparation of the Powys Local Development Plan includes the involvement of different groups making up the community.</p>
<b>Transparency</b>	<p>In preparing its LDP, the Council recognises the importance of making the process fair, open and transparent.</p> <p>At formal consultation stages, all representations will be made publicly available at deposit locations and on the Council's website together with Council responses. They will also be detailed in a Consultation Report. At non-statutory stages, representations, feedback and summaries will be dealt with as detailed in Table 5 and as noted below (see Publication / Feedback).</p>
<b>Disclosure</b>	
<b>Fair Interpretation</b>	
<b>Publication / Feedback</b>	<p>Throughout the plan preparation process, timely feedback will be provided on the outcome of the Council's consideration of opinions and representations. Direct feedback will take the following forms:</p> <ul style="list-style-type: none"> <li>- Acknowledgement card/letter or e-mail providing contact details and detailing how the Council will deal with the representation.</li> <li>- Details of any decision/amendment made and supporting reasons.</li> <li>- Details of the next steps in the plan preparation process.</li> <li>- Follow up meetings and consultations where necessary.</li> <li>- When structured discussions take place, a summary of the findings and action points will be provided as soon as reasonably practicable.</li> </ul> <p>When consultation exercises have been undertaken, a summary of the responses received and the Council's consideration of them will be available at Deposit locations (detailed in Appendix 6) at formal consultation stages and available on the Council's website as a minimum for all other consultation exercises.</p> <p>Petitions received during consultation on the plan will be acknowledged by letter or e-mail to the presenter of the petition. This will set out contact details and set out how the Council will deal with the issues raised in the petition.</p>
<b>Monitoring and Evaluation</b>	<p>The Council will consider and evaluate its involvement and engagement methodologies and refine these as necessary.</p>

### 3.3 The Mechanisms of Community Engagement and the LDP

In addition to the 10 principles detailed above, various methods and channels (**mechanisms**) for engaging citizens and communities have been identified in the “Citizen and Community Engagement in Powys” toolkit to help organisations and officers consider how best to engage with their respective audience.

The mechanisms identified in the toolkit are a selection of those currently available and new mechanisms are constantly being developed.

A variety of consultation / involvement mechanisms are identified in Table 5 for each stage of the Local Development Plan preparation process. The mechanisms utilised at each stage vary dependent upon the objective of the engagement being undertaken and consideration will also be given at each stage to broadening the mechanisms used having regard to the guidance contained within the toolkit and any emerging guidance / best practice.

### 3.4 Community Involvement Scheme: Who Will We Involve?

#### 3.4.1 Role of the Council’s Officers & County Councillors

The respective roles and responsibilities of professional officers and elected County Councillors (Members) within the Plan preparation process are distinct. **Professional Officers** (such as planners, engineers, etc) are employed by the Council to provide impartial research, analysis and technical advice to Councillors on all relevant development plan issues within their area of expertise. Professional Officers provide a robust foundation for decision making but will not, unless specifically given delegated powers, take decisions on behalf of the Council. **County Councillors**, as the democratically elected representatives of the people of Powys, are charged with taking decisions on behalf of the electorate to whom they are accountable.

In order to facilitate structured discussions on the Plan, the Council has set up a **Local Development Plan Working Group** comprising relevant Council Officers and elected County Councillors. The Working Group will oversee all aspects of the Plan process, from the initial consultation draft of this Delivery Agreement right up to the Plan’s adoption and review. However, formal decisions will need to be taken by the Cabinet and the authority of the **full Council** will be sought at key stages.

Seminars for all County Councillors will be held at important stages including: discussion on the vision, aims and objectives for the plan; to consider the preferred strategy; and to discuss site and settlement specific issues. Councillors will also have an important role to play in acting as local “champions”, engaging the community and facilitating the Plan preparation process. County Councillor involvement will be guided by the advice of the **Standards Committee** and the Members Code of Conduct so as not to prejudice the Councillors in their decision making role.

It is useful to note that the **Planning Committee** is not involved in the decision making on LDP matters.

#### 3.4.2 Role of Town and Community Councils

The Town and Community Councils of Powys have an important role to play in LDP preparation. They will be closely involved throughout the Plan process as both statutory consultees and local stakeholders.

Town and Community Councils in areas in or adjoining the Powys Local Planning Authority fall within the category of the Specific Consultation Bodies (section 3.4.3 below) and will be involved as such at each relevant stage as detailed in Table 5. Town & Community Councils have also been identified as LDP Community Stakeholders (see Appendix 4) and will be invited to relevant structured stakeholder discussions/meetings etc as they arise.

In terms of how we will engage, the LDP team will have regard to the “Citizen and Community Engagement in Powys” toolkit and take guidance from the Council’s Corporate Communications team to achieve the most appropriate method and level of community engagement with local Councils.

It is envisaged that One Voice Wales (a principal organisation who represent and support many town and community councils) will be involved as a Key Stakeholder (see s 3.4.5). The Council will also seek to use appropriate meetings, such as Planning Liaison Meetings, to provide ongoing LDP updates targeted to all Town & Community Councils in Powys.

### **3.4.3 The Consultation Bodies**

The LDP Regulations set out a number of requirements regarding engagement and consultation with others in Plan preparation and groups them into the following:

#### **a) *Specific & General Consultation Bodies and Government Departments***

Specific and General Consultation Bodies (as defined in the LDP Regulations) are required to be involved at various Plan stages. Government Departments must also be consulted where aspects of the Plan, or proposals for its alteration or replacement, appear to affect their interests. Powys County Council has identified these groups as listed in sections 1, 2 and 3 of Appendix 3.

#### **b) *Environmental Consultation Bodies***

The Strategic Environmental Assessment (SEA) process obliges consultation with environmental consultation bodies. These are listed in section 4 of Appendix 3.

### **3.4.4 Other Consultees**

The Council may also involve at its discretion “*such other persons as appear to the Authority to have an interest in matters relating to development in the area*”. The Council has therefore identified a group of Other Consultees and grouped them under generic headings as listed in section 5 of Appendix 3. These non-statutory consultees comprise a number of other individuals, agencies and organisations that the Council consider hold a relevant interest in Powys, many of whom have been actively involved or interested in previous development plan work, and who have been invited to get involved or who have requested to be involved in the LDP. Anyone wishing to ensure they are included in LDP consultation may request inclusion in the mailing list by contacting the planning policy team using the details given at page 40.

### **3.4.5 LDP Stakeholders**

Stakeholders are those whose interests are directly affected by the LDP. Anyone with an interest in the Powys LDP may therefore be considered a stakeholder. Stakeholder involvement often takes place through representative bodies. The Council envisages the following stakeholder structure:

#### **a) *Key Stakeholders***

In order to ensure that stakeholder involvement is manageable the Council will take particular steps to engage with a number of **Key Stakeholders** as listed in Appendix 4. These bodies include internal, external and community stakeholders who, whilst appearing within the



consultation lists detailed in s.3.4.3 / 3.4.4, have additionally been identified by the Council as having a significant interest in the overall Plan preparation for Powys, for example infrastructure providers. They are therefore considered to be the most suitable audience to target for structured discussions and will provide a sounding board at the main stages of the LDP preparation. The list is likely to be expanded upon as development plan work progresses.

**b) LDP Key Stakeholder Meetings/Topic Based Meetings:**

Key stakeholder meetings will be held to give, for example, consideration to the vision, objectives and options for the LDP. However, such meetings are unlikely to involve the entire list but will be targeted so that the most relevant representatives are invited to input at the times most suited to their interest/expertise. It is the Council's intention that the structure and membership of the Key group remains fluid and dynamic so that it is of relevance to those invited. Other representatives may be invited when particular issues are to be discussed.

Whilst it is the Council's intention to keep the involvement of stakeholders fluid, it will, in consultation with the identified Key Stakeholders, give further consideration as to whether use can be made of a more specific group derived from the Key Stakeholders, such as a Stakeholders Panel (the exact name, nature and make up to be agreed). The Welsh Assembly views such a group as presenting a valuable external sounding board through the Plan's preparation process. This group would be expected to have the most regular and detailed involvement throughout the LDP and SA/SEA preparation process and would be likely to include for example neighbouring Local Planning Authorities, infrastructure providers, Natural Resources Wales, organisations representing landowners, and national and local wildlife, environmental and historic trusts etc. Whilst the final decision lies with the Council, it is prepared to work with interested parties to formulate the group with the intention of managing the group through the entire LDP process which will, alongside the work of the Council's internal Working Group, help to achieve a sound Plan.

As the need arises and depending on the issue under discussion, occasional meetings will be held involving a wider range of stakeholders than that identified in Appendix 4, for example, on topic based interests or place based interests, or at certain Plan stages (such as in agreeing the Plan's vision). This will ensure the involvement of relevant groups in the process at the most relevant times and will enable constructive feedback as part of the preparation of the Plan. The set up of such meetings will remain flexible and adaptable in order to respond to the needs identified at the time.

**c) Hard to Reach Groups & the Under-Represented**

The Council will seek to involve hard-to-reach groups who do not usually participate in development plan preparation including those groups which are traditionally under-represented. Appendix 5 details how the Council has identified the likely hard to reach groups in Powys and how we aim to keep such groups involved through the umbrella organisations and services listed within the table in Appendix 5. These organisations & services will be used to channel information and communications in order to reach the hard to reach groups that they represent.

The Council will consult and involve hard to reach umbrella organisations and services as it does General Consultees in the LDP plan preparation process (see table 5). However, additional and more detailed consultation and involvement mechanisms may emerge through discussions with these groups, including setting up meetings or conferences with specific groups as and when necessary.

For those individuals that are not represented by the identified umbrella organisations and services, the Council will use awareness raising techniques (for example press releases and information placed on the Council's web-site) at appropriate stages throughout the plan preparation process (as identified in Table 5) to encourage participation.

**d) The Citizen's Panel**

Powys Citizens Panel consists of around 1,000 residents who have volunteered to be contacted to take part in a range of consultation exercises. The Panel was established in 2001 and refreshed in 2008 to help ensure it continues to be representative of the people of Powys and that those on the Panel represent a broad spectrum of citizen views

For the LDP purposes the Council may use a sample of 200 Citizens Panellists from time to time throughout the process to obtain opinion on, for instance, the clarity of comments forms and the LDP website.

**3.5 Community Involvement Scheme: Expectations**

**3.5.1 What Stakeholders can expect of the Council**

- The Council wishes to ensure that the new LDP process includes meaningful, open and constructive community involvement from the outset. The Delivery Agreement has been drafted with the assistance of relevant experts within the Council and with the help of the Powys Association of Voluntary Organisations (PAVO) to ensure that its participation approach follows best practice.
- The Council will do all it can to adhere to the published timetable and will try to ensure that all information is published and available on time.
- The Council will use a range of methods to publicise the progress of the LDP to ensure that stakeholders and the community are regularly updated.

