



DELIVERY AGREEMENT

Blaenau Gwent - Local Development Plan
May 2007

Contents

	Page Numbers
Section A: Introduction	3
Overview	3
Local Development Plan	4
Delivery Agreement	5
Sustainability Appraisal, Strategic Environmental Assessment and Habitat Regulation Assessment	6
Soundness	6
Candidate Sites	7
Supplementary Planning Guidance	8
Section B: Community Involvement Scheme	9
Overview	9
The Council's Approach	9
Purpose and Benefits of Community Involvement	9
Who should be involved?	10
How will we involve people and consult?	12
Management of Consultation	14
Plan Preparation and Consultation Stages	16
Section C: Timetable	32
Overview	32
Management of the LDP Process	33
Resources	34
Risks and Contingencies	34
Section D: Monitoring	36
Overview	36
Monitoring and Review of the Delivery Agreement	36
Monitoring and Review of the LDP	36
Appendices	2

Appendices

1	List of Consultees	38
2	List of Organisations to be consulted on draft background papers	46
3	Steering Group Membership, Local Development Plan Forum (Regeneration Board), SEA/SA Working Group	48
4	Profile and Characteristics of Local Population	49
5	Glossary of Terms	51

SECTION A: INTRODUCTION

Overview

- 1.1 This document sets out how people will be given the opportunity to influence future development in Blaenau Gwent. It will explain how and when people will be involved and consulted in developing new planning policy for the area.
- 1.2 Planning is about ensuring people: live in decent homes; in clean and safe neighbourhoods; with access to parks, countryside and other public spaces. Planning is also about securing enough sites for industry, offices, shops, community facilities, sports and leisure, to make sure there are enough job opportunities and to help create a better Blaenau Gwent.
- 1.3 This document is divided into four parts. The first part introduces the new Development Plan, the second part covers how we intend to involve the community in the preparation of the Local Development Plan; the third part deals with when things will happen and the last part looks at how we intend to keep track of the Plan.

Local Development Plan

- 1.4 The Blaenau Gwent Unitary Development Plan (UDP), adopted in July 2006, provides the existing statutory planning policy framework for the period 1996-2011. The UDP applies to the whole of the Borough excluding that part which lies within the Brecon Beacons National Park.

- 1.5 Under the Planning and Compulsory Purchase Act 2004, the Government has introduced a new planning system for preparing Development Plans. The Act requires the Council to prepare a Local Development Plan for the County Borough, excluding that part of the Borough covered by the Brecon Beacons National Park.

The new system seeks to achieve:

- A better evidence base
 - More effective community involvement
 - Better integration with other strategies and documents
 - A more strategic and aspirational document that reflects local circumstances and priorities
 - Responsiveness and efficiency in the plan-making process
 - Adoption within 4 years
- 1.6 The Local Development Plan provides the development strategy and policy framework for the County Borough over a fifteen-year period, from 2006 to 2021. It will be used by the Council to guide and control development, providing a basis by which planning applications can be determined consistently and appropriately. When adopted, the Local Development Plan will replace the Blaenau Gwent Unitary Development Plan.
 - 1.7 The Council must take account of a wider range of legislation, policies and other initiatives, at both national and local levels of government; and relevant social, economic and environmental considerations.

- 1.8 More specifically the Planning and Compulsory Purchase Act (2004) requires the Authority to have regard to current national planning policy and guidance.

The principal documents are:

- Planning Policy Wales (2002);
- Technical Advice Notes (Wales) (TANs);
- Local Development Plans Wales: Policy on Preparation of LDPs (2005);
- Minerals Planning Policy Wales (MPPW) (2000);
- Local Development Plan Manual (2006);
- Local Development Plan Wales Planning Your Community: A guide to Examination of LDPs (2006); and
- A Guide to Examination, The Planning Inspectorate (2006).

In addition to these planning policy and guidance documents, the Council must also have regard to:

- The Wales Spatial Plan: People, Places, Futures (2004);
- The Community Plan: 'Proud Past, Bright Future' 2005-2009;
- The Wales Waste Strategy and Regional Waste Plans;
- The Local Transport Plan and other policies prepared under the Transport Act 2000; and
- The Local Housing Strategy.

- 1.9 On the other hand, the Local Development Plan will not be dominated by national planning policy, as there will be opportunities for local discretion when justified.

- 1.10 Once adopted, the Local Development Plan should be clear, transparent, concise, accessible to the public and easier to review in the future.

- 1.11 As a part of the Local Development Plan process the Council intend to engage with the residents, service users, stakeholders and partners in a meaningful and cost effective way. The aim is to build consensus early in the Plan process.

- 1.12 Under the new system, the Council is required to prepare a Delivery Agreement at the beginning of the process in the preparation of the LDP. In developing the Delivery Agreement the Council needs to:

- Prepare a draft Delivery Agreement;
- Consult with key stakeholders (see Appendix 1);
- Revise the draft Delivery Agreement;
- Secure Full Council Approval for the Delivery Agreement;
- Submit to the Welsh Assembly Government for Agreement; and
- Revise, where required, following response from Welsh Assembly Government.

Delivery Agreement

- 1.13 The Delivery Agreement comprises:

The Community Involvement Scheme (CIS)

This outlines the Council's principles of community engagement for the Local Development Plan; it's strategy and actions in relation to who, how and when it intends to engage the community and stakeholders throughout the Local Development Plan process; how it

will respond to representations; and how these responses will inform subsequent stages of the Plan's preparation.

The Timetable

The timetable will provide a clear indication of when each of the different stages of Plan preparation will take place. The new system will be project-managed to ensure that it is delivered on time and is fully resourced.

The Sustainability Appraisal (SA), Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment

- 1.14 The Planning and Compulsory Purchase Act 2004 requires Authorities to undertake an appraisal of the sustainability of their LDP and report the findings as an integral part of the process of Plan preparation. Policies in Development Plans are required to address those aspects of sustainable development that can be dealt with through the land use planning system. The Local Planning Authority must consider the interaction of policies within the Plan, so that, for example, the environmental and social implications of policies designed to encourage economic growth are fully considered.
- 1.15 Authorities are also required to comply with European Union Directive 2001/42/EC and the Environmental Assessment of Plans and Programmes (Wales) Regulation 2004, which require formal Strategic Environmental Assessment (SEA) of Plans and Programmes, such as the LDP, which are likely to have

significant effects on the environment. Environmental implications and alternatives need to be considered as early as possible. The Welsh Assembly Government recommends that Authorities take an integrated approach to Sustainability Appraisal and Strategic Environmental Assessment. Together these tools will play an important part in ensuring the 'soundness' of Local Development Plans so that they reflect sustainable development objectives.

- 1.16 The Council will undertake an integrated SA/SEA process. In doing so it will work closely with the three environmental consultation bodies – Environment Agency, Cadw, and the Countryside Council for Wales – as required under the SEA regulations (see LDP SA/SEA in Appendix 3).
- 1.17 The appraisal process will run concurrently with the plan making process. The Council will ensure that an iterative relationship exists between the LDP and SA/SEA processes. There will be the opportunity for involvement at the various stages of the development of the SA/SEA and this is shown in the tables on pages 16-31. The public consultation of the SA/SEA will take place over a minimum period of 6 weeks.
- 1.18 The Environmental Report will be prepared and published for consultation purposes at the Statutory Deposit Stage, alongside the Deposit LDP and the Sustainability Appraisal Report. An Environment Report identifies, describes and appraises the likely significant effects on the environment of implementing the Plan.

- 1.19 The Environmental Report will be included within the SA Report which will address effects other than on the environment and must clearly show that the Directive's requirements in relation to the Environment Report have been met. A timetable for each stage of the SA/SEA process is outlined in Table 2 on page 33.

Habitats Regulations Assessment

- 1.20 In accordance with the Habitats Directive 92/43/EEC, the impacts of any land use Plan on the conservation objectives of a European Site are to be assessed by means of an Appropriate Assessment.

Soundness

- 1.21 Soundness is an integral part of the new Development Plan system and this will be important in demonstrating whether the Local Development Plan shows good judgement and whether it is appropriate. Early screening of the LDP will be undertaken by the Inspector to ensure that time is not spent examining in detail a Plan that is procedurally unsound. As a result it is imperative that the Local Development Plan is produced in accordance with the Project Management Timetable and the Community Involvement Scheme. Any deviations from the agreed Delivery Agreement will form an important test into the soundness of the new Plan.
- 1.22 The presumption will be that the Local Development Plan is sound unless it is shown to be otherwise as a result of evidence considered throughout the examination. The Inspector must decide whether the Plan meets the ten tests of soundness set out in

guidance issued by the Planning Inspectorate 'Guide to the Examination of Local Development Plans' and advice set out in the Welsh Assembly Government guidance 'Local Development Plans, Wales'. The 10 criteria for assessing soundness fall into the following 3 categories:

Procedural:

- P1 The Plan has been prepared in accordance with the Delivery Agreement including the Community Involvement Scheme; and
- P2 The Plan and its policies have been subjected to Sustainability Appraisal including Strategic Environmental Assessment.

Consistency

- C1 It is a land use Plan which has regard to other relevant Plans, policies and strategies relating to the area or to adjoining areas;
- C2 It has regard to national policy;
- C3 It has regard to the Wales Spatial Plan; and
- C4 It has regard to the Community Plan.

Coherence and Effectiveness

- CE1 It sets out a coherent strategy from which its policies and allocations logically flow and, where cross boundary issues are relevant, it is compatible with the Development Plans prepared by neighbouring authorities;
- CE2 The Strategy, policies and allocations are realistic and appropriate having considered the

relevant alternatives and are founded on a robust and credible evidence base;

CE3 There are clear mechanisms for implementation and monitoring; and

CE4 The Plan is reasonably flexible to enable it to deal with changing circumstances.

1.23 The conclusions reached by the Inspector will be binding and unless the Welsh Assembly Government intervenes, the Council must accept the changes required by the Inspector and adopt the Local Development Plan.

Candidate Sites

1.24 The new Development Plan system requires the authority to give early consideration to engagement with developers, landowners and the public on potential sites to be included within the Local Development Plan. The aim of this is to avoid substantial numbers of additional sites coming forward at the examination stage and also to ensure that the preferred strategy is deliverable.

1.25 The Authority intends to write to all those identified on the consultation list (See Appendix 1) to give them the opportunity to identify and promote any areas of land they consider suitable for housing, employment, retail, leisure and recreation, waste, transport, open-space and community facilities.

Register of Candidate Sites

1.26 The authority will compile a site register to allow any interested party to view the sites that have been put forward for consideration in the Local Development Plan. The register will include information on each site including its location, size and brief description of the main physical characteristics of the site.

Site Assessment Methodology

1.27 In order to ensure a clear, objective and transparent process, the Council will assess all the land over 0.3 hectares included within its register of candidate sites. Sites of less than 0.3 hectares will not be considered as part of the site assessment process but will be considered when the Council undertakes the process of defining the urban boundary. A four-stage assessment process will be followed to ensure a comprehensive evaluation of all sites is undertaken before recommendations are made on future land allocations.

Stage 1: Involves all identified candidate sites being subject to a preliminary 'General Planning Assessment Proforma'. If the site is found to be acceptable following this first stage then it will be subject to a more detailed appraisal.

