

LDP Ceredigion

**Local Development Plan
2007- 2022 First Review**

**Replacement Plan
Delivery Agreement
1st April 2018 – 31st March 2033**

Agreed by Ceredigion County Council 24th January 2018
Revised timeline agreed by Council 21st June 2018

Agreed by Welsh Government 22nd June 2018



Cyngor Sir
CEREDIGION
County Council

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List of Abbreviations

AA	Appropriate Assessment
AMR	Annual Monitoring Report
C2020	Community Strategy - Ceredigion 2020
CCC	Ceredigion County Council
CIS	Community Involvement Scheme
CS	Candidate Site(s)
DA	Delivery Agreement
DM	Development Management
HRA	Habitats Regulations Assessment
IIA	Integrated Impact Analysis
LDP	Local Development Plan
LPA	Local Planning Authority
LWA	Local Wellbeing Assessment
LWP	Local Wellbeing Plan
MAC	Matters Arising Change(s)
NDF	National Development Framework
PPW	Planning Policy Wales
PSB	Public Service Board
PWA	Planning Wales Act 2015
SA	Sustainability Appraisal (incorporating SEA)
SAC	Special Areas of Conservation
SEA	Strategic Environmental Assessment
SPA	Special Protection Area
SPG	Supplementary Planning Guidance
SWG	Sustainability Working Group
T&CP (LDP) (Wales) (Amendment) Regs 2015	Town & Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015
TCPA (LDP) (Wales) 2005, as amended	Town & Country Planning (Wales) (Local Plan) (Wales) Regulations 2005, incorporating subsequent amendments
WG	Welsh Government
WNMP	Welsh National Marine Plan
WSP	Wales Spatial Plan

Part 1: Introduction and Background

1.1 Background

All Local Planning Authorities (LPAs) must prepare and keep under review a Local Development Plan¹ (LDP, the Plan) for their area. The Council adopted the Ceredigion LDP on 25th April 2013. The adopted LDP sets out the Council's priorities for the development and use of land in the County and its policies to implement them between 2007 and 2022.

Following adoption of the plan, the Council must keep under review the matters which may be expected to affect the development of their area or the planning of its development². Since the adoption of the Ceredigion LDP, the deliverability of the plan's strategy, policies and sites has been monitored on an annual basis in the form of an Annual Monitoring Report (AMR), which is submitted to the Welsh Government (WG)³.

Following the submission of Ceredigion's third AMR to the Welsh Government in October 2016, a full review of the LDP was triggered. The findings of the review have been presented in a Review Report⁴ [reported to Council on 26th October 2017. Following consultation, in response to comments received, minor changes have been agreed by Council [reported to Council on 24th January 2018]] and subsequently submitted to Welsh Government.

The Review Report sets out clearly the scope of the review and, where changes are required, what needs to change and why, based on evidence; including issues, objectives, strategy, policies, tests of soundness and the Sustainability Appraisal (SA). The Review Report recommends that the Council commences the preparation of a replacement LDP following the full revision procedure. The Report was published alongside the LDP Delivery Agreement, which identifies arrangements for involvement of all stakeholders in Plan Revision.

Subject to confirmation by Welsh Government, this draft Delivery Agreement proposes a plan start of 1st April 2018 and an end date of 31st March 2033. Further opportunity to comment on the Review Report is proposed alongside consultation on the Preferred Strategy.

Preparation of a replacement Plan must be exercised as part of carrying out sustainable development⁵, in accordance with the Wellbeing of Future Generations (Wales) Act 2015.

Until such time as the LDP Revision is complete and a replacement plan adopted, the current adopted Ceredigion County Council Local Development Plan 2007 – 2022 will continue to provide the development strategy and policy

¹ The Planning and Compulsory Purchase Act 2004 (PCPA) (section 62)

² Under Section 61 PCPA 2004

³ as required under Section 76 of the PCPA 2004

⁴ Under Section 69, PCPA 2004

⁵ Under section 2, Planning (Wales) Act 2015

framework for the development and conservation needs of the County until 31st March 2022⁶ or on adoption of the replacement Plan⁷, if sooner.

1.2 The Delivery Agreement

This Delivery Agreement (DA) is one of the first requirements in preparing the replacement Plan. It is a formal agreement between Ceredigion County Council, as the Local Planning Authority (LPA), and the Welsh Government to establish:

- the **timetable** for adopting the plan, which is definitive for the stages up to the deposit of the plan, and indicative for the remaining stages thereafter;
- co-ordination with the preparation of other strategies and documents
- **the resources** in terms of budget commitment and staffing that the Council will commit to the plan preparation;
- the **Community Involvement Scheme (CIS)**, which sets out how the Council will meet the participation and consultation requirements of the LDP Regulations in preparing, reviewing and amending the LDP; and
- the method by which the Council intends to deal with feedback from the consultation process.

In developing the Delivery Agreement for this first revision of the LDP the Council will:

- Prepare an updated DA (this document);
- Consult on the updated DA with key stakeholders and the public;
- Revise the DA following consultation;
- Obtain Council approval for the updated DA;
- Obtain Welsh Government approval for the updated DA;
- Publish the DA together with the draft Review Report on it's website

This Agreement has been drafted in accordance with WG regulations and guidance, including: relevant European Directives; national legislation, policy, plans and guidance; and regional and local plans and strategies, along with the emerging Local Wellbeing Plan. Consultation on the LDP Review Report and draft replacement Plan Delivery Agreement was undertaken across a six week period between 2nd November and 15th December 2017. Responses were considered by Council on 24th January 2018 and, as a result, minor changes, have been incorporated into this Delivery Agreement.

1.3 Preparation of the Replacement Plan

In preparing the Replacement LDP the Council will aim to achieve the following objectives:-

- Facilitating Sustainable Development by preparing and monitoring the LDP through a process that integrates Sustainability Appraisal, (incorporating Strategic Environmental Assessment requirements), with plan making.

⁶ The end date for the current Plan in accordance with Section 62(3B) PCPA 2004, as amended

⁷ On adoption of the replacement plan the current plan will automatically cease to have effect. Section 62 (9) PCPA 2004, as amended, refers.

- Basing the Replacement LDP production on early and effective community involvement, to consider a wide range of views, with the aim of building a broad consensus on the strategy and policies.
- Ensuring policy integration by producing a Replacement LDP that is internally consistent and integrated with other main policies and strategies at national, regional and local level (without unnecessary repetition).
- Delivering a fast and responsive approach to plan-making, with published timetables for preparation, fewer iterations of the plan before adoption, and regular strategic monitoring and review to enable plans to better reflect the changing circumstances in contemporary Wales.
- Preparing a revised LDP that is strategic, concise and distinctive in setting out how Ceredigion will develop and change, based on a robust understanding of relationships between places, including across administrative boundaries, and drivers for change.
- Delivery of sustainable development, taking account of infrastructure requirements, availability of resources, viability and market factors.

The two key LDP documents are the Pre-Deposit and the Deposit Plans.

The Pre Deposit document (also referred to as the Preferred Strategy) will contain:

- the Preferred Strategy (including a Vision, strategic issues, aims and objectives, key policies, monitoring targets and indicators, broad locations for delivering sustainable development needs, and spatial interpretation of the strategy);

The Deposit Plan will contain:

- area-wide policies for development expressed generically where possible, including topic-based policies;
- major allocations of land;
- specific policies and proposals for key areas of change or protection;
- succinct reasoned justification to explain policies and to guide their implementation; and
- proposals map on a geographical base (with inset maps, where appropriate).

1.4 Integrated Sustainability Appraisal (SA) / Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA)

Sustainability Appraisal for the replacement LDP is mandatory⁸. The SA covers social, environmental and economic effects of the LDP. The Replacement LDP must also be subject to an environmental assessment⁹. Welsh Government Guidance¹⁰ states that the requirements of the SEA Regulations are best incorporated into the SA. The integrated Sustainability

⁸ under section 5(2) and 5(4) The Environmental Assessment of Plans and Programmes (Wales) (The SEA Regulations) 2004

⁹ (SEA Regulations 2004, 5(2) and 5(4))

¹⁰ Local Development Plan Manual Edition 2 (August 2015)

Appraisal and Strategic Environmental Assessment will play an important part in demonstrating that the replacement LDP is sound by ensuring that it reflects sustainable development objectives. It will contribute to the reasoned justification of policies.

Screening and appropriate assessment are required¹¹ to establish whether the Plan is likely to have a significant effect on the integrity of European protected sites, such as a Special Area of Conservation, a Special Protection Area or a RAMSAR site. A screening assessment for the replacement LDP will be undertaken in the first instance, followed by an appropriate assessment if necessary.

1.5 Welsh Language Standards

Plan revision will be fully compliant with the Council's Welsh Language Standards, with meeting arrangements, plans, supporting evidence, published information, correspondence and documents provided bilingually as appropriate in hard copy, on the web and electronically.

1.6 Independent Examination of Soundness

The fundamental concept of the Local Development Plan system is that the plan is the product of a thorough and comprehensive process of engagement with the community, where the planning authority has refined the options to produce what it considers to be a Sound plan. The presumption will therefore be that the Local Development Plan is Sound unless it is shown to be otherwise as a result of evidence considered at the Examination.

Consequently those who object will need to show why the plan is not Sound. Everyone making representations on the Local Development Plan will be encouraged to relate their comments to the Tests of Soundness.

On behalf of the Welsh Government, the Planning Inspectorate will carry out an Independent Examination. It is the responsibility of the appointed Inspector during the Examination, to consider the Soundness of the Local Development Plan as a whole. Whilst Inspectors will still consider individual objections it will be on the basis of how these address the Local Development Plan's overall Soundness.

The function of the examination is to assess whether preparation requirements have been followed and whether the submitted LDP meets the following three tests of soundness:

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

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

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

¹¹ Part 6, Chapter 8 of the Conservation of Habitats and Species Regulations 2010

More information on the Tests of Soundness can be found on the Planning Inspectorate website¹².

Depending on the scale of change set out in the Deposit Plan the Examination will focus either on a 'marked-up'¹³ version of the adopted Plan, or, should the Plan be revised in full¹⁴ or a replacement Plan has been deposited, a clean version of the new Plan will be the subject of examination.

Any proposed changes to the plan must demonstrate how the tests of soundness have been satisfied. It is expected that during the examination of the replacement plan that it will be subject to greater scrutiny than that for the adopted plan, with a greater emphasis on the evidence underpinning deliverability of the strategy, policies and site allocations. The Inspector's recommendations following an independent examination will be binding.