**3.5.2 What the Council expects of Stakeholders**

The LDP preparation timescale is tight so as to achieve one of the new system's main objectives of a "faster and more responsive" approach to plan-making. It is therefore essential that responses are timely at each stage and are received within the deadlines. With adherence to the timetable in mind, and in order to ensure that the consultation and participation exercises are both valuable and worthwhile, the Council will rely on stakeholders to make every effort to meet the following expectations:

- Respond to correspondence within the requested timeframe, following any given procedures.
- Vary meeting cycles if necessary to enable timely responses.
- Commit to the process by attending, contributing and helping to achieve agreement and consensus.
- Raise legitimate issues that can be addressed by the LDP and the planning system.
- Identify proposed sites early in the process.
- Follow the appropriate procedures for making representations, in accordance with Welsh Government and Council guidelines.
- Highlight any gaps in the evidence base or information provided (especially relevant to the specific consultation bodies).
- To provide any relevant information in an easily accessible format to enable open and transparent consideration of representations by all persons involved in the process.
- Provide contact details to allow the Council to feed back responses.

**3.6 Community Involvement Scheme: How Will We Involve?**

**3.6.1 Opportunities for Involvement**

Table 5 sets out on a stage by stage basis, details of the Council's proposed methods of community involvement and feedback at each plan preparation stage. It outlines the main stages

of participation and consultation in the LDP and its appraisal process, highlights the key opportunities for public involvement and clearly identifies the statutory consultation periods. The table also illustrates how the Specific and General Consultation bodies will provide a core input throughout the process. The engagement methodology is based around the mechanisms identified by the Powys Citizen & Community Engagement Project (see section 3.1.2) whilst taking account of the statutory requirements of LDP legislation and regulations.



**Table 5:** Community Involvement Methods

**STAGE 1: THE DELIVERY AGREEMENT (Regulation 9)**

**Purpose:** To agree an appropriate Timetable and Community Involvement Scheme for LDP preparation.

**Details:** Document to be drafted, consulted upon and submitted to the Welsh Assembly Government by end October 2010 with view to having an agreed Delivery Agreement in place by January 2011.

**Public involvement:** Draft Delivery Agreement consultation is open to all although the Council will target consultation towards statutory consultation bodies and key stakeholders.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Delivery Agreement drafted for consultation purposes	<p>To inform stakeholders that the Council is preparing a LDP and to seek community involvement</p> <p>To seek the views of stakeholders on the proposed content of the Delivery Agreement (including whether Timetable is realistic and achievable).</p>	<p>February 2008 – March 2009</p> <p>1<sup>st</sup> Public Consultation held June-July 2008</p>	<ul style="list-style-type: none"> <li>• LDP Key Stakeholders</li> <li>• Specific, General, UK Government &amp; Environmental consultation bodies</li> <li>• County Councillors</li> <li>• General public &amp; Other Consultees</li> </ul>	<p>LDP Key Stakeholders &amp; Community Meetings</p> <p>Letters and Draft Delivery Agreement sent by post/email.</p> <p>Information published on the Council's web site and in the Council's Red Kite Magazine.</p>	<p>Summary of findings and action points circulated to meeting attendees</p> <p>The Council produced a comment / feedback form (questionnaire format) for use by respondents. Comments have been reported to the County Council's LDP Working Group and Board &amp; the Council's responses have been circulated to those who commented.</p> <p>A summary of comments and the Council's responses has been published on the Council's web-site.</p>	<p>Cost of, preparation &amp; holding meetings.</p> <p>Postage and printing costs.</p>

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<p>Draft Delivery Agreement reviewed and re-consulted upon</p>	<p>To seek the views of stakeholders on the Revised Draft Delivery Agreement (revised in light of consultation responses received on the first draft DA and to reflect the timetable changes resulting from slippage in the Unitary Development Plan adoption process).</p>	<p>April – October 2010  2<sup>nd</sup> Public Consultation July - Aug 2010</p>	<ul style="list-style-type: none"> <li>• LDP Key Stakeholders</li> <li>• Specific, General, UK Government &amp; Environmental consultation bodies.</li> <li>• Previous representors</li> <li>• County Councillors</li> <li>• General Public &amp; Other Consultees</li> </ul>	<p>Letters and Draft Delivery Agreement sent by post / email.</p> <p>To be notified of re-consultation by letter / email</p> <p>Reports to Council Meetings as necessary and article to be included in the County Councillors' Information Bulletin</p> <p>Publication of press release &amp; information placed on the Council's website.</p>	<p>The Council will produce a comment / feedback form for use by respondents</p> <p>Comments will be considered and the Council's responses and proposed amendments arising from the consultation will be reported to the County Council's LDP Working Group, Board and Full Council in order to obtain a resolution to approve the Delivery Agreement for its submission to the Welsh Assembly Government by end October 2010.</p>	<p>Postage &amp; printing costs</p>
<p>Agree Delivery Agreement with WAG &amp; publication of Agreed Delivery Agreement</p>	<p>To inform stakeholders of the content and availability of the agreed Delivery Agreement.</p>	<p>By end December 2010</p>		<p>Press release to announce agreement</p> <p>Copies of the DA will be placed at deposit locations and on Council's website.</p>	<p>Report advising Members (Board &amp; Full Council if necessary as a result of significant amendments) of National Assembly agreement to the Delivery Agreement.</p> <p>The Council's responses will be circulated to those who made comment on the revised DA. A summary of the consultation comments and the Council's responses will be</p>	<p>Printing costs.</p> <p>Postage costs.</p>

					published alongside the approved DA on the Council's website.	
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**STAGES 2 & 3: EVIDENCE GATHERING, OBJECTIVE SETTING AND PRE-DEPOSIT PARTICIPATION (Regulation 14)**

**January 2011 – January 2012**

**Purpose:** To understand the context for and issues to be addressed in the LDP and to generate a vision and objectives for the Plan.

**Details:** This stage will include the following elements –

- *Developing the LDP evidence base, methodology for undertaking the plan appraisals, baseline information for the plan appraisals. Undertaking consultation/gaining agreement on these..*
- *Agreeing the Council's vision for the area and objectives for the Plan.*

Before the Council can develop the strategic objectives that will form the framework of the LDP it is essential for it to have a clear understanding of the dynamic social, environmental and economic characteristics that exist within Powys. Therefore the Council will review the existing policy position relative to Powys and collect data to develop the evidence base and baseline data for the appraisal processes. New studies will be commissioned and new data collected where necessary to ensure that the evidence base is complete.

NOTE: As part of developing the LDP evidence base, the Council will engage with stakeholders to identify strategic locations and candidate sites for development. The Council will provide stakeholders with guidance to facilitate the identification of possible sites. A Sites Register will be compiled by the Council and all proposed sites will be assessed to ascertain if they can contribute to the Development Strategy for the Plan and meet the requirements of the Sustainability Appraisal.

**Public involvement:** Landowners, developers and others will be able to propose sites for the Candidate Sites Register. This is an important information gathering stage. Sites put forward at this early stage will be included in the process of preparing options for the LDP. Sites which come forward later in the process are less likely to be eventually allocated for development.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Develop and agree draft appraisal	To set out a clear methodology and	By May 2011	Consultation: Discuss timetable and methodology with the Environmental		Publication of appraisal methodology and baseline	Consultants if necessary.

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methodologies and programme and the baseline information for these.	baseline information for the plan appraisal processes.	By July 2011	Consultation Bodies & other relevant Key Stakeholders.  Formal baseline scoping consultation 5 weeks (appraisal methodology and baseline information against which the plan will be assessed)		information.	
Review & develop evidence base (pre-Reg 14)	To understand the context for the LDP. To review and to supplement data. To identify issues to be addressed in the LDP	January 2011 - ongoing	<ul style="list-style-type: none"> <li>• LDP Key Stakeholders</li> <li>• Specific &amp; Environmental consultation bodies</li> <li>• Selected stakeholders</li> </ul>	<p>LDP Key Stakeholders / Topic Based Meetings to consider evidence and identify issues</p> <p>Dialogue with Consultation Bodies &amp; Other Consultees to develop topic papers</p>	Publish evidence base paper & topic papers (as necessary) on Council's website and at deposit locations	<p>Consultants for evidence gathering where necessary</p> <p>Cost of preparation &amp; holding meetings</p> <p>Printing costs</p>
Invite Candidate Sites  Over a 12 week period (to be specified nearer the time)	To engage with landowners, developers and the community to obtain information on potential new sites	February – May 2011	<ul style="list-style-type: none"> <li>• LDP Key Stakeholders</li> <li>• Consultation Bodies &amp; Other Consultees</li> <li>• General Public/ Landowners &amp; Developers</li> <li>• County Councillors</li> </ul>	<p>Notification to all LDP Key Stakeholders inviting them to submit sites and the procedures to be followed</p> <p>Advertisement in local press inviting candidate sites</p> <p>Publicise by Press Release</p> <p>Place details of procedures on the website and contact all stakeholders on mailing lists</p>	Proposals will be placed on a Register of Candidate Sites which will be made available for public inspection – see below	<p>Printing &amp; postage costs</p> <p>Advertisement costs</p>
Prepare & Produce	Assessment of	May –	• Specific &	Structured discussions as	Publish Register of	IT costs for

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Register of Candidate Sites (including establishing criteria/filtering mechanism)	submitted candidate sites  A (transparent) set of criteria will be used to classify sites as to their acceptability for further consideration.	November 2011	Environmental Consultation Bodies  • Relevant LDP Key Stakeholders	necessary on assessment criteria, filtering mechanism and assessment of potential sites to identify fundamental issues.  Notification that Sites Register is available for inspection.	Candidate Sites with baseline data (including physical constraints, proximity to services, accessibility etc) on Council's website.	database set-up.  Postage & printing costs  Meeting costs
Identify Vision & Objectives for the LDP (pre Reg 14)	To agree upon a shared vision & objectives for the Powys LDP	August 2011	• LDP Key Stakeholders  • County Councillors	Structured discussions as necessary e.g. Key Stakeholder Meetings, County Councillors Seminar, etc	Once approved by the Council's Board, the agreed vision & objectives will be published on Council's website	Preparation & holding meetings
Preparation of alternative strategies and options. Appraisal of these to inform the identification of preferred strategy option and strategic sites. (Reg 14)	To generate viable options and determine strengths and weaknesses of each. To identify potential strategic sites.	October 2011 – January 2012	• Specific consultation bodies  • Relevant General Consultation bodies  • LDP Key Stakeholders  • County Councillors	Structured discussions  Report to Council's Board/Full Council on preferred strategy and options  Make information available on the website	Compile consultation report and publish on Council's website  Advise stakeholders of availability of report	Preparation & holding meetings

**STAGE 4: PRE-DEPOSIT CONSULTATION (Regulations 15 & 16)**

**March – April 2012**

**Purpose:** To consult widely on the vision, objectives, strategic options, preferred strategy and key policies.

**Details:** This stage will include the following elements - consultation on the authority’s pre-deposit proposals documents (to include the vision, objectives, options, preferred strategy, consultation report, key policies & strategic locations for new development and accompanying appraisal reports (statutory 6 week period, LDP Reg 16 refers). The six week consultation period will also apply to the Environmental Report for which the statutory requirement states that consultation must last not less than 28 days.

