

# Public Document Pack



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

Mr Dylan Williams  
Prif Weithredwr – Chief Executive

CYNGOR SIR YNYS MÔN  
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RHYBUDD O GYFARFOD	<b>NOTICE OF MEETING</b>
PWYLLGOR POLISI CYNLLUNIO	<b>PLANNING POLICY COMMITTEE</b>
DYDD MERCHER, 22 MAI, 2024 am 2.00 o'r gloch yp	<b>WEDNESDAY, 22 MAY 2024 at 2.00 pm</b>
CYFARFOD HYBRID – YSTAFELL BWYLLGOR, SWYDDFEYDD Y CYNGOR, LLANGFNI AC YN RHITHIOL DRWY ZOO,	<b>HYBRID MEETING - COMMITTEE ROOM, COUNCIL OFFICES, LLANGFNI &amp; VIRTUALLY THROUGH ZOOM</b>
Swyddog Pwyllgor	Mrs Mairwen Hughes 01248 752518 Committee Officer

## **AELODAU / MEMBERS**

Cynghorwyr / Councillors:-

### **Y Grwp Annibynnol / The Independent Group**

Ieuan Williams

### **Llafur Cymru/ Welsh Labour**

Pip O'Neill

### **Plaid Cymru / The Party of Wales**

T Ll Hughes MBE, John Ifan Jones (Cadeirydd/Chair), Jackie Lewis, Llio Angharad Owen,  
Nicola Roberts, Ken Taylor and Robin Williams

### **Annibynnwyr Môn/Anglesey Independents**

Robert Ll Jones, Liz Wood

*Please note that the meetings of the Committee are streamed for live and subsequent broadcast on the Council's website. The Authority is a Data Controller under the Data Protection Act and data collected during the live stream will be retained in accordance with the Authority's published policy.*

## **A G E N D A**

**1**      **ELECTION OF CHAIRPERSON**

To elect a Chairperson for the Planning Policy Committee.

**2**      **ELECTION OF VICE-CHAIRPERSON**

To elect a Vice-Chairperson for the Planning Policy Committee.

**3**      **DECLARATION OF INTEREST**

To receive any declaration of interest by any Member or Officer in respect of any item of business.

**4**      **MINUTES** (Pages 1 - 4)

To submit, for confirmation, the minutes of the previous meeting held on 21 February, 2024.

**5**      **DRAFT LOCAL DEVELOPMENT PLAN DELIVERY AGREEMENT** (Pages 5 - 70)

To submit a report by the Head of Regulation and Economic Development.

## PLANNING POLICY COMMITTEE

### Minutes of the hybrid meeting held on 21 February 2024

- PRESENT:** Councillor John Ifan Jones (Chair)  
Councillor Ieuan Williams (Vice-Chair)
- Councillors R LI Jones, Pip O'Neill, Llio Angharad Owen, Nicola Roberts, Ken Taylor and Robin Williams
- IN ATTENDANCE:** Head of Regulation & Economic Development,  
Chief Planning Officer (DFJ),  
Planning Policy Manager (JIW),  
Legal Services Manager (RJ),  
Committee Officer (MEH).
- APOLOGIES:** Councillors Trefor Lloyd Hughes MBE, Jackie Lewis and Liz Wood
- ALSO PRESENT:** None
- 

#### 1 APOLOGIES

As noted above.

#### 2 DECLARATION OF INTEREST

None received.

#### 3 MINUTES

The minutes of the previous meeting held on 19 October, 2023 were confirmed as correct.

#### 4 UPDATE ON POSITIONS RELATING TO STAFFING OF THE NEW PLANNING POLICY TEAM AND INITIAL PROGRESS TOWARDS THE PREPARATION OF A NEW LOCAL DEVELOPMENT PLAN

Submitted – a report by the Head of Regulation and Economic Development for the Committee's consideration.

The Planning Policy Manager reported that the report focuses on the Staffing of the new Planning Policy Team; Work Programme; Delivery Agreement & Community Involvement Scheme; Senior Officer Group; Annual Monitoring Report 2024; Second Homes and Short-Term Holiday Lets (Article 4 Direction) and Member Training.

- **Staffing**

The Planning Policy Manager reported that three newly appointed officers have commenced their duties since 8 January, 2024. The post of Planning Policy Team Leader remains vacant and was re-advertised on 13 February. If a lack of capacity

persists from the perspective of work activities, external assistance can be requested from framework contractors.

- **Work Programme**

The Planning Policy Manager reported that an indicative work programme highlighting the programmed tasks over the next six months was attached to the report in Appendix 1.