¹² 'Local Development Plan Examinations: Procedure Guidance (August 2015)'

<http://planninginspectorate.gov.wales/?skip=1&lang=en>

¹³ i.e. with changes to text shown in bold / strike through

¹⁴ Strategy is proposed with implications for all plan policies / allocations

Part 2: The Community Involvement Scheme

2.1 Introduction:

¹⁵The Council is required to work with various stakeholders in the preparation of the LDP and to consult with the general public. Welsh Government's Cabinet Secretary for Energy, Planning and Rural Affairs requires the Council to complete the Replacement LDP process within a period of three and a half years, with formal commencement before July 2018. The final stages of the LDP process, the LDP Examination (conducted by an independent Planning Inspector) and submission of a binding report, through to the Adoption of the LDP, are expected to take 40 weeks.

The LPA intends to maximise its use of the structures for ongoing dialogue with cross section representatives of Ceredigion society which are already set up under the Ceredigion Public Service Board (PSB) and through this group to identify key stakeholder contacts.

2.2 Council decision-making process

The full Council, which meets quarterly subject to special additional sessions if required, will make decisions on the LDP and its proposed content at key stages of the plan, following recommendations from the Cabinet, which meets fortnightly. The Council will make the final decisions on the content of the plan at each key stage of the LDP preparation process and there will be occasions when the Council, in agreeing its preferred strategy, will need to discount options proposed during Pre-deposit participation and public consultation stages, to move the process on.

Community Involvement

The DA helps to ensure that the Council complies with key principles for community involvement throughout the Review Process and that such activity is carried out in line with the Council's Community Engagement Policy ¹⁶ and Public Engagement Toolkit¹⁷. The Community Engagement Policy's objectives are:

- To ensure that throughout the Council there is a clear understanding of and commitment to engaging with communities about decisions that affect their lives.
- To establish a co-ordinated and consistent approach to community engagement in Ceredigion in accordance with the 'National Principles for Public Engagement in Wales'.
- To ensure that community engagement is inclusive by giving every citizen of the county the opportunity to express their views, particularly people and groups which may be harder to reach and that those views will be listened to and respected.
- To keep our communities informed of the outcomes of engagement.

¹⁵ Under Regulation 14 of Town and Country Planning (LDP) (Wales) Regulations 2005)

¹⁶ (approved by Council 13/12/2012)

¹⁷ (approved by Cabinet 01/07/2014).

- To evaluate the effectiveness of community engagement activities and seek continuous improvement.

Ceredigion County Council through the PSB is preparing a Local Well Being Plan¹⁸ which will set out local objectives and the steps it proposes to take support a collaborative approach to public service delivery that meets the needs of the present without compromising the ability of future generations to meet their own needs;.

Within the remit of PSB, the Council has already built partnerships and activities designed within a framework for dialogue with representatives of the whole Ceredigion community - public, interest groups and partner organisations. These include links to 'harder to reach' groups including young people and older people, people with disabilities.

The Council will also seek to involve the general public and these harder to reach groups at key stages in preparation of the replacement Plan as and when appropriate.

Members of the Key Stakeholder Group will be used in early and ongoing stages of the process to identify the vision for the LDP and to generate strategy options (arising from other Stakeholder discussions), to make recommendations to the Cabinet Member, the LDP Working Group and Cabinet on the Preferred Strategy and to ensure that there is a sound evidence base for the LDP.

Throughout the process the LPA will make use of a Key Stakeholder Group to focus progress. The membership of this and other Stakeholder Groups will be formed with an emphasis on relevance of stakeholders' knowledge to the key areas of plan preparation (e.g. housing, environment, retail, tourism, economic development etc.). Members of the groups will be selected both from the Specific and General Consultation Bodies¹⁹, Council members and officers and more generally as appropriate.

Town and Community Councils²⁰ – see Appendix 2A) will have an important role in ensuring that the needs and views of their local communities are heard.

Full Council, Cabinet and Local Elected Member Involvement

Prior to and following each phase of the wider participation and consultation activities, a Cabinet Member and the LDP Working Group (with representation from among elected Members and with attendance by relevant service heads and officers) will meet to consider issues and responses, following which consideration by the relevant Scrutiny Committee and by Cabinet, will inform Council resolution at key stages of the plan process. The Full Council has the

¹⁸ Under the Well-being of Future Generations (Wales) Act 2015

¹⁹ required by Regulation 14 of the 2005 Regulations, as amended

²⁰ listed under the regulations as Specific Consultation Bodies

final decision with regard to what the LPA includes in the Delivery Agreement, the Preferred Strategy and the Deposit Plan.

It will also be necessary at various times during the plan process for Members to be involved in various discussion sessions relating to this Delivery Agreement, vision, strategic options / Settlement Strategy and Preferred Strategy, policy and site specific issues.

The role of the Local Planning Authority and Officers of the Council

The Council will ensure that all its services with an interest in the LDP will be fully involved in the plan preparation process.

Officers will be involved in the process through day to day liaison, but also through the PSB groups and in various discussion sessions. Leadership Group and Service heads will also have involvement through the Cabinet structure together with the relevant Cabinet lead Member and LDP Working Group.

The Local Planning Authority's Planning Policy team will also use the Ceredigion Development Management Team as a useful forum for discussion to explore future service needs and development scheme options with officers of the Council.

2.3 Principles and Methods of Involvement

Principles

The following principles will guide the Council's approach to involvement in preparation of the LDP:

- Commitment – The Council will provide opportunities for the whole community to be involved at appropriate stages in the process.
- Inclusiveness – The Council will encourage the active involvement of everyone who has an interest in, or who may be affected by, the LDP.
- Appropriateness – The Council will seek to involve the community through the most appropriate methods as illustrated in this document.
- Transparency and accessibility – The Council will, as appropriate, make publicly available relevant information and undertake involvement in a transparent and open way.
- Accountability – The Council will, as appropriate, make available the results of community participation and consultation and seek to ensure that all those involved are informed of the outcome of their involvement.
- Productivity – The Council will seek to use participation and consultation to secure as much consensus as possible on the content of the LDP.
- Realism – The Council will seek to ensure that all parties involved in the process understand and remain realistic about what can be achieved within the context of relevant legislation and WG guidance.

Involvement

Appendix 2B identifies a detailed range of methods of involvement which are likely to be used through the plan preparation process. Key Stakeholder Group, Cabinet Member and LDP Working Group, other Stakeholder Groups and other discussion forums will be used as appropriate as a way to assemble information and opinion and to provide assessment of reports. Other methods suggested will also be considered. The particular methods to be used are likely to depend on:

- the topic;
- the stage of plan preparation;
- the preferences of the consultees; and
- the resources available to the Council.

Feedback

The Council will ensure that feedback is provided as soon as possible on the outcome of participation and consultation throughout the plan preparation process. Feedback from the Council will take the following forms which will be applied as and when appropriate:

- Reports of any decision/amendment made and supporting reasons;
- Reports on the next steps in the plan preparation process;
- Follow up meetings and consultations where necessary;
- Detailed correspondence where clarification or further dialogue is needed.

The Council will deal directly with the presenter of any petition received during consultation on the plan in respect of any further exchanges. The Council will use a variety of methods to raise awareness and publicise progress on the LDP, including web-site information, social media updates and press releases.

Communication

The Council will provide regular updates on the process and outcomes of the process on its website. Contact will also take the form of meetings and presentations.

Commitment to working bilingually

The LDP process will be conducted in accordance with the Council's Welsh Language Scheme. Of particular relevance is that:

- The Council welcomes correspondence in English or Welsh and where a personal reply is appropriate, will reply using the same language as the original letter.
- All standard letters, comments forms, newsletters and public notices will be bilingual
- All advertising material will be bilingual.
- Simultaneous translation will be provided at public meetings.

Other forms of communication

For those who are visually impaired, large print versions of relevant documents can be made available on request. This will be referenced in all

documents by 'Should you require this document in an alternative format, such as large print or a coloured background, please contact the Planning Policy team by email, ldp@ceredigion.gov.uk or by phone, 01545 572123'. For those who are hearing impaired, special arrangements can be made on request to aid communication; for public meetings, there are hearing loop facilities in the main Council chamber at Penmorfa, Aberaeron. For persons with other communication problems or with learning difficulties, the Council will seek to respond to specific requirements. Consultations will be accompanied by the offer of presentations / attendance at appropriate meetings such as the Ceredigion Voices for Equalities and the Disability Forum.

Accessibility

Meetings will be held in locations accessible to people with disabilities. All public documents will be available on the council's website.

2.4 Expectations of Consultees

The Council wishes to conduct its participation and consultation exercises in a positive spirit so as to promote consensus and to avoid false expectations of the process. Appendix 6 sets out the Council's expectations of consultees (be they consultation bodies or members of the general public) at each stage of the plan making process.

2.5 SA/SEA and Appropriate Assessments

The Council must carry out a Sustainability Appraisal (SA)²¹ and a Strategic Environmental Assessment (SEA)²² of the replacement LDP. The aim of the SEA is to improve the environmental performance of a plan and provide strategic environmental objectives, while the SA considers the social and economic effects of a plan as well as the environmental effects. Welsh Government advises that the requirements of the SEA Regulations are best incorporated in to the SA.

A Sustainability Working Group (SWG) will be set up which is a group of Specific Consultation Bodies (including NRW, CADW) and representation for social and economic sustainability, who will work with the LPA on a regular basis with regard to meeting the SA/SEA and Appropriate Assessment requirements in relation to the LDP. In addition, expert professionals and interested parties (drawn from the PSB Sustainable Futures Executive Group) will assist at various stages when necessary, such as in the scoping of the SEA and the assessment of the likely significant effects of implementing the Replacement LDP policies on the environment.

2.6 Supplementary Planning Guidance (SPG)

Supplementary Planning Guidance (SPG) may be required in respect of certain topics or areas. This will be prepared in collaboration with Stakeholders, subjected to SA/SEA and Appropriate Assessments²³ and

²¹ Section 62 (6a) of the Planning and Compulsory Purchase Act 2004

²² the Environmental Assessment of Plans and Programmes (Wales) Regulations 2004

²³ If necessary

further consultation undertaken as far as possible in parallel with consultations conducted at the key stages of the LDP process. Any such document produced will be subject to a 6 week consultation period.

2.7 Key Stages of Plan Preparation and Opportunities for Involvement

All documents required to be made available as part of the Community Involvement Scheme will be made available at the Council's principal office, County Hall, Penmorfa SA46 0PA, during normal working hours. Copies of all relevant documents will be published to the LDP section of the Council's web site.

The Key Stages of plan preparation and proposals for participation and public consultation throughout the process are summarised below and detailed in Appendix 2B.