**Public involvement:** This is a key consultation stage where everyone has the opportunity to comment on the Council’s preferred strategy.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Statutory 6 week public consultation on preferred strategy proposals documents including appraisal documents to include Environmental Report indicating how regard has been had to SEA and associated consultation SA Report following initial	<p>To provide an opportunity for comments on the preferred strategy and for suggested modifications</p> <p>To demonstrate how the preferred options have been informed by SA / SEA and other appraisals</p> <p>To provide an opportunity to comment on the SEA Environmental Report, SA Report and any other</p>	March – April 2012	<ul style="list-style-type: none"> <li>• All LDP Stakeholders</li> <li>• All Consultation Bodies</li> <li>• All County Councillors</li> <li>• General Public</li> </ul>	<p>Place documents on the Council’s website and at deposit locations</p> <p>Comment form made available for responses</p> <p>Consultation responses to be discussed with key stakeholder group</p> <p>Local Advertisement (Reg 15d refers)</p> <p>Press release</p> <p>Public exhibitions / meetings.</p>	The Council will produce a comment / feedback form for use by respondents	<p>Printing &amp; postage costs</p> <p>Cost of preparation &amp; holding exhibitions / meetings</p> <p>Advertisement costs</p>

assessment of strategic options and preferred strategy	appraisal reports as necessary.					
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May 2012 - May 2014  
 During the 24 month period following Stage 4 the Council will:

(a) **Consider all duly made representations received** – this may require discussions / meetings with relevant consultation bodies / key stakeholders to discuss the representations and to inform the Council’s approved responses. The Council will respond to respondents and stakeholders to explain how comments received have affected the policies and proposals of the LDP and subsequently a Consultation Report will be compiled and published on the Council’s website and made available at deposit locations. Stakeholders will be advised of the availability of the consultation report.

(b) **Prepare the Deposit LDP.** This will require further discussions / meetings with relevant stakeholders on specific policy and or site issues. The Deposit Plan will also be informed by Plan Appraisals.

**Important Note (February 2015):** An initial Deposit LDP underwent public consultation from July 28<sup>th</sup> to Sept 8<sup>th</sup> 2014. However, following the advice of Welsh Government, the Council decided to prepare additional supporting documents and to repeat the deposit stage in 2015. A revised Deposit Plan will be issued for public consultation and the representations received on this will be considered by the Council and carried forward to the Examination in Public.

**STAGE 5: DEPOSIT OF PROPOSALS (Regulations 17 & 18)**

**June – July 2015**

**Purpose:** To enable representations on the Deposit LDP and supporting documents

**Details:** The Deposit LDP will be placed on formal deposit for public consultation (statutory 6 week period, LDP Reg 18 refers) and representations will be invited. The six week consultation period will also apply to the Environmental Report for which the statutory requirement states that consultation must last not less than 28 days. The documents to be published at this time will comprise the Deposit LDP, the SA Report, the SEA Environmental Report and the findings from the HRA / other appraisals, a list of supporting documents and the initial consultation report. Any representations received as a result of this consultation exercise will be made available for public inspection at the locations detailed in Appendix 6 and on the Council’s website.

**Public involvement?** This is a key consultation stage and may be the last opportunity for interested parties to make a representation (make their views known) on policies and proposals in the Plan.

Stage in the Document Preparation	Purpose	Timescale (When?)	Possible Community Involvement	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff)
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Process			(Who?) See Appendices 3 & 4 for details.			costs)
Statutory 6 week public consultation on the Deposit Local Development Plan and its appraisals.	To enable representations on the Council's Deposit Plan and associated and supporting documents	<b>June – July 2015</b>	<ul style="list-style-type: none"> <li>• All LDP Stakeholders</li> <li>• All Consultation Bodies</li> <li>• All County Councillors</li> <li>• General Public</li> </ul>	<p>Copies sent to specific consultation bodies, environmental consultation bodies and other general consultees as the Council considers appropriate. Other consultees notified of availability.</p> <p>Deposit Plan and associated &amp; supporting documents published on Council's website and made available at deposit locations</p> <p>Local Advertisement (Reg 17d refers)</p> <p>Press Release</p> <p>Public exhibitions &amp; meetings</p>	<p>The Council will produce a standard representation form to be used by respondents</p> <p>The Council will acknowledge receipt of duly made representations and make a copy of the representations available at deposit locations and on the Council's website</p>	<p>Production costs</p> <p>Graphic Design</p> <p>Advertisement</p> <p>Postage</p> <p>Preparation &amp; holding exhibitions / meetings</p>



**STAGE 6: CONSULTATION ON DEPOSIT LDP SITE ALLOCATION REPRESENTATIONS (Regulations 20 & 21)**

**Sept – Oct 2015 (Indicative)**

Note Oct 2015: stage removed by The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015.

**Purpose:** To enable representations to be submitted in response to site allocation representations and their associated appraisal documents (provided by those making representations) received during stage 5 (above).

All representations made in respect of Deposit LDP site allocations will be the subject of a further 6 week consultation period (statutory 6 week period, Reg 21 refers). This includes representations that propose new sites or propose to alter or delete sites previously allocated in the Deposit LDP. This stage therefore allows further representations to be made in support or against these new proposals and their associated appraisals.

**Public involvement:** This is an opportunity for everyone to comment upon site allocation representations received during stage 5 (above).

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Statutory 6 week public consultation exercise on site allocation representations and, where new sites are suggested, the accompanying appraisal documents submitted by their proponents.	To enable representations in respect of alternative sites and their accompanying appraisal documents.  To inform the Inspector's decision over the content of the plan.	Sept – Oct 2015	<ul style="list-style-type: none"> <li>All LDP Stakeholders</li> <li>All Consultation Bodies</li> <li>All County Councillors</li> <li>General Public</li> </ul>	<p>Copies sent to specific consultation bodies, environmental consultation bodies and other general consultation bodies as the Council considers appropriate. Other consultees notified of availability.</p> <p>Site allocation representations &amp; supporting documents published on Council's website and made available at deposit locations</p>	<p>The Council will produce a standard representation form to be used by respondents</p> <p>The Council will acknowledge receipt of duly made representations and make a copy of the representations available at deposit locations and on the Council's website along with the Council's opinions in respect of these representations.</p>	<p>Production costs</p> <p>Advertisement</p> <p>Postage</p>

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				Local Advertisement (Reg 20d refers)		
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**December 2015 January 2016 – Consultation Report**

During the period following Stage ~~5 & 6~~ the Council will **consider all duly made representations received as part of Stages 5 & 6**. This may require discussions / meetings with relevant consultation bodies / key stakeholders to discuss the representations and to inform the Council's opinion on them. A Consultation Report will be compiled outlining the Council's recommendation to the Inspector (holding the examination into the LDP) on how each representation received should be addressed in the LDP. The Consultation Report will be made available at deposit locations and on the Council's website. Stakeholders and respondents will be advised of the availability of consultation report which will include the Council's opinion on each representation received.

**STAGE 7: ~~OPTIONAL STAGE~~ FOCUSSED CHANGES (WAG CIRCULAR LETTER CL-01-2009)**

~~Dec 2015 – January 2016 (Indicative)~~ **January – February 2016**

**Purpose:** ~~If, having~~ **Having** considered representations received during stages ~~5 & 6~~, the Council ~~wishes to make focussed changes to the LDP~~ ~~then it~~ will publish an “Addendum” to the Deposit Powys LDP which will set out such changes. This Addendum will also be forwarded to the Assembly and be subject to a 6 week consultation period, any responses received during this period will be forwarded directly to the Planning Inspector so that the focussed changes can be considered early in the examination process. The six week consultation period will also apply to the Environmental Report for which the statutory requirement states that consultation must last not less than 28 days.

**Public Involvement:** ~~If an~~ “Addendum” to the Deposit Powys LDP ~~is considered necessary then it~~ will be subject to a 6 week public consultation period. However, it should be noted that this is not a general opportunity for representors to add to their original deposit representation.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
<del>If required</del> – 6 week consultation period on the “Addendum” to the Local Development Plan and its associated appraisal documents.	To provide an opportunity for comments on any proposed focussed changes to the LDP	<del>Dec 2015 –</del> <b>January – February</b> 2016	<ul style="list-style-type: none"> <li>• All LDP Stakeholders</li> <li>• All Consultation Bodies</li> <li>• All County Councillors</li> <li>• General Public</li> </ul>	Copies sent to specific consultation bodies, environmental consultation bodies and other general consultees as the Council considers appropriate. Other consultees notified of availability.  “Addendum” published on Council’s website and made available at deposit locations  Local Advertisement	The Council will produce a standard representation form to be used by respondents.  The Council will acknowledge receipt of duly made representations and make a copy of the representations available at deposit locations and place details on Council’s website	Printing costs  Advertisement  Postage

**STAGE 8: SUBMISSION OF LDP TO NATIONAL ASSEMBLY (Regulation 22 & WAG circular letter CL-01-2009)**

~~December 2015 Indicative~~ January 2016

**Purpose:** Provision to the Assembly of the Deposit Plan, Sustainability Appraisal Report, Community Involvement Scheme, the Consultation Report, copies of all representations received during stages 5 and 6 7 (above), key supporting evidence and statement of suggested main issues for consideration at the examination and the procedure for dealing with them.

**Public involvement:** A procedural stage, all involved will be informed of this stage.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Submission of LDP, associated and other required documents to the National Assembly	To inform stakeholders that the Council has submitted its LDP to the National Assembly	December 2015 January 2016		N/A	Letter / email to LDP Key Stakeholders and any other persons who requested notification of submission  Statement that the LDP has been submitted to the Assembly published on the Council's website with all documents submitted to the Assembly made available at deposit locations and, if practicable, on the Council's website  Local Advertisement (Reg 22(5)b refers)	Printing & postage  Advertisement

**STAGE 9: INDEPENDENT EXAMINATION (Regulation 23)**

~~April 2016 (Indicative)~~ May 2016

**Purpose:** To provide an impartial planning view on the soundness of the LDP and representations made in respect of it. The Council will enter into a Service Level Agreement with the Planning Inspectorate prior to the Submission of the Deposit LDP. The Planning Inspectorate has indicated that the Independent Examination and the production of the Inspector's Report should take no more than 12 months from submission and arrangements for public participation in the examination process will be advertised nearer the time (at least 6 weeks before the opening of the examination).

**Public involvement:** Whilst anyone can attend and listen to the Examination, the Inspector will determine who should be invited to participate in particular sessions of the examination (although all objectors have a right to appear and be heard).

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Notification of Independent Examination in line with Regulation 23	To advise where and when the Examination will take place and who has been appointed to carry out the Examination (i.e. the name of the Inspector)	At least 6 weeks before the opening of the Independent Examination	<ul style="list-style-type: none"> <li>All those maintaining Representations to the LDP</li> <li>Any LDP stakeholders that have asked to be kept informed of progress.</li> </ul>	N/A	Direct contact by letter or email  Details published on website  Local advertisement <del>(Reg 23(1)c)</del>  Place posters in deposit locations highlighting the above matters	Printing & postage costs  Advertisement  Graphic design
Pre-examination meeting.	To enable the Inspector to advise on examination procedures and format	January February 2016	<ul style="list-style-type: none"> <li>All those maintaining Representations to the LDP</li> <li>Any LDP stakeholders that have asked</li> </ul>	N/A	Direct contact by letter or email  Press release.  Information on Council's website and deposit locations	Programme Officer  Printing & postage costs

			to be kept informed of progress			
Consideration of the soundness of the Plan and all representations made to the Plan by the independent Planning Inspector appointed to consider the evidence	To provide an impartial planning view on the soundness of the Plan and the representations made in respect of it.	April-May 2016 (12 weeks max)  Report received from the Planning Inspectorate Nov 2016	<ul style="list-style-type: none"> <li>All those maintaining Representations to the LDP</li> </ul>	<p>Public Examination: Round table discussions/ hearings/ formal hearings. N.B. The Inspector will determine the procedures to be used to hear representations orally</p> <p>Formal written submissions to be submitted by identified deadline.</p>	Inspector's Report	<p>Programme Officer</p> <p>Cost of Examination In Public (e.g. Inspector's fees, accommodation, administration, etc)</p>

**STAGE 10: PUBLICATION OF INSPECTOR'S REPORT (Regulation 24)**

**November 2016 (Indicative)**

**Purpose:** Publication of the Inspector's findings from the Independent Examination (Stage 9).

Once the Inspector is satisfied that no further information is necessary to inform consideration of the Plan, the Inspector will publish a report outlining the examination's findings, together with any changes to the Deposit Plan and reasons for proposing them.