Stage 2: A more detailed assessment will be undertaken on issues such as: economic viability; accessibility and ease of movement; environmental capital; site context and character; infrastructure; and continuity and enclosure.

Stage 3: At this stage each site will be assessed against the SA/SEA framework to ensure that they contribute towards achieving the sustainable objectives of the plan.

Stage 4: Consultation with appropriate consultation bodies will be undertaken on all sites considered suitable.

- 1.28 The results of this exercise will be made available with the Pre-Deposit Consultation Plan in the autumn of 2008.

Supplementary Planning Guidance

- 1.29 The Blaenau Gwent Local Development Plan will contain sufficient policies to provide the basis for deciding planning applications. The selective use of Supplementary Planning Guidance will be used as a means of elaborating on Plan policies and setting out more detailed thematic or site-specific guidance on the way in which Plan policies will be applied. Supplementary Planning Guidance can provide certainty as to what the Local Planning Authority expects from developers. Supplementary Planning Guidance will not form part of the Development Plan but will be derived from and be consistent with it.
- 1.30 It is not currently envisaged that any Supplementary Planning Guidance will be prepared and consulted on in parallel with the Blaenau Gwent Local Development Plan. Supplementary Planning Guidance in support of the Local Development Plan is likely to be

prepared/revised once the Plan is Adopted. More information on Supplementary Planning Guidance and current consultation exercises can be found on the Council website www.blaenau-gwent.gov.uk. Further information will be made available after the deposit stage when the timetable is reviewed and publicised for the latter stages.

- 1.31 All new draft Supplementary Planning Guidance and current Supplementary Planning Guidance amended to reflect new Local Development Plan policy will be subject to a separate formal process of community and stakeholder engagement.
- 1.32 An appropriate consultation list will be prepared based on the individual Supplementary Planning Guidance and relevant stakeholder groups. There will be a minimum 4-week consultation period after which responses will be considered and reported to Council.
- 1.33 A report of public consultation transparently outlining community and stakeholder views, together with Council responses will be made available with the approved Supplementary Planning Guidance.
- 1.34 A series of revised /additional Supplementary Planning Guidance will be prepared and these may take a number of forms:
- Topic based (e.g. Planning Obligations, Affordable Housing, Residential Design, Renewable Energy and Biodiversity)
 - Site Development Briefs (based on allocated sites)
 - Action Plans/Masterplans (e.g. for town centres and major areas of change)

SECTION B – COMMUNITY INVOLVEMENT SCHEME (CIS)

Overview

2.1 A key objective of the new planning system is to strengthen community involvement in the process, particularly at the early stages when there is more opportunity to influence outcomes. The Council is required to prepare a Community Involvement Scheme (CIS) to set out formally how the community will be involved in helping to shape the Borough.

The Council's Approach

2.2 The Community Involvement Scheme:

- Sets out how community involvement in the planning process will link with other consultation processes;
- Identifies who needs to be involved;
- Identifies how the community will be involved;
- Is clear about the different stages of consultation;
- Shows that the process can be resourced and managed effectively;
- Demonstrates how the results of involvement are to be fed into the preparation of the Local Development Plan; and
- Outlines the mechanisms to learn from consultation exercises and to improve arrangements where necessary.

2.3 The Council is committed to developing and maintaining high standards of consultation and to avoid

consultation fatigue will, where appropriate, use existing structures and partnerships.

Purpose and Benefits of Community Involvement

2.4 The purpose of community involvement is to improve Council services by involving a wide range of interested parties and individuals in decision making, through creating a 'dialogue and the sharing of information'. The benefits of this approach can be summarised under three headings:

- Benefits to the wider community
- Benefits to the individuals or organisations involved
- Benefits to the Council

Benefits to the wider community include:

- A greater public ownership and sense of democracy;
- Improved community cohesion, confidence and a sense of inclusion;
- Communities having a fresh perspective, and helping deliver development that meets local needs;
- Making the resulting development more acceptable to the local community;
- Making the Plan transparent and helping revitalise democracy; and
- Helping reduce conflict in the planning process.

Benefits to the individuals or organisations involved in the consultation process:

- An enhanced sense of contributing to the community;

- Better experiences of using the Planning Service and a greater understanding of the planning process;
- More opportunity to work collaboratively; and
- Greater sense of ownership of the Plan.

Benefits to the Council:

- Greater understanding of community needs in the Development Plan;
- Community concerns are identified, understood and addressed and better ideas are brought to the process;
- A more holistic, integrated approach towards future development in the area;
- Economies of scale in terms of shared resources – more effective use of human resources;
- Potential to resolve conflicting objectives by engaging with a wide range of stakeholders;
- Resolving contentious issues early on in the LDP process;
- Delivery of the land use elements of the Community Plan and related strategies through the Local Development Plan and Supplementary Planning Guidance; and
- Greater ownership of the Plan and its policies

Who Should be Involved?

Specific & General Consultation Bodies

2.5 When we refer to communities we are referring to groups of individuals or organisations sharing a

common interest or need (community partnerships, clubs, associations, groups, societies etc), communities of place (workplace and residential); and organisations, which may have other objectives beyond those of the individual member such as national perspectives (for example, the CBI, Chambers of Commerce etc). All have a role to play in the process and as a Council we will seek to reach all who need to be involved including those who are historically hard to reach. A list of the Community Groups and other interested organisations the Council intends to consult throughout the plan making process is set out in Appendix 1.

2.6 The Council intends to meet and exceed the requirements for community involvement and public participation set out in Regulations.

Wider Community involvement

2.7 The Council is committed to involving as many people and groups as possible in forming its planning policies. Any person or organisation that is interested in the planning of the County Borough can get involved and make comments. There are also specific sections of the community that the Council wishes to ensure are involved, due to their specific needs or because, traditionally, they have been under-represented in the planning process (the so called 'hard to reach' groups).

2.8 In order to achieve the aim of wider involvement, the Council intends to work with its existing partners in the community. In particular, preparation of the Local Development Plan will be closely linked to the work that has been undertaken on the Community Plan: 'Proud Past, Bright Future' 2005-2009 by the Council and

partner organisations and will, where possible, utilise the extensive network of partnership structures that has been developed through this work. Of particular importance to this process is the Community Plan Forum. Another valuable network of partnership working are the 10 Community First Groups, which provide the focus for community regeneration work.

Equality

2.9 We aim to treat everyone with dignity and respect and to operate in an equitable manner. The Council will not discriminate against anyone on the basis of colour, ethnicity, sex, age, marital status, sexual orientation, disability, religion, language or nationality. The Council will therefore make all reasonable efforts to ensure that the process is accessible to everyone, such that their views on options may be sought and heard without prejudice and discrimination.

Hard to reach groups

2.10 The Council will make every effort to ensure that hard to reach groups are included in the process. Hard to reach groups include:

- Young people
- People with disabilities
- The elderly
- People with learning difficulties
- Homeless people
- Ex offenders
- Ethnic minorities
- Gypsies and Travellers

2.11 In order to ensure that the community involvement process is as inclusive as possible, the Council will monitor and review all full public consultation stages throughout the LDP process. Where it is identified that particular groups have not been represented in the process, the Council will seek to directly invite such groups into the process. Face-to-face meetings with appropriate representatives, for example, are considered a useful way of directly inviting those who have failed to participate, in the process.

Principles of Engagement

2.12 The Council is committed to ensuring meaningful community involvement throughout the LDP process. In doing so, the Council will involve the community in a way that is:

Genuine

- Ensure involvement has a clear purpose
- Involve people where they can have an influence

Accessible

- Provide access to easy to understand information
- Improve accessibility of involvement opportunities

Relevant

- Explain the purpose of each stage of the process
- Explain how it relates to you

Open

- Allow everyone to know what is happening
- Provide sufficient feedback to demonstrate benefit

Efficient

- Involve people at the right time in the process
- Integrate activities, where possible

Proactive

- Provide opportunity for people to contribute ideas
- Facilitate more active involvement, where possible

Expectations of Consultees

2.13 In order to undertake this stage of the LDP preparation process as effectively as possible, the Authority would expect the stakeholders to: -

- Be committed to the process – attend and contribute and generally assist the process of seeking consensus;
- Raise legitimate development / spatial issues that can be influenced / controlled by the Local Development Plan and the planning system;
- Respond to enquiries within a reasonable period (i.e. 21 working days);
- Where appropriate, make efforts to vary the cycle of meetings to enable reasonable response times;
- Identify sites to be considered for possible development including allocations within the plan early in the process;
- Be committed to consensus building in the Local Development Plan preparation process;
- Highlight any gaps in the data / information that is supplied (this is particularly important for the statutory consultees in the SA/SEA/HRA); and

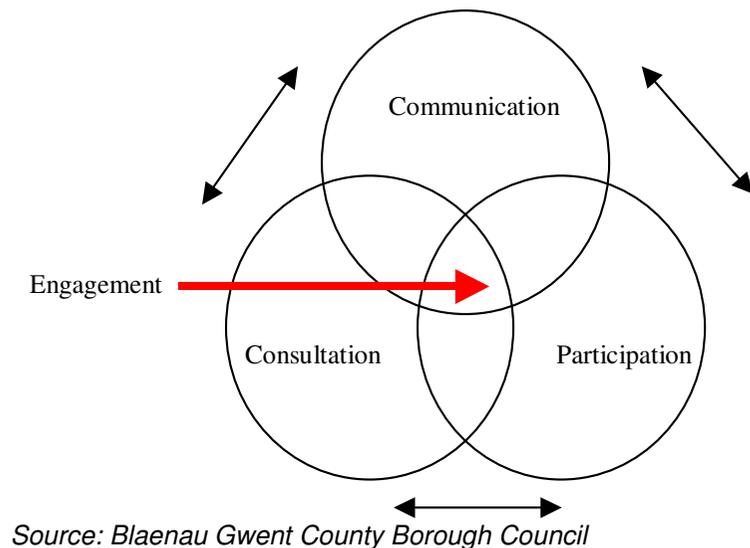
- To listen and engage in the debate (i.e. at workshops, meetings, discussions) with an open mind.

How will we Involve People and Consult?

Consultation Techniques

- 2.14 There are a variety of methods and approaches to community engagement. Approaches range from information provision (communication) and consultation to more participative approaches.
- 2.15 A range of consultation approaches will be used, as it is not considered sufficient to rely on one method of consultation in order to have effective and meaningful community involvement.

Figure 1: Engagement Model



2.16 Consultation can also be formal. For example, an individual's response at the formal stages will need to be on a standard form and sent in within a specific period of time to be properly considered by the Council and an independent Inspector. However, informal consultation will take the form of focus group discussion or workshops where views and ideas are discussed and drawn together to influence the preparation of the Local Development Plan.

2.17 When choosing the appropriate method of consultation it will be necessary to be clear about the purpose of the consultation: what it is trying to achieve and what is the required outcome. Not all types of involvement are appropriate and some may be more useful than others at certain stages of the Plan's preparation. Furthermore the involvement may need to vary depending on who is being targeted. Tables at the end of this section set out the potential consultation methods that could be used for the different stages of Plan preparation.