Pre-deposit Participation (Regulation 14) (Appendix 2B1)

In the earliest stage of plan preparation, the 'pre-deposit participation' phase, the Council will undertake the following:

- Press and other media publicity to alert the general public to the LDP process managed by the Council's Communication team;
- Correspondence directly to database registrants including Specific and General Consultation Bodies and members of the general public who have already expressed an interest in the process
- Meetings of Key Stakeholder Group, Cabinet Member and LDP Working Group, other Stakeholder Groups including representatives of the relevant consultation bodies (Specific and General as appropriate) to ascertain their expectations and aspirations for the plan and help identify issues, gather evidence and generate alternative strategies.
- More general consultation may take place to identify potential development sites to meet the aims of potential strategy options.

Pre deposit Public Consultation (Regulation 15 & 16) (Appendix 2B2)

A consultation phase of six weeks will be undertaken on the 'pre-deposit' document containing the Council's preferred strategy. The Key Stakeholder Group (see page 8), Cabinet Member and LDP Working Group and Sustainability Working Group (SWG) will subsequently look at the consultation responses received and suggest changes. Cabinet and Full Council will consider and agree any further changes.

Statutory Deposit of Proposals (Regulation 17) (Appendix 2B3)

A consultation phase of six weeks will be undertaken for representations to be made subsequently on the Statutory Deposit of Proposals in respect of both policies and sites.

The Key Stakeholder Group (see page 8), Cabinet Member and LDP Working Group and the Sustainability Working Group (SWG) will recommend a Council position on each consultation response– Cabinet consideration and Full Council resolution to agree submission Document, Council position in

response to each Deposit Plan consultation response and any recommended (limited) focussed changes.

Submission of LDP for Examination (Regulation 22) (Appendix 2B5)

After the Deposit and subsequent consultation, the LDP will be submitted for Examination by an independent Planning Inspector appointed by the Welsh Government.

Independent Examination (Regulation 23) (Appendix 2B6)

All documentation associated with the LDP Examination will be made available as information to interested parties and the general public in addition to those directly involved in the formal proceedings. There will be an opportunity for those who made 'duly made' representations at Deposit to be heard by the Inspector. The Inspector's role is to examine the LDP in its entirety and test its 'soundness', to consider all relevant evidence and prepare recommendations and the reasons for those recommendations in the form of the Inspector's Report.

Receipt of the Inspector's Report (Regulation 24) (Appendix 2B7)

Following receipt, formal notification of the Inspector's Report will be given to those persons who asked to be notified, and the Report will be published as a matter for information to participants, consultees, database registrants and to the general public, as well as to those who formally took part in the Examination In Public.

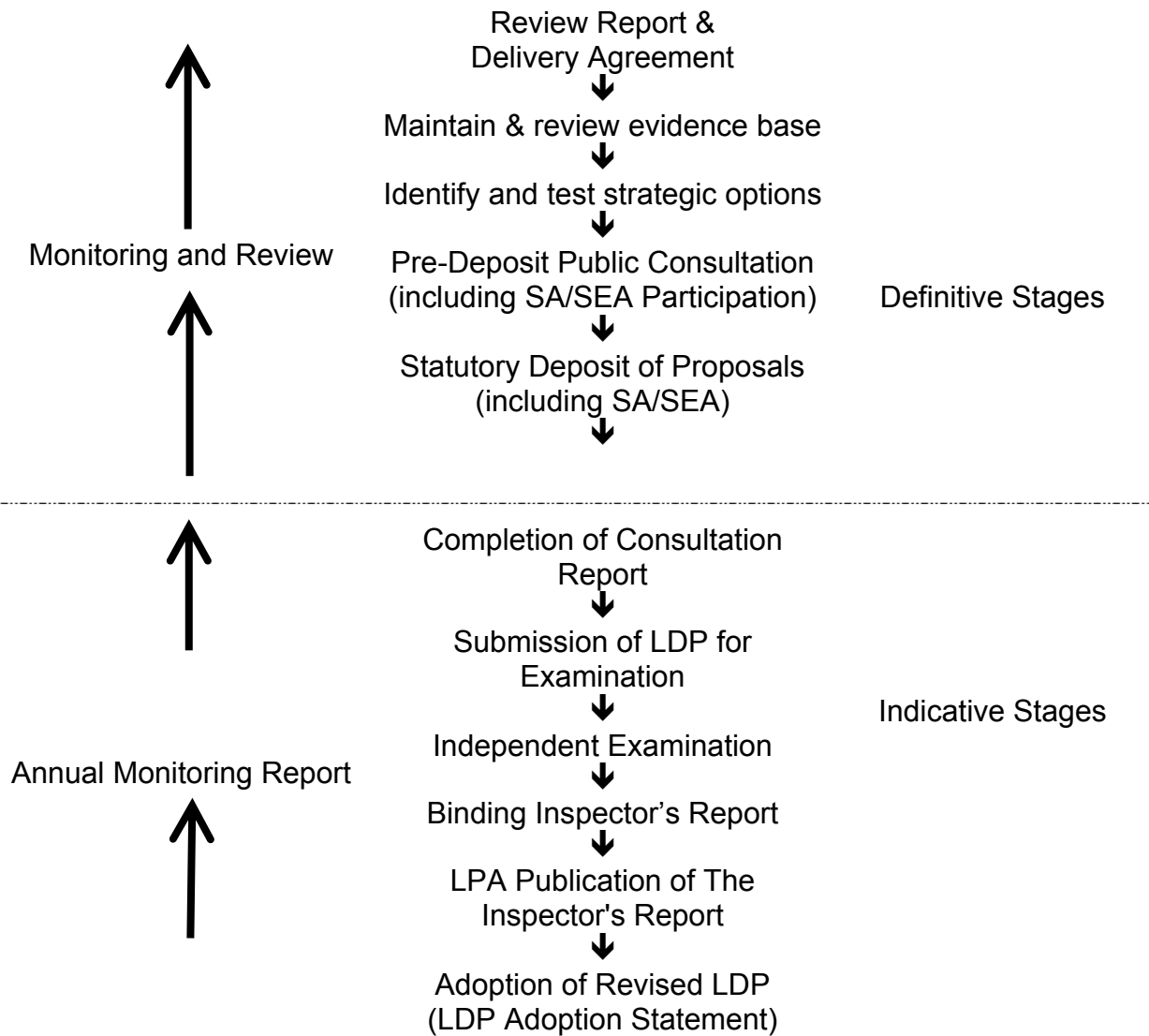
Adoption (Regulation 25) (Appendix 2B8)

Within 8 weeks of receipt of the Inspector's Report, which is binding on the Local Planning Authority, the Plan will be reported to the Council for adoption. Following adoption the Council will publish an Adoption Notice in accordance with the regulations, and will publicise as matters of information to participants, consultees, database registrants and to the general public all relevant documents including the Council's Adoption Statement and details of the Sustainability Appraisal (incl. SEA) and its influence on the adopted LDP.

Part 3: The Timetable

3.1 Outline

An outline of replacement Plan preparation is set out in the flow chart below:



For the LDP process the regulations allow for a two part timetable, providing flexibility in timetable preparation and for the later stages to be reviewed once the scale and complexity of response to the Deposit plan is known. The timetable therefore follows a 2-part format see Figure 3.1:

1. Stages 1-7 are referred to as the Definitive Stages and lead up to and include the deposit stage. These stages are considered to be under the direct control of the Council.
2. Stages 8-12 are referred to as the Indicative Stages. The Council has less control over the process at these stages, which are dependent on a range of factors including the number of deposit representations received, their complexity and the requirements of the Inspector for

Independent Examination. The timetable for these stages is, therefore, indicative and will be reviewed after completing the deposit consultation.

Figure 3.1: Critical stages in the LDP preparation process

Stage in Plan Preparation		Definitive Timetable
1	Delivery Agreement approved by the Council for submission to the WG (Regulation 9) Timetable revisions agreed by Cabinet	January 2018 May 2018
	Submission	June 2018
2	Delivery Agreement agreed by the WG	<i>[Insert date of agreement by the Cabinet Secretary]</i>
3	Pre Deposit Participation: Participation with Specific and General Consultation Bodies for the purpose of generating alternative strategies and options (Regulation 14)	June 2018 – May 2019
4	Call for candidate sites'	June-September 2018
5	Pre-deposit public consultation - A 6 week period of public consultation (Regulation 15)	June – July 2019
6	Assessment of representations received & Preparation of Deposit documents	July 2019 – April 2020
7	Deposit of the LDP and related documents (Regulation 17)	May – June 2020
		Indicative Timetable
8	Assessment of representations received & preparation of documents for submission	June - December 2020
9	Submission of the LDP to The WG (Regulation 20)	December 2020
10	LDP Examination (Regulation 23)	January – September 2021
11	Receipt of the Inspector's recommendations (Regulation 24)	October 2021
12	Adoption of the LDP by the Council within 8 weeks of receipt of the Inspector's recommendations (Regulation 25) [Automatically supersedes previous LDP (regulation 2(19)(c))]	November – December 2021

It is proposed that a tolerance level of 3 months be built into the timetable proposed to allow for slippage without formal amendment to the Delivery Agreement.

SA/SEA and Appropriate Assessments

Figure 3.2 outlines the key stages involved in SA/SEA of the LDP and the proposed timetable for undertaking these stages.

Figure 3.2: Sustainability Appraisal (SA) including Strategic Environmental Assessment (SEA)

Stage in SA/SEA Process	Timetable
Policy review and collection of baseline information, identify sustainability issues and develop SA/SEA objectives and indicators	November 2016 – October 2017
Carry out consultation with Specific Consultation Bodies on the Scoping Report (5 week consultation)	November – December 2017
Publish SA/SEA of strategic options (6 weeks consultation)	June – July 2019
Deposit SA including Environmental Report (with LDP) (6 weeks consultation)	–May – June 2020
Publish final SA (including environmental statement) at LDP adoption	November - December 2021
Monitoring and implementation of the SA	On-going

In addition to the SA/SEA requirements, the LPA will also need to consider whether the plan needs an Appropriate Assessment as required by the European Union Directive 92/43/EC (the Habitats Directive) – the background to this has already explained in the introduction to this DA. As with the SA/SEA the HRA requirements will be considered at all of the key stages set out above.

3.2 Evidence base

The plan will be based on evidence. This will draw from sources of information and data that already exist and will also involve undertaking or commissioning new research where information is currently absent or out of date. The early stage of the LDP revision, the Pre-Deposit Participation stage is very much about ensuring that the relevant and necessary information and research exists or is being collected. This information then moulds how the LDP develops, from options at the early stages to detailed policies and proposals at the later stages.

