



COUNCIL – 24TH JULY 2024

SUBJECT: CAERPHILLY COUNTY BOROUGH 2ND REPLACEMENT LOCAL DEVELOPMENT PLAN UP TO 31 MARCH 2035 – RE-ENGAGING THE LDP PROCESS

REPORT BY: CORPORATE DIRECTOR FOR ECONOMY AND ENVIRONMENT

1. PURPOSE OF REPORT

- 1.1 To outline to members the findings of the regional study on growth and migration undertaken for the Cardiff Capital Region, to address one of the conformity objections raised by Welsh Government in respect of the Preferred Strategy for the 2nd Replacement Local Development Plan up to 2035 (2RLDP)
- 1.2 To seek Council agreement on the appropriate way to move forward with the 2RLDP;
- 1.3 To seek Council agreement to consult on a Draft Revised Delivery Agreement for the 2RLDP.

2. SUMMARY

- 2.1 Members will recall that at the meeting of Full Council on 4 July 2023, it was advised that conformity objections had been raised by Welsh Government to the Preferred Strategy for the 2nd Replacement Local Development Plan up to 2035 and four options for moving forward with the plan were outlined, namely:
 1. Continue with the 2RLDP, challenging the assumptions and view of Welsh Government in respect of the Strategic Site and other issues at Examination.
 2. Temporarily halt work on the 2RLDP until the conclusion of the regional work on growth and migration as required by Welsh Government and then revisit the Pre-Deposit consultation making any amendments to the strategy that may be required.
 3. Withdraw the 2RLDP and commence a third review of the plan following the completion of the regional work on growth and migration; or
 4. Withdraw the 2RLDP and seek Welsh Government revocation of the Adopted LDP
- 2.2 It was recommended and agreed by Council that work on the 2nd Replacement Local Development Plan up to 2035 (2RLDP) be halted until a regional study on growth and migration be undertaken for the Cardiff Capital Region, to address one of the conformity objections raised by Welsh Government.
- 2.3 The regional work was commissioned through the South East Wales Planning Officers Society (SEWPOS), in conjunction with the South East Wales Strategic Planning Group (SEWSPG), who appointed a consultant consortium comprised of Turley's, SQW and Edge Analytics, to undertake the work. The consultants were formally appointed in November 2023.

- 2.4 The regional work includes an analysis of potential future jobs growth to 2040 in Cardiff Capital Region, broken down by local authority. This includes a jobs growth scenario that takes into account baseline forecasts, historic rates of growth (including changing employment in different sectors of the economy) and known or likely investments.
- 2.5 This scenario identifies potential growth of 238 jobs per year in Caerphilly. It should be noted that the scenario does not take account of specific local policy objectives, such as reducing out-commuting. It compares with the 258 jobs per year proposed within the 2RLDP Preferred Strategy, which takes account of some wider policy issues.
- 2.6 The regional work also considers potential population growth to 2040, the overall projection for the plan period is an increase of 8,034 people (4.6%). This is lower than the Preferred Strategy, which projected an increase of 10,685 (5.8%). Part of the reason for the difference between the two figures is that the Census and the rebased Mid-Year estimates have reduced the overall population in the county borough by around 5,000, a significant part of which cannot be attributed to any specific component of change. The reduction has also been accompanied by slight changes in the population structure that produce a different level of change when projected forward. It should also be noted that the regional work does not take account of policy interventions, but merely provides a baseline that could be achieved based on previous trends.
- 2.7 Overall, the findings of the Regional Study compare favourably with the Preferred Strategy and therefore no significant changes need to be made to the Preferred Strategy as a consequence.
- 2.8 The Council, therefore, is now required to agree a way forward in respect of the preparation of the 2RLDP. Members will recall that Welsh Government initially raised 3 conformity issues in their response to the Preferred Strategy, namely:
- **Maesycwmmmer Strategic Site** (not in general conformity with Future Wales).
 - **Regional Collaboration** (further clarity required on how the Preferred Strategy levels of growth had been developed in a regional context).
 - **Resilient Ecological Networks and Green Infrastructure** (further clarity on how this approach is embedded in the preparation of the plan).
- 2.9 In response to the above it is recommended that Council agree to delete the Strategic Site at Maesycwmmmer from the Preferred Strategy.
- 2.10 In addition, Council is asked to note that the Regional Study on Growth and Migration has now been completed to overcome the WG objection on regional collaboration; and the Green Infrastructure Assessment Background Paper will be prepared that will set out in detail how the plan has been prepared with resilient ecological networks and Green Infrastructure at its heart.
- 2.11 With the WG conformity objections addressed, work on the 2RLDP can recommence. In terms of the options presented in July 2023 the only two realistic options were to revisit the Preferred Strategy and redo the Consultation or prepare a new plan from the start of the process. Discussions have been held with Welsh Government officials who support the principle of revisiting the Preferred Strategy to undertake a second Pre-Deposit Consultation in respect of the modified Preferred Strategy.
- 2.12 As part of the process of re-engaging the plan preparation process, the Council will need to prepare a revised Delivery Agreement (DA) for the plan. As part of the process of preparing the revised DA, it is proposed that a draft DA be the subject of targeted consultation with the Specific Consultation Bodies. The DA will then be reported back to Council for approval and then submitted to Welsh Government for its agreement. A draft DA has been prepared and is included at Appendix 2. It is recommended that the Council agree the Draft DA for publication for a targeted consultation with the Specific Consultation Bodies for a period of 6 weeks.

3. RECOMMENDATIONS

- 3.1 Members note the outcomes of the Regional Study on Growth and Migration.
- 3.2 Members agree to revise the Preferred Strategy of the 2RLDP to address the conformity objections raised by Welsh Government with the aim of undertaking a second Pre-Deposit Consultation on the amended plan.
- 3.3 Members agree the Draft Delivery Agreement for the purposes of a six-week targeted consultation with the Specific Consultation Bodies.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 To accord with the requirements of Regulations 15 and 16 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended).

5. THE REPORT

- 5.1 At the full Council meeting held on 4 July 2023 members were advised of the outcome of the statutory Pre-Deposit Consultation on the 2RLDP held between 19 October 2022 and 30 November 2022. Members were advised that 3 conformity objections were raised by Welsh Government in respect of the Preferred Strategy. A local development plan is required to be in general conformity with Future Wales and as such the conformity objections raised by Welsh Government needed to be addressed.

Addressing the Conformity Objections

- 5.2 The first conformity objection related to the identification of the strategic site at Maesycwmmmer. The objection was raised on the grounds that it did not conform with Future Wales Policies 1 – Where Wales Will Grow, 2 – Shaping Urban Growth and Regeneration, 3. Strategic Placemaking, 6 – Town Centre First, 12 – Regional Connectivity and 36 – South East Metro on the grounds that it does not represent sustainable growth, does not reduce the need to travel by car, does not support active travel or maximise public transport and does not embed green infrastructure. Whilst the reasons for the conformity objection are not agreed, given the Welsh Government position in respect of this site it is highly unlikely that the Council could end the plan process with an adopted plan, particularly as Welsh Government has the powers to intervene in the process and prevent the Council from adopting a plan. Consequently, it would be extremely risky for the Council to progress a plan with the strategic site remaining in it. As a result, it is recommended that the Maesycwmmmer Strategic Site be deleted from the 2RLDP Preferred Strategy.
- 5.3 The second conformity objection was raised in respect of the proposed growth set out in the preferred strategy. The objection identified that further evidence was required to understand how the Preferred Strategy had been developed within the wider Cardiff Capital Region context. As a result of this and Welsh Government's confirmation that similar responses would be raised to other plans that come forward, the South East Wales Planning Officers Society (SEWPOS), in conjunction with the South East Wales Planning Group, commissioned a group of consultants (Turley, SQW and Edge Analytics) to undertake a regional study on growth (both population and economic) and migration for the Cardiff Capital Region authorities. The commission was to consider what level of growth could realistically be achieved within the region and to aggregate this across the authorities to identify potential authority level growth. The period for consideration under the commission was 2022 to 2040.
- 5.4 The study identified potential growth for Caerphilly County Borough Council that is broadly comparable to the levels of growth set out in the Preferred Strategy for the 2RLDP (a summary of the study and its findings is set out at Appendix 2 to this report). This indicates that the growth set out in the Preferred Strategy is appropriate in the regional context and therefore this addresses the second conformity objection.

- 5.5 The third conformity objection was based on WG's view that the Preferred Strategy had not been developed from a nature-based approach with the basis of maintaining and enhancing biodiversity. The 2RLDP Preferred Strategy was developed using a resilient ecosystems and Green Infrastructure approach throughout all of its progress. The fact that the Preferred Strategy is based upon focussing development into existing settlements and close to sustainable transport links sets the scene and the candidate sites process has these considerations built into the assessment and decision-making processes. It is accepted that this had not been clearly demonstrated and was contained within background documents in disparate places. The Council is required to prepare a Green Infrastructure Assessment (GIA) associated with the plan that will specifically address this and set out the measures that have been taken. When the Pre-Deposit Plan was published it was envisaged that the GIA would be prepared and published for the detailed Deposit Plan. Given the delay in the preparation of the plan the opportunity has been taken to prepare the GIA, which will now form part of the evidence base for the next formal stage of the plan.
- 5.6 With the deletion of the strategic site from the Preferred Strategy, the completion of the regional work that supports the Preferred Strategy position and the preparation of the GIA for the next formal consultation stage, it is considered that Welsh Government's conformity objections will be addressed. Whilst reserving their position to comment on any future consultations on the 2RLDP officers from Welsh Government have confirmed that the deletion of the Strategic Site and the preparation of the additional information in the Regional Commission and the GIA should alleviate their conformity concerns.

Moving Forward with the Plan

- 5.7 At the Full Council meeting held on 4 July 2023 four options for moving forward with plan preparation were set out, namely:
1. Continue with the 2RLDP, challenging the assumptions and view of Welsh Government in respect of the Strategic Site and other issues at Examination.
 2. Temporarily halt work on the 2RLDP until the conclusion of the regional work on growth and migration as required by Welsh Government and then revisit the Pre-Deposit consultation making any amendments to the strategy that may be required.
 3. Withdraw the 2RLDP and commence a third review of the plan following the completion of the regional work on growth and migration; or
 4. Withdraw the 2RLDP and seek Welsh Government revocation of the Adopted LDP
- 5.8 The Council report concluded that the options 1 and 4 were not practical and could not be followed. Consequently, the options for moving forward with the plan were options 2 and 3.