Information provision

2.18 Council publications (Valleys Voice), the Council's website and the local media will be regularly updated on the progress of the preparation of the Local Development Plan. A dedicated section of the Council's website will be used to provide information on the Local Development Plan, to provide notification of forthcoming consultation and provide feedback from consultation exercises. A Local Development Plan newsletter will be prepared and issued regularly and made available in public buildings, on the website and sent to people on the Local Development Plan

database. Information will also be posted on the Council's Community Communications Network throughout the County Borough.

Undertaking Consultation and Participation

2.19 In arranging meetings or consultation exercises, it is important to understand that people who work full-time or do shift work or have care commitments, have many competing demands on their time. For religious or cultural reasons there may be particular times when certain groups in the community may not be available to participate in consultation. Some people may require specific accessibility requirements. In planning and undertaking consultation, the Council will:

- Ensure there is plenty of time and notice given about the opportunities and dates for getting involved;
- Ensure that venues are easy to reach and accessible to all and appropriate refreshments are provided;
- Be proactive in going out to groups/communities;
- Carefully plan the timing of consultation;
- Make clear what views are being asked/scope for comments to ensure that time is not wasted;
- Ensure the Plan is properly prepared and resourced;
- Ensure that documents, questionnaires and response forms are simple, clear, concise and easily understood;
- Ensure feedback is provided

It is important that the consultees in the process meet these requests, in order to prevent any unnecessary delays in formulating the Development Plan. If consensus cannot be reached the Council will take national guidance into account to resolve conflicting views

Petitions

- 2.20 Where petitions are received they will be logged as one body and the Council will ask for a lead person to be identified as a group representative. This will not take away the right of any individual to appear at the Examination but assists the Council in managing the process.

Wales Planning Aid

- 2.21 Wales Planning Aid is an independent service providing planning advice to groups and individuals, particularly in disadvantaged areas, helping them to understand the planning system and influence what happens in their local area. Where appropriate we will work with Planning Aid on consultation/training activities.

Management of Consultation

LDP Member and Officer Steering Group

- 2.22 In order to guide the formulation of the Local Development Plan the Council will establish a Steering Group. The Steering Group will comprise senior politicians responsible for the development and implementation of land use policy in Blaenau Gwent.

The Group will also comprise officers of the Council who have responsibility for areas of work such as; planning, highways, engineering, education, biodiversity and housing.

A series of sub groups will be established under the umbrella of the Steering Group to assist in the development of key areas of policy. Membership of this group is contained within Appendix 3.

LDP Forum

- 2.23 The Council is committed to working in partnership with the community as a whole throughout the plan making process. For this reason it is proposed to utilise the existing Regeneration Partnership Board to act as a Forum on the Local Development Plan to assist in and inform the Development Plan process. The Local Development Plan Forum will play an important role in ensuring that the Local Development Plan reflects the development needs and aspirations of Blaenau Gwent. It is anticipated that the role of the Forum will be twofold. Firstly, it will act as a mechanism for discussion which will allow open dialogue to take place between stakeholders on key issues of policy. Secondly, it will act as a control group for the various stakeholders in the Development Plan process. The Council anticipates that an iterative relationship will exist between the Forum and the Steering Group. Membership of the LDP Forum is contained in Appendix 3.

SA/SEA Working Group

2.24 The SEA/SA Working Group will be an internal and external group of expert professionals and interested parties that will assist in the scoping of the SEA and the assessment of the likely significant effects of implementing the draft Local Development Plan policies on the environment. The group will make recommendations for consideration by the Steering Group, Forum and the General Public. Membership of the Working Group is contained in Appendix 3.

Local Forums

2.25 At present the Council has two Local Forums, which it uses to engage citizens to test policy. The Council will use this mechanism to test documents prior to statutory consultation stages of the Plan. The Council is currently auditing and assessing the consultation and engagement mechanisms it uses, and will be providing a Consultation Strategy and Framework. If appropriate mechanisms become available they will be used to maximise the community involvement in the Local Development Plan consultation process.

Plan Preparation and Consultation Stages

2.26 The following pages provide a detailed breakdown of the plan making process up to and including the submission of the LDP to the Planning Inspectorate for examination. It seeks to explain the purpose of the Plan stage, who will be consulted and the Council's expectations of consultees. The subsequent stages in the process are not directly in the control of the Council and therefore may be subject to change. Whilst the

following tables are an accurate record of the planned programme of consultation, it should be noted that the CIS might be subject to revision at appropriate stages in the process (for the reasons given in paragraph 4.3).

Plan Preparation and Consultation Stages

Stage 1: Pre-Deposit Participation

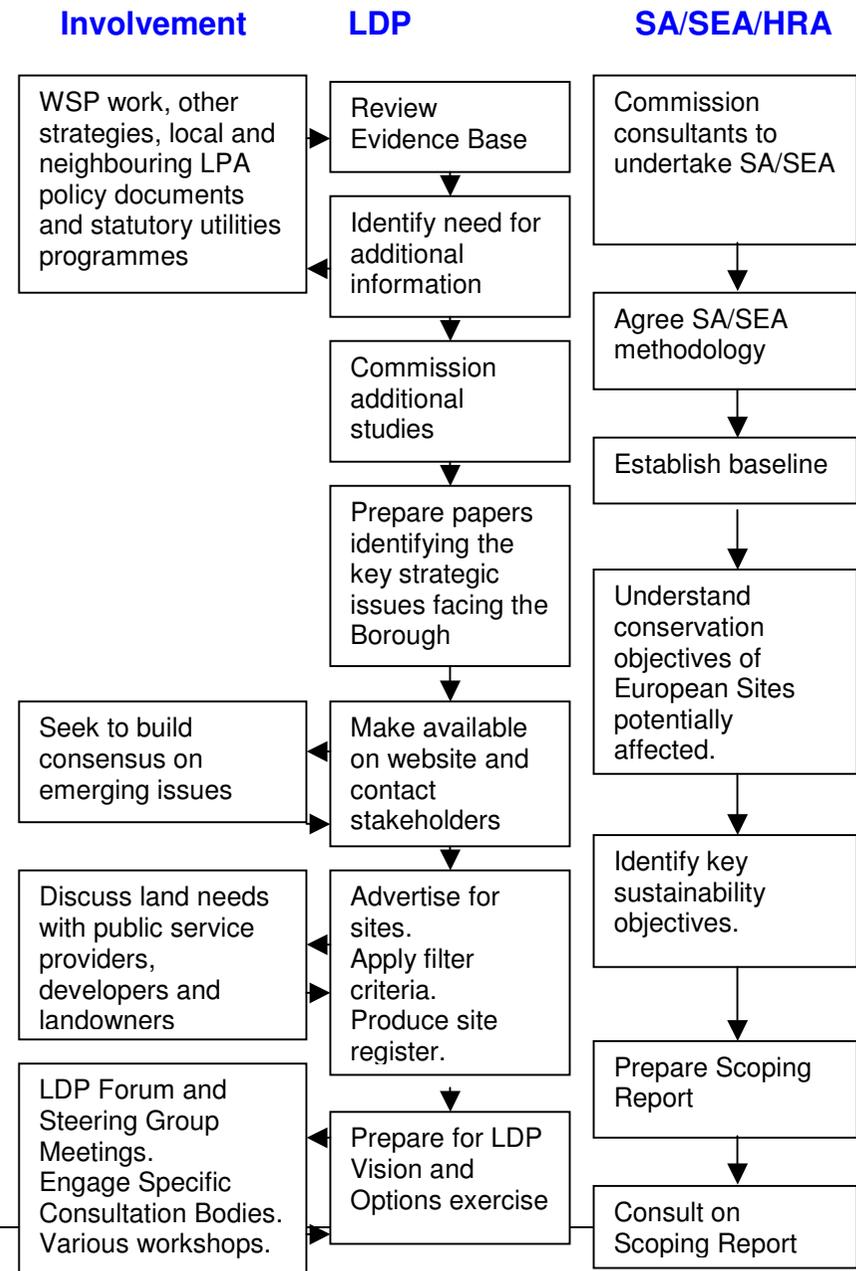
Aims and Objectives of this Stage

- To develop an evidence base for the preparation of the LDP;
- To identify suitable sites for inclusion in the Plan;
- To develop objectives, alternatives and the Preferred Strategy for the LDP (Strategic Options);
- Build consensus on the objectives, alternatives and Preferred Strategy of the LDP with key stakeholders with the intention of producing a sound Plan; and
- To ensure the Pre-Deposit documents are consistent with the Community Plan and the emerging 'Vision' for Blaenau Gwent.

Who will be involved and the methodology to be used?

The table on the next page details who will be involved and the methods to be used. In the view of the Council this is a critical stage in the process and it is important that this stage is wide reaching and extensive in order to speed up subsequent Pre-Deposit Public Consultation.

Work Required at this Stage



Stage 1: Pre-Deposit Participation (Regulation 14)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
Invitation for Expressions of Interest	To inform the development of the Spatial Strategy & Preferred Options Paper	Apr 07 - Jun 07	Local Landowners Local Developers Agents Home Builders Federation	Written invitation Press advert	Report of consultation and recommendations in terms of Preferred Strategy to Council Available on web	Press Advert
Prepare register of Candidate Sites	To determine if there are sufficient suitable sites to meet the needs of the Preferred Strategy	May 07 - Nov 07	Internal officers Statutory Consultees	Memo Letters	Register of Candidate Sites available on web	Officers from other departments
Consultation on Issues Papers	To inform the development of the Spatial Strategy & Preferred Options Paper	May07 - Jul 07	Elected Members Steering Group LDP Forum Specific Consultation Bodies	Written or email correspondence Working meetings of Steering Group and LDP Forum	Executive/Council Meeting	
Spatial Strategy and Preferred Options	To inform the development of the spatial strategy & preferred options paper	Oct 07 - Nov 07	Elected Members Steering Group LDP Forum Various Local Partnerships	Working meetings of Steering Group and LDP Forum Various workshops	Executive/Council Meeting	Workshops and meetings
SA/SEA/HRA						
SA/SEA Scoping Report	To enable all persons to comment on the scope of the SA/SEA and objectives	Sep 07 - Nov 07	Statutory Consultees SA/SEA Steering Group Elected Members General Public	Letter to specific consultation bodies Workshop Copies of Scoping Report available in council offices and all public libraries Information made available on web	Draft SA/SEA made available on web Comments received placed on web Hard copy of comments in council offices	SA/SEA Working Group Consultants

