

# 1. Introduction

## 1.1 Background

Section 69 (S69) of the Planning and Compulsory Purchase Act 2004 requires an LPA to undertake a review of an LDP and report to the Welsh Government at such times as prescribed. To ensure that there is a regular and comprehensive assessment of whether plans remain up-to date or whether changes are needed an authority should commence a S69 full review of its LDP at intervals not longer than every 4 years from initial adoption and then from the date of the last adoption following a review under S69 (Regulation 41).

Carmarthenshire County Council (the Authority) as part of the LDP process has undertaken a plan review report which has identified a requirement to undertake a full revision of its Development Plan. The issues considered within the report are of sufficient significance to support the preparation of revised Development Plan.

The plan review has drawn upon the published AMRs, evidence gathered through updated survey evidence, and pertinent contextual indicators to support this stance. In addition, Carmarthenshire's LDP will also have less than 4 years remaining on its lifespan at the end of 2017.

The current adopted Carmarthenshire LDP will remain the statutory development plan until it is replaced by a revised version of the LDP. The revised LDP will cover a Plan period from 1<sup>st</sup> April 2018 through to 31<sup>st</sup> March 2033.

Once adopted, decisions on planning permissions will be primarily based on its content. It will also form the basis for guiding future investment programmes including those of partner organisations and infrastructure providers. It will provide a measure of certainty about what kind of development will, and will not be permitted during the plan period. It determines the level of provision and location of new housing and employment opportunities, and sets the framework for considering all proposals that relate to the development and use of land and buildings during the plan period.

The Plan will take a positive role in identifying opportunities for growth and investment, including, the allocation of appropriate sites for development in a manner which is balanced against needs and considerations for the protection and enhancement of the natural and built environment. It will also consider the linguistic, social and cultural nature of the County's communities.

## 1.2 Purpose of this Delivery Agreement

As a requirement of the regulations set out above the Council is obliged to prepare and approve a Delivery Agreement (DA) for the LDP which must then in turn be approved by the Welsh Government (WG).

The DA is a public statement of the Council's commitment to the preparation of the LDP and how and when stakeholder, interested parties and communities can contribute to its preparation. The DA must be produced prior to the formal preparation of the LDP and will be subject to regular review. It is a key statutory stage in the preparation of the LDP, and

adherence to its agreed contents represents one of the tests of the soundness (See section X) at the public examination stage.<sup>1</sup>

As part of its preparatory process, LDP2 will undergo a number of key stages (See Table 2). This commences with the DA. The DA will consist of two parts: first a Timetable for producing the LDP and second a Community Involvement Scheme.

(i) **Timetable**

The timetable details the stages involved in the formulation and preparation of the LDP and how the Council proposes to project manage its preparation. The timetable will be divided into two stages (definitive and indicative) setting out the key parts of the process and where possible providing definitive dates. Those stages where indicative dates are given are generally post-deposit, where factors outside the Council's control may affect the process, for example the number of representations received in respect of the LDP during a given consultation exercise.

(ii) **Community Involvement Scheme**

This sets out how the Council intends to consult and engage with stakeholders and partners in a meaningful way throughout the LDP process. The DA contains lists of those groups, bodies and individuals that will be consulted during the LDP preparatory process. It should be noted that these lists are not exhaustive and will be added to as appropriate throughout the LDP process.

### 1.3 Stages in Delivery Agreement Preparation

The DA forms an important and statutory component in the preparation of a revised Local Development Plan. In this respect it is noted that at the Examination into the LDP, any deviations from the DA that have not been agreed with the Welsh Government will form an important test into the 'soundness' of the Plan. In this respect the DA, its timetable, and the methods which the Council utilise during the Plans preparation are fundamental in ensuring the Plan is prepared in an appropriate, timely and inclusive manner.

In developing a Delivery Agreement, the Authority is required to undertake the following stages:

- Prepare a draft DA;
- Consult on the Draft DA with Welsh Government (WG), and a draft timetable with the Planning Inspectorate (PINS), CADW and Natural Resources Wales (NRW);
- Undertake to consider and where appropriate revise its content following its consultation;
- Submit to Welsh Government for agreement.

Following its agreement by the Welsh Government, the DA will be published with the Plan prepared in accordance with its content.

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<sup>1</sup> To be adopted, a Local Development Plan must be determined 'sound' by the examination Inspector 64 of the 2004 Planning and Compulsory Purchase Act). Tests of soundness and checks are identified in Planning Policy Wales Edition 8, January 2016, Chapter 2 and the Local Development Plan Manual Chapter 8. <http://gov.wales/docs/desh/publications/151007local-development-plan-manual-edition-2-en.pdf>

## 1.4 Preparing the Revised LDP

The preparation of the revised LDP will have regard to relevant legislation, national policy, and other plans, strategies and guidance and European Directives. It will also recognise and have regard to regional and local plans and strategies with particular reference given to the provisions of the Councils well-being Plan, by providing the land use expression of a shared vision of how the County will develop and change over the Plan period.

The revised LDP will also be informed and supported through the development of an up to date evidence base. Key to its development however is the principles of engagement and consultation throughout its preparation. In this respect the timetable set out in Section 2 indicates the key stages of Plan preparation, whilst the Community Involvement Scheme details the nature of the consultation approaches used. During such consultation exercises, those wishing to do so may make comments on the assessments.

The culmination of the Plan making process will be the independent Examination of the LDP by a Planning Inspector appointed by the Welsh Government, who will consider matters relating to the soundness of the Plan. The findings of the Examination will be published in the Inspector's Report, and the content of which along with its recommendations is binding on the Authority.<sup>2</sup>

## 1.5 Tests of Soundness

In assessing the issue of soundness the Planning Inspector will have due regard to the evidence submitted with the Plan and the representations submitted at the Deposit stage. The Local Planning Authority (LPA) must comply with the preparation requirements and that it considers that the plan meets the 3 tests of soundness. The tests each have a series of questions which assist in indicating the matters that may be relevant under each test. The lists are neither exhaustive nor necessary apply in every case.

### Preparation Requirements:

- Has preparation complied with legal and regulatory procedural requirements? (LDP Regulations, CIS, SEA Regulations, SA, HRA etc?)<sup>3</sup>

### Soundness Tests:

**Test 1: Does the plan fit?** (i.e. is it clear that the LDP is consistent with other plans?)

#### Questions

- Does it have regard to national policy and WSP
- Does it have regard to Well-being Goals<sup>4</sup>
- Does it have regard the Welsh National Marine Plan
- Is it consistent with regional plans, strategies and utility programmes?
- Is it compatible with the plans of neighbouring authorities?

<sup>2</sup> Details in relation to the Plan making process can be found through the Local Development Manual 2 (2015).

<http://gov.wales/docs/desh/publications/151007local-development-plan-manual-edition-2-en.pdf>

The Planning Inspectorate - Local Development Plan Examinations Procedure Guidance (August 2015)

<http://gov.wales/docs/desh/publications/170503ldp-procedure-guidance-en.pdf>

<sup>3</sup> PINS examination guidance is available from the PINS website

<http://gov.wales/docs/desh/publications/170503ldp-procedure-guidance-en.pdf>

<sup>4</sup> As set out within the Well-being of Future Generations (Wales) Act 2015.

- Does it reflect the Single Integrated Plan (SIP) or the National Park Management Plan (NPMP)?

**Test 2: Is the plan appropriate?** (i.e. is the plan appropriate for the area in the light of the evidence?)

**Questions**

- Is it locally specific?
- Does it address the key issues?
- Is it supported by robust, proportionate and credible evidence?
- Can the rationale behind plan policies be demonstrated?
- Does it seek to meet assessed needs and contribute to the achievement of sustainable development?
- Are the vision and the strategy positive and sufficiently aspirational?
- Have the 'real' alternatives been properly considered?
- Is it logical, reasonable and balanced?
- Is it coherent and consistent?
- Is it clear and focused?

**Test 3: Will the plan deliver** (i.e. is it likely to be effective?)

**Questions**

- Will it be effective?
- Can it be implemented?
- Is there support from the relevant infrastructure providers both financially and in terms of meeting relevant timescales?
- Will development be viable?
- Can the sites allocated be delivered?
- Is the plan sufficiently flexible? Are there appropriate contingency provisions?
- Is it monitored effectively?

## 1.6 LDP Format and Content

To accord with guidance, the proposed draft structure of the revised LDP will be as follows:

- Introduction;
- Strategy (vision, strategic issues, key policies, key aims and objectives and monitoring targets etc.);
- Identification of Strategic and Regeneration Sites;
- Major allocations of land;
- Area wide policies for development;
- Specific policies and proposals for key areas of change or protection;
- Succinct reasoned justification to explain policies and to guide their implementation; and,
- Proposal maps on a geographical base.

## 1.7 How does the LDP relate to other Plans and Strategies?

In preparing the LDP, regard has been had to national guidance and other plans, policies and programmes. Relevant National, Regional and Local documents will be reviewed and considered as part of the Plan's preparation. The relationship and interaction with such documents will be reviewed and will develop throughout the Plan making process. Regard will also be had to any future Legislation, national Policy/Guidance and any Plans and Strategies which may emerge throughout the revision process, the implications of which will be considered.

## 1.8 Potential Preparation of Joint LDP

As part of any LDP revision process, consideration of the potential of preparing a joint LDP with neighbouring authorities is necessary and prudent. In this respect reference is made to the powers of Welsh Ministers to direct two or more authorities to act jointly in preparing an LDP / replacement LDP<sup>5</sup>.

As part of the process of preparing the LDP Review Report the advantages and disadvantages of preparing a joint replacement Plan with one or more neighbouring local planning authorities has been considered and is set out below.

- In considering the position of each authority and their respective LDPs, it is clear that both the City and County of Swansea and Neath Port Talbot are incompatible by virtue of their timetables for Plan preparation and review. In this respect Swansea at this time are yet to have an adopted LDP and are approaching examination, whilst Neath Port Talbot have a recently adopted Plan as such the review timing is not consistent with that of Carmarthenshire.
- Powys County Council also have compatibility issues in relation to the timing of their Plan, with an Inspectors Report anticipated towards the end of this year. This coupled with limited shared relationship would currently preclude any joint arrangement.
- The Brecon Beacons National Park Authority whilst occupying part of the County are not considered a viable option to the preparation of a joint plan. This reflects not only that only a relatively small part of their geographical area covers Carmarthenshire, but also that it would logistically require potential policy integration across a number of other Council areas.
- Other neighbouring authorities whilst presenting opportunities in terms of the timing of their review and revision processes raise issues in terms of compatibility. In this respect whilst Ceredigion has similarities to parts of Carmarthenshire in terms of the rural context there is a divergence in terms of the authorities on the respective economic collaborations, particularly in terms of the City Deal.
- Similarly, Pembrokeshire has significant differences in the economic and cultural nature that would make a Joint Plan potentially more complicated and lengthy to deliver. These include differences in economic drivers, Welsh language levels in communities, differences in the role of tourism, the particular relationship of Pembrokeshire to the National Park and the economic base of the different areas. This, together with the additional delay likely in developing and implementing a joint working arrangements, it is considered to outweigh any advantages of preparing a joint LDP.
- It is however clear that putting governance and compatibility issues aside, in the longer term a joint Plan between the three authorities and the Pembrokeshire Coast National Park Authority is a possibility. However this would be best considered once the revised LDPs of the respective authorities come up for review, allowing a forward programme of integration and collective working to be established in a period leading up to their review timetables.