Option 2

- 5.9 This option would require that the strategic site at Maesycwmmmer be deleted from the 2RLDP Preferred Strategy in order to address the Welsh Government Conformity Objection. This would remove one of the three pillars of the Preferred Strategy (Strategic Site, Town Centres focus, Metro Focus) and consequently remove an allocation that would provide for a significant proportion of the plan's housing requirement as well as addressing the traffic issue on the mid-valleys strategic route through Maesycwmmmer. The deletion of the strategic site will mean that more smaller scale sites will need to be identified in the Deposit plan to meet the proposed housing requirement than would have been the case with the strategic site.
- 5.10 Discussions on how the Council can overcome the conformity objections have been held with representatives of Welsh Government. It was agreed that the deletion of the strategic site would not be a change to the strategy that would be of such significance to warrant restarting the whole plan preparation process. In effect the plan could resume preparation, although the revised strategy would be required to be the subject of a second Pre-Deposit consultation.

Option 3

- 5.11 This option would require the withdrawal of the 2RLDP and require the Council to commence work on a new plan.

- 5.12 In the discussions held with Welsh Government officials, it was Welsh Government's preference for the Council to pursue Option 2 as this would mean that the final adoption of the plan would be closer and notably that the work to evidence the 2RLDP would still be relevant.

Recommended Option for Re-Engaging the Plan Process

- 5.13 Given the above it is considered that Option 2 offers the best option for the Council to move forward with plan preparation. Further clarification has been sought from Welsh Government Officers and they have confirmed that this option is their preferred option and that they see no issues with the Council amending the Preferred Strategy and undertaking a second Pre-Deposit consultation on it. Consequently, it is recommended that the Council revise its 2RLDP Preferred Strategy to delete the Strategic Site at Maesycwmmmer and undertake a second Pre-Deposit consultation on the modified strategy.

Delivery Agreement for the 2RLDP

- 5.14 The Council will now need to revise the 2RLDP Delivery Agreement (DA). A draft Revised DA is included at Appendix 2 of this report which sets out the Timetable and Community Involvement Scheme for consideration by Members.
- 5.15 The timetable set out in the Revised DA would see the plan Adopted in the summer of 2027. The Council should deliver the plan in accordance with the DA, although there is a 3-month slippage period that can be used if needed.
- 5.16 It is intended to undertake a targeted consultation on the DA with the Specific Consultation Bodies that are set out in the DA itself. This would be a 6-week consultation period. Following this the DA will be reported back to full Council in October 2024 to seek approval to submit it to Welsh Government for formal approval. Once the DA has been approved by Welsh Government the Council can progress with formal plan preparation and the second Pre-Deposit consultation in respect of the 2RLDP Preferred Strategy.

6. ASSUMPTIONS

- 6.1 No assumptions have been made in respect of this report. There are a number of assumptions that have been used in the preparation of the Pre-Deposit Plan and these have all been set out in the Evidence Base to the plan.

7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

- 7.1 The summary of the findings of the ISA of the original 2RLDP summarise the findings of this IIA, this has been set out below:
- 7.2 The Preferred Strategy has the potential to lead to significant long-term positive effects in relation to economy and employment, and population ISA topics, whilst long-term positive effects are predicted for the health and wellbeing and transport and movement ISA topics. Effects of significance are considered likely for the prior two ISA topics as the Preferred strategy delivers a level of growth which exceeds the identified housing and employment need. Growth is delivered across the entire County Borough, ensuring that residents in all areas of Caerphilly benefit from the positive contributions of growth. By located growth to the Principal and Local Centres, which are also key transport nodes, self-containment is increased, and sustainable modes of transport are available to those residents who still need to commute to access employment opportunities. In this respect, positive effects are also anticipated for transport and movement, as well as health and wellbeing due to facilitation of active travel. However, effects of significance are not anticipated for these two ISA topics as growth still has the potential to lead to increased congestion, as a result of an increased number of residents/ private cars, and in terms of health and wellbeing, further information concerning the precise location of development is required before a conclusion on significance can be reached.

- 7.3 Minor positive effects are concluded for the equalities, diversity and social inclusion ISA topic, as details on some key aspects to tackling inequality remain uncertain. Moreover, further information concerning the precise location of development is required before a conclusion can be made.
- 7.4 Uncertainty is noted for the biodiversity and geodiversity and climate change (mitigation) ISA topics. Regarding the first ISA topic, again, the proximity of sites to designated biodiversity sites and protected habitats/ species will be influential in determining the significance of effects. Similarly, the degree to which the Preferred Strategy contributes to climate change mitigation is largely related to the size and location of development sites.
- 7.5 Whilst uncertainty is noted for climate change mitigation, neutral effects are predicted concerning climate change adaptation. This is because higher tier planning policy and guidance via Planning Policy Wales and Technical Advice Note 15 (TAN15) requires development to be directed away from the highest risk areas. In this respect, it is reasonable to conclude that the Preferred Strategy will likely direct growth towards sites with a low flood risk.
- 7.6 Regarding the historic environment ISA topic, residual negative effects are considered likely as a result of growth through the Preferred Strategy. This is partially because policies that seek to protect and where possible enhance the historic environment are limited within the Pre-Deposit Plan, but also because the precise location of development, and its proximity to heritage assets, is currently unknown, with the exception of the strategic site at Maesycwmmwr, which has the potential to impact several listed buildings near its boundary.
- 7.7 Long-term negative effects are predictive regarding the landscape ISA topic. Whilst it is considered likely that the Preferred Strategy will result in the loss of a significant portion of greenfield land, the exact extent of this is currently unknown given only one site has been allocated. Moreover, there are numerous valued landscape features throughout the County Borough, and in this respect, development is likely to impact their setting to some degree.
- 7.8 Significant negative effects are considered likely for the natural resources ISA topic given the level of growth proposed through the Preferred Strategy. Notably, this will result in the loss of a significant amount of greenfield land. However, a degree of uncertainty is noted given that the proximity of site allocations to coal 'Development High Risk Areas' and mineral safeguarding areas will be influential, and only the strategic site's location is known at this stage.
- 7.9 The DA contains the timetable for preparation of the 2RLDP and the Community Involvement Scheme which sets out how the Council proposes to engage with and involve the local community and other stakeholders in the 2RLDP preparation process.
- 7.10 The CIS will have a positive impact on many protected characteristics as it outlines how the Council will actively engage with members of the public, including hard to reach groups. A number of organisations and bodies representing hard to reach groups were contacted directly.
- 7.11 The DA itself does not support the Corporate Well-being objectives. However, the emerging 2RLDP will be prepared with regard to the well-being objectives where they relate to land use planning. The DA and emerging 2RLDP will maximise contributions to the Well-being of Future Generations (Wales) Act 2015 7 well-being goals and 5 ways of working. The DA itself supports the Council in meeting its duty under the Act, particularly the involvement and collaboration principles.
- 7.12 The DA delivers against a number of other Council policies including:
- Caerphilly County Borough Local Development Plan up to 2021, Adopted 2010
 - Corporate Plan 2018-2023.
 - Local Well-being Plan for 2018-2023 'The Caerphilly We Want'
- 7.13 The DA allows opportunities for people to use the Welsh language and it aims to ensure that the Welsh language is treated no less favourably than the English language, and bilingual engagement is encouraged. All documentation was available in Welsh format and all publicity was produced bilingually.

[Link to Integrated Impact Assessment](#)

8. FINANCIAL IMPLICATIONS

- 8.1 The costs associated with the delivery of the 2RLDP are being met through a reserve previously approved by Council. The cost of the preparation of the Preferred Strategy and statutory consultation are covered by this reserve.

9. PERSONNEL IMPLICATIONS

- 9.1 There are no personnel implications arising from this report.

10. CONSULTATIONS

- 10.1 All comments have been accommodated in the report.

11. STATUTORY POWER

- 11.1 Planning (Wales) Act 2015 and the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended).

Author: Dave Lucas
Team Leader Strategic Planning
lucasdj@caerphilly.gov.uk

Consultees: Dave Street, Deputy Chief Executive
Rob Tranter, Head of Legal Services and Monitoring Officer
Stephen Harris, Head of Financial Services and 151 Officer
Cllr Sean Morgan, Leader of the Council
Cllr Phillipa Leonard, Cabinet Member for Planning and Public Protection
Lynne Donovan, Head of People Services
Mark S Williams, Corporate Director Economy and Environment
Richard Edmunds, Corporate Director Education and Corporate Services
Ryan Thomas, Planning Services Manager
Marcus Lloyd, Head of Infrastructure
Robert Hartshorn, Head of Public Protection, Community and Leisure Services
Sue Richards, Head of Education, Planning and Strategy
Liz Lucas, Head of Customer and Digital Services
Nick Taylor-Williams, Head of Housing
Allan Dallimore, Regeneration Services Manager
Anwen Cullinane, Senior Policy Officer – Equalities, Welsh Language and Consultation

Appendices:

Appendix 1 - 2nd Replacement Caerphilly County Borough Local Development Plan up to 2035 –Draft Revised Delivery Agreement

Appendix 2 – Summary of the Regional Commission Work and Findings

Background Documents

Report to Full Council on 4th July 2023

Appendix 1 - 2nd Replacement Caerphilly County Borough Local Development Plan up to 2035 –Draft Revised Delivery Agreement

Caerphilly County Borough Council

2nd Replacement Caerphilly County Borough Local Development Plan Up To 2035

**Delivery Agreement
1st Revision, May 2024**

Contents

Part 1 – Introduction	1
Part 2 – Timetable	6
Part 3 – Community Involvement Scheme	10
Appendix 1 – Risk Assessment	18
Appendix 2 – List of Consultees	21
Appendix 3 – Timetable for community engagement and proposed engagement methods	26
Appendix 4 – Glossary of Terms	33
Appendix 5 – Definition of Terms	34

1. Part 1 - Introduction

- 1.1 A full review of the Adopted Caerphilly County Borough Local Development Plan up to 2021 (Adopted LDP) has been undertaken and the findings are set out in the Adopted Caerphilly County Borough Local Development Plan up to 2021 Review Report (Review Report). The Review Report provides an overview of the issues that have been considered as part of the review process and subsequently identifies any changes that are likely to be needed to the Adopted LDP. It concludes that the Council should commence an immediate full revision of the Adopted LDP.
- 1.2 The Adopted LDP remains extant and will continue to provide the policy framework for the determination of planning applications while the 2nd Replacement Caerphilly County Borough Local Development Plan up to 2035 (2RLDP) is being prepared.