Stage 2: Pre-Deposit Public Consultation

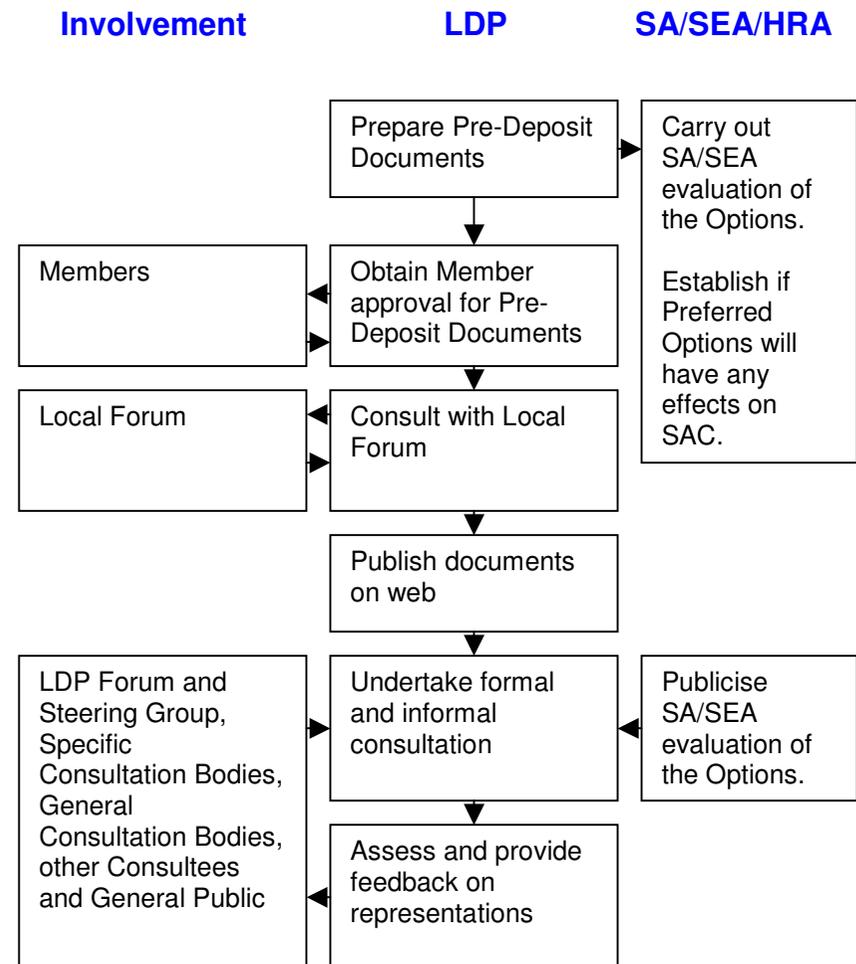
Aims and objectives of this stage

- Prepare a Preferred Option and overall Strategy for the LDP. Evidence of the earlier options, which have been considered, will also be provided;
- To undertake wider public consultation on the Preferred Strategy, Options, and Proposals identified in the Pre-Deposit Participation Stage;
- To make the various documents publicly available and widely accessible for inspection and publish and advertise the Public Consultation Stage, in line with regulations;
- To undertake public consultation over a statutory 6 week period;
- To consider the representations made to the public consultation and provide feedback; and
- To consider whether any changes are needed to the Preferred Options and Strategy for the LDP.

Who will be involved and the methodology to be used?

The table on the next page details who will be consulted at the Pre-Deposit Public Consultation Stage and the methods to be used. This Stage is the last formal opportunity interested parties will have to make representations to the Pre-Deposit Documents before the formal Deposit period. It is, therefore, vitally important that people are made aware of the Public Participation Stage in a variety of ways.

Work Required



Stage 2: Pre-Deposit Public Consultation (Regulation 15 & 16)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
Pre-Deposit Consultation	To enable a representational view to identify areas of concern	Jul 08 - Aug 08	Local Forum	Meeting or letter	Outcome available in public paper	Printing and Postage costs
6 week Pre-Deposit Public Consultation and assessment of representations received	To enable anyone to make representations to the Council's Pre-Deposit Document	Sep 08 - Nov 08	LDP Steering Group LDP Forum Specific Consultation Bodies, General Consultation Bodies and other Consultees Elected Members General Public	Working meetings of LDP Forum, Steering Group and SEA Group Direct correspondence to Specific Consultation Bodies, General Consultation Bodies, and other Consultees. Press Notice, Press Releases, Local Media. Copies of the pre-deposit documents available in the Council offices and all public libraries Exhibitions Site Notices in respect of site-specific land allocations Report of consultation and recommendations to Council available on the internet	Outcome available in a public paper Integral part of SA/SEA Report of Consultation and recommendations to Executive/Council Feedback form on the internet	LDP Forum LDP Steering Group Printing costs Cost of Local Media Cost of preparation of exhibition
SA/SEA						
6 week consultation on initial Sustainability Report	To demonstrate how Preferred Options have been derived having regard for SA/SEA and give opportunity for comment	Sep 08 - Nov 08	Specific Consultation Bodies, Elected Members and General Public	Direct correspondence Information available on the internet. Press Releases, Local Media	Made available with Pre-Deposit Documents	SA/SEA Working Group Consultants Cost of Printing Cost of Local Media

Stage 3: Statutory Deposit of Proposals

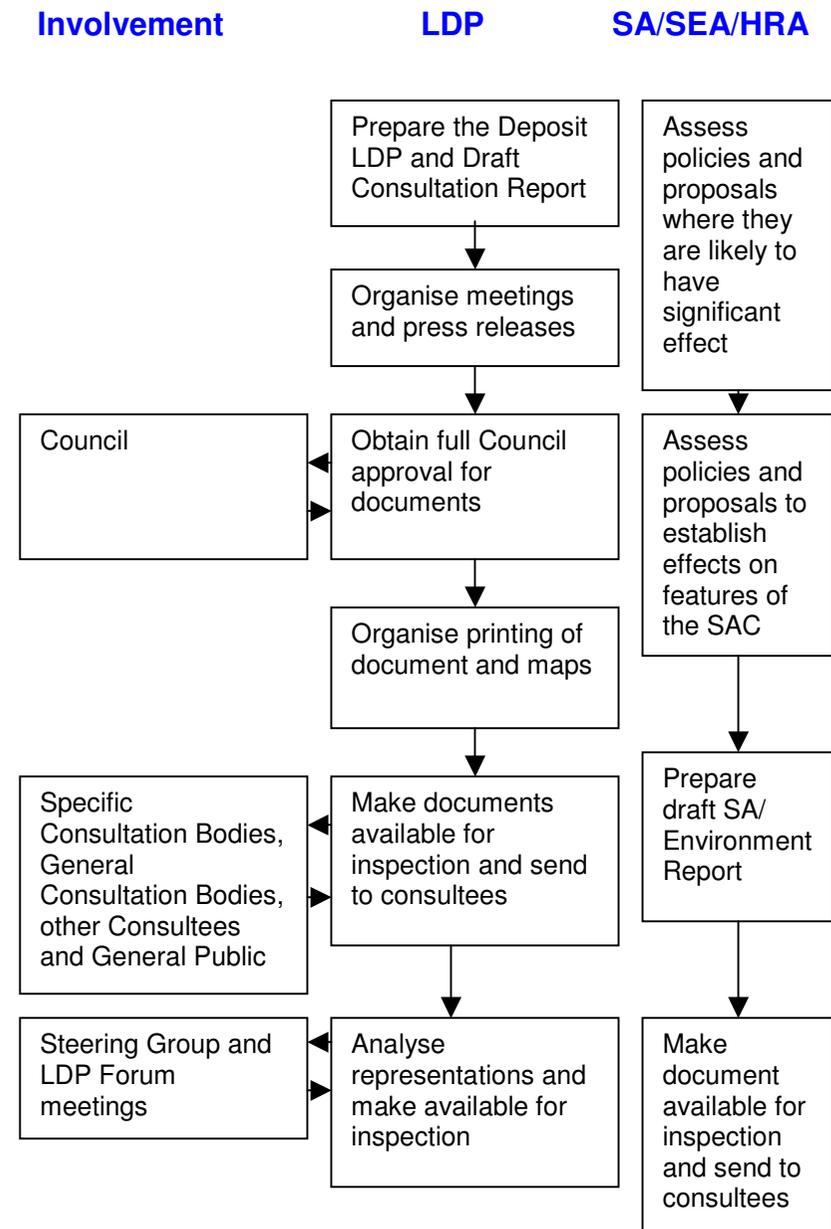
Aims and Objectives of this Stage

- For the Council to undertake Statutory Consultation on the Deposit Plan;
- To provide an opportunity for all stakeholders and the wider general public to consider the Plan in its entirety;
- To make the various documents publicly available and widely accessible for inspection;
- To undertake participation over a statutory six-week period in order to meet the requirements of the Development Plan Regulations; and
- To consult on the Environmental and Sustainability Appraisal Reports.

Who is being consulted and methodology to be used?

The table on the next page details who will be consulted during the six-week Statutory Deposit of Proposals and the methods to be used. This stage is the statutory period during which interested parties will have a final opportunity to make representations on the Plan prior to the Examination of the Plan by the Independent Inspectorate. There will be no subsequent opportunities to influence the policies and proposals in the Plan.

Work Required



Stage 3: Statutory Deposit of Proposals (Regulation 17)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
Deposit Consultation	To enable a representational view to identify areas of concern	Jun 09 - Jul 09	Local Forum	Meeting/letter	Outcome available in public paper	Printing and Postage costs
6 week Deposit Consultation exercise	To enable all interested persons and organisations to make representations in respect of any policies and proposals in the Deposit Plan	Sep 09 - Nov 09	LDP Steering Group LDP Forum Specific Consultations Bodies, General Consultation Bodies and other Consultees Elected Members General Public	Will be made available on the internet Hard copies sent to Specific Consultation Bodies, General Consultation Bodies, and other Consultees Press Releases, Local Media Copies of the Deposit Plan available in the Council offices and all public libraries Exhibitions Site Notices in respect of site-specific land allocations.	Representations received and placed on the internet Hard copy placed in Council offices	LDP Forum LDP Steering Group Printing costs Cost of Local Media Cost of preparation of exhibition
SA/SEA						
Environmental Sustainability Report	To consult on key outputs of the SA SEA process	Sep 09 - Nov 09	Specific Consultation Bodies Elected Members, General Public	Direct correspondence Information available on the Internet. Press releases, local media	Made available with Deposit Plan	

Stage: 4 Alternative Sites (submitted by interested persons/organisations)

Site allocation representations are those which seek to change a deposit LDP by adding a new site, or by altering or deleting a proposed site.