The LPA recognises the importance of looking at the housing issues at the earliest opportunity in order that all the necessary information is available for early dialogue and that all options available are thoroughly explored. The Ceredigion Local Housing Market Assessment was carried out in 2016. This assessment provides an up to date understanding of the dynamics of the housing market within Ceredigion, including identifying any effects that areas outside of the County (particularly the adjoining Counties) may have on the housing markets that operate within the County.

The Authority will review the population and household projections and the impact of changes, both for the current and the replacement Plan.

In 2017 a Strategic Viability Assessment was carried out to help conclude on whether evidenced based targets can deliver the required Affordable Housing in Ceredigion; consider the current Plan allocations and the extent to which these might need re-consideration on possible viability grounds; ensure that the analysis (and hence conclusions) reflect the latest policy implications and to take on board the justifiable concerns of the local development industry.

In addition, Joint Housing Land Availability Studies (JHLAS) are undertaken annually and includes reports on the contribution of small sites to the housing supply and the LPA monitors outstanding consents and extant sites.

All of this information will assist in looking at the housing issues (including supply, demand and need) that are likely to arise within the County during the plan period.

The LPA has previously completed an Urban Land Capacity Survey as part of the LDP preparation process. This assessed the potential contribution of small, unallocated sites to the overall supply of housing and employment land throughout the County. The LPA is currently reviewing the need for additional employment land within the County through the Employment Land Review.

In terms of the County's future retail needs, a Retail Capacity Study was undertaken jointly with Pembrokeshire County Council, Pembrokeshire Coast National Park Authority, reporting in 2017 on future retail floor-space requirements in the urban service centres.

The Gypsy & Traveller Accommodation Needs Assessment, completed in 2016 will need to be updated to inform the Deposit Plan of any potential needs for site allocations during the life of the Replacement Plan.

There are also other studies which the LPA already undertake which will feed into the consideration of issues and options to be considered at the Pre-Deposit Participation stage e.g. household occupancy survey (annual), monitoring of residential and employment planning commitments (completions and outstanding planning consents – including stage of development).

Other key pieces of evidence recently prepared or undergoing preparation include:

1. Regional Retail Capacity Study
2. Employment Land Review and Economic Needs Assessment
3. Bedstock survey
4. Renewable Energy Assessment
5. LDP Annual Monitoring results
6. Housing Consents Research
7. Housing Delivery Report

As part of the preparation of the evidence base (during the Pre-Deposit Participation stage), the Council will review the suitability and deliverability of current land allocations and will invite developers and landowners to submit **candidate development sites** for potential inclusion in the plan either for the services centres or for specific targeted service centres. This forms part of an information gathering exercise and should not be interpreted as a commitment that such sites will be taken forward in the LDP. When putting forward such sites developers and landowners will be required to include sufficient information to inform a robust assessment of suitability, sustainability, viability and deliverability of the site. The process for undertaking this will be drawn up in consultation with relevant parties early in the plan preparation process.

The LDP evidence base will also draw heavily on a broad range of corporate strategies and service delivery plans some of which are already mentioned in the Introduction. Continual dialogue and cooperation between departments will therefore be essential e.g. housing section and development management. The LPA will look to maximising the use of existing information sources as far as possible including recent consultation results where relevant (e.g. Local Well Being Plan)

The Council will also use data collected by other parties, for example, Welsh Government Population and Household forecasting, PSB Wellbeing Assessment 2017 and will work with other organisations or authorities to collate information where there is a current void of information and cross border issues may require joint research with neighbouring local authorities. Therefore the LPA will depend on the sharing of information not only between LPAs (particularly adjoining LPAs in terms of housing and employment information/issues) but also regional and national working groups).

The above list of research areas is not intended to be exhaustive, indeed, it is envisaged that the evidence base will itself evolve as the LDP process moves forward.

3.3 Supplementary Planning Guidance (SPG)

The Replacement LDP will contain sufficient policies and proposals to provide the basis for deciding planning applications. The selective use of SPG will however be utilised as a means of setting out more detailed information on application of policies or site-specific guidance on the way in which the LDP policies will be applied (in particular providing more detail and technical advice). SPG therefore has an important role in complementing the strategy.

SPG will not form a part of the LDP, will not introduce additional policy, but it will be derived from the plan and be consistent with it.

At present, the Council has SPGs relating to a number of policy areas including:

- Aberystwyth Shopfront & Commercial Façade Design Guide, adopted May 2013
- Open Space, adopted 24th April 2014.
- Special Landscape Areas, adopted 24th April 2014.
- Affordable Housing, adopted 25th September 2014.
- Renewable Energy, adopted 28th January 2015.
- The Built Environment & Design, adopted 28th January 2015.
- Transport Assessment, adopted 28th January 2015.
- Car Parking Standard, adopted 28th January 2015.
- Nature Conservation, adopted 28th January 2015.
- Community and the Welsh Language, adopted 23 June 2015

SPGs which will be required for the Replacement Ceredigion LDP will be identified to inform the Deposit Plan consultation. Proposed changes to policies which impact upon the above SPGs may require consequential modification of the SPG. Given the review issues identified to date, it is anticipated that the following SPGs will require withdrawal or revision as a minimum:

- Affordable Housing
- Community and the Welsh Language
- Built Environment and Design.

Some of the SPGs listed above may be incorporated into new SPGs on emerging issues using nationally recognised terminology, such as Green Infrastructure.

The CIS will form the basis for public involvement on producing SPG in cases where that guidance arises from the LDP. Where SPG is essential to understanding the LDP it will be prepared and consulted on in parallel with the LDP; otherwise SPG will be subject to a separate period of public consultation prior to its adoption by the Council.

SPG to the replacement plan, including SPG carried forward (with / without modification) will be adopted only following adoption of the replacement Plan.

Part 4: Resources and Risk Management

4.1 Potential to prepare Joint Plans

The Welsh Ministers have newly introduced powers²⁴ to direct preparation of joint LDPs, requiring two or more authorities to act jointly in preparing an LDP / replacement LDP. A formal joint plan is a single plan for two or more local planning authority areas, prepared under a single Delivery Agreement and requiring adoption separately by each participating Authority. This compares with collaborative work undertaken, by agreement, to address matters that straddle local planning authority boundaries and to prepare evidence base that informs more than one LDP. Such work would be an intrinsic part of Plan preparation for the plan area, regardless of whether it is a single or a joint LDP.

As part of the LDP revision process the advantages and disadvantages of preparing a formal joint replacement Plan with one or more neighbouring local planning authorities has been considered, in the context of the potential for policy alignment and timing. The starting point for this is looking at policy alignment together with the individual stage of Plan preparation as at September 2017.

Authority	LDP Stage	Regional Context	Potential for Policy Alignment	
			Geographic	Plan status
Gwynedd County Council	Joint Plan with Ynys Mon Council adopted July 2017	North Wales Ambition	No	No
Powys CC	At Examination, 6 week consultation prior to Inspector's Report	Growing Mid Wales Partnership	Yes	No
Snowdonia NPA	Deposit of Short form review commenced July 2017	North Wales / 3 National Parks	No	No
Carmarthenshire CC	Adopted December 2014 Review 2018	Swansea City Region	No	Yes
Pembrokeshire CC	Plan Review Report publication anticipated late 2017	Swansea City Region	No	Yes
Pembrokeshire Coast NPA	Preferred Strategy Consultation completed	South West Wales / 3 National Parks	No	No

²⁴ P(W)A 2015

Powys County Council would offer the most sensible linkage in terms of joint working, given the shared rural agenda and the shared commitment to the Growing Mid Wales Partnership, however the timing of their Plan, with an Inspectors Report anticipated towards the end of this year, dictates against any formal arrangement in the short term to prepare a joint replacement Plan.

Other neighbouring authorities offer less potential from joint working, given that they are partners within very different economic collaborations. Two authorities (Pembrokeshire CC and Carmarthenshire CC) are fairly close in Review timing, but the disbenefits of differing economic partnerships, together with the additional delay anticipated in establishing joint working arrangements as part of the Delivery Agreements are considered to outweigh any advantages of preparing a joint Local Development Plan.

Given that these local planning authorities are independent, self-governing bodies, with adopted Corporate / Strategic Plans and programmes to address County-specific opportunities, challenges and areas of improvements and that, for the Plan to be 'Sound', it must be prepared in line with those County-specific documents, a significant concern is that any emerging joint Plan would be unlikely to be succinct, concise, well-integrated and user-friendly with the need to refer throughout the document to two (or more) different sets of Council strategies and political objectives.

Given the identified issues outlined above this Delivery Agreement has been prepared for a discrete Ceredigion replacement Plan. The Authority is committed to identifying commonalities of approach, agreements on common methodologies²⁵ for and joint commissioning of evidence base, where appropriate, as evidenced by the recent Retail Capacity Study, undertaken with Pembrokeshire County Council and Pembrokeshire Coast National Park Authority.

4.2 Staffing and Financial Resources

In order to deliver the Replacement LDP in accordance with the specified timetable, the Council recognises that it is essential to ensure the necessary budgetary and staffing resources are available.

The core plan preparation work will be undertaken by the Planning Policy team which consists of six members of staff²⁶, including a Service Manager, three Planning Officers, an assistant officer (temp until March 2018) and a Technical Officer. Over the next four years at least 80% of the team's time will be spent on the LDP process, together with an estimated 20% of research team input (i.e. 1 full time equivalent). The team will receive support and assistance from other members of staff on matters, such as population projections, minerals and ecology matters. Input, particularly in respect of policy formulation, will also be made by specialist members of Planning Services and other Council departments, for example highways, education and economic development. Consideration will also be given to employing

²⁵ such as for the 'larger than local' Employment Land Review

²⁶ 2 vacancies at November 2017, work in progress on arrangements for recruitment

additional members of staff to assist with particular stages of the LDP process and to the use of external consultants where deemed appropriate.

In terms of financial resources, the forecast expenditure for the preparation of the Replacement LDP is likely to be circa £1.7 million. The majority of costs will be incurred in the Pre-deposit stage and at the Examination stage. In terms of the Pre deposit stage much of the costs will result from the need for evidence preparation. The other large expenditure will be costs involved in the examination (including the need for a programme officer, additional administrative support, legal support and Inspector's costs). Other costs throughout the process will include production / translation of various documents (Preferred Strategy, Deposit and Adopted version along with supporting documentation such as colour maps) and consultation costs (letters, adverts etc.).

4.3 Achievability and Risk Management

The definitive part of the proposed timetable is considered to be realistic and achievable having regard to:

- The scope of work the Council anticipates will be involved in plan preparation having regard to the regulations and guidance published by WG;
- The resources (staff and financial) the Council is able to commit to plan preparation; and
- The current structure of the Council, its decision making structures, meeting cycles and future elections.