Revised Delivery Agreement

- 1.3 The 2RLDP Delivery Agreement was approved by Welsh Government on 17 June 2021. However, Welsh Government raised objections to the October 2022 Preferred Strategy, and this has resulted in a delay in plan preparation. The Council is proceeding with a new Preferred Strategy that responds to the Welsh Government objections. The Delivery Agreement timetable is amended, as set out in this document.

Purpose of a Delivery Agreement

- 1.4 The preparation of a Delivery Agreement (DA) is a key requirement in preparing the 2RLDP. This document provides details of the stages involved in the Plan-making process, the time each part of the process is likely to take, and the resources that the Council will commit to plan preparation. The DA will also establish the Council's early full and continuous approach to community engagement and involvement in the preparation of the 2RLDP.
- 1.5 The DA forms an important and legal part of the preparation of the 2RLDP and its delivery in accordance with the DA will form an important test of the 'soundness' of the plan. Both the content of the DA and the way in which the Local Planning Authority implements it is, therefore, fundamental to the overall success of the 2RLDP.
- 1.6 The DA is split into two key parts:
- **The Timetable for producing the 2RLDP.**
This provides an indication of when various stages of plan preparation will take place. Definitive dates are provided up to the deposit stage and indicative dates for later stages. The timetable is included in Part 2 of this DA.
 - **The Community Involvement Scheme (CIS).**
This sets out the Council's principles, strategy and mechanisms for early, full and continuous community and stakeholder engagement throughout the revision process. This is a fundamental element of the development plan system. Once approved, the Council will need to comply with the requirements for community engagement that are set out in the CIS. The CIS is included in Part 3 of this DA.

Stages in the Approval of the Delivery Agreement

- 1.7 In developing the Revised DA for the 2RLDP, the Council will:
- Prepare a Revised Draft DA (this document).

- Consult on the Revised Draft DA with key stakeholders and amend the Revised DA appropriately.
- Obtain Council Approval for the updated Revised DA.
- Submit the Revised DA to Welsh Government for agreement.
- Upon agreement of Welsh Government, publish the Revised DA on the Council's website and place in the Council's principal office.
- Review the Revised DA on a quarterly basis against progress on the preparation of the 2RLDP.

Preparation of the 2RLDP

- 1.8 In preparing the 2RLDP, and in accordance with Welsh Government LDP Manual (Edition 3, 2020), the Council will aim to achieve the following key outcomes:
1. Support sustainable development and quality places based around the National Sustainable Placemaking Outcomes, aligned with national policy (set out in PPW) integrated with an ISA and HRA, including Welsh language and the requirements of the WBFG Act 2015.
 2. Be based on and underpinned by early, effective and meaningful community involvement in order to understand and consider a wide range of views, with the aim of building a broad consensus on the spatial strategy, policies and proposals.
 3. Be based on a robust understanding of the role and function of an area(s) including the functional linkages to areas beyond administrative boundaries.
 4. Be distinctive by having plans setting out clearly how their area will develop and change, giving certainty for communities, developers and business.
 5. Be resilient to climate change (using the latest UK Climate Projections, flood risk and vulnerability assessment data) and support the transition to a low carbon society in line with the latest carbon reduction targets and budgets as set out in the Environment (Wales) Act (Part 2). The principles of Placemaking, the Sustainable Transport Hierarchy and the Energy Hierarchy as set out in PPW must be adhered to.
 6. Ensure the sustainable management of natural resources in accordance with the Environment (Wales) Act 2016 and other relevant legislation.
 7. Deliver what is intended through deliverable and viable plans, taking into account necessary infrastructure requirements, financial viability and other market factors.
 8. Be proactive and responsive with plans, which are kept up-to-date and flexible to accommodate change.
- 1.9 The 2RLDP will be prepared with regard to a wide range of legislation, policies and other initiatives at the European, national, regional and local level. The Council's Corporate Plan Well-being Objectives 2023-2028 will be of particular importance at the local level. This will have clear links with the 2RLDP where it relates to land use planning.

Integrated Sustainability Appraisal incorporating Strategic Environmental Assessment

- 1.10 The provisions of the Strategic Environmental Assessment (SEA) Regulations, 2004, require the Council to assess the significant effects that its plan could have on the environment. In addition,

Section 62 (6) of the Planning and Compulsory Purchase Act 2004 requires the Council to carry out a Sustainability Appraisal (SA) of its plan. As a matter of good practice, the SEA and SA processes have been combined into one iterative SEA/SA process. The SEA/SA process was an iterative part of the preparation process of the Adopted LDP and is reflected in the Plan's proposals and policies.

- 1.11 The Council will continue to adopt the integrated SEA/SA process in preparing the 2RLDP. However, other legislation has introduced additional assessment requirements that should also be addressed as part of the plan preparation process, e.g. health impact assessment, equalities assessment. Consequently, the Council will undertake an Integrated Sustainability Appraisal (ISA), which combines the SEA/SA process with the other required assessments as part of the preparation of the revised plan. The ISA will ensure that the revised plan is internally consistent, with economic, environmental, cultural and social issues considered alongside other relevant matters. The appraisal process will run concurrently with the plan preparation process.
- 1.12 The ISA will include the following stage documents:
- **The Scoping Report.** This will set out the current state of the environment and will identify the existing sustainability issues within Caerphilly County Borough to provide baseline information for assessment and monitoring through a series of Objectives and a Sustainability Framework. It will also set out a review of relevant plans, policies, programmes and strategies at European, national, regional and local levels, indicating their implications for the 2RLDP process.
 - **An Initial Integrated Sustainability Appraisal Report (Initial ISA Report).** This will consider the likely effects of the 2RLDP Preferred Strategy, aims and objectives. It will also consider the effects of any reasonable alternative strategies. The Initial ISA Report will be published at the same time as the Preferred Strategy.
 - **The Environmental Report.** This will consider the likely effects of the Deposit version of the 2RLDP. It will assess the social, economic, cultural and environmental impacts likely to arise from the policies and allocations set out in the plan. This will be published at the same time as the Deposit Plan.
 - **The Adoption Statement.** A Statement published by the Council that sets out how the ISA has been accounted for in the 2RLDP. The Adoption statement is published following the Adoption of the 2RLDP.

Habitats Regulation Assessment (HRA)

- 1.13 In accordance with the Habitats Directive 92/43/EEC, the impacts of any land use plan on the conservation objectives of any European protected site are to be assessed by means of an Appropriate Assessment. The Habitats Regulation Assessment (HRA) will be prepared concurrently with the Deposit Plan and will be published with both the Deposit Plan and the Environmental Report.
- 1.14 There are two stages of HRA:
- Screening – To determine whether any of the conservation objectives of any European Site could be adversely affected;
 - Appropriate Assessment – Assessment of the plan proposals on the conservation objectives of all affected European sites.

The Well-being of Future Generations (Wales) Act 2015 (WBFG Act)

- 1.15 The WBFG Act gained Royal Assent in April 2015. The Act aims to make a difference to lives of people in Wales in relation to seven well-being goals and sets out five ways of working. The seven well-being goals relate to:
- A Prosperous Wales,
 - A Resilient Wales,
 - A Healthier Wales,
 - A More Equal Wales,
 - A Wales of Cohesive Communities,
 - A Wales of Vibrant Culture and Welsh Language, and
 - A Globally Responsive Wales.
- 1.16 The five ways of working are:
- Long Term,
 - Integration,
 - Involvement,
 - Collaboration, and
 - Prevention.
- 1.17 Given that sustainable development is the core underlying principle of both the LDP and ISA, there are clear associations between the LDP and the WBFG Act. As a requirement of the Act a Local Well-being Plan must be produced. In November 2023, the Council approved its Corporate Plan Well-being Objectives 2023-2028. Both the WBFG Act and Corporate Plan will be considered fully throughout the preparation of the 2RLDP.

Evidence

- 1.18 There is a need to update the evidence base, including undertaking various evidence base assessments throughout the preparation of the 2RLDP. At this stage it is envisaged that this will include:
- Population and Housing Growth Options
 - Affordable Housing Viability Assessment
 - Local Housing Market Assessment
 - Gypsy and Traveller Accommodation Assessment
 - Larger than Local Economic Review
 - Employment Land Review
 - Strategic Transport Assessment
 - Shopper Attitude Survey and retail analysis
 - Renewable Energy Assessment
 - Settlement Boundary Review
 - Green Infrastructure Assessment
 - Strategic Flood Consequence Assessment
 - Minerals and Waste Assessment
- 1.19 This is not a definitive list and additional evidence base requirements may emerge as the plan revision progresses.

Tests of Soundness

- 1.20 As an integral part of the development plan system, it is the responsibility of the appointed independent Inspector to consider the soundness of the 2RLDP as a whole during the Examination into the Plan. A straightforward interpretation of “sound” is that it “shows good judgement” and “is able to be trusted”. The LDP Manual (Edition 3, 2020) provides 3 criteria for assessing ‘Soundness’. These tests are:
- a. Does the Plan Fit?
 - b. Is the Plan Appropriate?
 - c. Will the plan deliver?
- 1.21 The tests of soundness, in part, relate to the process by which the 2RLDP has been prepared by the Council, its consistency, coherence and effectiveness. To ensure that time is not spent examining in detail a plan that is procedurally unsound the Inspector will carry out an early screening of the 2RLDP to ensure that it has been prepared in accordance with the DA. It is in the Council’s interests, therefore, to ensure that the DA has been adhered to throughout the 2RLDP process. It is also the responsibility of all stakeholders in the process to facilitate the process by meeting the requirements of them.
- 1.22 Following the Examination, the Inspector will prepare a report that sets out the Inspector’s findings and conclusions. The conclusions reached by the Inspector are binding and, unless Welsh Government intervenes, the Council can either adopt the plan including the Inspector’s recommendations or resolve not to adopt the plan.

2. Part 2 - Timetable

- 2.1 The Council has established a timetable for the delivery of the 2RLDP, summarising the key stages in plan preparation (Table 1). While the timetable is challenging, it provides a realistic timeframe for preparation of the 2RLDP having regard to the resources available. In preparing the timetable, regard has been given to Welsh Government's expectation that a revised plan can be prepared within three and a half years.
- 2.2 The timetable in Table 1 is split into two parts, the definitive and the indicative stages:
- The Definitive Stages – This part of the timetable provides information up to and inclusive of the statutory Deposit stage. The progress of the 2RLDP over this period is under the direct control of the Council and therefore target dates, while challenging, are considered realistic and every effort will be made to adhere to these dates.
 - The Indicative Stages – This part of the timetable provides for the stages of plan preparation beyond the statutory Deposit stage. These stages are increasingly dependent on a wide range of external factors (e.g. the number of representations received, number of examination hearing sessions, time taken to receive Inspector's Report) over which the Council has far less control. Those dates will be reconsidered after reaching the Deposit stage when definitive timings for the remaining stages will be prepared and submitted to Welsh Government for agreement and publication.