The Inspector's decisions will be binding upon the Council. The aim of the Independent Examination is to ensure that the Plan is at a stage where it is sound and can be safely adopted. It follows therefore that any changes made by the Inspector must themselves be demonstrably sound.

**Public involvement:** None

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Publication of the Inspector's Report	To inform LDP stakeholders of the Inspector's decisions.	November 2016			Publish Inspector's Report on the Council's web site and make report available at the deposit locations.	

**STAGE 11: ADOPTION (Regulations 24 & 25)**

**December 2016 (Indicative)**

**Purpose:** To make operative the LDP as the statutory Development Plan for the Local Planning Authority's area. The Council is required to adopt the final LDP incorporating the Inspector's changes within 8 weeks of receipt of the Inspector's Report (unless the Welsh Assembly Government intervenes).

The Local Development Plan will become operative on the date it is adopted and final publication of the Plan should follow as soon as possible (after the expiry of the six-week legal challenge period).

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Possible Community Involvement (Who?) See Appendices 3 & 4 for details.	Consultation/Involvement Mechanism (How?)	Feedback Mechanism	Resources (additional to normal staff costs)
Formal adoption of the	To advise interested parties	Within 8 weeks of	• All LDP Stakeholders	N/A	Contact any persons who asked to be notified of the	Publication costs



<p>LDP as the Development Plan for the Council</p> <p>Following Adoption, publish complete appraisals and assessments and proposals for monitoring the plan against their objectives. (Post Adoption Statement)</p>	<p>of the adoption of the Plan.</p> <p>To show how the plan has been influenced by the appraisals and to inform future reviews of the plan.</p>	<p>the receipt of the Inspector's Report. (November 2016 Indicative)</p> <p>Within 3 months of adoption. (March 2017 Indicative).</p>			<p>adoption of the LDP, including a copy of the adoption statement</p> <p>Make available all LDP documents including adoption statement on Council's website and at deposit locations</p> <p>Local advertisement <del>(Reg 25(2)c).</del></p> <p>Send 4 no. copies of the LDP &amp; adoption statement to the National Assembly.</p>	<p>Advertisement costs</p> <p>Administration costs.</p> <p>Postage</p>
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**STAGE 12 MONITORING AND REVIEW (REG 37)**

**Purpose:** To ensure the LDP remains up-to-date, effective and relevant.

The Planning and Compulsory Purchase Act requires authorities to keep under review matters that may affect the planning and development of their areas. In this regard, the Council will establish monitoring procedures in accordance with government guidance and will produce an Annual Monitoring Report (AMR) for submission to the WAG by October each year.

A full mandatory review of the LDP must be commenced every 4 years and a new timetable for this together with a review of the CIS must be submitted to the WAG for agreement at the start of the process. Where an annual review of progress indicates an earlier need for plan review, a new plan preparation timetable will be published within 6 months of the Council's decision to undertake a review.

The Strategic Environmental Assessment Regulations also require that the adopted plan is monitored. The Council will therefore monitor the plan against appraisal indicators and publish the results in the AMR.

## **PART 4: MONITORING AND REVIEW**

### **4.1 Delivery Agreement**

The Council will monitor progress of the LDP preparation against the Delivery Agreement ensuring that the aims and principles of the Community Involvement Scheme (CIS) are met in line with the target timetable.

Circumstances in which the Agreement may need to be reviewed and amended include:

- If the process falls 3 months or more behind schedule.
- If any significant changes are required to the CIS.
- If there is significant change in the resources available to the Council.
- If new European, UK or Assembly legislation, regulations or guidance should require new procedures or tasks to be undertaken.
- If any other change of circumstances should materially affect the delivery of the plan in accordance with the Agreement.

When the deposit stage has closed, the indicative stages of the timetable will be reviewed in consultation with the relevant consultees and resubmitted to the Welsh Government once the Council has confirmed the timing of the Examination with the Planning Inspectorate.

~~Should the Agreement require review prior to or after the indicative stage review, detailed above, a revised Agreement will be sent to the Welsh Government for agreement and once agreed made available at Deposit locations and on the Council's website.~~

### **4.2 LDP Post-Adoption**

After it has been adopted the Council will monitor the plan on an annual basis and report the findings in an Annual Monitoring Report (AMR). Future reviews or amendments to the plan will go through the same stages of preparation as the original plan and within 6 months of the decision to undertake a review the Council will publish a timetable for review of the plan. The Council will also apply the general principles outlined in the CIS when it reviews and carries out any amendments to the plan. A full review of the plan will be undertaken at least once every 4 years and a replacement plan produced within 15 years of the base date of the original LDP.

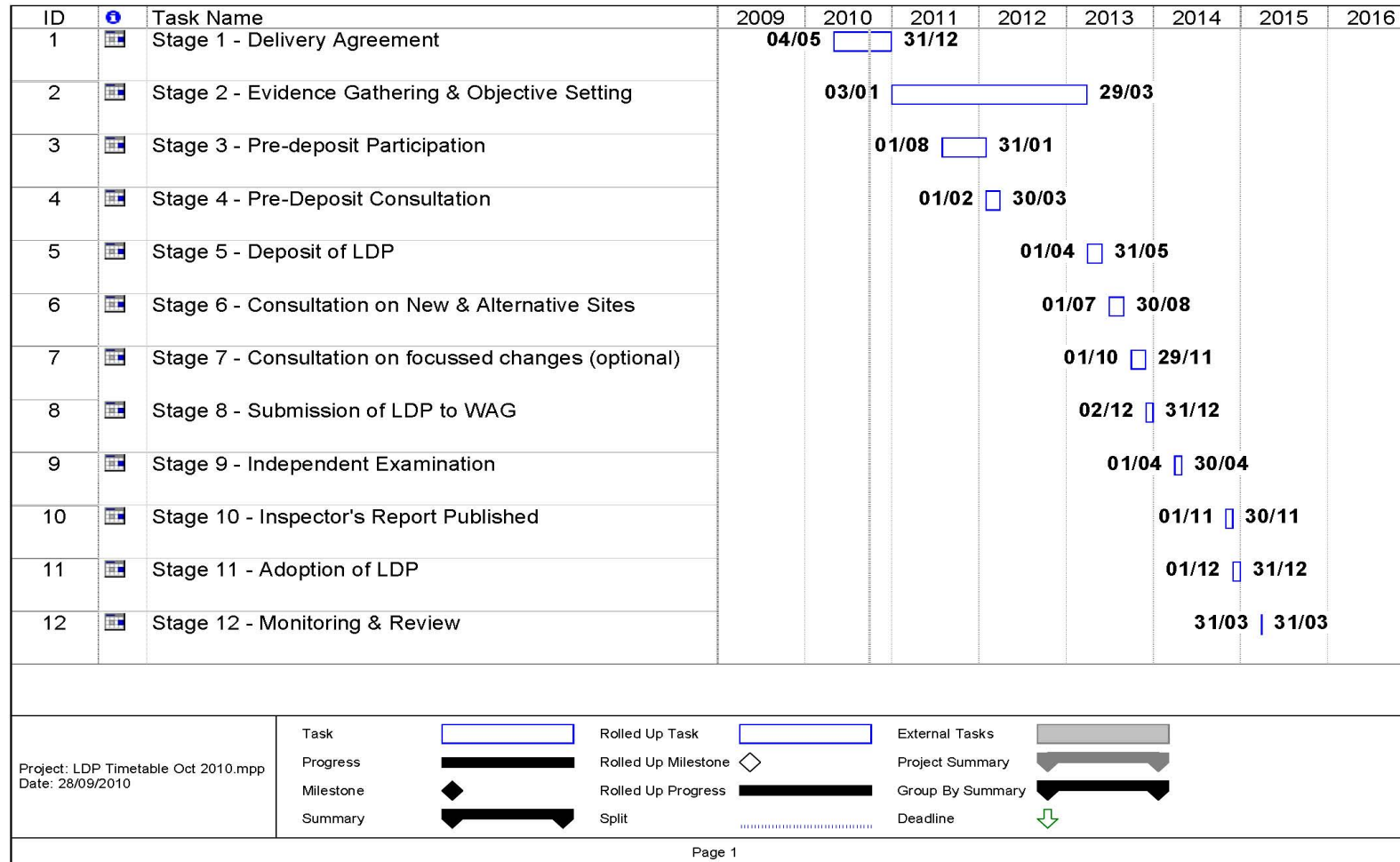
### **4.3 The LDP Team - Address & Contact Details**