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<sup>5</sup> Planning (Wales) Act 2015

Carmarthenshire will continue to work with all neighbouring Authorities and will, where appropriate, work collaboratively and in a collective manner on common approaches, including sharing and jointly preparing aspects around evidence to support the implementation and review/revision of the respective LDPs. At key stages, Joint Statements of Common Ground will be prepared as necessary, to provide clarity on shared approaches.

## 1.9 Sustainability Appraisal and Strategic Environmental Assessment

The requirement to undertake a Sustainability Appraisal (SA) is an integral part of the process of plan preparation and is mandatory under the Planning and Compulsory Purchase Act 2004. The SA will consider the LDP’s social and economic effects as well as the environmental aspects. A SA may be defined as follows:

“A systematic and interactive process undertaken during the preparation (and review) of a plan which identifies and reports on the extent to which implementations of the plan will achieve the environmental, social and economic objectives by which sustainable development can be defined and identifies opportunities for improving plan performance in relation to these”<sup>6</sup>.

European Directive 2001/42/EC is enacted in the United Kingdom through the Environmental Assessment of Plans and Programmes (Wales) Regulations 2004. It requires that that a formal environmental assessment is undertaken during the production of certain plans and programmes. In this regard, the undertaking of a Strategic Environmental Assessment (SEA) will require an iterative assessment of the impact of the LDP on the environment to be interwoven into the plan making process.

It is intended that the SA process will be combined with the requirements for an SEA into a single appraisal process (SA/SEA). This integrated approach will be utilised to inform the preparation of the plan from the outset. Statutory consultees will have a key role in the SEA process particularly environmental consultees (Cadw and Natural Resources Wales). In addition there are a number of statutory consultation requirements relating to the SEA. Table 1 sets out the key stages of the SA/SEA process.

<b>Table 1 <sup>7</sup>: SA/SEA Stages</b>
Stage A – Setting the context and objectives, establishing the baseline and deciding on the scope.
Stage B – Developing and refining options and assessing effects.
Stage C – Preparing the Sustainability Appraisal Report.
Stage D – Consulting on the preferred option of the development plan and SA Report.
Stage E – Monitoring significant effects of implementing the development plan.

In practical terms, it is proposed that the above requirements will be met as follows:

<sup>6</sup> *Sustainability Appraisals of Utility Development Plans: A Good Practice Guide (Welsh Government 2002)*

<sup>7</sup> *Local Development Plan Manual 2 – Welsh Government – June 2015*

- SA – SEA Scoping Report;
- Initial / Interim SA - SEA Report alongside the pre deposit Preferred Strategy;
- The SA – SEA Report alongside the Deposit LDP;
- Final SA-SEA report (incorporating any post Deposit LDP changes – e.g. any Focussed Changes and/or Matters Arising Changes).

## 1.10 Habitats Regulations Assessment

European Directive 92/43/EEC is enacted in the United Kingdom through the Conservation of Habitats and Species Regulations 2010. These regulations clarify the responsibilities of the Plan Making Authority and set out the framework under which it should document the process. The Plan Making Authority should ultimately create a LDP that, as it is implemented, will have no significant effect (alone and in-combination) on the European Sites resource. The European Site resource includes; Special Area of Conservation (SAC), Special Protection Area (SPA), Ramsar and European Marine Sites (EMS).

The HRA, whilst not forming part of the SA/SEA, will however be prepared in parallel with it. The HRA will require an iterative assessment of the impact of the LDP on the European Sites resource to be interwoven into the plan making process.

In practical terms, it is proposed that the above requirements will be met as follows:

1. Preliminary Screening Report alongside the pre deposit Preferred Strategy;
2. HRA Report alongside the Deposit LDP (if 1 above cannot rule out any impact);
3. Final HRA report (incorporating any post Deposit LDP changes – e.g. any Focussed Changes and/or Matters Arising Changes).

## 1.11 Supplementary Planning Guidance

Supplementary Planning Guidance (SPG) are produced to provide further detail on certain policies and proposals contained within an LDP. Their preparation helps ensure particular policies and proposals are better understood and applied more effectively. Whilst an SPG does not have the same status as adopted development plan policies, they may be taken into account as a material consideration in determining planning applications. There are currently a number of adopted SPG documents accompanying the LDP. These can be viewed on the Authority's website<sup>8</sup>.

SPG can be produced in the form of:

- Guidance on a particular topic
- Master plans
- Design guides
- Area development briefs

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<sup>8</sup> <http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance.aspx#.WeTFfXythE>

A review of the current SPG will be undertaken to ensure they remain relevant and where appropriate updated accordingly. The extent of any amendments will become clearer as the LDP progresses towards adoption. The Authority also reserves the right to cancel any existing SPG where they are no longer relevant to the content of the revised LDP.

The revised LDP will contain sufficient policies and proposals to provide the basis for deciding planning applications. However, where appropriate and to aid the usability of the plan, and to ensure it remains concise, the Council will use SPG as a means of setting out more detailed guidance.



## 2. The Timetable

### 2.1 Key Stages Timetable

Table 2 sets out the proposed key stages and timetable involved in the preparation of the LDP as required under the provisions of the LDP Regulations<sup>9</sup> and the Planning and Compulsory Purchase Act 2004. A detailed timetable is set out Appendix 1.

**Table 2 – Key Stages Timetable**

Stage in Plan Preparation	Regulation Number	Timescale
<b>DEFINITIVE</b>		
Key Stage 1 - Delivery Agreement	5-10	October 2017 to May 2018
Key Stage 2 - Pre Deposit – Preparation and Participation	14	October 2017 – October 2019
Key Stage 3 - Pre-Deposit – Public Consultation	15,16	May 2018 – February 2019
Key Stage 4 - Deposit LDP	17-21	September 2018 – February 2020
<b>INDICATIVE</b>		
Key Stage 5 - Submission of LDP to WG for Examination	22	June 2020
Key Stage 6 - Independent Examination	23	July 2020 – January 2021
Key Stage 7 - Receipt and Publication of Inspector's Report	24	June 2021
Key Stage 8 - Adoption	25	September 2021
Key Stage 9 - Monitoring and Review	37	Continued following adoption

The stages identified in Table 2 are definitive as it is where the Council has direct control over the timetable. Those identified as indicative are where factors outside the Council's control may impact upon the process. The Council is however expected to define the indicative timetable within three months of the close of the formal six-week Deposit period and following consultation with the Planning Inspectorate. Such consultation will seek to establish the availability of an Inspector and to allow a check on the adequacy of the timetable in relation to the examination period. The revised timetable will be publicised in accordance with the general processes outlined in the Community Involvement Scheme.

### 2.2 Decision Making

#### Reporting

The approval at a meeting of the County Council will be required for those stages of the LDP preparatory process where consideration is to be given to representations received during formal consultation exercises, such as the deposit and strategic options stages. In addition, Executive Board and/or Full Council approval will normally be sought for those parts of the plan's preparatory process where it will be available as part of a formal public consultation exercise.

<sup>9</sup> *The Town and Country Planning (Local Development Plan)(Wales) Regulations (Edition 2)(August 2015)*

### **Advisory Panel**

The preparation of the Plan will be supported by the established LDP Advisory Panel with reports presented to the Panel and to the Executive Board and/or Full Council as appropriate.

The Advisory Panel is made up of a mix of elected Members across all the Political Parties. In guiding the formulation of the LDP throughout its process, the Panel will ensure that the plan is accountable.

The purpose of the LDP Advisory Panel will be to scrutinise, evaluate the input and views from the Key Stakeholder Forum and through the Plan making process. The Panel may also be required to arbitrate on any opposing viewpoints which may emerge with a view to reaching a consensus on key issues of policy and emerging Plan proposals.

The Panel's role and remit will continue post-LDP adoption through its consideration of future monitoring outputs. This will ensure continued political ownership and engagement. Members will be kept informed through council reports and the use of seminars and briefings.

### **Corporate Fit**

The Council is committed to the delivery of its corporate aims and objectives through its strategic and policy documents. The development of a corporate relationship between such documents is central to their effective delivery, with the LDP fundamental in giving expression to their land use aspirations. Developing on the LDP's position as a key strategic council document through corporate fit provides an opportunity to adopt a joined up or co-ordinated approach as part of its preparation. This will further assist by providing greater clarity and ensuring that work undertaken is not unnecessarily repeated elsewhere. Such documents will form part of the evidence base for the LDP.

### **Resources**

Whilst the Director of Environment will be responsible for the delivery of the LDP. The day to day aspects of its production and preparation through to adopted status rests with the Forward Planning Section of the Council's Planning Services Division. A team of officers and support staff whose principal role is the preparation of the LDP will be the main staff resource. A breakdown of the team responsible for the preparation of the LDP and the percentage of time involved in the production of the plan is as follows:

#### **LDP Team**

Head of Planning	(5%)
Forward Planning Manager	(60%)
Forward Planning Officer (x5)	(70%)
Monitoring and Implementation Officer	(30%)
Graphic Design and Technical Support Officer	(70%)
Administrative Assistant (Part time)	(75%)

Additional support for particular aspects of the LDP's preparation and production will be drawn from relevant areas of expertise within the authority.

It is also recognised that additional specialist assistance and services may be required. In this regard, the authority may supplement its own staff resources through the commissioning of consultants.

Experience indicates that the budgetary requirements of preparing the revised LDP through to adoption is expected to be broadly similar to that incurred by the production of the current

LDP. The Council will commit sufficient funds to ensure the LDP progresses in a manner consistent with the commitments set out within the DA. In addition, the Council may utilise reserve funds as appropriate to meet ongoing costs. General administration and staff costs associated with the production of the LDP are accounted for through separate budgetary structures.

### **Managing Risk**

In preparing the proposed timetable, regard has been had to the potential risks associated with the process. The authority is mindful of the impact of risks on the deliverability of the agreed timetable and the Community Involvement Scheme. Appendix 3 whilst not exhaustive, highlights those potential risks the authority may face in meeting the provisions of this DA.

In line with guidance, the timetable contains built in tolerances to account for potential slippage (3 months). However some risks identified may represent matters beyond such allowances, and as a consequence may result in slippage to the timetable. Proposed mitigation measures are included to address and minimise these potential risks.

## **3. Community Involvement Scheme**

### **3.1 Background**

This Community Involvement Scheme (CIS) sets out why it is important to involve the community. It identifies who should be involved and suggests how to get involved in the LDP process. It is vital in order to achieve a plan that has local ownership and is legitimate for the policies that will shape the future distribution of land uses and development within Carmarthenshire.

Carmarthenshire can be characterised as a county of contrasts with the agricultural economy and landscape of rural Carmarthenshire juxtaposed with the urban and industrial south-eastern area (see Appendix 4 for a County profile). The diversity in population (including distribution, age, employment and culture) presents a challenging task in involving the community in the LDP process.