Table 1 – Key Stages in 2RLDP Preparation

Key Stage	Date
Preparation of the Pre-Deposit Stage of the 2RLDP including the Preferred Strategy	From July 2024
Consultation on the Preferred Strategy	December 2024/January 2025
Preparation of the Deposit 2RLDP	Jan 2025
Consultation on the Deposit Revised LDP	December 2025/January 2026
Submit Revised LDP to Welsh Government	November 2026
Independent Examination	January/February 2027
Adoption	August 2027

Resources

- 2.3 The Planning Services Manager will be responsible for the overall delivery of the 2RLDP, with the Team Leader, Strategic Planning being responsible for the day-to-day project management. The Strategic Planning Team will lead in the preparation and delivery of the 2RLDP with Member engagement and political reporting at appropriate stages. The existing staff resources are set out in Table 2 below. Approximately 90 to 95% of officer time will be dedicated to the preparation of the 2RLDP. Additional time will be dedicated by the Planning Services Manager, the Head of Regeneration and Planning and the Corporate Director for Economy and Environment to ensure the efficient delivery of the 2RLDP. It will also be necessary to call upon staff resources from other service areas across the Council to assist in undertaking various evidence base updates/assessments. This is likely to include officer support from Development Management, Housing, Infrastructure, Education, Public Protection, Community and Leisure Services, Corporate

Policy, Democratic Services and Legal Services. Significant input will also be required from technical support in preparing the 2RLDP documentation.

Table 2 – Strategic Planning Team Staff Resources

Officer Job Title	Number of posts
Team Leader	1
Principal Planner	2
Planning Officer	3

- 2.4 The Council recognises that additional specialist input will also be required to progress and establish a robust evidence base to inform the 2RLDP. While it is anticipated that a considerable amount of evidence base work will be undertaken by CCBC officers, predominately the Strategic Planning Team, the use of external consultants is likely to be necessary, particularly in relation to highly technical or specialist elements of the evidence base. An initial assessment has been carried out of the elements of plan preparation that are likely to require external consultant input and financial resources have been agreed by Council.
- 2.5 The DA has been prepared on the basis of the Council preparing its own LDP, not in collaboration with, or as a joint plan with other Councils. Joint working is, however, on-going on a regional basis, particularly in respect of preparation of the evidence base. Collaboration with neighbouring authorities will be fundamental to the preparation of the 2RLDP, particularly with regard to a joint evidence base, where appropriate. The South East Wales Strategic Planning Group (SEWSPG) is working towards a set of regionally agreed methodologies for key topic areas to ensure a consistent evidence base throughout the Cardiff Capital Region. In addition, several work streams have been identified where studies could be, and are being, commissioned jointly.
- 2.6 The Council has agreed a budget to progress the 2RLDP to adoption within the prescribed timetable. It is anticipated that this will cover expenditure relating to all elements of preparation of the 2RLDP and its Examination.

Supplementary Planning Guidance

- 2.7 The 2RLDP will contain sufficient policies to provide the basis for determining planning applications. However, Supplementary Planning Guidance (SPG) has an important supporting role in providing more detailed or site-specific guidance on the way in which the 2RLDP policies will be applied. While SPG does not form part of the development plan it should be derived from and be consistent with the 2RLDP. The SPG should also be clearly cross-referenced to the policies and proposals it supplements.
- 2.8 Since the adoption of the Adopted LDP several SPG documents have been prepared and adopted to support Adopted LDP policies. The SPG cover the following key areas:
- Affordable Housing
 - Trees and Development
 - Car Parking Standards
 - Building Better Places to Live
 - Householder Developments
 - Protection of Open Space
 - Buildings in the countryside
 - Shop Fronts and Advertisements
 - Planning Guidance for Smaller Scale Wind Turbine Developments – Landscape and Visual Impact Assessment Requirements

- Smaller Scale Wind Turbine Development – Landscape Sensitivity and Capacity Study

- 2.9 A review of all SPG will be undertaken and any necessary amendments will be made to support the 2RLDP, and/or the updated evidence base.
- 2.10 It should nevertheless be noted that SPG to the 2RLDP cannot be adopted until after the Inspector's Report has been received and it is clear that there are no changes to the policy approach set out in the revised plan. It is not anticipated that any new/additional SPG will be prepared or consulted on in parallel with the 2RLDP, primarily due to the challenging timescales.

Community Infrastructure Levy (CIL)

- 2.11 Community Infrastructure Levy (CIL) was introduced in Caerphilly County Borough Council in 2014, to assist in the delivery of the council's land use objectives as set out in the Adopted LDP.
- 2.12 CIL will be reviewed in parallel with the end of the 2RLDP plan preparation process.

Monitoring and Review of the DA

- 2.13 The Council will monitor and regularly review progress of the 2RLDP against the requirements of the DA to ensure the timetable is being adhered to and the public engagement, as set out in the CIS, is being met. As noted in paragraph 2.8 the timetable allows for a marginal degree of flexibility, however, any amendments to the DA will require approval by the Council prior to Welsh Government agreement. The DA may need to be amended if the following circumstances occur during the preparation of the 2RLDP:
- Significant change to the resources available to undertake preparation of the 2RLDP.
 - Preparation of the 2RLDP falls behind schedule i.e. more than 3 months.
 - Significant changes to European, UK or Welsh legislation directly affecting the 2RLDP preparation process.
 - Any other change in circumstances that will materially affect the delivery of the 2RLDP in accordance with the DA.
 - Significant changes to the CIS.
 - Unforeseen events such as the COVID-19 Pandemic.

- 2.14 An updated timetable will be submitted to Welsh Government following the Deposit stage. This will provide greater certainty of the timescales for the remaining stages (i.e. replacing indicative stages with definitive stages). The indicative timetable will be redefined within three months of the close of the formal Deposit period and will be submitted to Welsh Government for agreement.

Monitoring and Review of the LDP

- 2.15 The Council will produce an Annual Monitoring Report (AMR) each year following the adoption of the 2RLDP. This will assess how effectively the policies and proposals of the plan are performing and highlight any need for modifications. The monitoring report will also include references to new or updated National Planning Guidance and any other relevant information. Once produced, the monitoring report will be made available to the public to view on the Council's website.

Following the adoption of the LDP, it is intended that the plan will be reviewed on a four-yearly cycle.

Risk Management and Analysis

- 2.16 Whilst the timetable for preparation of the 2RLDP is realistic and deliverable, it is acknowledged that it will also be very challenging. It is recognised that there are several factors that could result in plan preparation deviating from the proposed timetable. Consequently, the LDP Manual (Edition 3, 2020) provides flexibility by allowing a single three-month slippage, before a formal revision to the DA is required. Appendix 1 sets out a risk assessment identifying potential issues that could cause difficulties in keeping to the proposed timetable, together with the Council's proposed approach to managing them.

3. Part 3 – Community Involvement Scheme

- 3.1 The CIS sets out how the Council proposes to proactively engage with and involve the local community and stakeholders in the preparation of the 2RLDP. It is essential when preparing the 2RLDP that the right people are involved at the right time to seek greater consensus and strengthen community involvement in the plan making process.
- 3.2 The Development Plans Manual, Edition 3, states that when preparing the CIS, LPAs should:
- Create the conditions for early involvement and feedback at a stage when people can shape and influence the plan, based on the 5 ways of working, as set out in the WBFGA 2015.
 - Encourage the commitment from all participants to an open and honest debate on realistic development alternatives in search of broad consensus.
 - Recognise the need to adopt approaches/techniques for involving all elements of the community (age groups, local community action groups, hard to reach groups and protected characteristic groups) including business, which seeks to involve those not normally involved.
 - Recognise that a one size fits all approach will not be appropriate.

Principles of Engagement

- 3.3 The *#TeamCaerphilly – Better Together* Transformation Strategy, endorsed by Cabinet in June 2019 highlights the importance of engaging and working with our communities as one of its primary themes.
- 3.4 The Consultation and Engagement Framework 2020-2025 sets out our approach to further enhance consultation and engagement across Caerphilly County Borough communities. It highlights the principles and standards that underpin meaningful engagement and consultation to enable a consistent, transparent and high-quality approach to the planning and undertaking of community engagement. This Framework has direct links to several other strategies, including The Communications and Engagement Strategy 2019 – 2022 which has been developed to help define the way the Council engages with its residents, partners, businesses and all other key audiences.
- 3.5 The Council has adopted the National Principles for Public Engagement in Wales as a guide for all engagement:
1. **Engagement is effectively designed to make a difference** - Engagement gives a real chance to influence policy, service design and delivery from an early stage.
 2. **Encourage and enable everyone affected to be involved, if they so choose** - The people affected by an issue or change are included in opportunities to engage, as an individual or as part of a group or community, with their views both respected and valued.
 3. **Engagement is planned and delivered in a timely and appropriate way** - The engagement process is clear, communicated to everyone in a way that is easy to understand within a reasonable timescale, and the most suitable method(s) for those involved is used.
 4. **Work with relevant partner organisations** - Organisations should communicate with each other and work together wherever possible to ensure that people's time is used effectively and efficiently.

5. **The information provided will be jargon free, appropriate and understandable** - People are well placed to take part in the engagement process, as they have easy access to relevant information that is tailored to meet their needs.
6. **Make it easier for people to take part** - People can engage easily as any barriers for different groups of people are identified and addressed.
7. **Enable people to take part effectively** - Engagement processes should try to develop the skills, knowledge and confidence of all participants.
8. **Engagement is given the right resources and support to be effective** - Appropriate training, guidance and support are provided to enable all participants to effectively engage, including both community participants and staff.
9. **People are told of the impact of their contribution** - Timely feedback is given to all participants about the views they express, and the decisions or actions taken as a result; methods and forms of feedback should take account of participants' preferences.
10. **Learn and share lessons to improve the process of engagement** - People's experience of the process should be monitored and evaluated, to measure its success in engaging people and the effectiveness of that participation. Lessons should be shared and applied in future engagements.

- 3.6 In terms of the wider context, this Framework also supports the Council in meeting its duty under the Well-being of Future Generations (Wales) Act 2015, particularly the involvement and collaboration principles, and The Equality Act which is supplemented by a specific set of Welsh duties, one of which is to involve people who it considers to be representative of those with different protected characteristics who have an interest in the way in which the authority carries out its functions.

Who will we involve?