Aims and Objectives of this Stage

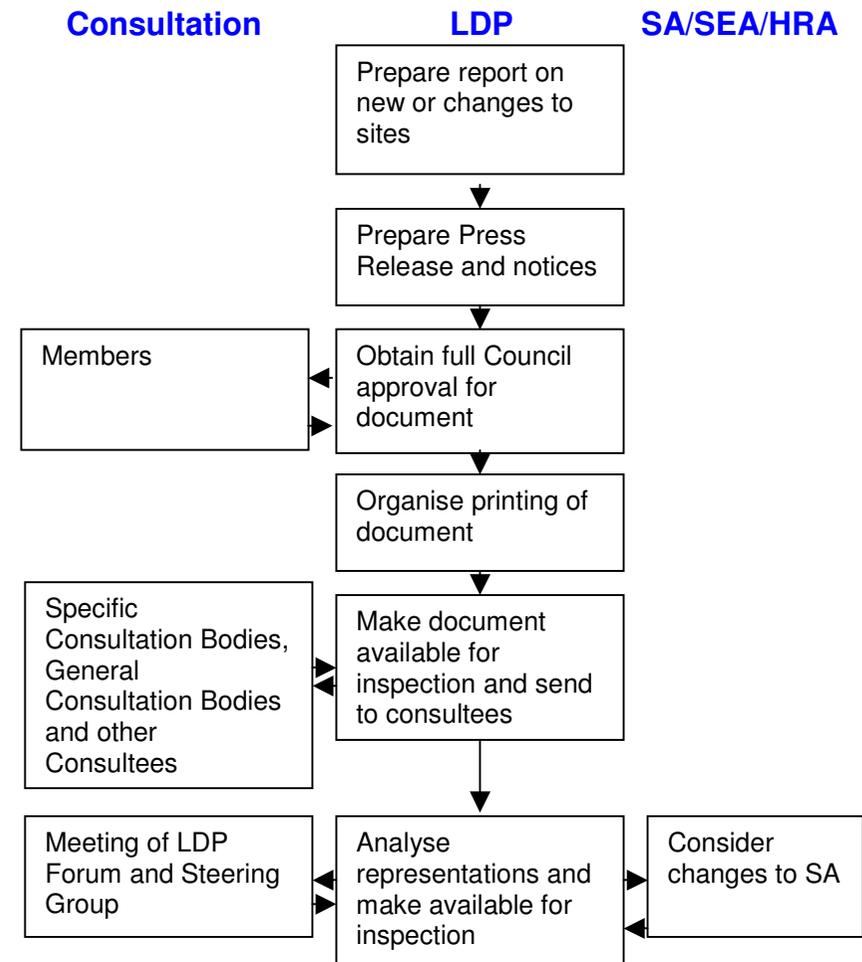
- To advertise representations which seek to change the deposit Local Development Plan by adding a new site, or by altering or deleting a proposed site;
- To assess whether the sites suggested for addition, alteration and deletion can contribute to the Development Strategy for the Plan and meet the necessary requirements of the Strategic Environmental Assessment, the Sustainability Appraisal and the Habitats Regulation Assessment;
- Examine whether there are satisfactory reasons why these sites have been brought forward at this stage in the Plan preparation process; and
- To provide an opportunity for alternative sites (i.e. sites not previously considered) to be considered by the Council.

Who is being consulted and methodology to be used?

The table on the next page details who will be consulted during the six-week statutory advertisement of new, alternative and proposed deleted sites and the method to be used. This stage is a statutory period during which time the

Council is required to make available to the public, details of all the sites that have been submitted by interested persons and organisations. Whilst the Council is required to advertise and assess these sites for their suitability for inclusion in the Plan, it will be for the Inspector to decide whether or not any or all of the alternative sites will be included in the Plan when adopted.

Work Required



Stage 4: Alternative Sites (Regulation 21)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
6 week consultation exercise to assess representations received in respect of all sites proposed for inclusion, alteration and/or deletion from the Deposit plan.	<p>To enable all interested persons and organisations to make representation in respect of alternative sites.</p> <p>To determine whether any improvements or changes should be made to the Plan.</p> <p>To enable consideration of the 'soundness' of the Plan</p>	Jan 10 - Feb 10	<p>LDP Steering Group LDP Forum</p> <p>Specific Consultation Bodies, General Consultation Bodies and other Consultees</p> <p>Elected Members</p> <p>General Public</p>	<p>LDP documents made available on the internet</p> <p>Hard copies sent out to Specific Consultation Bodies, Stakeholder Groups and Elected Members.</p> <p>Copies of the alternative sites available in the Council offices, and all public libraries.</p> <p>Advertisements in the press</p> <p>Site Notices</p> <p>Meetings of LDP Forum, Steering Group and SEA Working Group.</p>	<p>Representations received and placed on internet</p> <p>Hard copy placed in Council offices</p> <p>Outcome of assessment available in a public paper</p> <p>Integral part of SA/SEA</p> <p>HRA Report</p>	<p>LDP Forum</p> <p>LDP Steering Group</p> <p>Printing costs</p> <p>Cost of Local Media</p>
SA/SEA						
Assessing and appraising significant changes forwarded by proponents	To ensure that any significant changes to the Plan are assessed for sustainability implications, cumulative effects and their implications on European sites.	Jan 10 - Aug 11	Responsibility of proponent to test effects of site proposal against agreed sustainability objectives			

Stage 5: Submission of Local Development Plan to Inspectorate for independent Examination

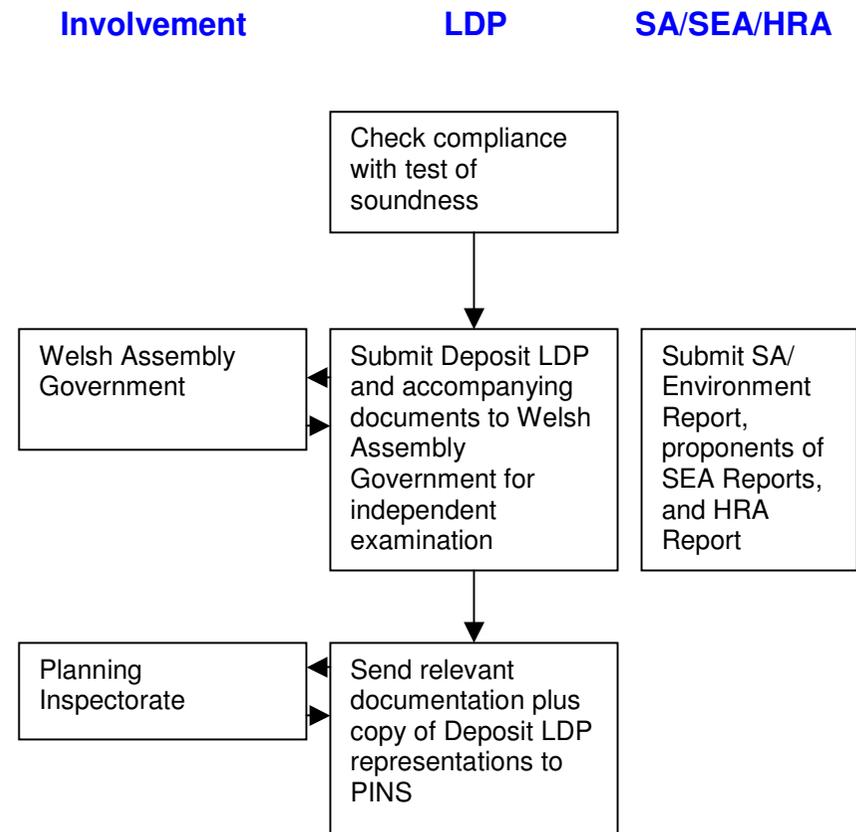
Aims and Objectives of this Stage

- To consider the representations received during the statutory consultation period and provide a response to them that can be considered by the Inspector at the Examination; and
- Provide notice to all interested stakeholders for the submission of the LDP and associated documents to WAG.

Who is being consulted and methodology to be used?

The table on the next page details who will be consulted and the work necessary to ensure that the Council complies with the Development Plan Regulations, when formally submitting the LDP and all relevant supporting information and representations, for independent examination before a Planning Inspector.

Work Required



Stage 5: Submission of LDP for Examination (Regulation 22)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
Undertake work necessary for formal submission to Welsh Assembly Government for Examination		Indicative date Aug-10 - Sep 10	WAG Planning Inspectorate	All relevant documentation made available on the internet and sent to WAG and PINS		Printing Costs

Stage 6: Independent Examination

Aims and Objectives of this Stage

- To undertake an independent Examination of the LDP;
- To examine the LDP in its entirety and test its 'soundness';
- Consider representations seeking change to deposit Plan;
- For the Planning Inspector to consider all relevant evidence and prepare recommendations in the form of the Inspector's Report; and
- To undertake any further work requested by the Inspector.

Who is being consulted and methodology used?

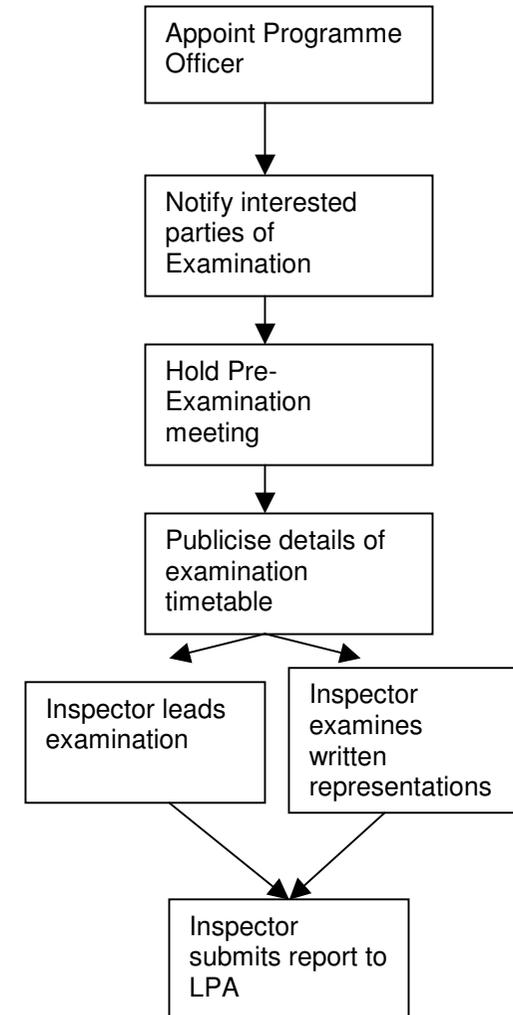
The table on the next page details who will be consulted at the Independent Examination and the methods to be used. This stage is beyond the control of the Council and will be administered by the Independent Planning Inspectorate and Programme Officer. The Planning Inspectorate has published a Guide to Examination of LDPs which provides further information on this stage.

Work Required

Involvement

LDP

SA/SEA/HRA



Stage 6: Independent Examination (Regulation 23)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
Notification of Independent Examination in line with Regulation 23	To ensure that interested persons/ organisations are aware that an Independent Examination into the LDP is taking place	Indicative date Aug 10 - Sep 10	Specific Consultation Bodies, General Consultations Bodies and other Consultees, Elected Members General Public	Formal notification given by letter Notice placed in the Local Press Notice placed on the internet	None	Printing costs Cost of Local Media
Pre-Examination meeting	To advise on Examination procedures and format	Indicative date Sep 10	Representors	Letter to Representors Notice in Local Press Notice on the internet	None	Programme Officer Administrative costs
Consideration of all representations 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	Dec 10 - Feb 11	All those interested individuals and organisations that have made representations at the Deposit Stage of the Plan (Please note not all representors will appear at the Examination)	Round Table discussions. Informal hearings Formal hearings Written submissions	Inspectors Report	Programme Officer Cost of EIP Administrative costs

Stage 7: Publication of the Planning Inspector's Recommendations

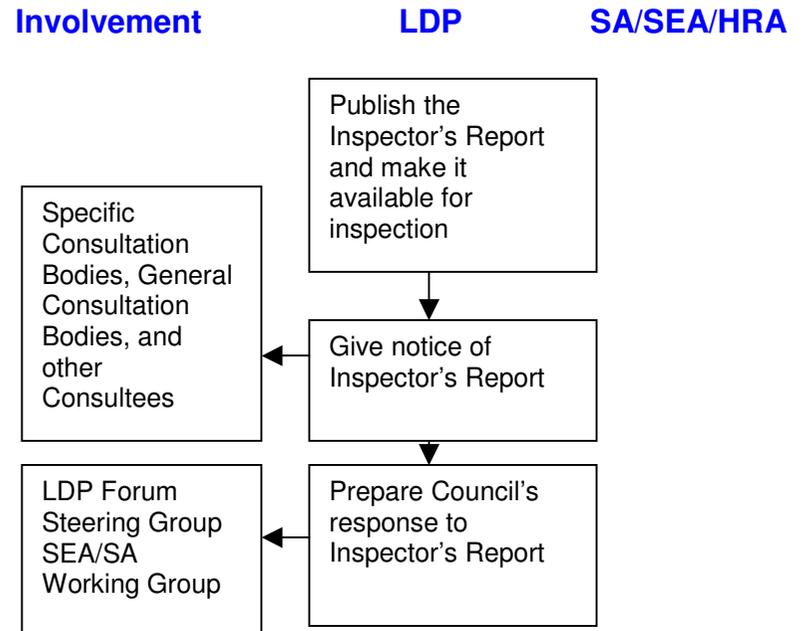
The purpose of this stage is:

- To publish the recommendations of the Planning Inspector, and the reasons for those recommendations and make them generally available for inspection; and
- To give notice to all interested persons and organisations that the Inspector's Report is available

Who is being consulted and methodology used?