### **3.2 Why Participate?**

As a land use planning document, the benefits and impacts of the LDP are most keenly felt within the communities of the County. With this in mind, the Council is keen to ensure that opportunities exist for all to participate in the preparation of the revised LDP. This opportunity to participate and communicate their views extends from understanding the issues faced through to the wording of detailed policies and site identification. It provides an opportunity to develop on the existing adopted LDP in preparing a revised replacement Plan for the next 15 years.

### **3.3 Key Stakeholder Forum**

A Key Stakeholder Forum similar to that utilised in the preparation of the current LDP will be established to assist in the Plan preparation process. Members of the Key Stakeholder Forum will have an important role to play in the key stages of the preparation of the Plan, in particular in drawing up the evidence base, consideration and assessment of the vision, objectives and options. It is envisaged at this stage that the Group's role will be effected through formal meetings, consultation on specific matters and general discussion throughout the key stages of the process up until the Deposit stage.

The purpose of the Forum is to act as a sounding board throughout the preparation process and will require regular involvement.

The Key Stakeholder Forum will be based on the existing Community Strategy Partnership and will also include representatives from key partnerships, together with selected representatives from groups and forums such as Community and Town Councils, partners including members of the Public Service Board, as well as Council Officers. Members of the Panel will consist of those with an interest directly affected by the LDP. A draft list of invitees is contained in Appendix 7. These may be subject to amendment as the preparation of the plan progresses, however it is considered vital to ensure that the Forum remains of a manageable size in order to enable constructive discussion and progress.

Members of the Forum will be required to meet the following expectations, in addition to the expectations set out under the general stakeholders

- Commit to the process – attend meetings/seminars and contribute to the process.
- Members will be representing the interests of the parent body, and it would be beneficial to the process if LDP information would be disseminated to colleagues in order to facilitate extended consultation on the Plan using existing structures.

Specific thematic groups may emerge from, and or develop to supplement the Key Stakeholder Forum and the preparation of the LDP as appropriate.

### **3.4 Involvement in the LDP Process**

The LDP will set out policies and proposals for future development and the use of land in the County. Therefore, anyone who lives, works, visits or has an interest in the future development of Carmarthenshire should get involved in the LDP process. Whilst it is recognised that it is not always possible or sometimes necessary, nor feasible to involve everyone in all stages of the process the Council is keen to ensure the opportunity is available for all to do so. This section identifies groups that may be involved and how they could be involved.

#### **Elected Members**

- Throughout the LDP process, the LDP Team will report to the Advisory Panel and at significant stages, reports will be prepared for Executive Board and/or full Council as appropriate.
- Member Briefings, Seminars and workshops will seek input and advise on the process and how and when decisions and input will be required.
- It is proposed that the Executive Board Member with responsibility for strategic planning and the Chair of Planning Committee should sit on the Key Stakeholder Forum.

#### **Specific Consultation Bodies**

- A list of Specific Consultation Bodies that the Council is required to consult with can be found in Appendix 5.
- Documents will be sent directly to these bodies at the identified stages (see Appendix 2) and a response will be expected within a reasonable timescale.

#### **Environmental Consultation Bodies**

- Organisations with a remit on environmental, social and/or economic matters and are able to provide advice on specialist issues.
- This will operate alongside the LDP process in ensuring that the LDP accords with sustainability criteria.

#### **General Consultation Bodies & Other Consultees**

- A list of general consultation bodies and other consultees that the Council is required to consult, and those which the Council consider should be involved as Consultees. These can be found in Appendix 5.
- These bodies will be advised by letter or e-mail at the identified stages. These can be found in Appendix 5.

### **Professional Officers**

- Internal representation from Development Management officers and other service areas, as well as where appropriate external partner organisations will feed in through thematic groups (and other fora) which cover the broad spectrum of topics within the LDP.
- Internal representation of other Council services is essential to ensure that the Plan is consistent with other Department's strategies and plans.

### **Youth**

- Young people are traditionally under-represented in the development plan process. The established Carmarthenshire Youth Council and the four Area Youth Fora (Amman Youth Forum, Forwm Y Cwm – Gwendraeth, Llanelli Youth Forum and 3T's Youth Forum – Carmarthen) will be used to ensure the views of the youth are considered in the process. Other means of accessing young people such as Carmarthenshire Young Farmers Clubs will be utilised.

### **Developers & agents**

- Developers and agents can request to be added to the Direct Mailing List (see below). They must, like the general public group, accept responsibility to ensure that any representations to the statutory stages are submitted within the correct timescale and with the information requested.
- Developers, agents and any other persons may submit any sites that they wish to be put forward for consideration during the non-statutory stages ("Candidate Site Register" stage). Details of these sites will be available for inspection on the Council's website and available to view at the Carmarthen Planning Office up until the Deposit Stage.
- Submitted sites will be assessed against the Site Assessment Methodology.

### **General public (direct mailing group)**

- This group includes anyone with an interest in the future of Carmarthenshire, including individuals, businesses, organisations and groups.
- Members of the public, groups or organisations may on request be included on the direct mailing list to inform of the progress of the plan and how they can be involved. Notification will be in the form of e-mail, or in exceptional circumstances through the postal service. Please note, however that it is the general public's responsibility to ensure that any representations to the statutory stages are submitted within the correct timescale and with the appropriate information as requested. Representations during formal consultation periods will be encouraged electronically and through the consultation portal. Where a postal service is used the Council will not be held responsible for the non-delivery of any item.
- All those who submit representations during statutory consultation periods will be automatically added to the mailing list.
- To register your interest please contact the Forward Planning Team by any of the following means:
  - \* By e-mail: [forward.planning@carmarthenshire.gov.uk](mailto:forward.planning@carmarthenshire.gov.uk) ; or
  - \* register on the on-line mailing database [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk)
  - \* by mail: Forward Planning, Carmarthenshire County Council, Planning Services, 5 Spilman Street, Carmarthen, Carmarthenshire SA31 1LQ.
- All registered persons will be advised by e-mail (unless specified otherwise through the absence of an email address) at identified stages (see Appendix 2).

### **Developers, Agents and other proponents of sites.**

There are a number of stages within the preparatory process of the revised LDP where sites may be proposed for potential inclusion within the LDP. Central amongst these are:

- The candidate site stage presents an early opportunity as part of the Pre-Deposit LDP stage to submit a site for consideration. The invitation for candidate sites will be advertised in accordance with this DA and should be provided using the forms available. Where additional information is requested to support the consideration of a site this should also be provided if the site is to receive full consideration.
- It is vital that proponents of sites maximise the opportunity for the promotion of the site by submitting them during the candidate site process. The candidate site stage is the appropriate point at which to submit a site so that sufficient consultation can take place to inform the examination process<sup>10</sup>.
- If there has been a material change in circumstances affecting a previously rejected site, or a completely new site is put forward, it is the responsibility of the proponent to test the effects of their site using the LPA SA framework. The LPA will provide guidance on what would be required for SA which the proponent would be expected to follow. <sup>11</sup>. The Authority does not however, give any assurance that such a change in circumstances would warrant or illicit a change which would be likely to see the site included within the Plan.
- There will be no vetting process to ensure that submissions are satisfactory in terms of SA: any vetting will take place as part of the examination before the Inspector since the SA is part of the evidence base that should support the policies and proposals in the deposit LDP. If a new, or alternative site has not been subject to any SA, it is unlikely that the Inspector will be in a position to recommend its inclusion in the LDP<sup>12</sup>.
- The LPA will consider all representations submitted at the pre-deposit public consultation stage in accordance with LDP Regulation 16(2) before finally determining the content of the deposit LDP. Representations made at this pre-deposit stage will not constitute representations to be considered at the independent examination<sup>13</sup>.
- It is at the Deposit Plan stage where the responsibility of those promoting changes to the Plan is required, in order to show that the proper procedures have been undertaken and to provide the necessary evidence to demonstrate that the plan would be sound if the site were to be included. This would include the site's compatibility with the SA<sup>14</sup>.
- All site submitted will considered in accordance with the provisions of the site assessment methodology.

### **Seldom Heard Groups**

This includes groups that have traditionally not taken part to any great extent in the plan process.

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<sup>10</sup> Local Development Plan Manual Edition 2 – para 5.3.4.3

<sup>11</sup> Local Development Plan Manual Edition 2 – para 6.5.1.5

<sup>12</sup> Local Development Plan Manual Edition 2 – para 6.5.1.6

<sup>13</sup> Local Development Plan Manual Edition 2 – para 6.5.1.8

<sup>14</sup> Local Development Plan Manual Edition 2 – para 7.4.4.7

- Such groups will be encouraged to participate through already established forums where possible. Throughout the process endeavours will be made to identify and involve these groups.
- It is proposed to involve these groups in the process by informing them at different stages of the process. Individual groups have been identified under General and Other Consultation Bodies (see Appendix 5).

The LDP Team will also work with colleagues in other service areas to maximise consultation opportunities including gaining access associations and forums.

Where petitions are submitted, one nominated person should be identified as a point of contact for involvement in the LDP process.

### **Town and Community Councils**

In preparing the revised LDP the authority recognises the important role of Town and Community Councils within their respective communities acknowledging their capability to communicate information and encourage engagement. As a reflection of this role and status as specific consultees (Appendix 5), the Council will consult with them at appropriate stages (including representation at the Key Stakeholder Forum).

Town and Community Councils and individual Councillors can provide an invaluable link and means of communicating with their communities. Their ability to raise awareness is clear but also critically is their potential to feedback and conveying views and comments back to the Plan making process.

There are 72 Town and Community Councils (135 seats) of varying sizes and budgets within the County. It is submitted that attending the meetings of each of these Councils on an individual basis would be impracticable due to resource issues. Where practicable, the Authority will however identify other appropriate methods of engagement for the Sector. Such methods could include a targeted / area based clustering approach – an example is the Gwendraeth Group of Community Councils. There are also opportunities to utilise the Authority's established Town and Community Council Liaison Forum.

The Authority will, where appropriate, seek to utilise the ongoing liaison with those larger Town and Community Councils in the County in relation to the duties emerging from the Well-being of Future Generations Act. A community or town council is subject to these duties where its gross income or expenditure was at least £200,000 for each of the preceding three financial years. It is understood that at the time of writing, the Councils that meet this criterion are Llanelli Town, Llanelli Rural, Pembrey and Burry Port, Carmarthen Town, Llannon, Cwmamman and Llanedi. There are therefore opportunities to utilise this existing platform to engage with these larger Councils on the LDP.

The Authority will also seek to engage with Town and Community Councils in relation to the potential contribution that Place Plans could make. In this regard, the Authority will monitor the release of any further guidance from the Welsh Government.

There are also a number of external organisations that could play an important role in supporting engagement with the Sector – including One Voice Wales and Planning Aid Wales. In relation to the former, reference is made to the well-established Area Committee structure, whilst Planning Aid Wales are established training providers for



the sector. There is also potential to seek out discussions with the Society of Local Council Clerks.