- 3.7 The LPA is committed to engaging with any person or organisation who has an interest in shaping the future of Caerphilly County Borough. The 2RLDP, once adopted, will be used to guide development in the county borough and will be a key decision-making tool for the consideration of planning applications. The Council therefore encourages anyone who wishes to express their views, to do so as part of the preparation of the 2RLDP process.
- 3.8 The legal requirements for community involvement and public participation for the 2RLDP are set out in the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended 2015). The Council intends to meet and where possible, exceed these requirements. A list of Specific and General Consultation bodies is set out at Appendix 3.
- 3.9 The Council will actively seek to involve the following parties:

Members of the public, interested persons and organisations

- 3.10 For both the Adopted LDP and the withdrawn Replacement LDP the Council maintained a consultation database that included members of the public, interested persons, organisations and companies who had requested to be kept informed at each stage of the LDP process. The primary purpose of this database was to allow for those who are not included on the Welsh Government list of consultees for LDPs to be involved and informed throughout the LDP process.
- 3.11 The EU General Data Protection Regulation (GDPR) came into force in May 2018 placing new restrictions on how organisations can hold and use personal data and defining rights with regard to that data. As a result of GDPR we are unable to contact those individuals who previously

expressed an interest in the LDP process. Consequently, the Council is now required to establish a new stakeholder database of parties wanting to be involved in the preparation of the 2RLDP.

- 3.12 Any interested parties must give their consent, in writing, if they wish to be added to the 2RLDP stakeholder database. Anyone who makes representations at any of the stages of 2RLDP will be deemed to have given their consent and will be added to the stakeholder database in order to administer their comments and for them to be adequately informed of further opportunities to participate at a later date in the process.
- 3.13 Respondents will also be given the opportunity to confirm whether they wish to correspond in Welsh or English.
- 3.14 If any person, group, organisation or company wishes to be involved in the preparation of the 2RLDP, they can request to be added to the stakeholder database by logging their details on the Council's website. For those who are unable to access the Council's website, they can contact the Strategic Planning Team by email, telephone or in writing, using the contact details as set out in paragraph 3.34 to obtain a form to submit their details and consent. Given the requirements of the GDPR the Council can only include details submitted on-line or on the form supplied. The Council cannot accept details by e-mail, phone or letter.

LDP Focus Group

- 3.15 In order to guide the 2RLDP process, the Council will set up the LDP Focus Group. This group will be comprised of Cabinet Members, Members from opposition groups and Service Area Heads and will facilitate continued engagement with senior members and officers throughout the plan preparation process. The LDP Focus Group will be engaged through specific workshops and meetings where appropriate.

Elected Members

- 3.16 It is recognised that the involvement of Members of Caerphilly County Borough Council throughout the preparation of the 2RLDP will be of key importance. Members have a unique position, as not only do they represent the communities within their individual ward, but they also represent public interest and are involved in decisions for the wider benefit of the County Borough as a whole. Accordingly, Members will play an essential role in the 2RLDP process by providing information to local residents, informing the LPA of issues and opportunities within their local area and more fundamentally making decisions on matters affecting Caerphilly County Borough as a whole.
- 3.17 The Cabinet Member for Planning and Public Protection has responsibility for planning policy, including the preparation of the 2RLDP. Close liaison with the Cabinet Member, and all other Council Members, is an essential part of the 2RLDP process. Consequently, Member seminars will be undertaken where appropriate, in particular at key stages of the 2RLDP including, but not limited to; the Preferred Strategy, Deposit and at Adoption. Members will be fully informed throughout the process and notified prior to every participation and consultation stage.

Community and Town Councils

- 3.18 Town and Community Councils also play a key role in disseminating information to the residents within their area on matters of local importance and will be a key link to communities across Caerphilly County Borough. Community and Town Councils will be consulted at every stage of the 2RLDP process and through their individual communication methods will help raise awareness of the 2RLDP to local communities. They also can provide up to date local information, opinions on any proposals within their areas and more importantly can provide detail of any land-use based aspirations they have for their community.

Housing Stakeholder Group

- 3.19 In order to generate a housing trajectory which must be prepared to support the Deposit Plan, it will be necessary to engage with stakeholders through a Housing Stakeholder Group. This will ensure

that the timing and phasing of sites is robust and based on up to date information. The Stakeholder Group should comprise officers, home builders, landowners (and agents where appropriate), Registered Social Landlords, statutory undertakers, infrastructure providers and other bodies as appropriate.

Partnership Groups

- 3.20 Partnership groups act as single contact points for groups of people and are, consequently, an important point of contact for engaging the wider community in the preparation of the 2RLDP. This is particularly the case during the early stages of public participation when structured discussion is desirable.
- 3.21 The Caerphilly Public Service Board (PSB), and its partners, will be of particular importance to ensure the 2RLDP aligns with the Local Well-being Plan. As such the PSB will be actively involved during the preparation of the plan.
- 3.22 The Strategic Planning Team will also work closely with the Council's Corporate Policy Team who support the delivery, co-ordination and administration of the Public Services Board and lead the Council's contribution to the Local Well-being Plan.

Businesses, Landowners, Developers and Agents

- 3.23 As outlined previously, extensive engagement will be undertaken at each key stage of the 2RLDP process. Efforts will be made to engage with the business community at an early stage. We will also engage with planning agents, who are regular customers of Caerphilly County Borough's planning service. Anyone can request for their details to be included on the 2RLDP stakeholder database (please refer to paragraph 3.16 above for details). Landowners, agents and prospective developers who wish to put land forward to be considered for development will be deemed to have provided their necessary consent and will be added to the stakeholder database.
- 3.24 The Candidate Site process will provide the opportunity for those who have an interest in land to submit sites they wish to be considered for development in the 2RLDP. A common methodology for considering such sites has been established for the South East Wales region for local planning authorities to utilize for their respective LDPs. A 'Call for Candidate Sites' will be made, and all candidate sites will need to be submitted on the standard form. The form will set out the criteria required to assist in the assessment of the suitability of sites for inclusion as potential allocations in the 2RLDP. A threshold for accepting candidate sites will be set to ensure the plan remains strategically focused. This threshold will be provided at the outset to provide clarity for the process and avoid unnecessary work being undertaken for sites that will not be considered for inclusion in the 2RLDP. Accordingly, all candidate sites will need to be submitted during the appropriate period.

Additional Consultation Bodies

- 3.25 Appendix 2 provides a list of the specific and general consultation bodies along with UK Government departments and other consultees. The specific consultees are comprised of Welsh Government and those bodies with specific functions that apply to the 2RLDP area, e.g. the Aneurin Bevan Health Board and Dŵr Cymru Welsh Water. The Authority must also consult UK Government Departments where aspects of the plan appear to affect their interests. These consultation bodies will be engaged throughout the 2RLDP process at each of the formal stages and informally, as appropriate.

Hard to Reach Groups

- 3.26 Hard to reach groups, and those that are seldom heard, are those groups who have not traditionally taken part in the plan preparation process. Additional effort will, therefore, be required to ensure these groups are engaged in the 2RLDP process. A flexible approach will need to be undertaken in relation to engagement with these groups, albeit within the parameters of the specified participation/consultation periods and resource limits.

3.27 Hard to reach groups include:

- Young people and children
- People with disabilities
- Older people
- People with learning difficulties
- Homeless people
- Ethnic minorities
- Gypsies and Travellers

3.28 Engagement with these groups may be achieved by using existing partnerships and groups wherever possible. It is nevertheless recognised that the very principle of a hard to reach group is that they may not be involved in existing groups and that this may not, therefore, always be achievable. Trusted intermediaries will also be used, as appropriate, in order to gain the views of particular groups of people who do not have the confidence to engage directly in the process.

Planning Aid Wales

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

How we will involve you

3.30 Details of the emerging 2RLDP and its processes and progress will be published on the council's website throughout the process. We will seek to publicise the 2RLDP process at every stage and reach as much of the community, and other stakeholders, as possible, to advise people about the 2RLDP and how they can get involved.

3.31 This will be done by:

- Direct contact (i.e. preferably by email, or letter).
- Through use of Twitter, by utilising the corporate @CaerphillyCBC account.
- Via Facebook on the Caerphilly County Borough Council page.
- Engagement with Elected Members through specific workshops, Member drop-in sessions and in reports to appropriate Council meetings.
- All 2RLDP information and documents will be made available on the Council's website, which will be constantly updated.
- Deposit of documents at the Council's principal office and libraries where possible.
- Press releases for the local media, where appropriate.
- Producing Easy Read Summary documents for key stages of the 2RLDP process.
- Public exhibitions, drop-in sessions and meetings in accessible and neutral locations.
- Videos, virtual engagement and consultation via web-based technology such as webinars.
- Site notices will be displayed regarding proposed land allocations at the Deposit stage.

Building Consensus

3.32 The Council will seek to build consensus through the various engagement and consultation methods set out within the CIS. Consensus building can only be achieved if the community and other interested parties are kept fully informed and effectively engaged throughout the 2RLDP process. This is of particular importance in the early stages of plan preparation. It is nevertheless recognised that there will be occasions where consensus cannot be achieved and a difference in opinion

between certain parties occurs. A clear audit trail of decisions will be maintained in order to ensure that there is transparency in the decision-making process, and to provide assurances to those that disagree that the decisions have been made in an informed and balanced way.

Availability of Documents

- 3.33 The 2RLDP documents will be made available at each of the relevant stages. All documents will be available on the Council's website. Electronic representation forms will also be made available during periods of consultation. In addition to online availability, where possible and subject to COVID-19 restrictions, the documents will also be made available in paper format in the following locations:
- Penallta House; and
 - All libraries in the County Borough.
- 3.34 Paper copies of documents will not be sent out during the 2RLDP process as they will be made publicly available in the locations listed above, as well as being made available electronically. In exceptional circumstances, or when documents cannot be made available in the above locations, paper copies will be made available on request.

Welsh Language and Bilingual engagement

- 3.35 The Welsh Language Standards place a legal duty on Councils to make it easier for people to use services through the medium of Welsh. The Council has published a Welsh Language Strategy for 2017 – 2022, the requirements of both the corporate strategy and Welsh Language Standards will be maintained at all stages of the 2RLDP.
- 3.36 Bilingual engagement will be carried out in the following ways:
- We welcome correspondence in both Welsh and English. Where correspondence is received in Welsh and a reply is necessary, this will be sent in Welsh.
 - All consultation letters, comments forms, public notices (including site notices) and newsletters will be bilingual.
 - Any pages on the Council's website and social media posts published on twitter will be bilingual.
 - Any public meetings will be conducted bilingually where a request has been made ahead of time. Prior notification is required in order to provide a translation service.
 - The Adopted 2RLDP will be published in both Welsh and English format.
- 3.37 There is a requirement to undertake an assessment on the impact, positive, negative or no impact, the proposals will have on the Welsh Language. The 2RLDP will be the subject of an integrated impact appraisal that will include Strategic Environmental Assessment, Sustainability Appraisal, Health Impact Assessment, Equalities Impact Assessment and Welsh Language Impact Assessment, among others.