**Powys County Council  
Planning Policy  
The Gwalia  
Llandrindod Wells  
Powys  
LD1 6AA**

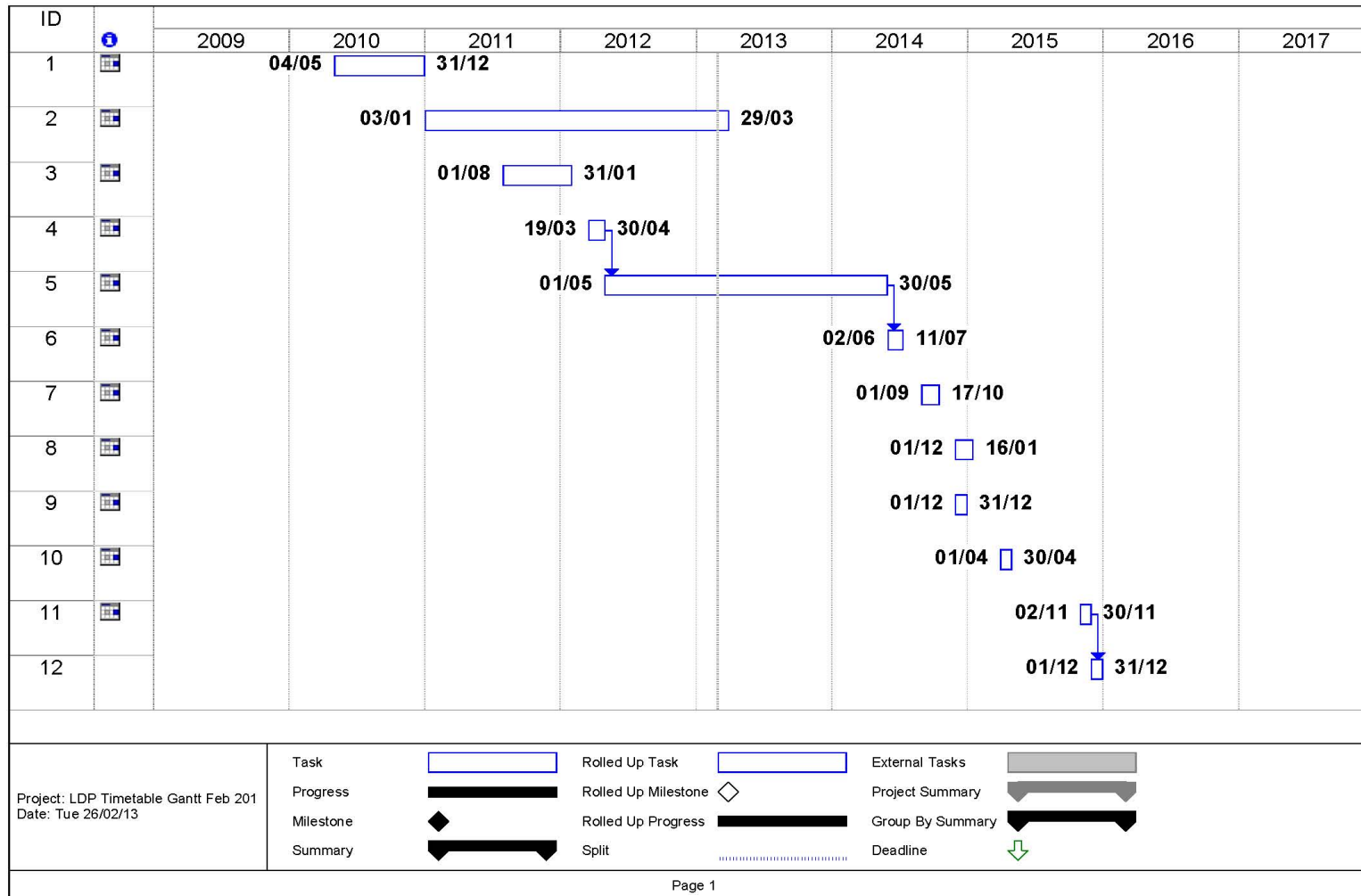
**Phone: 01597 827460  
Email: [ldp@powys.gov.uk](mailto:ldp@powys.gov.uk)**

**Website Address: [www.powys.gov.uk](http://www.powys.gov.uk)**

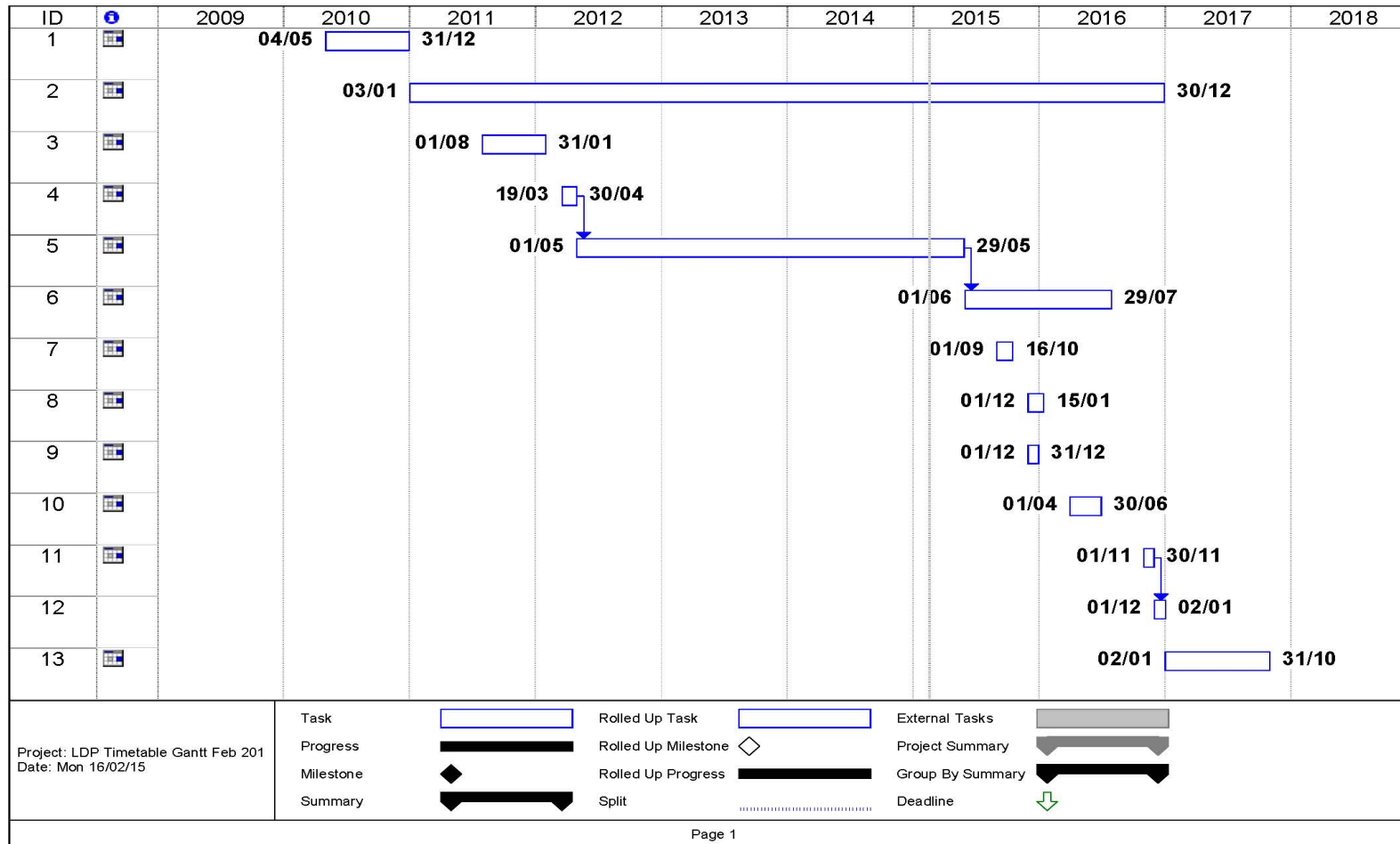
Appendix 1a: GANTT CHART (Original Timetable, November 2010)



Appendix 1b: GANTT CHART (Revised Timetable, March 2013)



Appendix 1c: GANTT CHART (Revised Timetable, February 2015)



Note – Revised Gantt Required

**Appendix 2: A STATISTICAL PROFILE OF POWYS**

In drafting this Delivery Agreement the Council has had regard to statistical information on Powys and its community, which is readily available from the Council's Research and Information Unit or by accessing the Powys-i web pages (a central resource of information about Powys, its people and places, created by the Powys Data Observatory).

The most significant sources of information include:

- 2001 Census of Population, Key Statistics, Powys County Council
- Powys 2008 Mid year Estimates
- Welsh Assembly Government Population Projections for Powys (2006-based), Powys-i report
- State of the County Report, Powys 2007: Demography & Quality of Life.
- Fifty Facts About Powys, 2009, A compendium of key statistics for the 2009 Powys County Corporate Planning Cycle, Powys-i.

Some of the most pertinent statistics from these documents to have influenced the preparation of this Delivery Agreement are detailed below:

*50 Facts about Powys:*

- Fact 1. Powys had an estimated **population** in mid-2008 of 132,598 and covers a quarter of Wales, making it the most **sparsely populated** county in England and Wales, with just 26 persons per square kilometre. (Wales 144 persons per square kilometre).
- Fact 2. 17.7% of the 2008 Powys population were **children under 16** (Wales 18.5%). 60.7% were **aged 16 to 64**, (Wales 63.5%), 11.3% were aged **65 to 74**, (Wales 9.4%) and 10.3% were **aged 75 and over**. (Wales 8.6%).
- Fact 7. The **average age** in Powys in 2008 was 44.0 (Wales 40.9).
- Fact 8. The **proportion of people aged 75 and over** in Powys has increased from 9.0% in 1998 to 10.3% in 2008 (Wales 8.0% in 1998 to 8.6% in 2008), due to national trends in longer life expectancy and falling birth rates accentuated by the net out-migration of young adults from Powys.
- Fact 9. 473 people from **Eastern Europe**, of whom 347 were **Polish**, registered with a Powys GP practice between April 2004 and January 2007.
- Fact 10. 1,069 Powys residents were of **black or other non-white ethnicity** in 2001, representing 0.85% of the population (Wales 2.12%).
- Fact 11. In 2001, 85,626 of all Powys residents and 10,274 of those aged under 16 had some **Welsh language** ability (Wales 28.4% of all residents, 45.9% of under 16s).
- Fact 12. In 2007 an estimated 50% of Powys residents lived in **villages, hamlets and isolated dwellings** (Wales 9%).
- Fact 13. It is estimated that there were 58,654 **households** in Powys in 2007, representing an increase of 25.6% since 1991, (Wales 15.4%). This was the largest percentage **increase in household numbers** over that period amongst the 22 Welsh Local Authority areas. The increase has been accelerating due to the combination of population growth and diminishing household size.
- Fact 14. The average **household size** in Powys fell from 2.56 people per household in 1991 (Wales 2.58), to 2.25 in 2007 (Wales 2.32), due to the trends towards smaller families, longer life expectancy and more elderly people living alone.
- Fact 15. It is estimated that 32.3% of Powys households in 2007 were **single persons** (Wales 30.9%), 35.0% were **couples with no children**, (Wales 31.5%), 5.3% were **single parent families** (Wales 7.7%), and 20.1% were **two adult families** (Wales 20.9%).
- Fact 16. The number of Powys **households** is **projected to increase** to 67,428 in 2017, representing an increase of 14.8% over ten years from 2007 (Wales projected ten year increase 11.2%).

- Fact 30. There were 390 new National Insurance Number (NINO) registrations in Powys of adult overseas nationals entering the UK as **migrant workers** in 2008/09, compared with 570 in 2007/08.
- Fact 31. It was estimated that 54% of residents in Powys live in the worst 10% areas<sup>1</sup> in Wales for **access to services on foot or by bus**, according to the Welsh Index of Multiple Deprivation 2008.
- Fact 40. 7,460 Powys persons, equivalent to 5.6% of Powys population (Wales 8.0%) were in receipt of **Disability Living Allowance** in February 2009, and 5,170, equivalent to 4.7% of Powys adults were in receipt of **Incapacity Benefit / Severe Disablement Allowance** (Wales 7.3%).
- Fact 43. **Life expectancy at birth** for Powys men is 78.6 years (Wales 76.8 years) and for Powys women is 82.2 years (Wales 81.2 years) (2005-07 based). The average life expectancy at birth for Powys residents is **projected to rise** from 80.5 in 2005/06 to 84.1 in 2030/31.