On receipt of the report, the Council is responsible for making this information publicly available. The table on the next page indicates the mechanism that the Council will utilise to undertake this process. It is important to note, however, that at this stage there is no opportunity for stakeholders to comment on or appeal against recommendations; albeit that the Council will produce a response paper indicating where the Council is satisfied and/or dissatisfied with the Inspector's findings.

Work Required



Stage 7: Receipt of the Inspector's Report (Regulation 24)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
Distribution of the Inspector's Report	To provide stakeholders with an opportunity to read the report in advance of any changes being made to the LDP in line with the Inspector's recommendations	Indicative Date Jul 11 - Aug 11	Specific Consultation Bodies, General Consultations Bodies, and other Consultees Elected Members General Public	Inspector's Report made available on the internet Copies of the report available in the Council offices and all libraries Advertisements in the Press Formal notice to those persons who asked to be notified	None	Cost of printing
Preparation of Council response to Inspector's Report	To indicate to stakeholders those areas of change	On receipt of Inspector's report	LDP Forum LDP Steering Group SEA/SA Working Group	Working Meetings of Forums	Report to Executive/Council placed on the internet	

Stage 8: Adoption

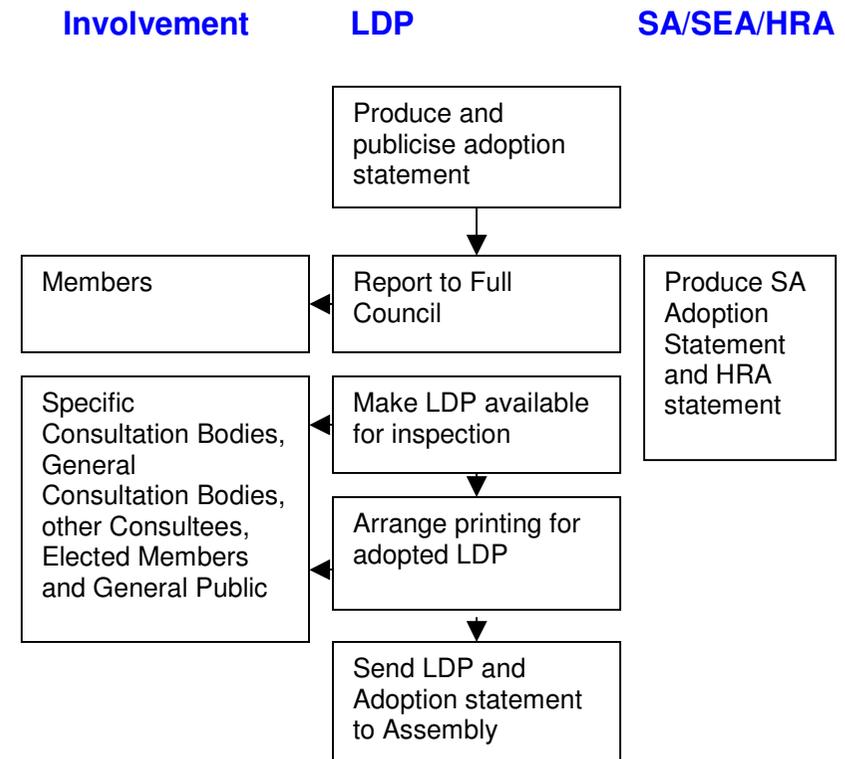
The purpose of this stage is:

- To adopt the LDP within 8 weeks of the receipt of recommendations and reasons contained in the Inspector's report

Who is being consulted and methodology used?

- The table on the next page details who will be consulted in terms of the work that will need to be undertaken in order to ensure that the Council complies with the Development Plan Regulations when formally adopting the LDP

Work Required



Stage 8: Adoption (Regulation 25)

Stage in the document preparation process	Purpose	When?	Who?	How?	Reporting Mechanism	Staff Resources additional to normal costs
To formally adopt the LDP as the Development Plan for the County Borough within eight weeks of receipt of the Inspectors Report	To inform stakeholder of adoption	Indicative date Aug 11	Specific Consultations Bodies, General Consultation Bodies, Other Consultees, Elected members General Public	LDP documents including the adoption statement and the Sustainability Appraisal made available on the Internet Formal notification given by letter to specific Consultation Bodies and Elected Members Copies of all relevant documents available in the Council offices and all public libraries Notice placed in the Local Press Notice on the Internet	None	Printing Costs Cost of advertisement
SA/SEA						
Formal Publication of Environmental Statement (contained within the SA report)	To accord with SEA Regulations and to identify any adjustments arising from the Examination	Indicative date Aug 11				Cost of printing

SECTION C: TIMETABLE

Overview

3.1 This section sets out the timetable for the preparation of the Local Development Plan, looks at how the process is to be managed and explains what might stop us from meeting the adoption date.

3.2 The diagram below outlines the Council's proposed timetable for the key stages in preparing the Local Development Plan. The timetable differentiates between:

Definitive Stages, up to and including the statutory deposit stage, which are under the direct control of the Council and have, therefore, realistic target dates; and **Indicative Stages**, beyond statutory deposit stage, that are dependent on extraneous factors (e.g. number of representations received, capacity of independent Planning Inspector, etc) for which the Council has less control.

3.3 A revised timetable will be submitted to the Welsh Assembly Government at the statutory deposit stage in order to establish an appropriate timetable for the subsequent indicative stages.

Table 1: Summary of Timetable for the LDP Process

Regulation	Stage in Plan Preparation	Timescale
	Statutory instrument to commence LDP	February 2007
9	Delivery Agreement	Sep 06 - Mar 07
14	Pre Deposit Participation	Apr 07 - Dec 07
	Advertise for Candidate Sites	May 07 – Jun 07
15 & 16	Pre Deposit Public Consultation'	Sep 08 - Nov 08
17	Statutory Deposit of Proposals	Sep 09 - Nov 09
20 & 21	Alternative Sites Consultation	Jan 10 - Feb10
22	Submission of LDP to National Assembly	Aug10 - Sep 10
23	Independent Examination	Dec 10 - Feb 11
24	Receipt of Planning Inspector's Recommendations	July 11 - Aug 11
25	Adoption	Aug 11
37	Annual Monitoring Report	1 year after adoption

Table 2: Summary of Timetable for SA/SEA

Stage in SA/SEA Preparation	Timescale
<p>Stage A: Setting the context and objectives, establishing the baseline and deciding on the scope.</p> <p>Consulting on the scope of the SA</p>	<p>Apr 07 - Aug 07</p> <p>Sep 07 - Nov 07</p>
<p>Stage B: Developing and refining alternatives and assessing effects. Appraising issues and options.</p> <p>Consulting on SA of emerging options – Initial Sustainability Report</p>	<p>Jan 08 - Sep 08</p> <p>Sep 08 - Nov 08</p>
<p>Stage C: Predicting and assessing effects; Developing proposals; Preparation of the Environmental Report and the SA Report.</p>	<p>Dec 08 - Aug 09</p>
<p>Stage D: Consulting on the SA and Environmental Reports; Appraising significant changes</p>	<p>Sep 09 - Nov 09</p> <p>Jan10 - Aug 11</p>
<p>Stage E: Monitoring implementation of the Plan and significant effects.</p>	<p>Aug 11 - July 12</p>

Management of the LDP Process

- 3.4 The Chief Regeneration Officer will be responsible for the overall delivery of the LDP and the Development Plans Manager will be responsible for the day-to-day management of the process. In order to ensure that the LDP is representative of the corporate objectives and cross cutting themes of the Council, an Officer and Member Steering Group will underpin the plan making process.

- 3.5 The Council recognises that additional specialist services will also be required to progress the LDP. External consultants will be appointed to assist the Council in a number of areas. These include areas such as the SA/SEA of the emerging LDP, the population and household projections, renewable energy, landscape etc. A supplies and services budget of £129,000 will be required to progress the LDP to adoption within the prescribed timescale. The budget and staffing requirements for each stage is shown below.

Resources

Table 3: Resources

Definitive Stages	Start	Finish	Resources
Production of Delivery Agreement	Sep 06	Mar 07	3 staff in planning policy team
Review & Develop Evidence Base for LDP and SEA	Sep 06	Sep 07	3 staff in planning policy team 1 member of staff in Countryside £25k for studies (Urban potential, Industrial Land & Buildings, Retail, Renewable Energy, Phase 1 Habitats, SEA/SA)
Pre Deposit Participation	Apr 07	Nov 08	3 staff in planning policy Other Council staff £5k for Stakeholder/Community Engagement £20k for SA/SEA Report
Pre Deposit Public Consultation	Sep 09	Nov 09	3 staff in planning policy team 2 members of staff in Graphics Other Council Staff £3k for printing and adverts
Deposit LDP,	Jan 10	Feb 10	3 staff in planning policy

feedback on representations, advertise alternative sites			Other Council staff £6k for printing & Adverts
Indicative Stages			
Submission and Examination	Aug 10	Sep 10	3 staff in planning policy Other Council staff £65k for Examination
Inspector's report	Jul 11	Aug 11	3 staff in planning policy £2k for Inspector's Report
Adoption	Aug 11		3 staff in planning policy £6k for printing and adverts

Risks and Contingencies

3.6 In accordance with Welsh Assembly Government guidance, it is envisaged that the Local Development Plan preparation will span over a 4-year period. However the Authority recognises that there are a number of factors that could result in the plan preparation period not proceeding in accordance with the proposed timetable, despite every effort being made to avoid a deviation from the Delivery Agreement. The principal risks have been identified together with the Council's approach to managing them in the table below:

Risk Assessment

Table 4: Risk Assessment

Risk	Level	Potential Impact	Mitigation
Loss of staff	High	Programme slippage	Ensure staff have permanent posts, competitive salaries and job satisfaction.
Additional requirements arising from new legislation/national guidance	Low	Programme slippage	Monitor legislation/guidance and aim for early response.
SA/SEA/HDAAs implications on plan strategy / proposals	Medium	Programme Slippage	Provide some flexibility in timetable. Ensure process is fully integrated with LDP preparation.
Greater than anticipated workload (e.g. number of representations received or SA/SEA requirements)	Medium	Programme slippage	Provide some flexibility in timetable. Consider additional resources. Early liaison with environmental consultation bodies.
Insufficient information to undertake SA/SEA	Medium	Programme slippage	Identify expectations. Consider additional resources. Early liaison with environmental bodies.
Printing and production	Low	Programme	Consider additional

delays		slippage	resources to undertake process in house.
Significant late information/objections	High	Plan cannot be submitted for examination without significant work	Ensure views of respondents and stakeholders are sought, given and considered as early as possible.
Planning Inspectorate unable to meet target dates	Medium	Examination and/or report is delayed. Key milestones in programme are not met.	Liaise with the Planning Inspectorate to ensure early warning of any problems.
Plan fails test of 'soundness'	Medium	Plan cannot be adopted without considerable additional work	Ensure Plan and Community Involvement are 'sound'. Liaison with WAG Planning Division.
Pressures in Council decision-making process	High	Programme slippage	Streamline decision-making procedures.
Legal challenge	Low	Quashing of adopted LDP Programme slippage	Early and comprehensive member induction/training. Ensuring processes are followed correctly by Council.