What we expect from you

- 3.38 In order to ensure any comments and representations on the 2RLDP are considered, they must be submitted within the prescribed timescales and in the prescribed manner. The DA sets out the timetable of relevant stages and provides a guideline of when we seek your involvement. More detailed information is set out in Part 2 and Appendix 1. This will ensure that individual views are considered and taken into account throughout the process.

- 3.39 It is also important that you notify the Strategic Planning Team should your contact details change during the 2RLDP process in order for officers to keep you fully informed of progress. With regard to candidate sites, land ownership changes may also occur during the process, and it is imperative that these are updated via the Council's website in order to ensure progress is not delayed.

Handling Representations

- 3.40 Representations which are received within the prescribed timescales will be handled in the following manner during each stage of plan preparation:
- Representation logged and given a representation number;
 - Confirmation sent to representor of receipt of the representation;
 - Representation and details of representor logged;
 - All valid representations considered, and responses formulated; and
 - Local Authority's responses to representations recorded and published in accordance with the Regulations.

Late Representations

- 3.41 The 2RLDP process is subject to statutory and non-statutory consultation/involvement periods which have defined periods for submissions. Responses are required by the specified deadline of these consultation periods in order for them to be 'duly made' and thus considered. Any comments/representations submitted after the deadline dates will not be considered as part of the 2RLDP process and will be classed as 'not duly made' for the purposes of the 2RLDP Examination. The timescale to produce the 2RLDP is already challenging, the acceptance of late representations would result in further delay which would not be acceptable.

Timetable and Methods of Engagement

- 3.42 The detailed timetable for community engagement and the proposed engagement methods for the key stages in the LDP preparation process is set out in Appendix 3. The list is not exhaustive and may need to be adapted to ensure the community and stakeholders are appropriately involved at each stage.
- 3.43 The tables identify the following key stages:
- **Definitive Stages**
Pre-Deposit Participation
Pre-Deposit Public Consultation
Statutory Deposit of Proposals
 - **Indicative Stages**
Submission of 2RLDP to Inspectorate for Examination
Independent Examination
Publication of Planning Inspector's Recommendations
Adoption

Contact Details

3.44 Further information can be gained by visiting the Council's website at:

www.caerphilly.gov.uk/ldp

3.45 Or, for those who are unable to access the Council's website, further information can be gained by contacting the following:

E mail: ldp@caerphilly.gov.uk

Telephone: 01443 866777

Strategic Planning Team,
Caerphilly County Borough Council
Penallta House
Tredomen Park
Ystrad Mynach
Hengoed
CF82 7PG

3.36 Comments are welcome in Welsh or English.

Appendix 1 – Risk Assessment

Risk	Potential Impact	Mitigation	Probability	Impact
LOCAL				
Delay in major applications coming forward until 2RLDP is adopted.	<p>Whilst the Adopted LDP will remain in force until the 2RLDP is adopted, this will delay major applications from coming forward.</p> <p>This will impact on the Council's ability to address/deliver the 2RLDP issues and objectives and put pressure on the deliverability of the housing and employment.</p>	Progression of the 2RLDP in a timely manner will ensure that the Council has an adopted 2RLDP in place as soon as possible, minimising the negative implications associated with the delay in major applications coming forward.	Medium Likelihood	Medium Impact
Change in staff resources available to undertake preparation of revised LDP.	Programme slippage.	Ensure revised LDP process maintains highest level corporate priority.	Medium Likelihood	Medium Impact
Staff turnover in small team.	Programme slippage.	Consider additional resources (including support from other sections within the Council) and ensure robust structure.	Low Likelihood	Medium Impact
Reduction and lack of financial resources.	Programme slippage.	Ensure plan preparation process is adequately costed with in-built capacity for unforeseen costs.	Medium Likelihood	Medium Impact
Council decision making reporting cycle.	Programme slippage.	Streamline decision-making procedures and ensure timetable is realistic.	Medium Likelihood	Medium Impact
Political Change / Elections.	Programme slippage.	Early Member training.	Medium Likelihood	Medium Impact
Lack of support from officers / other departments in production of the evidence base.	Programme slippage.	Ensure organisation wide support of plan process and timetable from outset.	High Likelihood	High Impact
Translation, printing and production delays.	Programme slippage.	Consider additional resources to undertake process in house.	Medium Likelihood	High Impact
Insufficient information to undertake SA/SEA.	Programme slippage.	Identify and manage expectation of consultation bodies.	Medium Likelihood	Medium Impact

Caerphilly County Borough Council – Delivery Agreement

ISA/HRA implications on plan strategy / proposals.	Programme slippage.	Ensure process is fully integrated with LDP preparation.	Low Likelihood	Low Impact
Large volume and / or highly significant levels of objections to proposals e.g. site allocations.	Programme slippage. Plans cannot be submitted without significant work.	Ensure close liaison and early/continued involvement of community, statutory bodies & stakeholders throughout the plan preparation process.	High Likelihood	Medium Impact
Plan fails test of 'soundness'	Plan cannot be adopted without considerable additional work	Ensure Plan and Community Involvement are 'sound'. Close liaison with WG Planning Division.	Low Likelihood	High Impact
Legal challenge	Programme slippage. Quashing of adopted LDP.	Ensure good knowledge of statutory requirements to ensure compliance.	Low Likelihood	High Impact
Further lockdown due to COVID-19.	Non-compliance with CIS and timetable.	Staff are able to work from home and online consultation would still be possible.	Low Likelihood	High Impact
Undertaking consultation during COVID-19.	Safety of staff. Non-compliance with CIS and timetable.	Ensure consultation events are risk assessed. Keep the DA under regular review and endeavour to adapt as necessary to ensure effective consultation.	Low Likelihood	Medium Impact

NATIONAL / REGIONAL ISSUES				
Additional requirements arising from new legislation/ national guidance e.g. revised Planning Policy Wales and LDP Manual.	Programme slippage.	Monitor emerging legislation/guidance and respond to changes as soon as possible.	High Likelihood	High Impact
Involvement in preparation of Strategic Development Plan.	Programme slippage. Resource implications as extent of input into SDP is currently unknown.	Ensure sufficient resources are made available to support SDP process and ensure corporate support for SDP process and timetable from the outset.	High Likelihood	Medium Impact
Planning Inspectorate unable to meet target dates.	Examination and/or report delayed.	Maintain close liaison with the Planning Inspectorate to ensure early warning of any potential problems.	Medium Likelihood	High Impact
Need to amend emerging Plan to align with emerging Future Wales, The National Plan 2040	Programme slippage.	Ensure involvement in progress of regional work. Keep up to date with progress on NDF.	Medium Likelihood	Medium Impact

Caerphilly County Borough Council – Delivery Agreement

and Strategic Development Plan.				
------------------------------------	--	--	--	--

Appendix 2 – List of Consultation Bodies

Specific Consultation Bodies as defined in LDP Regulation 2 (including UK Government Departments):

The Council will consult the following specific consultation bodies at all stages in the preparation of the LDP.

- Welsh Government
- Natural Resources Wales
- Network Rail Infrastructure Ltd
- Office of Secretary of State for Wales
- Telecommunication Operators – EE, Vodafone and O2, BT, Virgin Media, Mobile Operators Association
- Aneurin Bevan Health Board
- Gas and Electricity Licensees – National Grid, Wales & West Utilities, Western Power Distribution, British Gas, SSE
- Sewerage and Water Undertakers – Dŵr Cymru Welsh Water
- Department for Transport (including Secretary of State for functions previously exercised by the Strategic Rail Authority)
- UK Government Departments – Department of Business, Energy and Industrial Strategy
- Home Office
- Ministry of Defence
- CADW

Neighbouring and other Local Authorities within the Cardiff Capital Region:

- Blaenau Gwent County Borough Council
- Brecon Beacons National Park
- Bridgend County Borough Council
- Cardiff Council
- Merthyr Tydfil County Borough Council
- Monmouthshire County Council
- Newport City Council
- Rhondda Cynon Taf County Borough Council
- Torfaen County Borough Council
- Vale of Glamorgan Council

Local Community and Town Councils:

- Aber Valley Community Council
- Argoed Community Council
- Bargoed Town Council
- Bedwas, Trethomas & Machen Community Council
- Blackwood Town Council
- Caerphilly Town Council
- Darran Valley Community Council
- Draethen, Waterloo & Rudry Community Council
- Gelligaer Community Council
- Llanbradach & Pwllpant Community Council
- Maesycwmmmer Community Council
- Nelson Community Council
- New Tredegar Community Council

- Penyrheol, Trecenydd & Energlyn Community Council
- Rhymney Community Council
- Risca East Community Council
- Risca Town Council
- Van Community Council

Neighbouring Community and Town Councils:

- Abertillery & Llanhilleth Town Council
- Bedlinog Community Council
- Cwmbran Community Council
- Graig Community Council
- Henllys Community Council
- Lisvane Community Council
- Michaelstone-Y-Fedw Community Council
- Pontypridd Town Council
- Rogerstone Community Council
- St Mellons Community Council
- Taffs Well Community Council
- Tongwynlais Community Council
- Tredegar Town Council

General Consultation Bodies

The Council will consult with the following general consultation bodies, where appropriate, in accordance with the Delivery Agreement. This list is not exhaustive and may be added to as appropriate:

Voluntary Bodies whose activities benefit any part of the authority's area:

- GAVO
- Caerphilly Parent Network
- Caerphilly 50+ Forum

Equalities Organisations:

Bodies which represent the interests of different Age groups in the authority's area:

- Age Cymru
- Caerphilly County Borough Youth Forum

Bodies which represent the interests of disabled persons in the authority's area:

- Action on Hearing Loss Cymru
- Caerphilly People First
- Changing Faces
- British Deaf Association (BDA)
- Caerphilly County Borough Access Group
- Deafblind Cymru
- Disability Can Do
- Disability Wales

- Disabled Persons Transport Advisory Committee
- Gwent Hearing Impairment Service
- Gwent Visual Impairment Service
- Learning Disability Wales
- Mencap Cymru
- Mind Cymru
- Royal National Institute of Blind People
- The Stroke Association
- Wales Council for Deaf People
- Wales Council for the Blind