*State of the County Report:*

- (A) Powys covers a quarter of Wales and is the most sparsely populated county in England and Wales. The 2006 resident population was 131, 1411, spread over 519,613 hectares<sup>2</sup>.
  - (B) 62% of the population in Powys live in villages, hamlets and isolated dwellings compared with 19% in Wales and 11% in England and Wales<sup>3</sup>.
  - (E) The number of Powys households was already rising in the mid 20th century<sup>6</sup> when the population was still falling, and between 1971 and 2001 the number of households rose by 62% whilst the population only rose by 26%.
  - (F) The average household size in Powys has reduced from 4.1 in 1931 to 2.3 in 2001 reflecting GB-wide social trends including smaller families, longer life expectancy and more single elderly living alone. This fall in household size combined with population growth has resulted in accelerating household growth since 1971.
  - (G) The average age in Powys was 43.5 in 2006. It is greater and rising faster than in England and Wales<sup>8</sup>.
  - (H) The increasing proportion of over 75's in Powys (8.6% in 1996 compared to 10.1% in 2006) is due to the GB-wide trends in longer life expectancy and lower birth rates<sup>9</sup>. In Powys this has been accentuated by the net out-migration of young adults.
  - (J) Since the 2004 enlargement to the European Union there has been a new inflow of East European migrant workers into Powys, mainly from Poland. There are no sources for a complete count, but three administrative registers give overlapping counts as follows;
    - • **NINO**: 460 workers from Poland and 130 from other East European countries registered for new National Insurance Numbers from Powys addresses in the period from 2004 to 2006<sup>12</sup>.
    - • **WRS**: 405 workers from Poland and 140 from other East European countries were recorded in the Workers Registration Scheme taking up short-term jobs in Powys between May 2004 and March 2007. 85% were aged between 18 and 25. One in twenty of them were accompanied by a dependant child, and one in twenty by a dependant adult<sup>13</sup>.
    - • **FHS**: 347 people from Poland and 126 from other East European countries were recorded as immigrants when registering with a GP surgery in Powys between April 2004 and January 2007<sup>14</sup>.
-



**Appendix 3: CONSULTATION BODIES (s.3.4.3) & OTHER CONSULTEES (s.3.4.4)**

Section 1: Specific Consultation Bodies

- i. The National Assembly
- ii. CCW: Countryside Council for Wales\*
- iii. Environment Agency Wales\*
- iv. Secretary of State for Wales (on functions previously exercisable by the strategic rail authority)
- v. a) Local Planning Authorities, any part of whose area is in or adjoins the area of Powys.
- v. b) Town & Community Councils, any part of whose area is in or adjoins the area of the authority.
- vi. Any person to whom the electronic communications code applies by virtue of a direction given under section 106(3) of the Communications Act 2003, and Any person who owns or controls electronic apparatus situated in any part of Powys (where known).
- viii. a) Local Health Board
- viii. b) A person to whom a license has been granted under section 6(1)(b) or (c) of the Electricity Act 1989.
- viii. c) A person to whom a license has been granted under section 7(2) of the Gas Act 1986.
- viii. d) A sewerage undertaker
- viii. e) A water undertaker
- ix. f) Network Rail Infrastructure Limited

Section 2: General Consultation Bodies

- i. Voluntary bodies, some or all of whose activities benefit any part of Powys.
- ii. Bodies which represent the interests of different racial, ethnic or national groups in Powys.
- iii. Bodies which represent the interests of different religious groups in Powys.
- iv. Bodies which represent the interests of disabled persons in Powys.
- v. Bodies which represent the interest of persons carrying on Business in Powys.
- vi. Bodies which represent the interest of Welsh Culture in Powys.

Section 3: UK Government Departments

- i. Department for Transport
- ii. Department for Business, Enterprise and Regulatory Reform (formerly DTI)
- iii. Home Office
- iv. Ministry of Defence

Section 4: Environmental Consultees (SEA Regulations)

- Countryside Council for Wales (CCW)\*
- Environment Agency Wales\*
- CADW: Welsh Historic Monuments
- Natural England
- Environment Agency England
- English Heritage

(\* Superseded by Natural Resources Wales)



Section 5: Other Consultees

- Agricultural / Rural Support Groups
- Arts, Museums, Theatres & Music Groups
- Built Environment/Historical Groups
- Business Interest Groups
- Charities
- Community Groups
- Community Regeneration Groups
- Education, Learning & Training Representatives
- Emergency Services
- Energy Groups
- Environment Groups
- Firms & Local Businesses
- Health Care Representatives
- Housing Provision (Housing Associations & Developers)
- Landowners
- Minerals Groups
- MP/AMs/MEPs
- Planning Consultants
- Political Groups
- Powys County Council Internal Consultees
- Professional Bodies / Quangos
- Sport & Recreation Groups
- Tourism Groups
- Transport Infrastructure & Provision Representatives
- Waste Groups
- Wildlife & Conservation Groups
- Youth Groups

**Appendix 4: POWYS LOCAL DEVELOPMENT PLAN KEY INTERNAL, EXTERNAL & COMMUNITY STAKEHOLDERS**

• **Internal Stakeholders**

Appropriate service representatives and officers will be consulted and involved at the necessary and appropriate stages.

• **External Stakeholders**

Adjoining Local Planning Authorities, including National Parks  
Brecon Beacons National Park & Ceredigion County Council  
Arts Council of Wales  
Biodiversity Information Service (BIS)  
Black Sector Voluntary Network Wales (BSVNW)  
Brecknock Access Group  
British Gas / Transco  
British Waterways  
British Wind Energy Association (BWEA)  
Cadw: Welsh Historic Monuments  
Cambrian Mountains Society  
Central Wales Economic Forum  
Centre for Alternative Technology (CAT)  
Clwyd-Powys Archaeological Trust (CPAT)  
Coed Cadw / Woodland Trust Wales  
Coleg Powys  
Community Housing Cymru  
Country Land & Business Association (CLA)  
Countryside Council for Wales (CCW)  
CYTUN (Churches together in Wales)  
Disability Powys - Core Key Stakeholder  
Dwr Cymru Welsh Water  
Dyfed Powys Police Authority  
Elan Valley Trust  
Environment Agency Wales  
Farmers Union of Wales (FUW)  
Forestry Commission Wales  
Friends of the Earth Cymru  
Home Builders Federation  
Housing Associations  
Marches Energy Agency  
Mid & West Wales Fire & Rescue Service  
Mid Wales Manufacturing Group  
Mid Wales Tourism Ltd  
Mid Wales Trunk Road Agency  
MOD: Ministry of Defence - Defence Estates  
National Farmers Union Cymru (NFU)  
National Grid  
National Playing Fields Association Cymru (NPFA)  
National Trust  
One Voice Wales / Un Llais Cymru  
Powys & Mid-Wales Chamber of Commerce

Powys Area Ramblers  
Powys Association for Voluntary Organisations (PAVO)  
Powysland Internal Drainage Board  
Powys Local Health Board (Planning Manager)  
Royal Society for the Protection of Birds Cymru (RSPB)  
Rural Housing Enablers (North Powys & South Powys)  
Scottish Power (Manweb)  
Secretary of State for Wales  
Severn Trent Water Ltd  
Severn Wye Energy Agency  
Sports Council for Wales  
SWALEC  
Swansea & Brecon Diocese  
Theatres Trust  
Tourism Partnership Mid-Wales  
Trafnidiaeth Canolbarth Cymru (TraCC) / The Mid Wales Transport Consortium  
Wales & West Utilities Ltd  
Welsh Assembly Government Departments  
Western Power Distribution (South Wales) Plc  
Wildlife Trusts  
Women's Institute  
Young Farmers Clubs (YFC)

▪ **Community Stakeholders**

Town & Community Councils  
Community Strategy Partnership Contacts

## Appendix 5: HARD TO REACH GROUPS

### Using the Community Profile to identify Hard to Reach groups

There are a number of key facts in the “Fifty facts about Powys” document, and points in the “State of the County Report” which provide guidance as to who in our community may be under-represented or more difficult to reach & communicate with.

This section details how the “Statistical Profile of Powys” (see Appendix 2) has been utilised to identify Hard to Reach groups within the County.

#### Ageing Population

*Fifty Facts about Powys: Facts 2, 7, 8 & 43*

*State of the County Report: (G) & (H)*

The county has an ageing population. Generally, the elderly require specific mechanisms of engagement because they are more likely to have a disability, health issues or mobility constraints. Elderly residents are often reliant on modes of transport other than the private car, for example, on foot or using public transport.

Hard to Reach Groups identified:

- Older Persons
- Farmers & Rural Communities

#### Accelerating Household Growth

*Fifty Facts about Powys: Facts 13, 14, 15 & 16*

*State of the County Report: (E) & (F)*

A decreasing household size is partly responsible for the increase in households in the County. There is also a proportion of single parent families which may find it more difficult to engage in process due to time & childcare constraints.

Hard to reach Groups identified:

- Young
- Farmers & Rural Communities

#### Sparse Rural Population

*Fifty Facts about Powys: Facts 1 & 12*

*State of the County Report: (A) & (B)*

The facts and points above highlight the rurality of Powys. This has implications for communication and access to services including Council Offices, Schools, Health Services & Broadband.

Hard to reach Groups identified:

- Older Persons
- Young
- Farmers & Rural Communities

#### Migrant Workers

*Fifty Facts about Powys: Facts 9 & 30*

*State of the County Report: (J)*

Powys's economy attracts migrant workers, in particular from eastern Europe.

A communication barrier with migrant workers includes language and the more transient nature of migrant workers which make them harder to reach.

Hard to reach Groups identified:

- Migrant workers (from eastern Europe)
- Gypsies, Travellers & Roma

### **Ethnicity**

#### *Fifty Facts about Powys: Fact 10*

There is a small population of Black or other non-white ethnic residents. A specific example is the Gurkha Soldier population in the Brecon Area. Other ethnic populations in Powys include eastern Europeans, Gypsies, Travellers and Roma.

Hard to reach Groups identified:

- Gypsies, Travellers & Roma
- Black / Ethnic Minorities (BME)
- Migrant workers (from eastern Europe)

### **Language**

#### *Fifty Facts about Powys: Fact 11*

Language affects all ages. Due to a presence of ethnic minorities and migrant workers, Welsh and English are not the only languages used by all residents in Powys. Welsh is the first language for a proportion of Powys's residents.

Hard to reach Groups identified:

- Welsh Speakers
- Older Persons
- Young
- Farmers & Rural Communities
- Gypsies, Travellers & Roma
- Black / Ethnic Minorities (BME)
- Migrant workers (from eastern Europe)

### **Accessibility / Access to Services**

#### *Fifty Facts about Powys: Fact 31 & 40*

The facts above highlight issues with access to services in Powys. This may be due to the transport modes available or to disability. Access to LDP promotional material and events is an important consideration. The Council is aware that different hard to reach groups will have different barriers to accessing and engaging in the LDP process.

Hard to reach Group identified:

- Older Persons
- Young
- Farmers & Rural Communities
- Gypsies, Travellers & Roma
- Disabled

### **Additional Hard to Reach Groups identified in Powys:**

- Homeless
- Religious Groups
- Voluntary
- Sexual orientation

The Council aims to keep such Hard to Reach groups involved through the umbrella organisations and services summarised in the following table:

**Table 6:** Hard-to-Reach groups identified in Powys, and the organisations / services that are available for consultation and involvement.