Whilst every effort will be made to avoid deviation from this timetable, Appendix 7 identifies a number of potential risks together with the Council's proposed approach to managing them.

The timetable, together with the anticipated work programme and available resources will be kept under review to monitor the risks identified.

Part 5: Monitoring and Review

5.1 Delivery Agreement

Within three months of the end of the Deposit consultation period, an updated timetable showing definitive dates for the indicative stages of the Plan process will be submitted to Welsh Government for agreement.

Replacement LDP Post-Adoption:

Following adoption, the Council will monitor the plan on an annual basis and report the findings in an Annual Monitoring Report (AMR). Such monitoring will assess how effectively the policies and proposals of the plan are performing. This will highlight the need for any modifications to be made and will also feed into the future review of the LDP. The AMR will also include updated reference to any new national planning guidance and any other relevant contextual information. Once produced, the monitoring report will be made available for the public to view on the website.

The Council will also undertake a full review of the replacement plan at least once every 4 years.

Part 6: Contacts

For further information please contact:

Planning Policy

Performance and Economy Services

Neuadd Cyngor Ceredigion

Penmorfa

Aberaeron

Ceredigion

SA46 0PA

Telephone: 01545 572123

E-mail: ldp@ceredigion.gov.uk Website address: www.ceredigion.gov.uk/ldp

Appendix 1: Legislation, Plans and Strategies that will influence the LDP²⁷

Legislation	Remit
The Planning and Compulsory Purchase Act (2004), Part 6	Legislation – LDPs including procedural requirements
The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005	
Planning (Wales) Act 2015	
The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015	
The Assessment of Plans and Programmes (Wales) Regulations 2004 (“the SEA Regulations”)	Statutory Instrument (Wales) setting out the procedure for the environmental assessment of plans and programmes from July 21st 2006
Active Travel (Wales) Act 2013	The Act requires Local Authorities to continuously improve facilities and routes for pedestrians and cyclists.
Housing (Wales) Act 2014	
Wellbeing of Future Generations (Wales) Act 2015	
Historic Environment (Wales) Act 2016	
Environment (Wales) Act 2016	
National Planning Policy & Guidance	
Welsh Government	
Planning Policy Wales (PPW) (Edition 9, 2016)	National planning policy produced by the Assembly.
Minerals Planning Policy	National planning policy produced by the Assembly in relation to mineral extraction.
Technical Advice Notes	Technical Advice on topic areas that support PPW / MPPW
Minerals Technical Advice Notes	
Wales National Marine Plan (Consultation Draft)(late 2017)	
Technical Advice Notes (Wales), Circulars and the Minerals Technical	A series of guidance notes to support national planning policy produced by

²⁷ This list may be added to

Advice Note 1: Aggregates (Wales)	Welsh Government.
National Development Framework – due 2019	Setting out a national spatial planning framework; work in Progress to inform a Preferred Strategy
Planning Inspectorate (Wales) Guidance	
Local Development Plan Examinations: Procedure Guidance (2015)	Procedural requirements relating to LDP's are explained.
LDP's: Preparing for submission – Guidance for Local Planning Authorities (2015)	Procedural requirements relating to LDP's are explained.
4 Nations Guidance on the SEA	
A Practical Guide to the SEA Directive (September 2005)	Prepared by ODPM (Office of the Deputy Prime Minister), the Scottish Executive, the Welsh Assembly Government and the Northern Ireland Department of the Environment to provide guidance on how to comply with the SEA Directive.
Welsh Government Strategies	
Wise about Waste: The National Waste Strategy for Wales	Produced in June 2002 by the Assembly the strategy sets targets for recycling and limiting waste.
The Environment Strategy for Wales	The Environment Strategy was published in May 2006, it is the Welsh Government's long term strategy for the environment of Wales, setting the strategic direction for the next 20 years.
Energy Efficiency Strategy 2016-2026	
Cymraeg 2050	
Natural Resources Wales	
Natural Resources Wales Policy Statement 2015	
State of Nature Report (Wales) 2014	
Local Strategies	
Growing Mid Wales Partnership Strategy	
The Mid Wales Joint Local Transport Plan (2015)	This plan identifies key issues and opportunities for transport in Mid Wales.
Regional Waste Plan for the South	The South West Wales Regional Waste

West Wales Region November 2003 (Welsh Assembly Government)	Group is required to prepare and publish a review of the Regional Waste Plan by 31st March 2007.
Ceredigion Public Service Board	
Ceredigion PSB Well-being Assessment & Plan	
Ceredigion County Council	
The Community Strategy – Ceredigion 2020	Ceredigion 2020 sets out the following vision of how the County will develop through Partnership working: “Ceredigion in 2020 will be a self-confident, healthy, caring, bilingual community, supported by a strong local economy using the skills of its people, making wise use of the resources of its high quality environment, providing opportunities for all to reach their full potential.
Ceredigion Well-being Objectives & Statement	
Local Housing Strategies including The Local Housing Needs Assessment	The Housing Strategy was approved by Council in April 2013. A review of the LHS strategy has commenced in 2017. The most recent local housing needs assessment for the County was undertaken in 2016.
Gypsy Traveller Accommodation Needs Assessment 2015	An update will be required to consider Needs for the duration of the Replacement Plan.
Ceredigion Actif – Sport and Recreation Strategy 2014-2020r	Strategy for the provision of effective and efficient Recreation, Sport and Leisure within Ceredigion.
Local Documents	
Local Biodiversity Action Plan (LBAP) 2002	This was produced by Ceredigion Biodiversity Partnership which comprises a range of organisations with a responsibility for wildlife. The LBAP focuses on the most significant elements of Ceredigion's natural environment, taking the objectives and targets of the UK Biodiversity Action Plan and translating these within the local context. The Plan will be replaced

	by the nature Recovery Plan.
Cardigan Bay Special Area of Conservation Management Plan	Extensive areas of the Cardigan Bay have been designated as Special Areas of Conservation (SACs) under the European Habitats Directive.
Penllyn ar Sarnau Management Plan	
Teifi Estuary Plan	The Teifi Estuary is unique - it is the only estuary wholly in Wales to have its own Estuary Management Plan. The Plan has been produced by TEEMI (Teifi Estuary Environmental Management Initiative) which is made up of a variety of organisations including the County Council.
Neighbouring Plans	
Carmarthenshire LDP 2006 - 2021	2 nd AMR due Oct 2017
Pembrokeshire LDP 2006 - 2021	Review commenced in 2017
Pembrokeshire Coast National Park Authority LDP	Work in Progress on Replacement Plan Preferred Strategy
Powys LDP 2011 - 2026	Examination 2017
Gwynedd & Anglesey Joint LDP	Adopted July 2017

Appendix 2A: List of Consultees

The LPA is required²⁸ to undertake participation (in terms of Specific and General Consultation Bodies), and consultation (in terms of Specific and General Consultation Bodies, other bodies and the wider public) at the various stages of the LDP process. The Regulations provide a definition of Specific and General Consultation Bodies (see Regulation 2). Both sets of bodies, as defined under Regulation 2, have been consulted in terms of the development of the Delivery Agreement,²⁹ with particular reference to the Timetable, and will continue to be consulted (and to participate where relevant) during the LDP process.

B2 - Specific Consultation Bodies

Specific Consultation Bodies are defined in the Regulations as: -

- i. The Welsh Government

In addition to planning, the Welsh Government has responsibility for a wide range of policy matters including agriculture, economic development, education, environment, health and social services, historic environment, housing, industry, tourism, transport and Welsh language. The Welsh Government's **Planning Division will co-ordinate consultations within the Welsh Government.**
- ii. Natural Resources Wales
- iii. Network Rail Infrastructure Limited (Western & Wales - Property)
- iv. Secretary of State – insofar as the Secretary of State exercises functions previously exercisable by the Strategic Rail Authority (Railways Act 2005).
- v. A relevant authority (i.e. a local planning authority or a community or town council), any part of whose area is in or adjoins the area of the authority
- vii. Any person who owns or controls electronic apparatus situated in any part of the authority's area (where known)
- viii. Any of the bodies from the following list which are exercising functions in any part of the authority's area:
 - a. a Local Health Board
 - b. a person to whom a license has been granted under section 6(1)(b) or (c) of the Electricity Act
 - c. a person to whom a license has been granted under section 7(2) of the Gas Act 1986
 - d. a sewerage undertaker
 - e. a water undertaker

²⁸ The T&CP (LDP) (W) Regs 2005, as amended

²⁹ As part of formal consultation on this Delivery Agreement

For Ceredigion these are:

Government Bodies/Agencies

Llywodraeth Cymru (LIC)/Welsh Government (WG)
 Cyfoeth Naturiol Cymru/Natural Resources Wales
 Network Rail (Tîm Cynllunio Tref/Town Planning Team)
 Ysgrifennydd Gwladol Cymru/Secretary of State for Wales³⁰

Town and Community Councils

Town and Community Councils within Ceredigion
 Town and Community Councils lying adjacent to the Ceredigion boundary

Ceredigion Public Service Board

Adjacent Local Authorities

Cyngor Sir Gar/Carmarthenshire County Council
 Cyngor Gwynedd County Council
 Awdurdod y Parc Cenedlaethol Arfordir Penfro/Pembrokeshire Coast National Park Authority
 Cyngor Sir Penfro/Pembrokeshire County Council
 Cyngor Sir Powys County Council
 Awdurdod Parc Cenedlaethol Eryri/Snowdonia National Park Authority

Electronic Communications Businesses and Organisations

Radio Ceredigion
 Radio Beca
 Grŵp BT ccc/BT Group plc
 Arqiva
 OFCOM
 Vodafone/O2
 EE
 Three
 Cymdeithas Gweithredwyr Symudol/Mobile Operators Association

Health Bodies

Bwrdd Iched Prifysgol Hywel Dda University Health Board
 Tîm Iched Cyhoeddus Hywel Dda Public Health Team

Utility Companies

Cyfleustodau Cymru a'r Gorllewin Cyf/Wales & the West Utilities Ltd
 Western Power Distribution
 Scottish Power
 Statkraft - Gorsaf Bŵer Cwm Rheidol Cwm Rheidol Power Station

³⁰ in so far as the SoS exercises functions previously exercisable by the Strategic Rail Authority

Y Grid Cenedlaethol (diogelu safleoedd)/National Grid Plant
 Protection
 EDF Energy Renewables
 EDF
 SSE Energy Supply Ltd
 British Gas Trading Ltd
 Dwr Cymru/Welsh Water