Bodies representing the interests of different racial, ethnic or national groups in the authority's area:

- The Equality and Human Rights Commission
- Travelling Ahead
- Association of Gypsies and Travellers In Wales
- Cardiff Gypsy and Traveller Project
- The Showmen's Guild of Great Britain
- Race Equality First

Bodies which represent the interests in different religious groups in the authority's area:

- Church in Wales
- Siloh Christian Centre
- Catholic Church in Wales
- Kingdom Hall Jehovah's Witnesses
- Muslim Council for Wales
- South Wales Baptist Association
- United Reform Church
- Salvation Army
- Cardiff Buddhist Centre
- UK Islamic Mission
- Gwent Association of the Baptist Union of Wales
- East Glamorgan Association of the Baptist Union of Wales

Bodies which represent the interests of lesbian, gay, bisexual and transgender groups in the authority's area:

- Stonewall Cymru
- Bi Cymru Wales
- Guys and Gals
- Rainbow Group
- Umbrella Gwent

Bodies which represent the interests of persons carrying out business in the authority's area:

- Caerphilly Business Club
- Careers Wales
- Business Wales (South Wales Regional Centre)
- Federation of Small Businesses in Wales
- Welsh ICE

Bodies which represent the interests of Welsh culture in the authority's area:

- Glamorgan Gwent Archaeological Trust Ltd
- Royal Commission on Ancient and Historic Monuments

- Welsh Historic Gardens Trust
- Ancient Monument Society

Bodies which represent the interests of Welsh language in the authority's area:

- Menter Iaith Caerffili
- RhAG – Rhieni dros Addysg Gymraeg
- Canolfan Cymraeg i Oedolion @ Coleg Gwent
- Mudiad Ysgolion Meithrin
- Cymraeg for Kids
- Yr Urdd
- Caerphilly Family Information Service
- Caerphilly Welsh Language Forum

Other Consultees

The Council will consult with the following other consultees, where appropriate, in accordance with the Delivery Agreement. This list is not exhaustive and may be added to as appropriate:

- Arts Council of Wales
- British Horse Society
- Bus Users Cymru
- Campaign for the Protection of Rural Wales
- Capital Region Tourism
- Chartered Institute of Housing (Cymru)
- Chartered Management Institute (Cymru)
- Children's Commissioner for Wales
- Civic Trust Cymru
- Coed Cymru
- Coleg Gwent
- Coleg y Cymoedd
- Community Transport Association
- Confederation of Passenger Transport
- Crisis
- District Valuer Services
- Fields in Trust
- Freight Transport Association
- Future Generations Commissioner for Wales
- Institute of Civil Engineers
- National Library of Wales
- One Voice Wales
- Open Spaces Society
- Planning Aid Wales
- Planning Inspectorate
- Rail Freight Group
- Road Haulage Association Ltd
- Royal Institute of Chartered Surveyors
- Royal Town Planning Institute (Wales)
- RSPB Cymru

- Ruperra Conservation Preservation Trust
- Shelter Cymru
- South Wales Trunk Road Agency
- Sport Wales
- Stagecoach
- Sustrans
- The Energy Saving Trust
- The Georgian Group
- The National Trust
- The Older People's Commissioner for Wales
- The Woodland Trust
- Transport for Wales
- Wales Council for Voluntary Action
- Welsh Language Commissioner
- Wildlife Trust
- WWF Cymru

Housing Associations

Local House Builders

Planning Consultants and Local Planning Agents

Political including Local/Regional Members of the Senedd and Members of Parliament

Appendix 3 – Timetable

DEFINITIVE STAGES					
Pre-Deposit Participation (Regulations 14 & 16)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
Delivery Agreement	To set out timetable for plan preparation and process and methods of community involvement.	May – Nov 2024	<ul style="list-style-type: none"> Specific Consultation Bodies General Consultees LDP Focus Group Elected Members General public Hard to reach groups Community and Town Councils 	<ul style="list-style-type: none"> Email/letter Website Social media Leaflet to all households within the county borough 	<ul style="list-style-type: none"> All documentation placed on the Council's website
Review and update existing evidence base	To inform development of the 2RLDP Strategy and policy framework.	May – Nov 2024	<ul style="list-style-type: none"> Internal Officers Neighbouring LAs Additional Consultation Bodies Consultants 	<ul style="list-style-type: none"> LDP Monitoring Specialist Surveys/data collection analysis Meetings 	<ul style="list-style-type: none"> LDP Monitoring reports Topic Papers Survey Reports
Call for Candidate Sites	To establish land availability and landowners' willingness to release land for development to inform the identification of potential development sites.	Dec 2024 – Jan 2025	Stakeholder database, including: <ul style="list-style-type: none"> Landowners Agents Developers Home Builders Federation 	<ul style="list-style-type: none"> Email/letter Website Social media Leaflet to all households within the county borough 	<ul style="list-style-type: none"> Candidate Sites Register
Review of existing vision, objectives and options	To develop and agree an updated vision, develop consensus on options including growth levels and spatial distribution and inform development of the Preferred Strategy.	May – Nov 2024	<ul style="list-style-type: none"> Elected Members LDP Focus Group Public Service Board Existing Local Forums Internal Officers Other consultees 	<ul style="list-style-type: none"> Workshops Meetings Email/letter 	<ul style="list-style-type: none"> All documentation placed on the Council's website
ISA					
Review/Update ISA baseline and framework	To update the baseline information and framework.	May – Nov 2024	<ul style="list-style-type: none"> Internal Officers Specific Consultation Bodies Neighbouring LAs 	<ul style="list-style-type: none"> Meetings Email/letter 	<ul style="list-style-type: none"> Report as part of SA/SEA Scoping Report
ISA Scoping Report including the Review of Relevant Plans, Programmes and Policies	To involve the SEA/SA Statutory Consultees in preparing the Scoping Report.	May – Nov 2024	<ul style="list-style-type: none"> Internal Officers Specific Consultation Bodies Neighbouring LAs SEA/SA Statutory Consultees 	<ul style="list-style-type: none"> Email/letter Website 	<ul style="list-style-type: none"> Report of Consultation

Caerphilly County Borough Council – Delivery Agreement

Pre-Deposit Consultation (Regulations 15 & 16)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
6-week Public Consultation on Preferred Strategy and assessment of representations received	To make relevant documents available and accessible and to enable anyone to make representations to the Council's pre-deposit document. To consider whether any changes are needed to the Preferred Strategy and Option for the emerging 2RLDP.	Dec 2024 – Jan 2025	<ul style="list-style-type: none"> Specific Consultation Bodies General Consultees LDP Focus Group Elected Members General public Existing Local Forums Hard to reach groups Community and Town Councils 	<ul style="list-style-type: none"> Email/letter Social media Website Drop in sessions/exhibitions Copies of documents available in the Council Offices and where possible, all public libraries 	<ul style="list-style-type: none"> Report of Consultation and recommendations to Council
Request for further information on Candidate Sites (where not previously submitted)	To identify potential development sites and obtain detailed site information.	March - Apr 2025	Stakeholder database, including: <ul style="list-style-type: none"> Landowners Agents Developers Home Builders Federation 	<ul style="list-style-type: none"> Email/letter Website Social media 	<ul style="list-style-type: none"> Candidate Sites Register
ISA					
6-week consultation on Initial ISA Report	To enable anyone to make representations on the Initial ISA Report.	Dec 2024 – Jan 2025	<ul style="list-style-type: none"> Specific Consultation Bodies General Consultees LDP Focus Group Elected Members General public Existing Local Forums Hard to reach groups Community and Town Councils 	<ul style="list-style-type: none"> Email/letter Social media Website Drop in sessions/exhibitions Copies of documents available in the Council Offices and where possible, all public libraries 	<ul style="list-style-type: none"> Report of Consultation and recommendations to Council

Caerphilly County Borough Council – Delivery Agreement

Statutory Deposit of Proposals (Regulation 17)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
6-week Deposit Consultation exercise	To make relevant documents available and accessible and to enable anyone to make representations in respect of any policies and proposals in the Deposit 2RLDP.	Dec 2025 – Jan 2026	<ul style="list-style-type: none"> • Specific Consultation Bodies • General Consultees • LDP Focus Group • Elected Members • General public • Existing Local Forums • Hard to reach groups • Community and Town Councils 	<ul style="list-style-type: none"> • Email/letter • Social media • Website • Drop in sessions/exhibitions • Copies of the documents available in the Council Offices and where possible, all public libraries 	<ul style="list-style-type: none"> • Hard copy of representations placed in Council Offices and copies available on website • Representations and comments to be included in a report of consultation which will be available on the website • Representations submitted to WG for consideration by the Inspector
ISA					
Environment Report and Habitat Regulations Assessment	To consult on findings of the ISA and HRA.	Dec 2025 – Jan 2026	<ul style="list-style-type: none"> • Specific Consultation Bodies • General Consultees • LDP Focus Group • Elected Members • General public • Existing Local Forums • Hard to reach groups • Community and Town Councils 	<ul style="list-style-type: none"> • Email/letter • Social media • Website • Drop in sessions/exhibitions • Copies of documents available in the Council Offices and where possible, all public libraries 	<ul style="list-style-type: none"> • Hard copy of representations placed in Council Offices and copies available on website • Representations and comments to be included in a report of consultation which will be available on the website • Representations submitted to WG for consideration by the Inspector

Caerphilly County Borough Council – Delivery Agreement

INDICATIVE STAGES					
Submission of 2RLDP to Inspectorate for Independent Examination (Regulation 22)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
Undertake work necessary for formal submission to WG for Examination	<p>To consider the representations received during the statutory consultation period and provide a response to them that can be considered by the Inspector at the Examination.</p> <p>Provide notice to all interested stakeholders of the submission of the 2RLDP and ISA, and associated documents, to Welsh Government.</p> <p>Enable examination of the 2RLDP.</p>	Indicative Nov 2026	<ul style="list-style-type: none"> Stakeholder database Elected Members Internal Officers 	<ul style="list-style-type: none"> Social Media Email/letter Website Provide copies of relevant supporting documents at Council offices and where possible, all libraries 	

Caerphilly County Borough Council – Delivery Agreement

Independent Examination (Regulation 23)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
Notification of Independent Examination	To ensure that interested persons/organisations are aware that an Independent Examination into the 2RLDP is taking place.	Indicative Jan – Feb 2027	<ul style="list-style-type: none"> Stakeholder database Elected Members General public 	<ul style="list-style-type: none"> Formal notification given by email/letter to any person who has made (and not withdrawn) a representation. Notice placed in the local press and on the website. 	None
Pre-Examination meeting	To advise on examination procedures and format.	Indicative Jan 2027	<ul style="list-style-type: none"> Consultation stakeholder database Elected Members General public 	<ul style="list-style-type: none"> Email/letter to all Representors Notice on website 	<ul style="list-style-type: none"> Statements of Common Ground and Papers as necessary
Consideration of all representations to the plan by the independent Planning Inspector appointed to consider the evidence	<p>To provide an impartial planning view on the soundness of the 2RLDP, and the representations made in respect of it.</p> <p>To undertake any further work requested by Inspector.</p>	Indicative Mar – May 2027	<ul style="list-style-type: none"> All those interested individuals and organisations that have made representations at the Deposit Stage of the 2RLDP 	<ul style="list-style-type: none"> Round Table Discussions. Formal hearings (if requested and agreed by Inspector) Written submissions. 	<ul style="list-style-type: none"> Inspectors report.