Hard to Reach Group	Representative Organisation / Service
Youth	PAVO
	Powys Youth Forum (YOB)
	YMCA (Clubs in Rhayader, Brecon & Llandrindod)
	Local area youth forums
	Schools
	Powys Youth Services
Older Persons	Young Farmers Clubs
	Age Concern Powys Knighton, Builth, Llandrindod, Brecon.
	50+ Forums
	PAVO
	Old age groups
	Womens Institutes (Brecknock, Radnor & Mont)
Voluntary Sector	Merced Y Wawr
	PAVO
	Welsh Council for Voluntary Action (WCVA)
Gypsies, Travellers & Roma	Community 1 <sup>st</sup> Co-ordinators
	Powys County Council Gypsy Liaison Officer
	Traveller Times
	Planning Aid Wales
Farmers & Rural Communities	Save the Children
	NFU
	FUW
Black / Ethnic Minorities (BME)	Country Land & Business Association (CLA)
	Black Voluntary Sector Network Wales (BVSNW)
	Black Ethnic Network, Wales
Gurkha Community	Tai Pawb
	The Gurkha Welfare Trust
Migrant workers (from eastern Europe)	WAG Inclusion Unit
	Coleg Powys
	PAVO
	Siawn's Teg
Disabled	Disability Powys
	Local Access Forums / Groups
	PAVO
	RNIB
Homeless	Radnor Association for the Blind
	Powys County Council Homeless Services
	Women's Aid (Brecon & Radnor)
Welsh Speakers	Montgomery Family Crisis Centre
	Radio Maldwyn
	Powys County Council – Welsh Language section
Religious Groups	Welsh Language Forums
	CYTUN (Churches together in Wales)
	Catholic Church in England and Wales
	Representative Body of the Church in Wales
	Evangelical Alliance Wales
	The Sikh Cultural Society of Great Britain
	The Buddhist Council for Wales
	The Hindu Cultural Association of Wales
	The Muslim Council of Wales
	The Board of Deputies of British Jews
Quakers (Religious Society of Friends)	
Sexual orientation	Friends of Lesbian & Gays Powys [FLAG Powys]
	Freedom - LGBTQ Youth Group – Powys

**Appendix 6: STANDARD PUBLICITY ARRANGEMENTS**

**1. Notice by Local Advertisement**

Where the LDP legislation requires the publication of a local advertisement, the Council will publish the statutory notice in full in the following newspapers:

**County Times (Fri)**  
**Brecon & Radnor Express (Thurs)**

Press releases will supplement the above notices.

**2. Deposit Locations**

At the various stages of plan preparation, documents will be deposited for public inspection at the following venues. Please note the locations may be reviewed if circumstances change –

<b>Powys County Council (Headquarters):</b>	County Hall, Llandrindod Wells, Powys LD1 5LG (01597) 826000
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<b>Powys County Council main offices:</b>	
Brecknockshire	Neuadd Brycheiniog, Brecon, Powys LD3 7HR (01874) 612000
Radnorshire	The Gwalia, Llandrindod Wells, Powys LD1 6AA (01597) 827000
Montgomeryshire	Neuadd Maldwyn, Severn Road Welshpool, Powys SY21 7AS (01938) 551000

**3. Other Information Points**

Other **Area Offices, Customer service points** and the **Libraries** will hold current consultation documents at the relevant consultation stages.

**4. Council Website**

Documents will be made available electronically on the Council’s website at [www.powys.gov.uk](http://www.powys.gov.uk).

**5. Consultation Bodies**

Where appropriate, the Council will provide complimentary copies of documents to the Specific and General Consultation Bodies as further detailed in the “Community Involvement Methods” Table 5. Copies of relevant documents will also be forwarded at the appropriate stages, and in the specified formats, to the Welsh Government in accordance with the requirements of the LDP Regulations.

Paper copies and where possible CD Roms will be made available for other stakeholders to purchase at a reasonable price.

## APPENDIX 7

**Appendix 7: RISK MANAGEMENT**

The proposed timetable for plan preparation is considered to be both realistic and achievable having regard to the scope of the work involved, existing Welsh Government regulations and guidance, and the resources the Council is able to commit to plan preparation.

While every effort will be made to avoid deviations from the proposed timetable, the Council has identified a number of risks which are set out below, together with the Council's approach to managing them. The timetable together with the anticipated work programme and available resources will be kept under continual review to monitor possible slippage or other impacts resulting from the risks identified or other causes.

If there is a slippage of more than 3 months in the definitive part of the timetable, the Council will seek the agreement of the WAG in amending the timetable following the approval of the amendment by the Council.

Any deviation from the proposed timetable will be reported and justified by the Council.

<b>Risk</b>	<b>Potential Impact</b>	<b>Probability</b>	<b>Mitigation Measures</b>
Additional requirements arising from new legislation or guidance, or new evidence	Additional work required, causing programme slippage	Medium	<ul style="list-style-type: none"> <li>• Monitor emerging legislation / guidance and respond early to changes where this is possible</li> </ul>
Greater than anticipated workload (e.g. no. of reps received or assessment findings requiring action, the need for additional evidence)	Programme slippage	Medium	<ul style="list-style-type: none"> <li>• Realistic timetable prepared with some flexibility</li> <li>• Consider additional resources</li> </ul>
Council's internal committee approval process fails to accord with timetable	Programme slippage	Medium	<ul style="list-style-type: none"> <li>• Project management / forward planning</li> <li>• Delegated decision making where necessary</li> </ul>
Results of SA/SEA/HRA highlight unexpected problem(s)	Programme slippage	Low / Medium	<ul style="list-style-type: none"> <li>• Realistic timetable prepared with some flexibility</li> <li>• Consider additional resources</li> </ul>
Insufficient Resources (Financial & Staff)	Programme slippage	Medium	<ul style="list-style-type: none"> <li>• Budget planning in advance</li> <li>• Ensure LDP maintains highest priority</li> </ul>
Consultation Bodies unable to comment as quickly as expected (e.g. if under pressure with more than one Plan being prepared in their area).	Programme slippage	Medium	<ul style="list-style-type: none"> <li>• Close liaison to ensure early warning of any problems</li> <li>• Ensure views of consultation bodies are sought and considered early in process</li> </ul>
Planning Inspectorate unable to meet timescale for examination and reporting	<ul style="list-style-type: none"> <li>• Examination and/or report is delayed</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Close liaison with the Inspectorate to ensure early warning of any</li> </ul>



	<ul style="list-style-type: none"> <li>• Key milestones in programme are not met</li> </ul>		<p>problems</p> <ul style="list-style-type: none"> <li>• Establish Service Level Agreement with Inspectorate to ensure agreed timetable is met</li> </ul>
County Council Elections & political powershift	Programme slippage	Low	<ul style="list-style-type: none"> <li>• Realistic timetable prepared with some flexibility</li> <li>• Involvement of all political groups</li> </ul>

**Appendix 8: THE PREPARATION OF THE DELIVERY AGREEMENT**

In preparing this Agreement the Council has consulted with a number of bodies who have an interest in Powys and who have been able to inform the production of the final document. These bodies include statutory consultees, invited consultees, key stakeholders and members of the general public. Lists of the consultees are shown in Appendix 3. The Council's internal LDP working group has also been involved.

In accordance with the CIS (Table 5), at the relevant times, the Council will publish a summary of comments and responses to consultation exercises on its website ([www.powys.gov.uk](http://www.powys.gov.uk)). The Council is also undertaking to respond individually to those who comment (see CIS Table 5).

**The DA Preparation Schedule**

<b>Task</b>	<b>Date (or target date)</b>	<b>Details</b>
Produce a Delivery Agreement (DA) for consultation purposes	February/March 2008	Delivery Agreement drafted by Planning Policy Team; Meeting of LDP Working Group followed by Internal & External Stakeholder Group Meetings.
Consult on the Draft DA with the LDP Working Group, Key Stakeholders and relevant Consultees	June – July 2008	DA circulated for comment in accordance with CIS
Revise the DA following consultation on Draft DA, June 2008	Aug 2008 – Feb 2009	Summary of consultation responses & Council responses published on Council Website and sent to representors. Report to LDP Working Group.
Draft revisions put forward to the LDP Working Group & the Welsh Assembly Government (NB. Further timetable revisions delayed by uncertainty over UDP progress)	Sept – Nov 2009	Comments to be considered and the Draft Delivery Agreement amended where necessary.
Powys UDP – Formally Adopted	March 2010	Allows work to properly commence under new LDP Regs
DA re-drafted for consultation	Mar-May 2010	Revisions to be agreed by LDP Working Group and Board
Re-Consultation on the DA with the LDP Working Group, Key Stakeholders and relevant Consultees	July 9 <sup>th</sup> to 20 <sup>th</sup> August 2010	DA circulated for comment in accordance with CIS
Revise the DA following consultation and WAG response	Sept/Oct 2010	Summary of consultation responses to be made available. Summary of revisions made to the original DA-detailed in appendix 9.
Gain full approval of the DA by the Board.	October 2010	
Seek approval of the DA by resolution of Powys County Council for submission to WAG. Complete Annex B of LDP Manual alongside submission to WAG.	October 2010	

## Powys LDP - Delivery Agreement, Revised February October 2015

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Gain agreement of the DA by the WAG	Dec 2010	Letter from WAG (to be) attached
Publish the DA and make it available for inspection	By end Dec 2010	DA published and made available for inspection in accordance with CIS

Note: The DA timetable was revised in: March 2013, and February 2015 and Oct 2015.

## Appendix 9: MAIN CHANGES TO THE DA FOLLOWING CONSULTATION

### 2008 CONSULTATION:

#### **Key Changes**

Following the first consultation in 2008, the key changes made to the Draft Delivery Agreement were as follows:

- Re-working parts of the Timetable and Community Involvement Scheme to make the document easier to understand by the reader, including making public consultation stages more obvious;
- Improving the clarity of the section on Sustainability Appraisal and Plan Assessment;
- Strengthening the section on stakeholder participation to explain the “who, how and when” behind this approach and revising the section on what stakeholders can expect from the Council;
- Expanding the section on engagement with hard to reach groups and streamlining it with the Council’s recent corporate project work on community engagement;
- Providing more detailed budgetary information for the Welsh Assembly Government (although not required to be made available to the public).

#### **Other Changes**

Other changes to the Draft Delivery Agreement became necessary as a result of the slippage in the UDP adoption process. This mainly impacted upon the timetable dates together with a re-assessment of risks to the timetable surrounding those dates (for example the plan period may now include elections). The revision also provided the opportunity for the Council’s more recent work on its corporate community engagement project to be assimilated into a revised Community Involvement Scheme and enabled the document to be further dovetailed with the Community Strategy work which had developed since the original draft.

### 2010 CONSULTATION:

#### **Key Changes**

Following the second consultation in 2010, the key changes made to the Draft Delivery Agreement were as follows:

- **The removal of the proposed “Core” Key Stakeholders group**  
Due to concerns over the ambiguity of the Core Key Stakeholders set up, the Council has deleted reference to such a group in section 3.4.5 b) and in Appendix 4. The wording in section 3.4.5 b) paragraph 2 has been amended to clarify that further consideration will be given to whether a more specific group derived from the Key Stakeholders, such as a Stakeholders Panel (the exact name, nature and make up to be agreed) would be helpful to the process because the Welsh Assembly views such a group as valuable.
- **Additions to the Key Stakeholders List (Appendix 4)**  
In response to representor feedback the Council have added the Theatres Trust to the list of Key Stakeholders. At the request of the Working Group the Mid Wales Trunk Road Agency has been also been added. The requests for Civic Societies, the North Wales Association of Town and Larger Community Councils and the Montgomeryshire Local Council Forum to be added as Key Stakeholders were turned down although these bodies will remain on the database for consultation purposes.