General Consultation Bodies

General Consultation Bodies are defined by the Regulations as: -

- voluntary bodies, some or all of whose activities benefit any part of the LPA's area;
- bodies which represent the interests of different racial, ethnic or national groups in the LPA's area;
- bodies which represent the interests of different religious groups in the LPA's area;
- bodies which represent the interests of disabled persons in the LPA's area;
- bodies which represent the interests of persons carrying on business in the LPA's area; and
- bodies which represent the interests of Welsh culture in the LPA's area;

For Ceredigion the General Consultation Bodies to date are:

Voluntary Bodies/Charities

CAVO (Cymdeithas Mudiadau Gwirfoddol Ceredigion Association of Voluntary Organisations)
 Cynghrair y Trydydd Sector/Third Sector Alliance
 Age Cymru Ceredigion
 Cymdeithas Gofal/The Care Society
 RAY Ceredigion
 JigSo
 Ymddiriedolaeth Gerddi Hanesyddol Cymru Cangen Ceredigion/Welsh Historic Gardens Trust Ceredigion Branch
 Ymddiriedolaeth Archeolegol Dyfed Archaeological Trust

Representative Bodies for racial, ethnic or national groups

Sipsiwn a Theithwyr Cymru/Gypsies & Travellers Wales
 Teithio Ymlaen/Travelling Ahead (yn Achub Y Plant Cymru/at Save the Children Cymru)
 Urdd Siewmyn Prydain Fawr/The Showmen's Guild of Great Britain
 The Travellers School Charity
 Y Comisiwn Cydraddoldeb a Hawliau Dynol/Equality and Human Rights Commission

Representative Bodies for different religious groups in Ceredigion

Y Eglwys yng Nghymru/The Church in Wales
 Cytun Eglwysi Ynghyd yng Nghymru/Churches Together in Wales
 Undeb yr Annibynwyr Cymraeg/Union of Welsh Independents
 Eglwys Bresbyteraidd Cymru/The Presbyterian Church of Wales
 Grwp Bwdaidd Aberystwyth Buddhist Group
 Dyneiddwyr Gorllewin Cymru/West Wales Humanists

Representative Bodies for persons with Disability

Anabledd Cymru/Disability Wales

Representative Bodies for those carrying on Businesses in the authority's area

Menter Aberystwyth
 Siambr Fasnach Aberystwyth Chamber of Commerce
 Clwb Busnes Aberystwyth Business Club
 Menter Aberteifi Cyf
 Siambr Masnach Llanbedr Pont Steffan/Lampeter Chamber of Trade and Commerce
 Trawsnewid Llambod/Transition Llambod
 Llandysul and Pont Tyweli Ymlaen Cyf
 Antur Teifi
 Undeb Amaethwyr Cymru/Farmers Union for Wales
 NFU Cymru
 Ffederasiwn Adeiladwyr Cartrefi/Home Builders Federation
 Siambrau Masnach/Chambers of Trade
 Menter a Busnes
 MWT Cymru
 Maes Awyr Gorllewin Cymru West Wales Airport Aberporth
 Brodyr Richard Bros
 Mid Wales Travel
 Trenau Arriva Cymru/Arriva Trains Wales
 Sefydliad Brenhinol Syrfewyr Siartredig Cymru - Ceredigion/Royal Institution of Chartered Surveyors Wales (RICS) - Ceredigion
 Grŵp Cludo Nwyddau ar y Rheilffyrdd/Rail Freight Group
 Cymdeithas Cynnyrch Mwynau/Mineral Products Association
 British Aggregates Association
 Arolwg Daearegol Prydain/British Geological Survey
 Ganolfan Ecoleg a Hydroleg/Centre for Ecology and Hydrology
 Cymdeithas Tir a Busnes Cefn Gwlad/CLA - Country Land and Business Association

Representative Bodies for the interests of Welsh Culture
 Comisiynydd y Gymraeg/Welsh Language Commissioner
 Cered
 Cymdeithas yr Iaith Gymraeg
 Y Ganolfan Cynllunio Iaith/Welsh Centre for Language Planning
 Comisiwn Dylunio Cymru Design Commission for Wales

Comisiwn Brenhinol Henebion Cymru (CBHC)/Royal Commission on the Ancient & Historical Monuments of Wales (RCAHMW)
 Fforwm Hanes Lleol Ceredigion Local History Forum
 Cymdeithas Hanes Ceredigion Historical Society
 Cymdeithas Aberaeron
 Cymdeithas Ceinewydd a'r Cylch/The New Quay & District Society
 Cymdeithas Ddinesig Aberystwyth a'r Cylch/Aberystwyth & District Civic Society
 Merched y Wawr
 Sefydliad y Merched Ceredigion Federation of Women's Institutes
 Clybiau Ffermwyr Ifanc Ceredigion
 Fforwm CFFI/YFC Forum
 Fforwm yr Urdd Forum
 Mudiad Urdd Gobaith Cymru Llangrannog
 Ymddiriedolaeth Bywyd Gwyllt De a Gorllewin Cymru/The Wildlife Trust of South & West Wales
 Grŵp Aberystwyth Gwyrddach/Greener Aberystwyth Group
 Ecodyfi & Biosffer Dyfi Biosphere
 Pentir Pumlumon
 Cymdeithas Mynyddoedd Cambria/The Cambrian Mountains Society
 Cymdeithas y Cerddwyr – Grŵp Aberystwyth/Ramblers Association
 Aberystwyth Group
 Ymlaen Ceredigion (Sustainability)
 Awel Deg Aberteifi/Cardigan Fair Wind
 Llyfrgell Genedlaethol Cymru/The National Library of Wales
 Prifysgol Aberystwyth University
 Prif Ysgol Cymru Y Dindod Dewi Sant Campws Llanbed/University of Wales Trinity Saint David - Lampeter Campus

Others

Undeb Myfyrwyr Prifysgol Aberystwyth Univeristy Students Union
 Coleg Ceredigion
 Hyfforddiant Ceredigion Training
 Comisiynydd Heddlu a Throsedd Dyfed Powys Police and Crime Commissioner
 Heddlu Dyfed Powys Police
 Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru/Mid and West Wales Fire Authority
 Ceredigion AS/MP
 AC/AM Ceredigion
 Un Llais Cymru/One Voice Wales
 Yr Arolygiaeth Gynllunio/Planning Inspectorate
 Llyfrgell Yr Arolygiaeth Gynllunio/Planning Inspectorate Library
 Cymorth Cynllunio Cymru/Planning Aid Wales
 Y Sefydliad Cynllunio Trefol Brenhinol yng Nghymru/RTPI Cymru
 Sefydliad Seilwaith Amddiffyn/Defence Infrastructure Organisation
 Gwasanaeth Rheoli Traffig Awyr Cenedlaethol Cyf (Gwasanaethau

Seilwaith - Gwasanaethau Llywio a Sbectrwm)/National Air Traffic Services Ltd (Infrastructure Services - Navigation & Spectrum Services)
 Comisiynwyr Ystadau'r Goron – Gwledig/Crown Estate Commissioners - Rural
 Comisiynwyr Ystadau'r Goron- Morol/Crown Estate Commissioners - Marine
 Sefydliad Tai Siartredig Cymru/Chartered Institute of Housing - CIH Cymru
 Sefydliad Siartredig Rheoli Gwastraff Cymru/Chartered Institution of Wastes Management - CIWM Wales
 Chwaraeon Cymru Sport Wales
 Rhwydwaith Ardal Chwarae Ceredigion Play Area Network
 Meysydd Chwarae Cymru/Fields in Trust Cymru
 Tai Ceredigion Cyf
 Tai Wales and West Housing
 Cymdeithas Tai Canolbarth Cymru/Mid Wales Housing Association
 CLAS Cymru (Gwasanaeth Cyngori ar Dir Cymunedol / Community Land Advisory Service)
 Cambrian News
 Tivy Side Advertiser
 Papurau Bro/Community Papers
 Lleisiau Ceredigion dros Gydraddoldeb/Ceredigion Voices for Equality
 Cyngor Ieuenctid Ceredigion/Ceredigion Youth Council
 Cynghorau Ysgol/School Councils
 Grŵp Meibion a Merched i Gofalwyr Maeth/Sons and Daughters of Foster Carers Group
 Grŵp Gofalwyr Ifanc/Young Carers Group
 Fforwm y Gwasanaeth Ieuenctid/Youth Service Forum
 Disgyblion 14-19 Pupils
 Grwpiau Ardal Dechrau'n Deg/Flying Start Locality Groups
 Cyngor Plant Mewn Gofal/LAC Council – Looked after Children Council
 Fforwm Gofalwyr/Cynghrair Gofalwyr Ceredigion Carers Forum/Ceredigion Carers Alliance
 Grwpiau ymgynghori gyda gofalwyr maeth x 3/Foster carer consultation groups x 3
 Fforwm Rhieni a Gofalwyr Ceredigion/Ceredigion Parents and Carers Forum
 Llais Rhieni
 Grŵp Mynediad Lleol Ceredigion/Ceredigion Local Access Forum
 Cymorthfeydd defnyddiwr Bws/Bus User Surgeries
 Cyngor Chwaraeon Lleol Ceredigion/Ceredigion Local Sports Council
 Fforwm 50+ Ceredigion/Ceredigion 50+ Forum
 Bwrdd Rhanddeiliaid Cylch Caron/Cylch Caron Stakeholder Board
 Cered (Menter Iaith) Fforwm Sirol/Cered (Language Initiative) -

Fforwm Sirol
Pwerdai Iaith Gymraeg
Panel Dinasyddion/Citizens Panel
Fforwm Anabledd Ceredigion/Ceredigion Disability Forum
Grŵp Gweithredu Anabledd Cymru/Disability Action Group Wales
Fforwm Cyn-filwyr y Lluoedd Arfog/Armed Forces Veterans Forum
Pwyllgor Defnyddiwr Harbwr/Harbour user committee
Fforwm Landlordiaid/Landlords Forum
Cymdeithas Twristiaeth Ceredigion/Ceredigion Tourism Association
Perchnogion Parc Carafan/Caravan Park Proprietors
Partneriaeth Tyfu Canolbarth Cymru/Growing Mid Wales Partnership

Additional bodies and organisations will be added to the General Consultation Bodies list during the process as and when identified. It must be stressed therefore that this current list is not exhaustive or exclusive. The Council welcomes all suggestions, either directly from organisations themselves or from individuals, in respect of any interest group, organisation or body who may wish to be included on this list. To be included as a body it must fall within one of the headings set out above. General Consultation Bodies are afforded specific status in the Regulations. All other groups or individuals have no such status according to the Regulations.