SECTION D: MONITORING AND REVIEW

Overview

4.1 This part explains when and how the Delivery Agreement can be changed and also how the Local Development Plan will be checked and updated.

Monitoring of the Delivery Agreement

4.2 It is proposed to monitor and review the effectiveness of the Delivery Agreement at each stage of the Local Development Plan preparation process. This will establish whether the Council is meeting its objectives in terms of public engagement in the process and whether or not timescales as indicated are being met.

4.3 There will also be the opportunity to provide a refined timescale for the 'indicative' stages of the timetable once further details are known. In accordance with the guidance in LDP Wales, the Council will define the indicative timetable within three months of the close of the formal 6-week deposit period.

4.4 Other stages when the contents of the Delivery Agreement will be reviewed are:

- If the process falls significantly behind schedule, i.e. 3 months or more;
- If any significant changes are required to the Community Involvement Scheme;
- Following the publication of any relevant new regulations/guidance from EU/UK/Welsh Assembly

Government with a direct bearing on the Plan preparation process;

- If there are any major changes of circumstances that materially affect the assumptions, evidence, policies or proposals contained in the Plan; and
- If there are any significant changes in the resources which are available to undertake the Plan preparation.

4.5 The monitoring and review of the Delivery Agreement will require further consultation with consultees, and a renewed Welsh Assembly Government agreement.

4.6 On completion of the preparation of the LDP a review of the consultation methods utilised in the Community Involvement Scheme will be undertaken to determine which aspects of engagement have proved to be successful. This review will inform the type, methods and format of future consultation exercises.

Monitoring and Review of the LDP

4.7 The Council will produce an Annual Monitoring Report each year following the date of adoption, which will assess how effectively the policies and proposals of the existing plan are performing and highlight any need for modifications, therefore feeding into the review of the Delivery Agreement.

4.8 The monitoring report will also include updated reference to new National Planning Guidance and any other relevant information. Once produced, the Monitoring Report will be made available for the public

to view on the website. Any key issues that arise will be the subject of public consultation.

- 4.9 Following the adoption of the Local Development Plan, it is intended that the Plan will be reviewed on a 4-year cycle. A review of the SA/SEA baseline information and trends will also take place and feed into the revision. Within six months of the Council's decision to review the Plan a new timetable will be submitted to the Welsh Assembly Government.

List of Consultees

Specific Consultation Bodies

Welsh Assembly Government	The Welsh Assembly Government
Assembly Sponsored Public Bodies	Countryside Council for Wales Environment Agency
Adjoining Local Authorities	Brecon Beacons National Park Caerphilly County Borough Council Merthyr Tydfil County Borough Council Powys County Council Torfaen County Borough Council Monmouthshire County Council
Local and adjoining Community Councils	Abertillery & Llanhilleth Community Council Nantyglo & Blaina Town Council Brynmawr Town Council Tredegar Town Council Rhymney Community Council New Tredegar Community Council Blaenavon Town Council Llangynidr Community Council Llangattock Community Council Llanelly Community Council
Licensed Telecommunication Operators	Mobile Operators Association National Telecommunications Ltd Network Development Consultants NTL Orange Personal Communications Ltd O2 UK T-Mobile Vodafone Three
Local Health Board	Blaenau Gwent Local Health Board

Utilities (Gas & Electricity Operators/Sewerage & Water Undertakers)	British Gas British Wind Energy Association Coal Authority Celtic Energy Ltd Confederation of UK Coal Producers Innogy plc National Grid Transco Plc Powergen RWE N Power Swalec Western Power Distribution Welsh Water
UK Government	Department for Transport Department of Trade and Industry The Home Office Ministry of Defence

General Consultation Bodies

Voluntary Bodies	GAVO
Ethnic Minority groups	Commission for Racial Equality Valley's Race Equality
Religious Organisations	Church in Wales Catholic Church in Wales Evangelical Movement in Wales Methodist Church Kingdom Hall Jehovah's Witnesses Muslim Council for Wales South Wales Baptist Association United Reform Church Salvation Army Cardiff Buddhist Centre UK Islamic Mission
Disability Groups	Disability Wales

	<p>Disability Rights Commission Disability Persons Transport Advisory Committee Federation for the Blind Deaf Association Wales RNIB Cymru Partially Sighted Society Blaenau Gwent Access Forum</p>
Business Interests	See under other consultees
Arts and Culture	<p>Meneter Iath Urdd Gobaith Cymru</p>

Other Consultees

As specified in LDP Wales	<p>British Aggregates Association British Geological Survey British Waterways, Navigation Authorities Centre for Ecology & Hydrology Chambers of Commerce, Local CBI, Local Branches of Institute of Directors Civil Aviation Authority Coal Authority Commission for Racial Equality Country Landowners & Business Association Crown Estate Office Design Commission for Wales Disability Wales Disability Rights Commission Disabled Persons Transport Advisory Committee Fire & Rescue Services Forestry Commission Wales Gypsy Council Health & Safety Executive Farmers Union Wales</p>
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	<p>Federation of Small Businesses The Home Builders Federation</p> <p>Local Community, Conservation, Amenity groups, Agenda 21 Groups/Civic Societies Wales Environment Link Welsh Environmental Services Association Council for the Protection of Rural Wales Friends of the Earth (Cymru) British Trust for Ornithology Local Wildlife Trusts - Gwent Wildlife Trust Pond Conservation Groups Welsh Historic Gardens Trust Wildlife and Wetlands Trust Local Biodiversity Action Plan Partnerships RSPB</p> <p>Local Transport Operators Arriva Trains Bus Users UK Civil Aviation Authority Confederation of Passenger Transport First Great Western Freight Transport Association Network Rail Western Rail Passenger Committee Wales Road Haulage Association Ltd Stagecoach Sustrans</p> <p>National Farmers Union For Wales National Playing Fields Association</p>
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	<p>One Voice Wales Planning Aid Wales Police Architectural Liaison Officer Post Office Property Holdings Royal Institute of Chartered Surveyors Royal Town Planning Institute (Wales) Chartered Institute of Housing (Cymru) Institute of Civil Engineers Chartered Institute of Wales Managers Sports Council for Wales Traveller Law Reform Coalition Wales Council for Voluntary Action Water Companies Wales Environment Link Welsh Environmental Services Association</p>
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Other Relevant Bodies

<p>Communities First</p>	<p>Abertillery Blaina Cwm Cwmtillery Nantyglo Ebbw Vale North & South Llanhilleth Rassau & Garnlydan Six Bells Tredegar</p>
<p>Community Planning Groups</p>	<p>Health and Social Care and Voluntary Sector Forum Healthier Future Partnership Board Safer Blaenau Gwent Partnership Board Children's Entitlement Partnership CCET</p>

Appendix 1

	<p>Community/Voluntary Learning Providers Forum Head Teachers Forum Gwent Educational Multicultural Support Service Children's Entitlement Partnership Blaenau Gwent Biodiversity Partnership Health Alliance</p>
Education	<p>University of Wales College Newport Coleg Gwent National Library for Wales</p>
Housing Associations	<p>Aelwyd First Choice Gwerin Linc Cymru United Welsh</p>
Elderly Persons Organisations	<p>Old Age Group Age Concern National Old Age Pensioners Association for Wales Young at Heart</p>
Ex Offenders Groups	<p>Nacro Apex Charitable Trust</p>
Gypsy and Travellers Groups	<p>The Gypsy and Travellers Law Reform Group</p>
Government Agencies	<p>Arts Council of Wales Capital Region Tourism Coed Cymru Glamorgan Gwent Archaeological Trust Ltd Hazardous Installations Directorate Cadw Royal Commission on the Ancient and Historical monuments of Wales The Civic Trust for Wales The National Trust</p>
Homeless Organisations	<p>Shelter</p>

	Crisis
House Builders	<p>Barratt South Wales Bellway Homes Benfield ATT Bovis Homes Charles Church Compton Developments Crest Nicholson David McLean Homes Davies Homes George Wimpey Lovell Persimmon Homes Redrow Homes Taylor Woodrow</p>
Planning Consultants	<p>Arup Atkins Boyer Planning CDN Planning The Development Planning Partnership ECOTEC Research and Consulting GVA Grimley Halcrow Group Ltd Harmers Hepher Dixon Hyder Consulting Jacobs Baktie Nathaniel Lichfield and Partners RPS Group White Young Green</p>
Local Agents	<p>John Payne Mike Harris</p>

	<p>Adrian Reed Peter Barnes David Jones Mike Phillips Chris Meredith Graham Worthington Adrian Drew</p>
Political	<p>Trish Law AM Member of Parliament Dai Davies Assembly Members for South Wales Central Labour Party Plaid Cymru The Welsh Conservatives Welsh Democrats</p>
Voluntary Public Bodies	<p>British Aggregates Association British Horse Society One Voice Wales Ramblers Association Wales Prince's Trust Welsh Consumer Council Welsh Association of Motor Clubs</p>
Children and Young People	<p>NCH Action for Children Tredegar Youth Café Brownies and Guides BG Youth Carers Children in Wales Clybiau Plant Cymru Kids Clubs Prince's Trust Youth Hostel Association</p>

List of Organisations to be Consulted on Issues/Background Papers

Issues / Background Papers	Who will be Involved
Housing	Members All BGCBC Service Heads Housing Division DEIN Home Builders Federation Local Builders Town and Community Councils External Consultants (if appropriate) Dwr Cymru / Welsh Water Countryside Council for Wales Campaign for the Protection of Rural Wales Friends of the Earth Cymru Gwent Wildlife Trust
Employment	Members All BGCBC Service Heads DEIN Voice of Industry External Consultants Town and Community Councils Statutory Utilities Dwr Cymru / Welsh Water Countryside Council for