- **Clarifying the representation of Town and Community Councils in the process**  
The Council recognises that County Councillors and Town and Community Councils are the key and democratically elected representatives and stakeholders for issues affecting their areas. Due to concerns raised by representors, the following sentence has been removed from section 3.4.2:  
"Nonetheless, the number of Town & Community Councils in question, together with limited staff & financial resources and timetabling requirements will generally prevent engagement taking place at individual Town & Community Council level unless specific issues arise during the LDP process".
- **Responding to complaints that major consultation timeframes are too short (6 weeks)**  
Despite the concerns raised by representors it has not been possible to extend the proposed consultation timeframes in the Delivery Agreement. Whilst it is recognised that the timescales for the preparation of the Local Development Plan are extremely tight, the proposed consultation periods are highlighted in the Delivery Agreement so that Town and Community Councils and other interested parties may prepare for the consultations in advance. The Council have also committed to providing the consultation material in advance of the consultation periods where possible. Representors have furthermore been advised that at statutory stages, the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 do not allow for consultation periods to be extended beyond 6 weeks.
- **Clarifying the Strategic Environmental Assessment consultation periods**  
The explanatory paragraphs in Table 5 of the CIS, now include a sentence in Stages 5 and 7 to clarify that these consultations will also run for six weeks alongside the LDP (although the statutory obligation is for a minimum 28 days).
- **Determining the role of the Citizens Panel**  
Further consideration has been given to the role of the Citizens Panel in the process. Section 3.4.5 d) has been amended to explain that the Panel will not be used at every stage of the LDP process for detailed consultation documents but instead it's role as a control group may be more productive if it were to consider, for instance, the clarity of a proposed questionnaire. This approach would not conflict with any representations that a panellist may wish to make on the plan as individuals with a local interest. The Citizens Panel has been removed from the list of community stakeholders in Appendix 4 of the DA.
- **Changes to the timetable from submission to the National Assembly (Dec 2013 – Dec 2014)**  
In response to the comments of the Planning Inspectorate Wales, the dates of stages, following submission of the Local Development Plan to the National Assembly, have been amended throughout the document to reflect the predicted timescales for holding hearings and reporting to the Council. This does not affect the overall 4 year timeframe for completion.

### **Other Changes**

In addition to the changes arising from the consultation comments, two minor changes were approved by the LDP Working Group and Board:

#### **(i) Appendix 3, Section 1 (specific consultation bodies)**

Vi. a) Mobile Phone Operators and Vi. b) Telecommunications Operators have been deleted from the lists because they are not listed in the Local Development Plan regulations. However, their details will be retained on the contacts database.

**(ii) Postage commitments (Table 5)**

The Council does not wish to be tied to sending paper copies of consultation materials at each stage. The regulations allow for electronic communications and therefore the service must be able to use electronic communications for consultation purposes. The wording within Table 5 of the CIS has been amended to reflect this.

**Additional Minor Changes**

The final document includes a number of unrecorded minor changes (such as the correction of typographical errors, amendments to headings etc).

Appendix 10 a: COPY OF THE LETTER OF AGREEMENT FROM WAG, Nov 2010

Jane Davidson AC/AM  
Y Gweinidog dros yr Amgylchedd, Cynaliadwyedd a Thai  
Minister for Environment, Sustainability and Housing



Llywodraeth Cynulliad Cymru  
Welsh Assembly Government

Mr Peter Morris  
The LDP Team  
Powys County Council  
Neuadd Brycheiniog  
Cambrian Way  
Brecon  
Powys LD3 7HR

Eich cyf . Your ref  
Ein cyf . Our ref PP030-02-019

2<sup>nd</sup> November 2010

Dear Mr Morris,

**Powys County Council Local Development Plan - Delivery Agreement  
Regulation 9 of The Town and Country Planning (Local Development Plan) (Wales)  
Regulations 2005**

I refer to the Delivery Agreement (DA) incorporating the Timetable and Community Involvement Scheme for the proposed Powys County Council Local Development Plan submitted electronically on 22<sup>nd</sup> October 2010 and in hard copy on 3<sup>rd</sup> November.

The efforts made by the Authority in preparing the Delivery Agreement and in furthering the LDP are appreciated. It is the Welsh Assembly Government's aim to have a plan-led system, with formally adopted new style plans in place, as soon as possible.

Consequently on behalf of the Welsh Assembly Government I am able to confirm agreement to the document as provided for by the Planning and Compulsory Purchase Act 2004, Section 63 (4) and (Commencement No 3) (Wales) Order 2005 along with Regulations 3 and 9 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005. This agreement is based on the assumption that the Planning Inspectorate is content with your proposed timetable

It should be understood that this agreement has been reached after giving due consideration to the fact that this is the first Delivery Agreement for Powys County Council and that LDPs and their associated Delivery Agreements are a new and evolving system. Procedural guidance will be reviewed if necessary, and we would expect your next DA to reflect this, and to take into account emerging best practice.

Yours sincerely



Mark Newey  
Planning Division

Sarn Mynach  
Cyffordd Llandudno • Llandudno Junction  
LL31 9RZ

English Enquiry Line 0845 010 3300  
Llinell Ymholiadau Cymraeg 0845 010 4400

**Appendix 10b: COPY OF LETTER OF AGREEMENT FROM WG, March 2013**

Tai ac Adfywio  
Housing and Regeneration

Eich cyf/Your ref  
Ein cyf/Our ref: A-PP030-02-019  
Mr Peter Morris  
The LDP Team  
Powys County Council  
Neuadd Brycheiniog  
Cambrian Way  
Brecon  
Powys LD3 7HR



Llywodraeth Cymru  
Welsh Government

21 March 2013

Dear Mr Morris,

**Powys County Council's Local Development Plan: Delivery Agreement  
Regulation 9 and 10 of the Town and Country Planning (Local Development Plan)  
(Wales) Regulations 2005**

Thank you for your email, 25 February 2013, requesting the Welsh Government's agreement to a revision of the timetable incorporated in the Delivery Agreement for the Local Development Plan.

The reasons for the request are noted and have to be accepted, but the Welsh Government is extremely disappointed by the amount of extra time now required.

On behalf of the Welsh Ministers I **confirm agreement** to this amended version of the Delivery Agreement as provided for by the section 63(4) of the Planning and Compulsory Purchase Act 2004 along with regulation 9 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005.

The Delivery Agreement should now be made available publicly in accordance with the requirements indicated in regulation 10 including updating the LDP web-site. I would be grateful if you could forward 2 copies of the final Delivery Agreement to the Welsh Government (Planning Division).

As a Council commitment it is expected that the revised Delivery Agreement timetable will be followed conscientiously. There is now no provision for slippage in the Delivery Agreement and further amendments to the timetable should not be necessary and should be avoided. In view of the overriding need for a sound adopted plan to be in place when the UDP expires (2016), the LDP function needs to be sufficiently resourced to deliver in line



Parc Cathays • Cathays Park  
Caerdydd • Cardiff CF10 3NQ

English Enquiry Line 0845 010 3300  
Llinell Ymholiadau Cymraeg 0845 010 4400

Gwefan • website: [www.wales.gov.uk](http://www.wales.gov.uk)



with the agreed timetable commitments despite staffing issues. Effective corporate responsibility for the plan preparation exercise is essential.

If you wish to discuss this or any other development plan matters then please do not hesitate to contact the Development Plan team.

Yours sincerely



Mark Newey  
Head of Plans Branch  
Planning Division  
Welsh Government

**Appendix 10c: COPY OF LETTER OF AGREEMENT FROM WG, March 2015**

Carl Sargeant AC / AM  
Y Gweinidog Cyfoeth Naturiol  
Minister for Natural Resources



Llywodraeth Cymru  
Welsh Government

Eich cyf/Your ref.:  
Ein cyf/Our ref: qA950172

Mr Jeremy Patterson  
Chief Executive  
Powys County Hall  
Spa Road East  
Llandrindod Wells  
Powys  
LD1 5LG

16 March 2015

Dear Mr Patterson,

**Powys County Council's Local Development Plan: Delivery Agreement  
Regulation 9 and 10 of the Town and Country Planning (Local Development Plan)  
(Wales) Regulations 2005**

I refer to the email dated 16 February 2015 from your officer Peter Morris, requesting my agreement to a revision of the timetable incorporated in the Delivery Agreement for the Local Development Plan.

I am extremely disappointed that Powys County Council has requested an extension to the Delivery Agreement in respect of the Powys Local Development Plan. I attach great weight to effective leadership at political and senior officer level to deliver resilient planning services which includes ensuring that a Local Development Plan is put in place at the earliest opportunity. As you know the Local Development Plan is the essential local policy framework to provide a firm basis for rational and consistent planning decisions.

I understand from my officials that you do not currently have a Head of Planning Service and it is unclear which Powys official has lead responsibility for delivering the Local Development Plan. I wish to remind you that effective leadership and project management is essential to ensure there is no further slippage in the revised Delivery Agreement. The reasons for the request are noted, but I am extremely disappointed by the amount of extra time now required. You will be aware that for a project of this type to be driven forward effectively there must be clear management responsibility and accountability. In view of the overriding need for a sound adopted plan to be in place when the UDP expires (2016), the Local Development Plan function needs to be sufficiently resourced to deliver in line with the agreed timetable commitments despite of any possible resource constraints. Effective corporate responsibility for the plan preparation exercise is essential. With this in mind can you please confirm the lead official and provide me with a reassurance of the staff and other resources that are available to deliver the Powys Local Development Plan.

Bae Caerdydd • Cardiff Bay  
Caerdydd • Cardiff  
CF99 1NA

English Enquiry Line 0845 010 3300  
Llinell Ymholiadau Cymraeg 0845 010 4400  
[Correspondence\\_Carl.Sargeant@wales.gsi.gov.uk](mailto:Correspondence_Carl.Sargeant@wales.gsi.gov.uk)

*Wedi'i argraffu ar bapur wedi'i ailgylchu (100%)*

*Printed on 100% recycled paper*

On behalf of the Welsh Ministers I reluctantly **confirm agreement** to this amended version of the Delivery Agreement as provided for by the section 63(4) of the Planning and Compulsory Purchase Act 2004 along with regulation 9 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005.

The Delivery Agreement should immediately be made available publicly in accordance with the requirements indicated in regulation 10 including updating the LDP web-site. I would be grateful if you could forward 2 copies of the final Delivery Agreement to the Welsh Government (Planning Directorate).

As a Council commitment it is expected that the revised Delivery Agreement timetable will be followed conscientiously. There is now no provision for slippage in the Delivery Agreement and further amendments to the timetable would be unacceptable. As you know Part 6 of the Planning and Compulsory Purchase Act (2004) provides wide intervention powers which I trust will not be needed in this case.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carl Sargeant', written in a cursive style.

**Carl Sargeant AC / AM**  
Y Gweinidog Cyfoeth Naturiol  
Minister for Natural Resources

cc Councillor Barry Thomas Leader Powys County Council  
Councillor Avril York