### **3.5 Expectations of Stakeholders**

It is important that all stakeholders and interested parties in the LDP process make every effort to meet the following expectations:

- (a) Respond to correspondence within an appropriate timescale – all correspondence & representations submitted will be replied to within a reasonable timescale and it is expected that stakeholders will reply to any correspondence within 21 days.
- (b) Stakeholders will only raise legitimate issues (Local Development Plan matters only).
- (c) Stakeholders should highlight any gaps in the data / information supplied.
- (d) Proponents of sites should identify them during the identified consultation periods. The Council is not obliged to consider, or forward any sites (or other representations) to the examination which have been submitted outside the defined consultation periods.
- (e) Proponents of a site, or respondents on any matter of the Plan should undertake to provide the information requested as necessary to allow an appropriate assessment of any submission or representation.
- (f) Relevant guidelines and procedures must be followed at all times.
- (g) Information should be shared and provided if required.
- (h) Stakeholders should accept that the Inspector's Report is binding and that no appeal in respect of his/her decisions can be made.
- (i) A commitment by all to consensus building.

Delays may occur if these expectations are not met and may result in the plan not according to the principles of soundness.

### **3.6 Late Representations**

The Council will only consider representations submitted in accordance with the advertised period of the consultation. Any representations received outside of these dates will be considered as a non-duly made representation, and the Council is not obliged to consider them. Only where the Council is satisfied that a genuine attempt in good faith to submit in time has been made, will a late representation be registered as duly made. Evidence of delivery, posting etc. will be required to support such claims. Such circumstances are expected to be exceptional and all potential respondents are encouraged to submit during the advertised periods.

To be registered as a duly made representation, they must supply the necessary information and specify the matters to which they relate. At Deposit stage representations must also specify the changes being sought, the grounds upon which the representation is made and where possible, the relevant test(s) of soundness.

Only those duly made representations at Deposit stage will be submitted to the Inspector for consideration at the examination. It should be noted that representations submitted during the Pre-Deposit Stage will not be submitted to the Inspector for consideration at the examination.

### **3.7 Methods of Involvement, Participation & Consultation**

A range of methods will be used to facilitate community involvement throughout the plan process including:

- Documents published and regular updates provided on the Council's website [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk)
- The use of social media, including twitter updates, and Facebook news items from the Council's Social Media account
- 'Community News' – the Council's free newspaper which is delivered to all households in the area (published every month)
- Newsletters, online diaries and blogs where available.
- Direct mailing (preferably by e-mail, however by letter for those which seek this form of communication)
- Public Exhibitions
- Seminar / Workshops
- Documents made available at Customer Service Centres, Planning Offices and Public Libraries
- Press releases / Public Notices
- Meetings

### **3.7 Bilingual Engagement and the Welsh Language**

The preparation of the LDP will be undertaken in accordance with the Council's Welsh language standards with bilingual engagement essential in ensuring equal opportunity to engage in Plan preparation. In this respect the Council welcomes correspondence in Welsh and English and will enable all consultations to be undertaken in either language. All forms, documents, and correspondence, will be bilingual, with the opportunity for bilingual meetings also to be offered, thus affording the opportunity for people to engage in the language of their choice.

### **3.8 Consensus Building**

Better consultation and involvement may assist in a reduction of conflict in decision making. The consultation techniques proposed in this Scheme aim to reduce conflict and seek consensus, by using structured engagement and active involvement of stakeholders, communities and interested parties. It is important that agreement can be met with the overall strategy of the LDP in the early stages of the process.

Where consensus cannot be achieved, it is imperative that the sources of information leading to a decision are explicit and respected by all parties. In those instances where consensus cannot be reached regard will be had to pertinent matters such as national policy in determining any outcome. In appropriate instances where there is no conflict with such matters progression may be made on a majority basis.

### **3.9 Document Availability / Feedback**

All documents produced throughout the preparation of the LDP will be published on the Council's website and also made available at the following locations (locations may be subject to change):

- Customer Service Centres: 3 Spilman Street, Carmarthen  
The HUB, Llanelli Town Centre  
Town Hall, Ammanford
- Planning Offices: Civic Offices, Crescent Road, Llandeilo  
5-8 Spilman Street, Carmarthen
- All Public Libraries in Carmarthenshire (listed in Appendix X)

Where appropriate/required, copies of documents will be sent to Specific Consultation bodies.

### **3.9 Feedback Methods**

The Council's website will be used to provide up-to-date information and news on the progress of the LDP.

At all significant stages, consultation responses will be reported to the Advisory Panel, Full Council and/or the Council's Executive Board.

All representations received during the statutory consultation stages will be acknowledged, registered on a database and will be advised of the next steps in the process.

Regular updates will appear in "Community News" and through other media sources.

### **3.10 Monitoring and Review**

The Council will monitor and review the effectiveness of the DA throughout the preparation of the LDP. This will ensure that the objectives set out in the CIS are met in accordance with the proposed timetable.

Other instances in which the DA would need to be reviewed include:

- If there is significant changes in the resources available to the Council;
- If any significant changes are required to the CIS;
- If the LDP process falls significantly behind schedule, i.e. 3 months or more;
- If new European, UK or WG legislation, regulations or guidance should require new procedures or tasks to be undertaken; or,
- If there are any changes of circumstances that materially affect the delivery of the plan.

If the DA should require a review prior to Deposit, then this will be subject to further consultation with the relevant consultees as well as renewed approval from Council and the WG agreement.

The LDP Regulations state that, following Deposit, the timetable should be reviewed in consultation with the relevant consultees, and resubmitted to the WG as the Council enters into a service agreement with the Planning Inspectorate. This should be carried out within 3 months of the close of the formal Deposit period.

Following adoption of the revised LDP an Annual Monitoring Report (AMR) will be produced and published and submitted to the WG in accordance with regulations. The AMR will

establish how effectively the policies and proposals of the Plan are performing and being implemented. It will assess whether the basic strategy remains sound and whether any policies need changing to reflect contextual changes, including those of national policy. The AMR will also specify the housing land requirement (from the current Housing Land Availability Study) and the number of net additional affordable and general market dwellings built in the Authority's area, and report on other LDP indicators.

The Authority will commence a full review of the revised LDP at least once every 4 years. A timetable will be submitted to WG within 6 months of the Authority's decision to review the Plan. The review will include reconsideration of the sustainability appraisal and the soundness of the Plan. As with the AMR, the full review will also indicate whether alterations are needed to the Plan. Where a policy needs to be changed, or where additional policies are required, the process to be followed for plan revision will be the same as for plan preparation.

## Glossary

Adopted Plan	This is the Final stage of Local Development Plan preparatory process - where the Local Development Plan becomes the statutory Development Plan, for the purposes of the Act.
Adopted	The final confirmation of the development plan as its land use planning policy by the Local Planning Authority (LPA).
Annual Monitoring Report (AMR)	This will assess the extent to which policies in the local development plan are being successfully implemented (Regulation 37 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005).
Baseline/Pre Change Baseline	A description of the present state of an area against which to measure change.
Candidate Site	Candidate Sites are those nominated by anyone for consideration by the LPA as allocations in an emerging LDP.
Candidate Sites Register	Register of candidate sites prepared following a call for candidate sites by the LPA.
Community	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
Community Involvement Scheme (CIS)	Sets out the project plan and policies of the LPA for involving local communities, including businesses, in the preparation of local development plans. The CIS is submitted to the Welsh Government as part of the Delivery Agreement for agreement.
Consensus building	A process of early dialogue with targeted interest groups to understand relevant viewpoints and agree a course of action.
Consultation	A formal process in which comments are invited on a particular topic or set of topics, or a draft document.
Contextual Indicator	An indicator used to monitor changes in the context within which the plan is being implemented or prepared.
Delivery Agreement (DA)	document comprising the LPA's timetable for the preparation of the LDP together with its Community Involvement Scheme, submitted to the Welsh Government for agreement.
Deposit Documents	These include the deposit LDP, the Sustainability Appraisal report, the initial consultation report, the candidate sites register, the Review Report (if appropriate), any relevant supporting documents.
Development Limits	A line drawn in order to define the area of a settlement within which development is acceptable in principle subject to detailed consideration of environmental, amenity, access, public service provision and other considerations. Areas outside the limits are regarded as the open countryside.
Development management policies	A suite of criteria-based policies which will ensure that all development within the area meets the aims and objectives set out in the Strategy.
Engagement	A process which encourages substantive deliberation in a community. Proactive attempt to involve any given group of people/section of the community.
Evidence Base	Interpretation of Baseline or other information/data to provide the basis for plan policy

Focussed Change	Changes proposed to the deposit LDP prior to submission that are extremely limited in number, that reflect key pieces of evidence, but do not go to the heart of the plan.
Habitats Regulations Assessment (HRA)	<p>The screening and appropriate assessment of options required under Part 6 Chapter 8 of the Conservation of Habitats and Species Regulations 2010 (as amended) (the Habitats Regulations) - a recognised iterative process which helps determine the likely significant effect on a plan or programme and (where appropriate) assess adverse impacts on the integrity of a European site.</p> <p>The assessment is required to be undertaken by a competent authority in respect of plans or projects which are likely to have a significant effect (alone and in combination with other plans and projects) on a “European site” (see paragraph 5.1.2 of TAN 5), or as a matter of policy a proposed “European site” or Ramsar site, under the provisions of Article 6(3) of the EC Directive 92/43/ECC (the Habitats Directive), regulations 61 and 102 of the Conservation of Habitats and Species Regulations (as amended) 2010, and, regulation 25 of the Offshore Marine Conservation (Natural Habitats &amp;c) Regulations 2007.</p>
Indicator	A measure of variables over time, often used to a measure achievement of objectives.
Integrated Community Strategy	Required by the Local Government (Wales) Measure 2009 (Part 2: Sections 37-46) with the aim of improving the social, environmental and economic well-being of their areas. Also referred to as a “Single Integrated Plan”.
Local Development Plan (LDP)	<p>The required statutory development plan for each local planning authority area in Wales under Part 6 of the Planning and Compulsory Purchase Act 2004.</p> <p>A land use plan that is subject to independent examination, which will form the statutory development plan for a local planning 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.</p>
Local Planning Authority (LPA)	A planning authority responsible for the preparation of an LDP.
Local Well-being Plan	Under The Well-being of Future Generations (Wales) Act 2015 Public Service Boards will be established for each local authority area; it is intended that each will prepare a Well-being Plan to replace the SIP by April 2018 (s.39).
Marine Plan	The Welsh National Marine Plan prepared under the Marine and Coastal Access Act 2009.
Mitigation	Measures to avoid, reduce or offset significant adverse effects.
National Development Framework (NDF)	Provision is made under Planning (Wales Act) 2015 for the preparation of an NDF. Prepared by the Welsh Government