	Wales
Retail	Members All BGCBC Service Heads External Consultants (if appropriate) Town and Community Councils Dwr Cymru Local Chambers of Trade Countryside Council for Wales
Environment (natural / built)	Members Countryside Council for Wales Environment Agency Wales All BGCBC Service Heads CADW RSPB Gwent Wildlife Trust Town and Community Councils Campaign for the Protection of Rural Wales Local Biodiversity Action Plan Partnership Glamorgan-Gwent Archaeological Trust
Energy	Members External Consultants

Appendix 2

	BGCBC Service Heads Countryside Council for Wales Environment Agency Friends of the Earth RSPB Town and Community Councils
Community Facilities	Members NHS Trust Local Health Board All BGCBC Service Heads Town and Community Councils Dwr Cymru
Minerals	Members BGCBC Service Heads Environment Agency Wales Countryside Council for Wales Wales Regional Aggregates Party Quarry Products Association Town and Community Councils
Tourism	Members Environment Agency Wales All BGCBC Service Heads DEIN Town and Community Councils

Waste	Members Environment Agency Wales SE Wales Regional Waste Group Wales Regional Aggregates Party Town and Community Councils Dwr Cymru / Welsh Water
SA / SEA	Members Environment Agency Wales Countryside Council for Wales CADW All BGCBC Service Heads External Consultants Town and Community Councils

Membership of Steering Group, LDP Forum and SA/SEA Working Group

Steering Group

Organisation
Leader of the Council
Deputy Leader of the Council
Executive Member – Sustainable Communities
Executive Member – Neighbourhood Service – Community Protection
Executive Member – Health & Well Being – Social Care
Executive Member – Creating Jobs & Skills
Executive Member – Neighbourhood Services – Streetscene
Executive Member – Helping People into Work
Executive Member – Health & Well Being – Healthy Living
Planning Committee Chair
Officer Representation From:
Regeneration
Health Social Care and Well –Being
Lifelong Learning
Public Protection
Housing
Transportation
Culture and Sport
Planning Control

SEA/SA Working Group

Internal Officers	External Bodies – Representatives of:
Development Plans Manager	Countryside Council for Wales
Principal Projects Officer	Environment Agency
Development Control Manager	Forestry Commission
Environment Management and Highways Services	Cadw
Public Protection Officer	

LDP Forum (Regeneration Partnership Board)

Organisation	Category
ARPP	Business Organisation
Base Handling Products	Business Organisation
Capita Symonds	Business Organisation
Continental Teaves	Business Organisation
Glamorgan & Gwent Housing Association	Business Organisation
M & J Europe	Business Organisation
Countryside Council for Wales	Environment
Environment Agency	Environment
CPRW	Environment
Glamorgan & Gwent Archaeological Trust	Environment
Herian	Heritage
Health Board	Health
Local Health Board	Health
Cllr D Owens	BGCBC
Cllr J Hopkins	BGCBC
Community Development Manager	BGCBC
Heads of the Valleys Programme	WAG
Nantyglo & Blaina Town Council	BG
Tredegar Town Council	BG
Coleg Gwent	Education
Coleg Gwent	Education
University of the Valleys	Education
Ramblers Association Wales	Transport
Sustrans Cymru	Transport
Arts Council for Wales	Voluntary Organisation
Careers Wales	Voluntary Organisation
Ebbw Vale & District Development Trust	Voluntary Organisation
GAVO	Voluntary Organisation
Princes Trust	Voluntary Organisation
Tredegar Development Trust	Voluntary Organisation
Venture Wales	Voluntary Organisation
Working Links	Voluntary Organisation
DEIN	WAG
WEFO	WAG
Job Centre Plus	

Profile and Characteristics of Local Population

Population		Economic Activity		Economic Inactivity (Continued)	
Total	70,064	Total Males		% inactive females 16-74 years:	
Males	33,969	16-74 years	24,463	Retired	15.91%
Females	36,095			Student	3.55%
<i>Source: Census 2001</i>		Total Females		Looking after home/family	12.92%
		16-74 years	25,008	Permanently sick/disabled	12.71%
				Other	5.80%
				<i>Source: Census 2001</i>	
Age Structure		% Males 16-74 years who are:		Marital Status (%)	
Aged 0 to 4	5.6%	Working full-time	47.02%	All people aged 16+ (No)	55,137
Aged 5 to 15	15.70%	Working part-time	2.44%	Single (never married)	27.16%
Aged 16 to 19	4.91%	Self employed	5.53%	Married	44.43%
Aged 20 to 44	32.30%	Unemployed	6.34%	Re-married	6.59%
Aged 45 to 64	24.60%	Full-time Student	1.14%	Seperated but still married	2.08%
Aged 65 years and over	16.89%			Divorced	9.27%
<i>Source: Census 2001</i>		% Females 16-74 years who are:		Widowed	10.47%
		Working full-time	24.58%	<i>Source: Census 2001</i>	
		Working part-time	17.91%	Tenure (%)	
		Self employed	1.98%	Owned Outright	31.88%
		Unemployed	3.06%	Mortgaged	30.44%
		Full-time Student	1.58%	Shared Ownership	0.30%
		<i>Source: Census 2001</i>		Council rented	24.34%
		Economic Inactivity		Housing Assoc. rented	4.53%
		% inactive males 16-74 years:		Private rented	6.10%
		Retired	13.49%	Other rented	2.41%
		Student	3.94%	<i>Source: Census 2001</i>	
		Looking after home/family	1.28%		
		Permanently sick/disabled	14.90%		
		Other	3.92%		
Welsh Speakers (%)					
Aged 3+	6.56%				
<i>Source: Census 2001</i>					

Glossary of Terms

2004 Act/ The Act	The Planning and Compulsory Purchase Act 2004.
Adoption	Final stage of LDP preparation where the LDP becomes the statutory Development Plan for the purposes of the Act.
Alternative Sites	Representations to the Deposit LDP which suggest alternative or new site allocations which are advertised by the Council prior to the submission of the Deposit LDP to the Inspector, with any comments received on them.
Annual Monitoring Report (AMR)	This will assess the extent to which policies in the Blaenau Gwent Local Development Plan are being implemented and effectiveness of the LDP.
Blaenau Gwent Unitary Development Plan (UDP)	Adopted 6 th July 2006. Statutory Development Plan for Blaenau Gwent County Borough Council which will be superseded upon adoption of the LDP.
Candidate Sites	The identification of land suitable for development by developers, land owners or the community.
Community	People living in a defined geographical area, or who share interests.
Community Involvement Scheme (CIS)	Sets out the project plan and policies of Blaenau Gwent CBC as Local Planning Authority for involving local communities, including businesses in the preparation of the LDP.
Community Strategy (CS)	Local Authorities are required to prepare these with the aim of improving the social, environmental and economic well being of their areas.

Consensus Building	A process of dialogue with targeted interest groups to understand relevant viewpoints and to seek agreement where possible.
Consultation	A formal process in which comments are invited on a particular topic or document.
Delivery Agreement (DA)	A document comprising Blaenau Gwent County Borough Council's (as Local Planning Authority) timetable for the preparation of the LDP together with its Community Involvement Scheme.
Deposit	A formal six week stage in which individuals and organisations can make representations on the LDP. Representations that relate to whether the plan is 'Sound' can then be examined by an Inspector.
Deposit LDP	The version of the LDP which is submitted to the Welsh Assembly Government for public examination.
Duly Made	Representations to the LDP which are made in the correct way within the consultation period.
Engagement	A process which encourages substantial deliberation in a community. Proactive attempt to involve any given group of people/ section of the community.
Frontloading	Community involvement and consensus building at early stages of plan preparation.
Habitat Regulation Assessment	This is the assessment of the potential effects of a Development Plan on one or more European sites and comprising Special Areas for Conservation (SACs), candidate SACs and Special Protection Areas. The assessment should conclude whether or not a proposal or policy in a Development Plan would adversely affect the integrity of the site in question.
Independent Examination	A process by which the soundness of the LDP is tested in public.

Indicator	A measure of variables, over time, often used to measure achievement of objectives.
Involvement	Generic term to include both participation and consultation techniques.
Local Planning Authority (LPA)	In the case of Blaenau Gwent County Borough, this is Blaenau Gwent County Borough Council.
Local Development Plan (LDP)	A land use plan that is subject to independent examination, which will form the statutory Development Plan for a local authority area for the purposes of the Act. It should include a vision, strategy, area-wide policies for development types, land allocations, and where necessary policies and proposals for key areas of change and protection. Policies and allocations must be shown geographically on the Proposals Map forming part of the plan.
Local Development Plan Wales (LDPW)	Planning policy guidance document from the Welsh Assembly Government on the preparation of the LDPs.
Objective	A statement of what is intended, specifying the desired direction of change in trends.
Participation	A process whereby stakeholders and the community can interface with plan makers.
Pre-deposit	Stages of plan preparation and consultation before the Deposit LDP is finalised and approved by Council.
Pre-deposit documents	These documents will include the vision, strategic options, preferred strategy, key policies, the initial sustainability report and appropriate assessment. These documents will be publicised over a six-week period.
Scoping	The process of deciding the scope and level of detail of an SA, including the sustainability effects and options which need to be considered, the assessment methods to be used, and the structure and contents of the SA report.

Significant Effect	Effects which are significant in the context of the plan. (Annexe II of the SEA Directive give criteria for determining the likely environmental significance of effects).
Site Register	A list of all sites proposed for development identified through the Candidate Site process.
Site Specific allocations	Allocations of areas of land for specific or mixed uses or development contained in a LDP.
Soundness	The consideration of representations made on the Deposit LDP and on Alternative Sites by the Inspector under the general headings of procedure, consistency and coherence & effectiveness. It is the concept against which an LDP is examined under Section 65(5) (b) of the 2004 Act. A framework for assessing the soundness of LDPs has been developed by the Planning Inspectorate.
Stakeholders	Interests directly affected by the LDP – involvement generally through representative bodies.
Strategic Environmental Assessment (SEA)	Generic terms used internationally to describe environmental assessment as applied to policies, plans and programmes. The European SEA Directive (2001/42/EC) requires a formal “environmental assessment of certain plans and programmes, including those in the field of planning and land use”. The Directive was implemented in the UK through the SEA Regulations 2005.
Sustainability Appraisal (SA)	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors). Each LPA is required by the SEA Regulations to undertake SA of the LDP. This form of SA fully incorporates the requirements of the SEA Directive.
Sustainability Appraisal Report	A document required to be produced as part of the SA process to describe and appraise the likely significant effects on sustainability of implementing the Plan, which meets the requirements for the Environmental Report under the SEA Directive. The SEA Regulations requires each LPA to prepare a report of the findings of the SA of the LDP.
Supplementary Planning Guidance	Provides supplementary information in respect of the policies of the LDP. They do not

(SPG)

form part of the Development Plan and are not subject to independent examination but must be consistent with it and with national planning policy.

Timetable

Sets out the dates by which key stages and processes of LDP preparation are expected to be completed. These are definitive for stages up to the deposit of the LDP and indicative for the remaining stages after.

Wales Spatial Plan (WSP)

A plan prepared and approved by the National Assembly for Wales under Section 60 of the Act which sets out the strategic framework to guide future development and policy interventions, whether or not these relate to formal land use planning control. Under Section 62(5) (b) of the Act a LPA must have regard to the WSP in preparing a LDP.