However, the Council maintains an active and dynamic database of other bodies and individuals who have expressed an interest in the LDP process (database registrants). The database also includes bodies listed in LDP Wales, 2005, Annex A, paragraphs B3 (UK Government departments) and B5 (other agencies and organisations). The list will continue to expand and change throughout the replacement LDP preparation process.

The Council will involve all registrants in the consultation process in accordance with the schedule at Appendix 2B. Where appropriate, database registrants may also be asked to participate by selection for relevant Stakeholder Groups.

Appendix 2B: Detailed Community Involvement Scheme

Appendix 2B1: Pre deposit Participation (Regulation 14)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Evidence gathering and Objectives	Key Issues, Vision & Objectives, Strategy & Policy Review	Cabinet Member and Working Group. Key Stakeholder Group	Preliminary meetings to explain LDP review process, role of groups etc. Subsequently meetings and input will involve reviewing material to date, maximising information sharing possibilities, and identifying further research needs	Reports posted on website for information as and when appropriate
	Review needs and existing allocated sites Prepare candidate site lists with public service providers, developers, landowners and the general public.	Cabinet Member and LDP Working Group. Key Stakeholder Group and other Stakeholder Groups Database registrants General public	Joint and individual meetings. Letters only, advising period for submission of candidate sites	Report events on website as and when appropriate

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
	Produce Sites register		Press notices Local media	Hard copy of register at deposit venue Electronic copy on website
Preparation of strategy options and assessment of alternatives	To review LDP Vision and Objectives and implications of evidence base.	Key Stakeholder Group (see page 8). Cabinet Member and LDP Working Group.	Initial Focus/Working Groups on draft options report to meet LDP Objectives Meeting to consider options and determine draft preferred strategy Feedback forums to comment on strategic options, assess evidence base (topic reports prepared) and options against draft preferred strategy, consider strategic sites identified.	Reports posted on website for information as and when appropriate
	To identify sites that are derived from/adhere to the preferred strategy.	Key Stakeholder Group (see page 8). Cabinet Member and LDP Working Group.	Focus/Working Groups to prepare draft report on sites which do and do not fit the draft preferred strategy.	Draft report posted on website as and when appropriate
Preparation of pre-deposit proposals documents	To prepare draft strategic policies and strategic allocations to fit preferred strategy	Key Stakeholder Group (see page 8). Cabinet Member and LDP Working Group.	Focus/Working Groups by topic	Draft Preferred Strategy Proposals Document to Cabinet for approval /recommendation to Full Council for

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
				consultation.
		Cabinet Council	Cabinet to consider draft Pre-Deposit documents with a view to recommending to Full Council to publish for consultation. Council meeting to consider Cabinet recommendation and to approve Pre-deposit draft LDP for consultation.	Decisions posted on website.
SA/SEA				
6 week consultation on SA/SEA Scoping Report	To enable all interested persons to comment on the scope of the SA/SEA and objectives.	Specific Consultation bodies Sustainability Working Group (SWG) General Public	Letter Workshop Copies of Scoping Report available in deposit venue	Summary of comments received placed on web site. Hard copy of comments placed in deposit venue

Appendix 2B2: Pre deposit Public Consultation (Regulation 15 & 16)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
6 weeks pre deposit public consultation followed by assessment of representations received	To enable anyone to make representations to the Council's pre-deposit document.	Specific Consultation Bodies and General Consultation Bodies. Elected Members. Database registrants. General public	Direct correspondence Use of local media. Copies of the pre-deposit documents available in the deposit venue Information available on the website. Site notices in respect of site - specific land allocations.	Standard Representation Form Site allocation request form
	To enable consideration of all matters received	Key Stakeholder Group (see page 8). Cabinet Member and LDP Working Group. Sustainability Working Group (SWG)	Focus/Working Groups to consider a Report of Consultation and to prepare recommendations for consideration by Cabinet	Cabinet Report of Consultation and recommendations to Council placed on the website.
Preparation of	To advance	Cabinet	Cabinet consideration of draft Deposit Local	Council decision

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Deposit Documents, including Interim Report of Community Involvement	formal deposit of LDP	Council	Development Plan to inform Full Council decision to publish for consultation.	posted on website.
SA/SEA				
6 week Consultation on initial Sustainability Report	To demonstrate how preferred options have been derived having regard for the SA/SEA. To give the opportunity to comment on the SA/SEA	Specific Consultation Bodies Sustainability Working Group (SWG) General Public	Direct correspondence. Information available on the website Press releases, local media.	Summary of comments received made available on website Hard copy of comments placed in deposit venue

Appendix 2B3 Statutory Deposit of Proposals (Regulation 17)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
6 week Deposit Consultation Exercise	To enable all interested persons and organisations to make representations in respect of any policies and proposals in the Deposit Plan	Elected Members Specific Consultation Bodies and General Consultation Bodies. Database Registrants. General public	Copies sent out Letters notifying Deposit details of LDP. Advertisements in the press, use of local media All LDP documents made available on the website. Hard copies of the plan available in deposit venue Site notices in respect of site – specific land allocations.	Standard Representation Form Report of Representations including list of site allocation representations placed on website. Hard copy of report in deposit venue
Make SA/SEA available with Deposit Plan				
Environmental /Sustainability Report	To consult on key outputs of the SA/SEA process.		As above	As above

Appendix 2B4 Handling of Representations (Regulation 19)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Publication of Deposit Representations (Regulation 19, as amended) –	To enable all interested persons/ organisations to view representations	Elected Members Specific Consultation Bodies and General Consultation Bodies. Database Registrants. General public.	use of local / social media	List of representations received placed on the website Hard copy of representations placed in Deposit venue
SA/SEA				
Assessing and Appraising significant changes	To ensure that proposed changes are assessed for sustainability implications / cumulative effects			Outcome of assessment available in a public paper, Integral to SA/SEA

Appendix 2B5 Submission of LDP for Examination (Regulation 22)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Summarise and assess Representations to Deposit Version	To summarise the representations for information and determine whether any improvements to the LDP strategy and the plan's policies and proposals can/should be put forward as suggestions to the Inspector. It should be noted that post Deposit the LPA itself cannot propose further formal changes to the LDP	Elected Members Key Stakeholder Group (see page 8). Elected Members. Specific Consultation Bodies and General Consultation Bodies. Database Registrants. General public	Copies of summarised representations sent out Various meetings to be convened, as and where considered necessary, to discuss representations and to consider whether the LPA should put forward further amendments for consideration by the Inspector. Letters notifying details of availability of main consultation issues and responses. Advertisements in the press, Summary main consultation issues and responses made available on the website. Hard copies available in the deposit venue	Provided for information. Will inform LDP Examination
Submission to Welsh	To proceed with formal	Welsh Government	Submission of Deposit LDP and accompanying documents.	Will inform LDP Examination

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Government for Examination.	independent examination of the LDP			

Appendix 2B6: Independent Examination (Regulation 23)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Notification of Independent Examination.	To ensure that interested persons /organisations are aware of the Independent Examination	Specific Consultation Bodies and General Consultation Bodies. Elected members. Database Registrants. General public	Formal notification given by letter. Notice placed in the local press and on the website.	None
Pre-Examination meeting	To advise on Examination procedures and format	Those who have made specific representations	Letter, Notice placed in local press and on the Internet Meeting addressed by Inspector	Minutes of meeting
Independent Examination	To achieve an impartial planning view on the soundness of the Plan, and the representations made in respect of it, by an	All those interested individuals and organisations that have made representations at the Deposit Stage of the Plan	Formal written and oral submissions and any other mechanisms deemed appropriate by the Inspectorate (e.g. round table sessions)	Inspector's report.

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
	Independent Planning Inspector			

Appendix 2B7: Receipt of the Inspector's Report (Regulation 24)

Stage in the document preparation process	Purpose	Who? Possible community involvement	How? Involvement mechanism	Reporting Mechanism?
Publication of the Inspector's Report	To meet the requirement for the LPA to publicise and make available the Inspector's Report by the day of adoption of the LDP	Individuals/ organisations who made representations at the Deposit Stage Specific Consultation Bodies and General Consultation Bodies, Elected members, Database Registrants and General public.	Formal Notice given to those persons who asked to be notified. Advertisements in the press. Inspector's report made available on the Council's website Copies of the report available in the deposit venue.	None

Appendix 2B8: Adoption (Regulation 25)

Formal adoption of the LDP	To meet the requirement for the LPA to formally adopt the LDP as the Development Plan for the County within 8 weeks of the Inspector's Report being received unless the Welsh Government intervenes.	Specific Consultation Bodies and General Consultation Bodies. Elected Members. Database Registrants. General public.	Formal notification given by letter to Specific Consultation Bodies, General Consultation Bodies, Database Registrants (which have required notification) and elected members. Notice placed in the local press and on the internet. LDP documents including the adoption statement and the sustainability appraisal made available on the Council's website. Copies of all relevant documents available in the deposit venue.	None
SA/SEA				
Publication of the final SA (including the Environmental Statement)	To accord with SEA Regulations and to identify how the SA has influenced the adopted LDP	As above	As above	None

Appendix 3: Ceredigion Public Service Board (PSB)

Statutory Member Organisations

Ceredigion County Council	Hywel Dda University Health Board
Natural Resources Wales	Mid and West Wales Fire & Rescue Service

Invited Participant Organisations

Welsh Government	Ceredigion Association of Voluntary Organisations
Dyfed Powys Police & Crime Commissioner	Dyfed Powys Police
Dyfed Powys Probation Service	Wales Community Rehabilitation Company
Public Health Wales	Department for Work and Pensions
Aberystwyth University	University of Wales Trinity St David
Coleg Ceredigion	National Library of Wales
One Voice Wales	Chairs of the 5 PSB Executive Groups

Ceredigion also has a PSB Advisory Group which as well as being a link to the PSB and its Executive Groups assists the PSB by making recommendations and offering advice. The Ceredigion PSB has retained the following 5 Executive Groups under its leadership.

Children and Young People
 Community Safety
 Health, Social Care & Wellbeing
 A Bilingual Future
 Sustainable Futures

Appendix 4: Community Profile and Character

Ceredigion Demographics

Total population of Ceredigion at 2011 Census = 75,922

Population 2015 Mid-Year Estimate (MYE) = 74,642 (Males = 37,475;

Females = 37,167)

Population structure

Broad Group	2011 Census	%	2015 MYE	%
0-14	10,460	13.8	10,224	13.7
15-24	14,823	19.5	14,723	19.7
25-44	14,897	19.6	13,163	17.6
45-64	20,037	26.4	19,191	25.7
65-74	8,418	11.1	9,553	12.8
75+	7,287	9.6	7,788	10.4

The high proportion of 15 to 24 year olds corresponds to Higher Education (HE) student age groups. The latest information from the Higher Education Statistics Agency (HESA) indicates approximately 7,000 full time HE students at Ceredigion universities in 2015/16, close to 10% of the county's population.