	the NDF will set out a 20 year land use framework for Wales and will replace the current Wales Spatial Plan.
Objective/Strategic Objective	A statement of what is intended, specifying the desired direction of change in trends.
Partners	Other local/NP authority departments and statutory bodies where the LDP will help to deliver some of the objectives of their strategies. Partners may be expected to contribute to formulating relevant parts of the LDP.
Planning Obligation	A legal agreement between an applicant and the local planning authority to ensure a development is carried out in a certain way. Also referred to as a Section 106 Agreement.
Planning Policy Wales (PPW)	Planning Policy Wales sets out the land use planning policies of the Welsh Assembly Government. It is supplemented by a series of Technical Advice Notes. Procedural advice is provided through circulars and policy clarification letters.
Pre-deposit documents (LDP)	These include the vision, strategic options, preferred strategy, key policies, the Sustainability Appraisal report, the candidate sites register, Review Report (if appropriate).
Pre-deposit stage	The participation and consultation stages prior to deposit; the Manual refers to the Strategic Options and Preferred Strategy stage which relate to the full plan procedure; reduced requirements relate to the short form plan revision procedure.
RAMSAR	A wetland site of international importance for nature conservation. Designation is enabled by the Ramsar Convention 1971 whereby participating European Governments undertake to protect such areas.
Review Report	The required statutory report under S69 of the 2004 Act and/or Reg41; to conclude on the LDP revision procedure to be followed based on a clear assessment of what has been considered and what needs to change and why, based on evidence.
Short form revision procedure	May be appropriate for circumstances where the issues involved are not of sufficient significance to justify undertaking the full plan revision procedure.
Single Integrated Plan (SIP)	Discharges statutory duties identified by Welsh Government (“Shared Purpose – Shared Delivery”, WG 2012), including Community Strategies; prepared by a Local Service Board. See “Local Well-being Plans” which are to replace SIPs”.
Site specific allocations	Allocations of sites (proposals) for specific or mixed uses or development. Policies will identify any specific requirements for individual proposals with the allocations shown on the LDP’s proposals map.
Soundness	In order to be adopted, an LDP must be determined ‘sound’ by the examination Inspector (S64 of the 2004 Act).  Tests of soundness tests and checks are identified in PPW.
Special Area of Conservation (SAC)	Sites of international conservation importance designated by the Welsh Ministers under the European Directive on the

	Conservation of Natural Habitats and Wild Flora and Fauna. In addition there are candidate SAC's which should, as a matter of Government policy, be viewed as full SAC's when examining land use impacts.
Special Protection Area (SPA)	Special Protection Areas For Wild Birds under The E.C. Council Directive On the Conservation of Wild Birds (79/4C9/EEC) provides for the protection, management and control of all species of naturally occurring wild birds.
Stakeholders	Interests directly affected by the LDP (and/or SEA) - involvement generally through representative bodies.
Statement of Common Ground (SocG)	The purpose of a SOCG is to establish the main areas of agreement between two or more parties on a particular issue.
Strategic Development Plan (SDP)	Provision is made under the Planning (Wales) Act 2015 for the preparation of SDP's at a regional level. SDP will have regard to the NDF and responding at a regional level to strategic issues.
Strategic Environmental Assessment (SEA)	Term used internationally to describe environmental assessment as applied to plans and programmes. SEA process is derived from European legislation and defined at European level – Directive 2001/42/EC. The Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 (SEA Regulations) require a formal “environmental assessment of certain plans and programmes, including those in the field of planning and land use”.
Supplementary Planning Guidance (SPG)	Forms a supplementary document/information in respect of the policies in an LDP. SPG does not form part of the development plan and is not subject to independent examination but must be consistent with the Plan and with national planning policy.  Can be developed to consider individual or thematic aspects of the Plan and site allocations including masterplans.
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 S62(6) of the 2004 Act to undertake SA of the LDP. This form of SA fully incorporates the requirements of the SEA Regulations.
Sustainability Appraisal Report (SA Report)	document required to be produced as part of the SA process to describe and appraise the likely significant effects on sustainability of implementing the LDP, which also meets the requirement for the Environmental Report under the SEA Regulations. S62(6) of the 2004 Act requires each LPA to prepare a report of the findings of the SA of the LDP. - The SA Report is first produced at the Preferred Strategy stage (the Interim SA Report), expanded at the Deposit LDP stage and finalised alongside the Adoption Statement.
Technical Advice Notes (TAN)	A topic-based document published by the Welsh Assembly Government to supplement Planning Policy Wales.
Wales Spatial Plan (WSP)	A plan prepared and approved by the National Assembly for Wales under S60 of the 2004 Act, which sets out a














	<p>strategic framework to guide future development and policy interventions, whether or not these relate to formal land use planning control. Under S62(5)(b) of the 2004 Act a local planning authority must have regard to the WSP in preparing an LDP.</p>
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### Appendix 1: Revised Carmarthenshire Local Development Plan - Timetable

	2018				2019				2020				2021															
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
<b>Annual Monitoring Report</b>																												
AMR2 to Council for approval to submit	■																											
Submission of AMR2 to WG		■																										
<b>LDP Review Report</b>																												
LDP Review Report to enter Council cycle for approval			■	■	■																							
Preparation and Publication of the LDP Review Report			■	■	■																							
<b>Key Stage 1: Delivery Agreement</b>																												
Preparation of draft Delivery Agreement (DA)		■	■	■																								
Report draft DA to Council					■																							
Publication of Draft DA for consultation					■	■	■																					
Consideration and reporting of consultations received						■	■	■																				
Submission to WG for approval								■	■																			
Publication of approved DA following WG approval								■	■																			
<b>Key Stage 2: Pre-Deposit Preparation and Participation</b>																												
Review and develop baseline information and evidence		■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Review and develop Strategic Options, Issues & Objectives					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
SA Stage A: Prepare SA (SEA) Scoping Report					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Consultation on the SA (SEA) Scoping Report					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Assessment, consideration and reporting of representations received on the SA (SEA) Scoping Report						■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Invitation for submission of Candidate Sites					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication of Candidate Site Register									■	■																		
<b>Key Stage 3: Pre-Deposit Consultation</b>																												
Prepare and report SA (SEA) initial / interim report									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Prepare and report HRA Screening Report									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Prepare and report the Preferred Strategy									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
SA Stage B: Publication and consultation of Preferred Strategy (inc Strategic Sites)										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication and consultation of the initial / interim SA (SEA) Report and HRA Screening Report										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Assessment and consideration of responses received on the Preferred Strategy, initial SA (SEA) and HRA Screening Report											■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Report Preferred Strategy and Options , SA (SEA) and HRA												■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication of Initial Consultation Report													■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
<b>Key Stage 4: Deposit Consultation (Reg 17, 18, 19)</b>																												
Preparation of Deposit Plan, HRA Report and SA (SEA) Report																												
Reporting of draft Deposit LDP, SA (SEA) and HRA																												
Publication of draft Deposit LDP, SA (SEA) and HRA for consultation																												
Assessment and Consideration of the representations received in respect of draft Deposit Plan, SA(SEA) Report and HRA Report																												
Reporting of representations of the Deposit LDP, SA (SEA) Report and HRA Report																												
Focussed Changes																												
<b>Key Stage 5</b>																												
<b>Submission to WG (Reg 22)</b>																												
<b>Key Stage 6</b>																												
<b>Examination (Reg 23)</b>																												
<b>Key Stage 7</b>																												
<b>Publication of Inspectors Report (Reg 24)</b>																												
<b>Key Stage 8</b>																												
<b>Adoption (Reg 25)</b>																												
<b>Key Stage 9</b>																												
<b>Monitoring and Review (Reg 37)</b>																												







## Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
<b>Key Stage 1 - Delivery Agreement (Regulations 5 – 10)</b>					
Preparation of draft Delivery Agreement (DA)	To ensure that roles and responsibilities are understood and realistic timetables are developed.	<b>October 2017 – January 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>Executive Board</li> </ul>		
Publication of draft DA for consultation	To enable all stakeholders and interested parties to submit representations.	<b>January 2018 – March 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>Council Officers</li> <li>LDP Advisory Panel</li> <li>Key Stakeholder Forum</li> <li>Specific Consultation bodies (see appendix 5)</li> <li>General &amp; Other Consultation bodies (see appendix 5)</li> </ul>	    	Comments will be considered & DA amended, if required.
Assessment and consideration of feedback and responses received	To allow consideration of representations received.	<b>March 2018 – April 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>LDP Advisory Panel</li> </ul>	 	A summary of the comments received and response will be reported to members.
Submission of DA to WG	To seek formal agreement on the content of the DA.	<b>April 2018</b>	<ul style="list-style-type: none"> <li>Welsh Government</li> </ul>		
Publication of approved Delivery Agreement following WG approval	To inform stakeholders of the content and availability of the approved DA.	<b>April - May 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Key Stakeholder Forum</li> <li>Specific Consultation bodies</li> </ul>	  	Copies of agreed DA placed on Council's website and placed at Deposit locations.






















## Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
			<ul style="list-style-type: none"> <li>General &amp; Other Consultation bodies</li> </ul>		
<b>Key Stage 2 - Pre-Deposit: Preparation and Participation (Regulation 14)</b>					
Review and develop baseline information and evidence	<p>To understand and develop the context for plan preparation, to review and to supplement data to identify issues and objectives to be addressed in the LDP.</p> <p>This will be ongoing throughout the LDP process.</p>	<b>October 2017 – October 2019</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Specific Consultation bodies</li> <li>General &amp; Other Consultation bodies</li> </ul>		Prepare evidence base through to the submission of the Deposit LDP.
Review and develop Strategic Options, Issues and Objectives	To develop a vision for the Plan area and the objectives for the LDP and influence the choice of a preferred option.	<b>January 2018 – February 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>Council Officers</li> <li>LDP Advisory Panel</li> <li>Key Stakeholder Forum</li> <li>Council Members</li> <li>Town and Community Councils</li> </ul>		Agreed vision & objectives published on Council's website and placed at Deposit locations.
SA Stage A: Setting the context & objectives, establishing the baseline & deciding on the scope. (Known as the SA Scoping Report) and undertake consultation.	To engage environmental consultation bodies & relevant stakeholders to develop SA objectives and to provide a baseline to inform the	<b>January 2018 – February 2018</b>	<ul style="list-style-type: none"> <li>Environmental consultation bodies</li> <li>Council Officers</li> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Specific Consultation bodies</li> </ul>		Report will be published on Council's website and placed at Deposit locations.












## Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
	next stage of option appraisal.		<ul style="list-style-type: none"> <li>General &amp; Other Consultation bodies</li> </ul>		
Assessment and consideration of representations received in respect of SA Scoping Report	To allow consideration of representations received.	<b>February 2018 – March 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>LDP Advisory Panel</li> </ul>		A summary of the comments received and response will be reported to members.
Candidate Site Register	An invitation for the submission of candidate sites.	<b>January 2018 – May 2018</b>	<ul style="list-style-type: none"> <li>All interested parties</li> </ul>		Site register database
Publication of Candidate Site Register	To allow interested parties to view the candidate sites received	<b>May 2018</b>	<ul style="list-style-type: none"> <li>All interested parties</li> </ul>		Site Register database
<b>Key Stage 3 - Pre-Deposit: Consultation (Regulations 15 and 16)</b>					
Preparation and Reporting of the Preferred Strategy and Options to include consideration of strategic sites	To provide an opportunity for stakeholders and interested parties to contribute to the preparation of the Preferred Strategy and suggest modifications.	<b>May 2018 – August 2018</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Council Officers</li> </ul>		Published on the Council's website and deposited at locations as appropriate.
SA Stage B: Developing & refining option & assessing effects (known as Initial / Interim SA report)	To ensure strategic options and sites are assessed against the proposed SA framework to inform and support	<b>May 2018 – August 2018</b>	<ul style="list-style-type: none"> <li>Environmental consultation bodies (see para.1.7.3)</li> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Specific Consultation bodies</li> </ul>		Report will be published on Council's website and placed at Deposit locations.











## Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
	the Pre-Deposit Preferred Strategy.		<ul style="list-style-type: none"> <li>Key Stakeholder Forum</li> <li>General &amp; Other Consultation bodies</li> </ul>	    	
HRA Initial Screening Report	The main aim of this report is to complete the first part of the HRA process and provide a constraints plan to inform and support the Pre-Deposit Preferred Strategy.	<b>May 2018 – August 2018</b>	<ul style="list-style-type: none"> <li>Environmental consultation bodies (see para.1.7.3)</li> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Specific Consultation bodies</li> <li>Key Stakeholder Forum</li> <li>General &amp; Other Consultation bodies</li> </ul>	       	Report will be published on Council's website and placed at Deposit locations.
Publication and Consultation of Preferred Strategy (Inc. Strategic Sites), initial / interim SA (SEA) Report and HRA Screening Report	To provide an opportunity for stakeholders and interested parties to contribute to the preparation of the preferred strategy, the initial / interim SA (SEA) Report and HRA Screening Report and suggest modifications.  Identification of potential sites that correspond with the preferred strategy.	<b>September 2018 – October 2018</b>	<ul style="list-style-type: none"> <li>All stakeholders &amp; interested parties</li> </ul>	       	The documents will be published on Council's website and placed at Deposit locations.

## Appendix 2: Timetable and Community Involvement








Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Assessment and consideration of representations received on the Preferred Strategy, initial SA (SEA) and HRA Screening Report	To allow consideration of representations received.	<b>November 2018 – January 2019</b>	<ul style="list-style-type: none"> <li>▪ LDP Team</li> <li>▪ LDP Advisory Group</li> <li>▪ Key Stakeholder Forum</li> </ul>	 	A summary of the comments received and response will be reported to members.
Publication of Initial Consultation Report	To identify the consultation methods undertaken as part of the Community Involvement Scheme	<b>September 2018</b>	<ul style="list-style-type: none"> <li>▪ All stakeholders and interested parties</li> </ul>		A summary of the consultations and publications undertaken as part of the pre-deposit preparation and participation.
<b>Key Stage 4 - Deposit LDP (Regulations 17 – 19)</b>					
Prepare and report Deposit LDP, SA (SEA) Report (Stage C) and HRA Report (if needed).	Develop the Deposit LDP out of preceding LDP stages.	<b>September 2018 – June 2019</b>	<ul style="list-style-type: none"> <li>▪ LDP Team</li> <li>▪ LDP Advisory Group</li> <li>▪ Key Stakeholder Forum</li> </ul>		Report to Council to obtain their approval for consultation of Deposit LDP and supporting documents – SA/SEA and HRA (if needed).
Publication and consultation of Deposit LDP and associated documents (including HRA (if needed) and SA report (Stages C/D).	To enable all stakeholders and interested parties to submit representations to the LDP and supporting documents.	<b>July 2019 – September 2019</b>	<ul style="list-style-type: none"> <li>▪ All stakeholders &amp; interested parties</li> </ul>	     	Duly made representations acknowledged by e-mail/letter.
Assessment, consideration and reporting of representation received	To allow consideration of representations received.	<b>October 2019 – February 2020</b>	<ul style="list-style-type: none"> <li>▪ LDP Team</li> <li>▪ LDP Advisory Group</li> </ul>	 	A summary of the representations received and response will be reported to members,

## Appendix 2: Timetable and Community Involvement










Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
in respect of Deposit LDP and associated documents (including HRA (if needed) and SA report (Stage D).					published on the Council's website and placed at Deposit locations.
<b>Key Stage 5 - Submission of LDP to the Welsh Government &amp; the Planning Inspectorate for Examination</b>					
Submission of LDP and associated documents (incl. SA Report) to Welsh Government & the Planning Inspectorate for examination	<ul style="list-style-type: none"> <li>To submit the LDP and associated documents to WG and the Planning Inspectorate for independent examination.</li> </ul>	<b>June 2020</b>	<ul style="list-style-type: none"> <li>LDP Team</li> <li>WG</li> <li>PINS</li> </ul>	   	
<b>Key Stage 6 - Independent Examination (Regulation 23)</b>					
Publication of Notice of Independent examination.	To ensure that stakeholders are advised that an independent examination of the LDP will be taking place.	<i>July 2020</i>	<ul style="list-style-type: none"> <li>All stakeholders and interested parties</li> </ul>	 	
Pre-examination meeting	To allow the independent planning Inspector appointed by WG to advise on examination procedures & format.	<i>September 2020</i>	<ul style="list-style-type: none"> <li>All stakeholders and interested parties</li> <li>Planning Inspectorate</li> <li>LDP Team</li> <li>General and other Consultant bodies</li> </ul>	   	



## Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Examination of the Plan	To provide an impartial planning view on the soundness of the Plan and the representations submitted in respect of it.	<i>September 2020 – January 2021</i>	Round table sessions, informal hearings, representations and written submissions.		
Reporting Commences (22 weeks)	Inspector's deliberations	<i>January 2021</i>	Planning Inspectorate		
<b>Key Stage 7 - Receipt and Publication of the Inspector's Report (Regulation 24)</b>					
Receipt of the Inspector's Report	To receive the Inspector's report in respect of the examination into the LDP. The report will detail changes recommended, such changes are binding on the authority.  The Inspector's Report will be checked for any factual inaccuracies.	<i>June 2021</i>	<ul style="list-style-type: none"> <li>▪ LDP Team</li> </ul>		
Publication of the Inspector's Report	To inform all stakeholders, interested parties and respondents of the Inspector's decisions.	<i>June 2021</i>	<ul style="list-style-type: none"> <li>▪ All stakeholders &amp; interested parties</li> </ul>	    	
<b>Key Stage 8 - Adoption (Regulation 25)</b>					
Formal adoption of the Carmarthenshire LDP	To inform all stakeholders, interested	<i>September 2021</i>	<ul style="list-style-type: none"> <li>▪ All stakeholders &amp; interested parties</li> </ul>		Publication of formal Notice of Adoption

## Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Publication of adoption Statement and notification to WG	parties and respondents of the adoption of the LDP.			   	
Publication of SA Report (Stage D)	To inform all stakeholders, interested parties and respondents.	<i>September 2021</i>	<ul style="list-style-type: none"> <li>All stakeholders &amp; interested parties</li> </ul>	    	Publication of formal Notice of Adoption
<b>Key Stage 9 - Monitoring and Review (Regulation 37)</b>					
Monitoring & Review	<p>To ensure that the LDP is achieving its targets.</p> <p>Consider a partial or full review of the LDP if necessary (a full review will commence within 4 years)</p>		<ul style="list-style-type: none"> <li>LDP Team</li> <li>LDP Advisory Panel</li> <li>Council Members</li> </ul>	Specialist surveys & data collection	<p>Publication of the LDP's Annual Monitoring Report.</p> <p>Commencement of LDP Review, if necessary</p>
SA Stage E: Monitoring significant effects	To review the performance of the Plan against the SA Monitoring Framework		<ul style="list-style-type: none"> <li>LDP Team</li> </ul>	Data collection	Publication of the LDP's Annual Monitoring Report

### Appendix 3 – Risk Assessment and Mitigation

The proposed timetable for plan preparation as set out within this Delivery Agreement is considered to be realistic and achievable, and having regard to the scope and programme of works the Authority believes to be involved, to existing Welsh Government regulations and guidance, and to the resources available to the Authority to commit to plan preparation.

While the Authority is committed to making every effort to avoid deviations from the proposed timetable, there are a number of potential risks which need to be considered. The following table outlines these risks along with their potential impacts and identified methods of mitigation.

Risk	Potential Impacts	Mitigation
Availability of adequate funding.	Programme slippage which could result in a delay in adoption of the revised LDP beyond the life of the current LDP (2021), thereby creating a policy void if a revised LDP was not adopted before this date.	Monitor and keep under review ensuring that as appropriate bids are submitted for any additional funding.
Staff resources	Programme slippage and potential difficulties and timing issues in replacing qualified and experienced planners.	Monitor and keep under review.
Council reporting structure and decision making.	Programme slippage.	Liaise closely with democratic services to ensure requirements are planned and programmed accordingly. Ensure documentation is prepared in a timely manner.
Application of the Welsh language standards and resultant translation requirements.	Programme slippage.	Liaise closely with translation services to ensure requirements are planned and programmed accordingly. Ensure documentation is prepared in a timely manner.
Printing and other production issues	Programme slippage.	Liaise closely with relevant provider and service areas to ensure requirements are planned and programmed accordingly. Ensure documentation is prepared in a timely manner.
Additional requirements arising from changes in legislation and national policy.	Requirement for additional work with resultant programme slippage.	Monitor emerging changes and respond early to changes where this is possible.

Changes in other Plans and strategies	Requirement for additional work with resultant programme slippage.	Maintain close liaison with other service areas and partners and monitor emerging changes and respond early to changes where this is possible.
Legal challenge	LDP quashed with resultant additional workload and resource requirements.	Ensure procedures, legislation and regulatory provisions are complied with.
Insufficient information available to ensure assessment of proposals	Programme slippage.	Identify expectations of respondents within this DA and through supporting guidance documents.
Significant objections from statutory bodies	Requirement for additional and potentially significant work. This may raise issues in terms of resources and timetabling of future stages.	Ensure the views of statutory bodies are sought and considered as early as possible with liaison throughout the Plan making process. Ensure implications are monitored and where necessary additional resources identified.
Failure to satisfy the tests of soundness	Adoption of the LDP would not be able to proceed without considerable additional work. Consequential substantive delay would mean the existing LDP post would cease in 2021, thereby creating a policy void if a revised LDP was not adopted before this date.	Ensure revised LDP is sound, founded on a robust evidence base with SA. Maintain liaison with Welsh Government and other key consultees to ensure that any issues and early warnings on potential issues are recognised and responded to.
Planning Inspectorate unable to meet the timescale for examination & reporting	Examination and/or report delayed. Could result in a delay in adoption of the revised LDP beyond the life of the current LDP thereby creating a policy void if a revised LDP was not adopted before this date.	Ensure close liaison with the Planning Inspectorate to ensure any potential for delays are understood and accounted for.