Caerphilly County Borough Council – Delivery Agreement

Publication of Planning Inspector's Recommendations (Regulation 24)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
Publication of the Inspector's Report	To make the Inspector's Report publicly available.	Indicative Jun 2027	<ul style="list-style-type: none"> • Consultation stakeholder database • Elected Members • General public 	<ul style="list-style-type: none"> • 2RLDP documents including the adoption statement and the Sustainability Appraisal Report made available on the website • Formal notification given by email/letter to specific consultation Bodies and Elected Members • Copies of all relevant documents available in the council offices and where possible, all public libraries • Press Release 	None
ISA					
Formal publication of Environmental Report	Identify any adjustments arising from the Examination	Indicative Jun 2027	<ul style="list-style-type: none"> • Consultation stakeholder database • Elected Members • General public 	<ul style="list-style-type: none"> • 2RLDP documents including the adoption statement and the Sustainability Appraisal Report made available on the website • Formal notification given by email/letter to specific consultation Bodies and Elected Members • Copies of all relevant documents available in the council offices and where possible, all public libraries • Press Release 	None

Caerphilly County Borough Council – Delivery Agreement

Adoption (Regulation 25)					
Stage in the 2RLDP preparation process	Purpose	When? Timescale	Who will be involved	How? Consultation, Dissemination and Notification mechanism	Reporting, Dissemination & Notification
To formally adopt the 2RLDP as the Development Plan for the County Borough within 8 weeks of receipt of the Inspectors Report.	To inform stakeholders of adoption	Indicative Aug 2027	<ul style="list-style-type: none"> • Specific Consultation Bodies • LDP Focus Group • Elected Members • General public 	<ul style="list-style-type: none"> • 2RLDP documents including the adoption statement and the Sustainability Appraisal Report made available on the website • Formal notification given by email/letter to specific consultation Bodies and Elected Members • Copies of all relevant documents available in the council offices and, where possible, all public libraries • Press Release 	
ISA					
Publication of ISA Adoption Statement	To set out how the Adopted 2RLDP has taken account of the findings of the ISA	Indicative Aug 2027	<ul style="list-style-type: none"> • Specific Consultation Bodies • General consultees • LDP Focus Group • Elected Members • General public 	<ul style="list-style-type: none"> • The adoption statement is made available on the website • Formal notification given by email/letter to specific consultation Bodies and Elected Members • Copies of all relevant documents available in the council offices and, where possible, all public libraries • Press Release 	

Appendix 4 - Glossary of Terms

2RLDP.....	The 2nd Replacement Caerphilly County Borough Local Development Plan up to 2035
Adopted LDP.....	The Caerphilly County Borough Local Development Plan up to 2021
CIS.....	Community Involvement Scheme
DA.....	Delivery Agreement
GDPR.....	EU General Data Protection Regulation 2016
HRA.....	Habitat Regulations Assessment
ISA.....	Integrated Sustainability Appraisal
ISAR	Initial Sustainability Appraisal Report
LDP	Local Development Plan
LPA.....	Local Planning Authority
LWBP	Local Well-being Plan
PPW	Planning Policy Wales
PSB	Public Services Board
Review Report.....	Adopted Caerphilly County Borough Local Development Plan up to 2021 Review Report
SEA	Strategic Environmental Assessment
SEWSPG.....	South East Wales Strategic Planning Group
SPG.....	Supplementary Planning Guidance
SA.....	Sustainability Appraisal
SAR	Sustainability Appraisal Report
WBFG Act	Well-being of Future Generations (Wales) Act 2015

Appendix 5 - Definition of LDP Terms

Term	Definition
Adoption	The final stage of the 2RLDP preparation where the 2RLDP becomes the statutory development plan for the area it covers.
Baseline	A description of the present state of an area.
Candidate Sites	A site nominated by an individual with an interest in land (i.e. landowner, developer, agent or member of the public) to be considered for inclusion in the 2RLDP.
Community	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
Consensus	A process of early dialogue with targeted interest groups to understand relevant viewpoints and generate agreement through discussion.
Consultation	A formal process in which comments are invited on a particular matter or document.
Council	Caerphilly County Borough Council.
Deposit	A statutory six-week stage in which individuals and organisations can make representations on the 2RLDP. Representations that relate to whether the plan is 'sound' are subsequently considered by an Inspector at the examination into the plan.
Duly Made	Representations, in writing, on the 2RLDP which are made in the correct manner and within the specified consultation time period. These representations will be considered by the Inspector at the Examination into the 2RLDP.
Engagement	The process that pro-actively seeks to involve the community in the preparation of the 2RLDP (interchangeable with the term "Involvement").
Evidence Base	Information and data that provides the basis for the preparation of the LDP vision, objectives, policies and proposals and justifies the soundness of the policy approach of the LDP.
Examination	The formal process of considering whether the Deposit 2RLDP satisfies the tests of soundness and can be formally adopted by the Council. The process is chaired by an independent Planning Inspector.
Interested Parties	Any person, group, organisation or company wanting to be involved in the preparation of the 2RLDP.
Involvement	The process that pro-actively seeks to involve the community in the preparation of the 2RLDP (interchangeable with the term "Engagement").
Local Planning Authorities	Local Council's and National Parks with planning powers.
Objective	A statement of what is being sought or proposed to be delivered.
Participation	The process whereby stakeholders interface with plan makers.
Pre-Deposit	The stages of 2RLDP preparation and consultation up to and including the consultation on the Preferred Strategy document.
Report of Consultation	A document that addresses the representations submitted during a consultation period and the actions resulting from them.
Representations	Comments received in relation to the 2RLDP, either in support of, or in opposition to.
Soundness	The concept against which the plan is tested to determine whether it can be adopted by the council. Soundness is considered through 3 tests that the independent Inspector applies to the 2RLDP through its examination.
Stakeholders	Any person, group, organisation or company whose interests are directly affected by a 2RLDP or who participate through the 2RLDP engagement process.

Caerphilly County Borough Council – Delivery Agreement

Submission	The formal act of sending documents to Welsh Government at key stages in plan preparation.
Timetable	Sets out the timeframe for delivering the 2RLDP, including dates by which key stages and processes of 2RLDP preparation are expected to be completed.

Appendix 2 - Summary of the Regional Commission Work and Findings

- A2.1 The consultants sought to identify what level of growth, both population and economic growth, could be achieved throughout the region by using past trends as a basis for projecting growth forward. Three sets of baseline econometric forecasts were procured from the three leading forecasting houses (Experian, Oxford Econometrics and Cambridge Econometrics) as base data for the economic side of the study and the POPGROUP software was used to provide demographic projections.
- A2.2 The first element of the commission was to identify the baseline level for the potential level of job growth throughout the region. The consultants used the base data from the forecasting houses and applied past trends to reflect a more subjective view of future potential growth. Two trend bases were used, firstly a 5-year short term trend (2017/18 – 2021/22) which provides the most up to date and recent trend information, and secondly a 21-year long-term trend (2001/2 – 2021/2) which provides a more stable trend that smooths out any small term changes. In addition to this local information was used in respect of delivery and investment opportunities to reflect local circumstances for each authority area.
- A2.3 Using forecasts from the forecasting houses the average jobs growth up to 2040 for the Cardiff Capital Region (CCR) was 43,895, equating to 2,439 jobs per annum. In this scenario the overall jobs growth for Caerphilly County Borough is 1,192 or 66 jobs per annum. It should be noted that these figures are a starting point, and the consultants then considered the impacts of economic strategies and investment across the region. When this was considered, the CCR jobs growth was significantly higher with jobs growth to 2040 of 85,086 at a rate of 4,727 per annum. For Caerphilly County Borough this realised a job growth of 4,284 at a rate of 238 per annum. When compared to the Preferred Strategy job growth rate of 258 per annum they are comparable and indicate that the level of growth set out in the preferred Strategy can be achieved within the regional setting.
- A2.4 The consultants then considered the implications for migration and population arising from the economic growth figures. As a basis the short and long-term population trend indicate that the population growth can support the baseline job growth levels (2,439 per annum for CCR and 66 per annum for the county borough). When considering the higher-level job growth (4,727 per annum for CCR and 238 per annum for the county borough), the work demonstrates that there would be a requirement for in-migration to meet the population level. The higher-level job growth scenario identifies an overall population growth level of 130,901 and an annual in-migration rate of 8,406 for CCR. For the county borough the overall population growth to meet the higher-level jobs growth is 8,034, with an annual in-migration rate of 833. On a regional level the long-term past trend projection sees an overall growth level for CCR of 65,858, somewhat less than the higher-level job growth figure. Whilst it is evident that the level of net migration under the higher-level job growth scenario is comparatively high to that projected under the baseline job growth
-

scenario, it is not without precedent. Over the past 5 years the average net rate of in-migration to CCR has been 8,013 per year, comparable to the higher-level jobs growth figure. To achieve the higher-level job growth population this rate would need to continue throughout the period.

- A2.5 When compared to the Preferred Strategy level of population growth, the higher-level jobs growth population increase of 8,034 is less than the Preferred Strategy population growth of 10,865. Whilst this is a significant difference, part of the difference can be explained by the fact that the regional work has used the revised Mid-Year estimate and 2021 Census figures for the base population, which is approximately 5000 less than that used for the projections for the Preferred Strategy. In addition to this the population structure for the county borough at the starting point is slightly different to that used for the projections and this can have a significant impact upon the projected levels of population. Overall, the population growth identified to deliver the higher-level jobs growth scenario, whilst being lower for the county borough, it is not radically different. Whilst the projections used for the Preferred Strategy will need to be revised in light of the current information as a natural part of the plan preparation process, it is considered that the overall population growth levels support the level of job growth in the Preferred Strategy.
-