Black and Minority Ethnic (BME) Groups (2011 Census)

2,479 (3.3%) of population are members of a non-white ethnic group.

Employment and Economy

Economic activity (Oct 2015 – Sep 2016)

People	Ceredigion (numbers aged 16+)	Ceredigion (%)
Population aged 16 to 64	46,300	62.1% ¹
Economically active	34,900	69%
In employment	33,900	66.9%
Economically active: employees	23,900	49.8%
Economically active: self-employed	9,200	16.2%
Unemployed	1,400	3.8%

Source: NOMIS

Household Composition

4,478 people (6% of population) lived in communal establishments at the 2011 Census, many in university halls of residence.

Total number of households in Ceredigion was 31,562 at 2011 Census

One person HH	10,456	33%
One family: married, same-sex civil partnership couple or cohabiting	12,442	39%
One family: all pensioner	3,199	10%
One family: lone parent	2,503	8%
Other	2,962	9%

Housing

Tenure (2011 Census)

Owner occupied	21,323	68% of households
Private rental	6,275	20% of households
Social rental	3,196	10% of households

Health

Limiting long term illness

7,589 (10%) reported that their day-to-day activities were limited a lot, 8,436 (11%) reported that their day-to-day activities were limited a little, whereas 59,897 (79%) reported their day-to-day activities were not limited in 2011 Census

General health

60,138 (79%) reported 'Very Good Health' or 'Good Health', 10,946 (14%) reported fair health while 4,811 (7%) reported 'Bad Health' or 'Very Bad Health' in 2011 Census

Income

Average household income c. £30,293 p.a. (2016 CACI Paycheck data)

Wales Index of Multiple Deprivation (WIMD) - Income

Aberteifi/Cardigan – Teifi is the only area within Ceredigion to appear in the worst 10% of Wales' areas for income.

Welsh Language

34,964 Welsh speakers (47.3% of population aged 3+) at the 2011 census.

Appendix5: Expectations of Consultees at each Stage of the Process (cross-referenced to Appendix 2B)

Stage	What is expected of consultees	Timetable
Pre deposit participation (Regulation 14) – Appendix 2B1	<p>This is the stage where much of the initial, detailed groundwork is prepared on appraisal of the information (including existing and required research) identification of issues relevant to the Local Development Plan and the identification of strategy options and preferences.</p> <p>Specifically participants are required to:</p> <ul style="list-style-type: none"> • Show a commitment to the process including consensus building; • Help establish a vision for the LDP and a preferred strategy to achieve it; • Raise legitimate land use issues; • Share and identify key information (research) and issues with which they are specifically familiar to ensure a sound evidence base for the plan; • identify gaps in information where further research may be required; • Engage in the debate with an open mind. <p>This stage also includes an opportunity to nominate particular parcels of land (i.e. submit candidate sites) to be considered for inclusion in the LDP. This part of the participation stage is open to anyone and will be advertised.</p> <ul style="list-style-type: none"> • Respondents to this particular aspect should: <ul style="list-style-type: none"> • Identify site location, providing an OS reference and a site map where possible; • Indicate the type of land use intended; • Explain how the site meets the criteria provided by the LPA to ensure the location may be judged to be sustainable and consistent with the soundness of the LDP; and • Recognise that the invitation to submit sites should not be interpreted as a commitment from the LPA that such sites will be taken forward into the LDP. 	June2018 – May 2019

Stage	What is expected of consultees	Timetable
Pre deposit Public Consultation (Regulation 15 and 16) – Appendix 2B2	<p>This is the first of the formal general public consultation exercises that will be part of the LDP process. Anyone can take part at this stage.</p> <p>Specifically those responding are required to:</p> <ul style="list-style-type: none"> • Respond within the statutory 6 week period; • Raise legitimate land use issues; • Be clear as to the precise issues they are responding to; • Provide reasons for any objections made; and • Suggest alternative approaches/solutions to that which they are objecting to. <p>Representations will be more appropriate if framed in terms of the ‘soundness’ tests established for the LDP.</p>	June - July 2019
Statutory Deposit Proposals (Regulation 17) – Appendix 2B3	<p>This is the second of the formal general public consultation exercises that will be part of the LDP process. Anyone can take part at this stage.</p> <p>Specifically those responding are required to:</p> <ul style="list-style-type: none"> • Provide valid comments within the statutory 6 week consultation period; • Be clear as to the precise issues they are responding to; • Provide reasons for any objections made; and • Suggest alternative approaches/ solutions to that which they are objecting to. <p>Representations will be more appropriate if framed in terms of the ‘soundness’ tests established for the LDP.</p>	May – June 2020
Publication of Deposit Representations (Regulation 19, as amended Appendix 2B4	<p>This stage will only be required should the Council wish to submit focused changes to be considered during the Examination.</p> <p>Anyone can take part at this stage.</p> <p>Changes to regulations mean that there is no separate consultation on ‘Alternative Sites’ i.e. sites submitted in response to the Deposit consultation</p>	June - December 2020
Submission of LDP for	This is the formal request to the Planning Inspector to consider the LDP.	June – September

Stage	What is expected of consultees	Timetable
Examination (Regulation 22) – Appendix 2B5	Representatives are encouraged to: <ul style="list-style-type: none"> • Receive and note the information. 	2020
Independent Examination (Regulation 23 – Appendix 2B6)	This is the formal public examination by the independent Planning Inspector who will determine: <ul style="list-style-type: none"> • What issues need to be discussed to test the soundness of the plan; and • Who should be invited to particular sessions of the examination (although all objectors will have a right to appear and be heard). Objectors are encouraged to: <ul style="list-style-type: none"> • Make every effort to attend pre-Examination meetings; • Submit written evidence in accordance with the Examination timetable; and • Give as much notice as possible of inability to attend Examination at appointed time. 	January – September 2021

Appendix6: Risk Assessment

Risk	Probability/ Impact	Action	Management
Staff Resources and Availability	Medium/Medium	Contingency	Monitor and advertise vacancies a.s.a.p. after resignation. Recruit temporary staff for specialist work/busy periods / Seek assistance from other teams/planning authorities and prioritise recruitment if vacancies occur.and/or consider use of consultants.
Risk of delay, additional costs and complexity associated with Ministerial Direction on Joint working			Monitor and discuss, as necessary with Welsh Government
Availability of financial resources to undertake specific areas of work.	Low/High	Reduction	Reserve in place for Local Development Plan Review and replacement. Project Initiation Document and Stage Plans will establish required budgets for each Stage, which needs to be regularly monitored and updated.
Changing international, national legislation, policy, or guidance may require new procedures or tasks to be undertaken which will have to be Incorporated into the LDP and SA/SEA.	Medium/Medium	Reduction	Need to monitor the situation and be involved in the Consultations. Acknowledge that additional work may be required, which could cause programme slippage. Identify this early on and consider how best to address (e.g. additional resources, staff?)
Introduction of mandatory SDPs under proposed Wales (Regional governance) legislation	medium	Monitor / lobby	Consequential Transitional Arrangements may be required to facilitate completion of LDP replacement

Risk	Probability/ Impact	Action	Management
The delivery of other plans and strategies	Medium	Reduction	Other plans and strategies that are outside the control of the LPA but impact the LDP may have different delivery/review timescales. The LPA can reduce any unforeseen implications by being aware of the delivery timescales of such plans/strategies and being involved in their production. Where implications arise that have not been acknowledged by the LDP (e.g. due to them coming forward too late in the LDP process) – these will need to be addressed through LDP review.
Challenging Timetable to Prepare replacement LDP within current LDP period and within DA Timetable Tolerances.	Medium/High	Reduction	Requires accurate timetabling for each LDP stage and then careful project management to adhere to it. Include some flexibility (3 months slippage). Consider additional resources if required.
Delays in printing or translation	Low / high		Ensure sufficient notice provided of printing /translation requests.
Capacity of External Agencies to input into LDP, Sustainability Appraisal (SEA) and Inquiry.	Medium/High	Reduction	Consult with these organisations as early as possible, especially regarding the timetable.
Planning Inspectorate Unable to Meet the Timescale for Examination and Report.	Low/Medium	Reduction	Liaise with the Inspectorate & Welsh Government as early as possible, especially on the timetable. May need to target additional resources e.g. 2 Inspectors. In addition, early attention to consensus building should reduce the level of objections that need to be considered at Inquiry.

Risk	Probability/ Impact	Action	Management
Lack of Corporate Consensus and Support from other Officers and Departments in the Production of the Evidence Base, Background Studies, the LDP and SPG.	Medium/High	Prevention	Need corporate support, understanding and “buy-in” of the LDP through formal events and meetings.
LDP or DA is found to be “Critically Unsound” by the Inspector and the LDP has to be withdrawn.	Low/High	Prevention	Need to work closely with the WG and Inspectorate and follow the WG Policy & Guidance on the preparation of LDP’s; particularly ensuring the LDP founded upon a robust evidence base and well-audited stakeholder and community involvement system.
Legal Challenge (LDP or SA/SEA).	Low/High	Prevention	Ensure LDP & SA/SEA Process is compliant with Planning Acts, Regulations and the Assembly Guidance.
Risks relating to Council decision making structure/meeting cycles/elections	Low/Medium	Reduction	The timetable has been written to avoid major decisions in election period. Members have agreed that decisions on LDP can be made by recommendations being made and forwarded by Cabinet (who meet fortnightly) to full Council for decision at key stages. Members will also be involved in various working groups (both at policy and settlement level), including the Cabinet Member and Working Group.
Risks relating to disbanding of various focus and stakeholder groups.	Low/Medium	Reduction	It is quite common for partnerships/groups to be disbanded. As the LDP is to depend on many pre-existing groups as the basis of many of the Stakeholder

Risk	Probability/ Impact	Action	Management
			<p>Groups such disbanding would affect the process. However, if such groups are replaced in another guise through their current remit, then provided the representation on the groups still meet the LDPs needs then those new groups would be utilised.</p>
<p>An emergency e.g. pandemic flu</p>	<p>Low/High</p>		<p>Business continuity planning is an issue that the LA is concerned with. It is possible in the event of an emergency within the County that non-essential services would cease operation for a period of time. For example if there was a flu pandemic then staff from non-essential services would be expected to assist with essential services that may themselves be under staffed due to the flu. Depending on the stage of plan preparation, it is possible that LDP work may be classed as non-essential service in the short term.</p>