**Appendix 4 – Community Population Totals and County Profile****Community Population Totals**

<b>Community Ward</b>	<b>Population (Census 2011)</b>
Abergwili	1,612
Abernant	297
Ammanford	5,411
Betws	2,175
Bronwydd	564
Carmarthen	14,185
Cenarth	1,030
Cilycwm	487
Cilymaenllwyd	742
Cwmamman	4,486
Cynwyl Elfed	1,044
Cynwyl Gaeo	940
Dyffryn Cennen	1,176
Eglwyscummin	432
Gorslas	4,066
Henllanfallteg	480
Kidwelly	3,523
Laugharne Township	1,222
Llanarthne	765
Llanboidy	1,061
Llanddarog	1,198
Llanddeusant	220
Llanddowror	851
Llandeilo	1,795
Llandoverly	2,056
Llandybie	10,994
Llandyfaelog	1,304
Llanedi	5,664
Llanegwad	1,473
Llanelli	25,168
Llanelli Rural	22,800
Llanfair-ar-y-Bryn	624
Llanfihangel Aberbythych	1,334
Llanfihangel RhosyCorn	468
Llanfihangel-ar-Arth	2,213
Llanfynydd	499
Llangadog	1,311
Llangain	573
Llangathen	507
Llangeler	3,427

Llangennech	4,964
Llangunnor	2,381
Llangyndeyrn	3,102
Llangynin	284
Llangynog	492
Llanllawddog	703
Llanllwni	638
Llannon	5,270
Llanpumsaint	734
Llansadwrn	517
Llansawel	438
Llansteffan	941
Llanwinio	448
Llanwrda	514
Llanybydder	1,638
Llanycrwys	235
Manordeilo & Salem	1,754
Meidrim	582
Myddfai	398
Newcastle Emlyn	1,184
Newchurch & Merthyr	676
Pembrey & Burry Port	8,547
Pencarreg	1,169
Pendine	346
Pontyberem	2,768
Quarter Bach	2,921
St Clears	2,995
St Ishmael	1,370
Talley	494
Trelech	745
Trimsaran	2,541
Whitland	1,792

**County Profile**

**2015 – Mid Year Population Estimates**

<b>Age Structure</b>	<b>Carms Population</b>	<b>Carms %</b>	<b>Wales Population</b>	<b>Wales %</b>
<b>Aged: 0-4</b>	<b>9,937</b>	<b>5.4</b>	<b>175,922</b>	<b>5.7</b>
<b>5-14</b>	<b>20,667</b>	<b>11.2</b>	<b>344,756</b>	<b>11.1</b>
<b>15-24</b>	<b>20,708</b>	<b>11.2</b>	<b>400,205</b>	<b>12.9</b>
<b>25-44</b>	<b>40,141</b>	<b>21.7</b>	<b>737,577</b>	<b>23.8</b>
<b>45-64</b>	<b>51,542</b>	<b>27.8</b>	<b>815,853</b>	<b>26.3</b>
<b>65-74</b>	<b>23,453</b>	<b>12.7</b>	<b>346,097</b>	<b>11.2</b>
<b>75+</b>	<b>18,675</b>	<b>10.1</b>	<b>278,676</b>	<b>9.0</b>
<b>Total</b>	<b>185,123</b>	<b>100</b>	<b>3,099,086</b>	<b>100</b>

## Appendix 5 (List currently under development)

### Specific Consultation Bodies

- **Welsh Government**
- **Natural Resources Wales**
- **CADW**
- **Department of Transport**
- **Department of Energy and Climate Change**
- **Department of Trade and Industry**
- **Dwr Cymru/Welsh Water**
- **Home Office**
- **Ministry of Defence**
- **Network Rail**
- **Carmarthenshire Public Service Board**
- **Hywel Dda Health Board**
  
- **Adjoining Local Authorities**
  - Brecon Beacons National Park Authority
  - Ceredigion County Council
  - Neath Port Talbot County Borough Council
  - Pembrokeshire Coast National Park Authority
  - Pembrokeshire County Council
  - Powys County Council
  - City & County of Swansea
  
- **Community & Town Councils (within Carmarthenshire)**
  - Abergwili Community Council
  - Abernant Community Council
  - Ammanford Town Council
  - Betws Community Council
  - Bronwydd Community Council
  - Carmarthen Town Council
  - Cenarth Community Council
  - Cil-y-cwm Community Council
  - Cilymaenllwyd Community Council
  - Cwmamman Town Council
  - Cynwyl Elfed Community Council
  - Cynwyl Gaeo Community Council
  - Dyffryn Cennen Community Council
  - Eglwys Gymyn Community Council
  - Gors-las Community Council
  - Henllan Fallteg Community Council
  - Kidwelly Town Council
  - Laugharne Town Council
  - Llanarthne Community Council
  - Llanboidy Community Council
  - Llanddarog Community Council
  - Llanddowror Community Council
  - Llandeilo Town Council
  - Llandovery Town Council
  - Llandybie Community Council
  - Llandyfaelog Community Council
  
- Llanedi Community Council
- Llanegwad Community Council
- Llanelli Rural Council
- Llanelli Town Council
- Llanfair-ar-y-Bryn Community Council
- Llanfihangel Aberbythych Community Council
- Llanfihangel ar Arth Community Council
- Llanfihangel Rhos y Corn Community Council
- Llanfynydd Community Council
- Llangadog Community Council
- Llangain Community Council
- Llangathen Community Council
- Llangeler Community Council
- Llangennech Community Council
- Llangyndeyrn Community Council
- Llangunnor Community Council
- Llangynin Community Council
- Llangynog Community Council
- Llanllawddog Community Council
- Llanllwni Community Council
- Llannon Community Council
- Llanpumsaint Community Council
- Llansadwrn Community Council
- Llansawel Community Council
- Llansteffan Community Council
- Llanwinio Community Council
- Llanwrda Community Council
- Llanybydder Community Council
- Llanycrwys Community Council
- Maordeilo & Salem Community Council
- Meidrim Community Council
- Myddfai Community Council
- Newcastle Emlyn Town Council
- Newchurch & Merthyr Community Council
- Pembrey & Burry Port Town Council
- Pencarreg Community Council
- Pendine Community Council
- Pontyberem Community Council
- Quarter Bach Community Council
- St Clears Town Council
- St Ishmael Community Council
- Talley Community Council
  - Trelech a'r Betws Community Council
  - Trimsaran Community Council
  - Whitland Town Council
  
- **Community & Town Councils adjoining Carmarthenshire: that lie in the Brecon Beacons National Park:**
  - Llanddeusant
  
- that lie in Ceredigion:**

- Beulah
- Lampeter
- Llandyfriog
- Llanddewi Brefi
- Llandysul
- Llanfair Clydogau
- Llanwenog
- Llanwnnen

**that lie in Neath Port Talbot:**

- Cwmllynfell
- Gwaun-Cae-Gurwen
- Pontardawe

**that lie in Pembrokeshire:**

- Amroth
- Clunderwen
- Clydau
- Crymych
- Lampeter Velfrey
- Llanddewi Velfrey
- Manordeifi
- Mynachlog-Ddu

**that lie in Powys:**

- Llangammarch
- Llanwrtyd Wells Town
- Llywel
- Maescar
- Ystradgynlais Town

**that lie in Swansea:**

- Gorseinon
- Grovesend
- Llŵchwr
- Mawr
- Pontarddulais

▪ **Persons (a) to whom the electronic communications code applies by virtue of a direction given under section 106(3) of the Communications Act 2003 & (b) who owns or controls electronic communications apparatus situated in any part of the authority's area (where known**

- **Communications**
  - BT Group plc
  - Openreach
  - 3 (Three)
  - Tesco Mobile
  - O2 (UK) Ltd
  - OFCOM
  - EE
  - T-Mobile UK (UK) Ltd
  - Utilita

- Virgin Media Ltd
- Vodafone Ltd
- **Persons whom a license has been granted under S6(1)(b) or (c) of the Electricity Act 1989**
  - Celtic Energy
  - Countryside Energy
  - Ecotricity
  - EDF
  - Good Energy Ltd
  - National Grid Company plc.
  - NPower Ltd
  - Scottish Power
  - Southern Electric
  - SSE
  - SWEB
  - United Utilities
  - Wales & West Utilities Ltd
  - Western Power Distribution
- **Persons whom a license has been granted under S7(2) of the Gas Act 1986**
  - British Gas
  - Transco
  - Wales Gas
- **Other Bodies (not identified by LDP Wales):**
  - Civil Aviation Authority
  - Coal Authority
  - Defence Estates
  - 
  - HM Prison Service
  - Mobile Operators Association (Mono Consultants)

**General Consultation Bodies**

- **Voluntary bodies:**
  - Age Concern
  - Carmarthenshire Association of Voluntary Services (CAVS)
  - Communities First Partnerships:
    - Felinfoel Partnership
    - Glanymor & Tyisha Partnership
    - Llwynhendy Partnership
    - Pantyffynnon Partnership
    - Upper Amman Valley Partnership
  - Shelter Cymru
  - Youth Hostel Association
- **Bodies which represent the interests of different racial, ethnic or national groups:**
  - Advisory Council for the Education of Romany & other Travellers
  - All Wales Ethnic Minority Association
  - Black Environment Network Wales
  - Black Voluntary Sector Network Wales
  - Citizen's Advice Bureau
  - The Ethnic Minority Foundation
  - Gypsy & Traveller Law Reform Coalition
  - The Gypsy Council
  - Minority Ethnic Women's Network



- National Association of Health Workers with Travellers
  - National Association of Teachers of Travellers
  - National Travellers Action Group
  - Welsh Women's National Coalition
  
  - **Bodies which represent the interests of different religious groups in the area:**
    - Baptist Union of Wales
    - The Catholic Church in England and Wales
    - Church in Wales
    - Hindu Council UK
    - Jehovah's Witnesses
    - The Methodist Church in Wales
    - Muslim Council of Wales
    - The Presbyterian Church in Wales
    - Religious Society of Friends – Quakers
    - Wales Orthodox Mission
    - The Salvation Army
    - The Union of Welsh Independents
  
  - **Bodies which represent the interests of disabled persons in the authority's area:**
    - Royal National Institute for the Blind
    - Royal National Institute for the Deaf and Hard of Hearing People
    - Spinal Injuries Association
    - Wales Council for the Blind
    - Wales Council for the Deaf
  
  - **Bodies which represent the interest of persons carrying on business in the authority's area:**
    - Antur Cwm Taf / Tywi
    - Antur Teifi
    - CBI Wales
    - Confederation of Business Industry
    - Community Legal Service
    - Environmental Services Association
    - Federation of Small Businesses
  
  - **Bodies which represent the interests of the Welsh language and culture in the authority's area:**
    - Cymdeithas yr Iaith Gymraeg
    - Cymuned
    - Merched y Wawr
    - Mentrau Iaith
    - Wales Rural Forum
- Other Consultation bodies**
- (Those in **bold** have been taken directly from suggested list in LDP Wales)
- Action for Market Towns
  - ADAS Wales
  - Age Concern Cymru
  - **Airport Operators** – Pembrey Airport
  - Assembly Members – Carmarthen East & Dinefwr
  - Assembly Members – Mid & West Wales
  - Arena Network
  - Arts Council for Wales
  - **British Aggregates Association**
  - **British Geological Survey**
  - British Horse Society
  - British Trust for Conservation Volunteers
  - **British Waterways, canal owners and navigation authorities**
  - British Wind Energy Association
  - BTCV Cymru
  - Cambria Archaeological Trust
  - Cambrian Mountains Society
  - Campaign for the Protection of Rural Wales
  - Campaign for Real Ale
  - Carmarthen Civic Society
  - Carmarthenshire Community Health Council
  - Carmarthenshire Fishermens Federation
  - Carmarthenshire Historic Buildings Preservation Trust
  - Carmarthenshire Local Access Forum
  - Carmarthenshire Tourist Association
  - Carnegie Rural Community Development Programme
  - Carmarthenshire Youth Council
  - Carnegie Young People Initiative
  - Chamber of Trade & Commerce:
    - Carmarthen Chamber of Commerce
    - Llanelli Chamber of Trade
    - Ammanford Chamber of Trade
    - Newcastle Emlyn Chamber of Trade
    - Llandeilo Chamber of Trade
    - St Clears Chamber of Trade
  - Children in Wales
  - Children's Play Council
  - **Centre for Ecology and Hydrology**
  - **Chambers of Commerce, local CBI and local branches of Institute of Directors**
  - Civic Trust for Wales
  - **Civil Aviation Authority**
  - Clic
  - **Coal Authority**
  - Coastguard Regional Office
  - Coed Cymru
  - Coleg Sir Gar
  - **Commission for Racial Equality**
  - Community Action Network Wales
  - Community Development Foundation
  - Community Matters
  - Community Development Xchange
  - Community Transport Association
  - Council for Wales of Voluntary Youth Services
  - **Country Landowners and Business Association**
  - Council for the Protection of Rural Wales
  - **Crown Estate Office**
  - Carmarthenshire Youth and Children's Association
  - Cymdeithas Tai Cantref
  - **Design Commission for Wales**
  - **Disability Wales**

- **Disability Rights Commission**
- **Disabled Persons Transport Advisory Committee**
- **Electricity, Gas and Telecommunications Companies and the National Grid Company**
- **Environmental groups at national and regional level**
- **Environmental Services Agency (Waste)**
- Environment Wales
- **Equal Opportunities Commission**
- European Council for the Village & Small Town
- **Fire & Rescue Services** - Mid & West Wales Fire & Rescue Service
- Foothold
- **Forestry Commission Wales**
- **Freight Transport Association**
- Friends of the Earth Cymru
- Funky Dragon
- General Aviation Awareness Council
- Groundwork Wales
- **Gypsy Council**
- **Health and Safety Executive (HSE)**
- Housing Associations:
  - Bro Myrddin Housing Association
  - Cymdeithas Tai Cantref
  - Family Housing Association
  - Tai Cymdogaeth
- **Farmers Union Wales**
- **Federation of Small Businesses**
- **The Home Builders Federation**
- Kidwelly Civic Trust Society
- **Local community, conservation and amenity groups, including Agenda 21 Groups/Civic Societies:**
- Menter Cwm Gwendraeth
- Menter a Busnes
- Milltir Sgwar
- Laugharne Civic Trust Society
- Llanelli Civic Society
- Llandovery Civic Trust
- MPs – Carmarthen East & Dinefwr
- MPs – Mid & West Wales
- Members of the European Parliament (MEPs)
- **Local transport operators:**
  - First Cymru
  - National Express
  - Veolia
  - Hyder Consulting (UK) Ltd
  - LARA
  - Llandeilo Access Group
  - National Air Traffic Services Ltd
- **National Farmers Union for Wales**
- National Museums & Galleries of Wales
- **National Playing Fields Association**
- National Society of Allotment & Leisure Gardens Ltd
- National Trust
- National Wind Power
- National Youth Agency
- **Network Rail + Train Operating Companies:**
  - Arriva Trains Wales
  - First Great Western Trains
  - Railtrack
  - Virgin Trains
- **One Voice Wales**
- On Common Ground
- Open Space Society
- **Planning Aid Wales**
- Play Wales
- **Police Architectural Liaison Officers** – Dyfed Powys Police
- **Port Operators**
- **Post Office Property Holdings**
- **Professional Bodies not specifically listed:**
  - Royal Institution of Chartered Surveyors Wales
  - Royal Town Planning Institute in Wales
  - Chartered Institute of Housing Cymru
  - Institution of Civil Engineers
  - Chartered Institution of Waste Management
  - Royal Society of Architects in Wales
  - Royal Commission on Ancient & Historical Monuments in Wales
- **Quarry Products Association Wales**
- **Rail Freight Group**
- Rail Users Consultative Committee for Wales
- **Ramblers Association**
  - Carmarthen Ramblers Group
  - Dinefwr Ramblers Group
  - Llanelli Ramblers Group
- Road Haulage Association
- Road Safety Council of Wales
- Royal National Lifeboat Institution
- RSPB Cymru
- Rural Youth Network
- Scarman Trust
- South Wales Sea Fisheries Committee
- South & West Wales Wildlife Trust
- **Sports Council for Wales**
- Sustrans Cymru
- Tai Cymru Housing Association
- Tir Cymin
- Transport 2000
- **Traveller Law Reform Coalition**
- Trinity College
- Valuation Office – Mineral Valuer
- **Wales Council for Voluntary Action**
- Wales Environmental Compact
- **Wales Environment Link**
- **Welsh Government:** Department for the Economy and Transport
- **Welsh Government:** Department for Education, Culture and Welsh Language
- **Welsh Government: Welsh Language Commissioner**
- **Welsh Government: Wales Tourist Board**
- Wales Tourism Alliance
- **Water Companies:**
  - Dwr Cymru/ Welsh Water
- Welsh Association of Community & Town Councillors
- Welsh Association of Youth Clubs
- Welsh Historic Gardens Trust

- Welsh Local Government Association
- **Welsh Environmental Services Association (representing waste industry)**
- Welsh Health Estates
- Welsh Youth Forum on Sustainable Development
- Wildlife Trust Wales
- The Woodland Trust Wales
- Young Enterprise
- Young Farmers (Wales)
- Youth Access
- Youth Fora:
  - Amman Youth Forum
  - Forwm y Cwm-Gwendraeth
  - Llanelli Youth Forum
  - 3Ts Youth Forum - Carmarthen

### **Multi-Agency Partnerships for Carmarthenshire**

(taken from the “2007 Directory of Multi-Agency Partnerships for Carmarthenshire”)

#### **Community Planning Partnerships**

- Community Partnership Forum
- Community Planning Steering Group
- Community Planning Working Group
- Carmarthenshire Leisure Forum
- The Community Networks
- Voluntary Sector Liaison Committee
- Voluntary Sector Forum

#### **Health, Social Care & Well Being Partnerships**

- Health, Social Care & Well Being Partnership Forum
- Health, Social Care & Well Being Modernisation Board;
- Health Social Care & Well Being Strategy Implementation Group;
- Supporting People Planning Group
- Multi-Agency Reference Group for Carers
- Unscheduled Care Project Board
- Wanless Implementation Group
- Priority 1 & 2 Performance Management Group
- DToC Delivery Group
- Unified Assessment Process Project Board
- Carmarthenshire Mental Health Planning & Commissioning Team
- Joint Planning & Commissioning Team for People with Learning Disabilities
- Services for Older People Planning Group
- Services for Physically Disabled & Sensory Impaired People Planning Group
- Carmarthenshire Disability Coalition for Action

- Open Link/Mental Health Forum
- North Carmarthenshire Mental Health Forum
- Tobacco Control Forum
- Healthy Schools Initiative
- Housing Planning Group
- Housing Renewal Strategy Working Group
- Housing Association Liaison Group
- Homelessness Forum
- Tenants & Residents Associations / Tenant Community Networks

#### **Lifelong Learning Partnerships**

- Lifelong Learning Opportunities Steering Group
- Children & Young People’s Framework Partnership

#### **Regeneration Partnerships**

- Carmarthenshire Regeneration Partnership
- Carmarthenshire Regeneration Executive
- Objective 1 Group
- Priority 3 Sub Group
- Grwp Cefn Gwlad
- Regeneration Action Teams

#### **Environment Partnerships**

- Environment Partnership Strategy Group
- Local Biodiversity Action Plan Partnership
- Local Access Forum
- South West Wales Community Rail Partnership
- Carmarthenshire Waste Forum
- Voluntary Sector Environment Forum

#### **Safer Communities Partnerships**

- Community Safety Partnership
- Substance Misuse Action Team
- Domestic Abuse Forum

#### **Other Partnerships of Interest**

- Community Legal Services Partnership
- Welsh Government Voluntary Sector Partnership Council
- Social Care Regional Partnership
- South West Wales Economic Forum
- Carmarthenshire Volunteer Organisers’ Network
- Carmarthenshire Strategy for Older People Steering Group
- Felinfoel Communities First Partnership
- Glanymor & Tyisha Communities First Partnership
- Llwynhendy Communities First Partnership
- Pantyffynnon Communities First Partnership
- Upper Amman Communities First Partnership

## Appendix 6: Public Libraries within Carmarthenshire

- Ammanford
- Bedol (Garnant)
- Brynaman
- Burry Port
- Carmarthen
- Kidwelly
- Llandeilo
- Llandovery
- Llanelli
- Llangennech
- Llwynhendy
- Newcastle Emlyn
- Pembrey
- Pontyates
- Pontyberem
- St Clears
- Whitland

### Mobile Libraries (routes)

- Llangadog / Llanddeusant
- Farmers / Llansadwrn / Talley/ Brechfa
- Rhydcymerau
- Hendy
- Cwmann / Llanybydder / Llanllwni
- Login / Llanglydwen
- Trimsaran / Mynyddygarreg / Ferryside
- Cilycwm / Llanwrda
- Drefach Felindre / Tanglwst / Cynwyl Elfed
- Llannon / Drefach / Mynyddcerrig
- Llanfynydd / Nantgaredig / Capel Dewi
- Blaenwaun / Trelech / Meidrim
- Pendine / Llansadurnen / Laugharne
- Llanybri / Llansteffan / Llangain
- Peniel / Llanpumsaint / Pencader

Correct as of August 2017, please consult the web page for location and update:

<http://www.carmarthenshire.gov.wales/home/residents/libraries-archives/find-a-library.aspx#.WYiGxE-ouUm>

## **Appendix 7: Key Stakeholder Forum** **(Prospective Membership – subject to review)**

- Carmarthenshire Association of Voluntary Services (CAVS)
- Coleg Sir Gar
- Carmarthenshire County Council
- Dyfed Powys Police
- Welsh Government - Department for Education, Culture and Welsh Language
- Natural Resources Wales
- University of Wales Trinity Saint Davids
- Carmarthenshire Local Health Board
- Welsh Government – Business and Economy
- Welsh Government – Environment and Rural Affairs
- Chamber of Commerce
- Federation of Small Businesses
- Confederation of Business Industry
- Community Legal Service
- Arts Council of Wales
- Community & Town Councils (2 urban & 2 rural)
- Cadw
- Dyfed Archaeological Trust
- National Farmers Union
- Farmers Union Wales
- Young Farmers representative
- Youth representatives
- Executive Board Member for Environment (Carmarthenshire County Council)
- Chair of Planning Committee (Carmarthenshire County Council)

Each organisation will normally be represented by a **single** nominated member with an expectation to attend and participate through the process to maintain continuity and consistency.