- **Delivery Agreement & Community Involvement Scheme**

The Planning Policy Manager reported that the intention is to prepare and consult on the Delivery Agreement (DA) and the Community Involvement Scheme (CIS) which has a timetable for completion with a view to reporting to the Full Council in September, 2024 in order to obtain the Council's endorsement before submitting the documentation to Welsh Government for agreement. The Local Development Plan Regulations requires that the Council works in partnership with stakeholders and the community early in the process of preparing the Local Development Plan. He noted that there is also a role for the Elected Members within their local communities to promote the work in the preparedness of the LDP. He further said that any changes to the timetable due to any delay in the process will need to have Welsh Government's agreement.

Questions were raised as to when the Committee will be in a position to discuss the planning policies in detail. The Planning Policy Manger responded that the completion of the Delivery Agreement is required before detailed discussion can be undertaken as regards to the policies within the LDP, however, Members will be able to have an input during the Delivery Agreement process as part of the engagement process.

- **Senior Officer Group**

The Planning Policy Manager reported that a Senior Officer Group is to be established with the Chief Executive as Chair. The Group will meet on a regular basis with a view to ensure cross Council input to inform and shape the preparation of the new LDP to ensure it reflects the Island's needs and challenges; and to provide leadership and direction in relation to the formulation of a Preferred Strategy to be adopted in the preparation of the Anglesey Replacement Local Development Plan. The Planning Policy Committee will receive regular feedback from the Senior Officer Group.

- **Annual Monitoring Report 2024**

The Planning Policy Manager reported that monitoring of the Joint Local Development Plan (JLDP) policies is a statutory requirement. It will be necessary for the preparation of the Annual Monitoring Report for 2024 to be submitted to Welsh Government by 31 October, 2024. Given that the JLDP was produced jointly with Gwynedd Council, discussion have been undertaken with Welsh Government as to whether a separate Annual Monitoring Report could be submitted, however, the expectation from Welsh Government is that one such report is prepared to address a single plan. Welsh Government have said that they remain open to discussions on a single LDP reports and advised that the timetable to submit the 2024 report could be extended beyond Christmas if appropriate justification was provided. Although appreciating the staffing difficulties in recruiting to a new Planning Policy Team, Welsh Government Officers emphasised the need to continue monitoring activities in order to collect appropriate data to inform future Plan development. He noted the need for continued dialogue with

Gwynedd Council where submission of joint data to outline progress in relation to priority indicators of the JLDP.

- **Second Homes and short-term holiday lets (Article 4 Direction)**

The Planning Policy Manager reported that a Local Housing Challenge Co-ordinator has recently commenced in post and given that Gwynedd Council's recent experience in progressing the Article 4 Direction it was felt that a meeting with the relevant officer from Gwynedd Council would benefit Anglesey's work in this regard. Monitoring Gwynedd Council's progress in this area will prove instructional. Eryri National Park Authority's recent decision to progress in this direction has also been noted and contact has been made with them confirming this Authority's interest in learning from their experiences.

In response to questions as to the timeframe for Gwynedd Council to respond to the Article 4 Direction, the Planning Policy Manager said that response will take place in September 2024. The Head of Regulation & Economic Development said that the work involved as regards to the Article 4 Direction is immense. He noted that learning from other local authorities will enable this Council to be able to have a robust LDP.

- **Member Training**

The Planning Policy Manager reported that in response to the request made at the last meeting, a training programme for members is being prepared and will consist of an overview of the development plan preparation process supplemented by more detailed sessions looking at specific elements of the process focusing on individual work area. A full training programme for 2024/2025 will be submitted to the next meeting of this Committee.

The Head of Regulation & Economic Development said that training sessions will be afforded to the Members of the Planning Policy Committee together with training sessions for all other Elected Members in due course.

The meeting concluded at 2.25 pm

**COUNCILLOR JOHN I JONES  
CHAIR**

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<b>Isle of Anglesey County Council</b>	
Report to:	Planning Policy Committee
Date:	22nd May 2024
Subject:	Draft Local Development Plan Delivery Agreement
Portfolio Holder(s):	Cllr. Nicola Roberts (Planning, Public Protection and Climate Change)
Head of Service / Director:	Christian Branch Head of Regulation & Economic Development Service
Report Author:	John I. Williams (Planning Policy Manager)
Tel:	
E-mail:	<a href="mailto:johnwilliams2@ynysmon.llyw.cymru">johnwilliams2@ynysmon.llyw.cymru</a>
Local Members:	Applicable to all Elected Members

## 1.0 Purpose and Recommendations of Report

- 1.1 The purpose of this report is to secure Committee Members' views and input on the draft Delivery Agreement (DA) which includes a draft timetable and Community Involvement Scheme (CIS) for the preparation of a replacement Local Development Plan for Anglesey
- 1.2 It is recommended that the Committee:
- a) Considers and agrees any necessary amendments to the draft Delivery Agreement document;
  - b) Endorses a final draft Delivery Agreement;
  - c) Supports undertaking a six-week public consultation period; and
  - d) Delegates authority to the Chief Planning Officer (in consultation with the Portfolio Holder) to make any further minor amendments for accuracy prior to the public consultation period commencing.

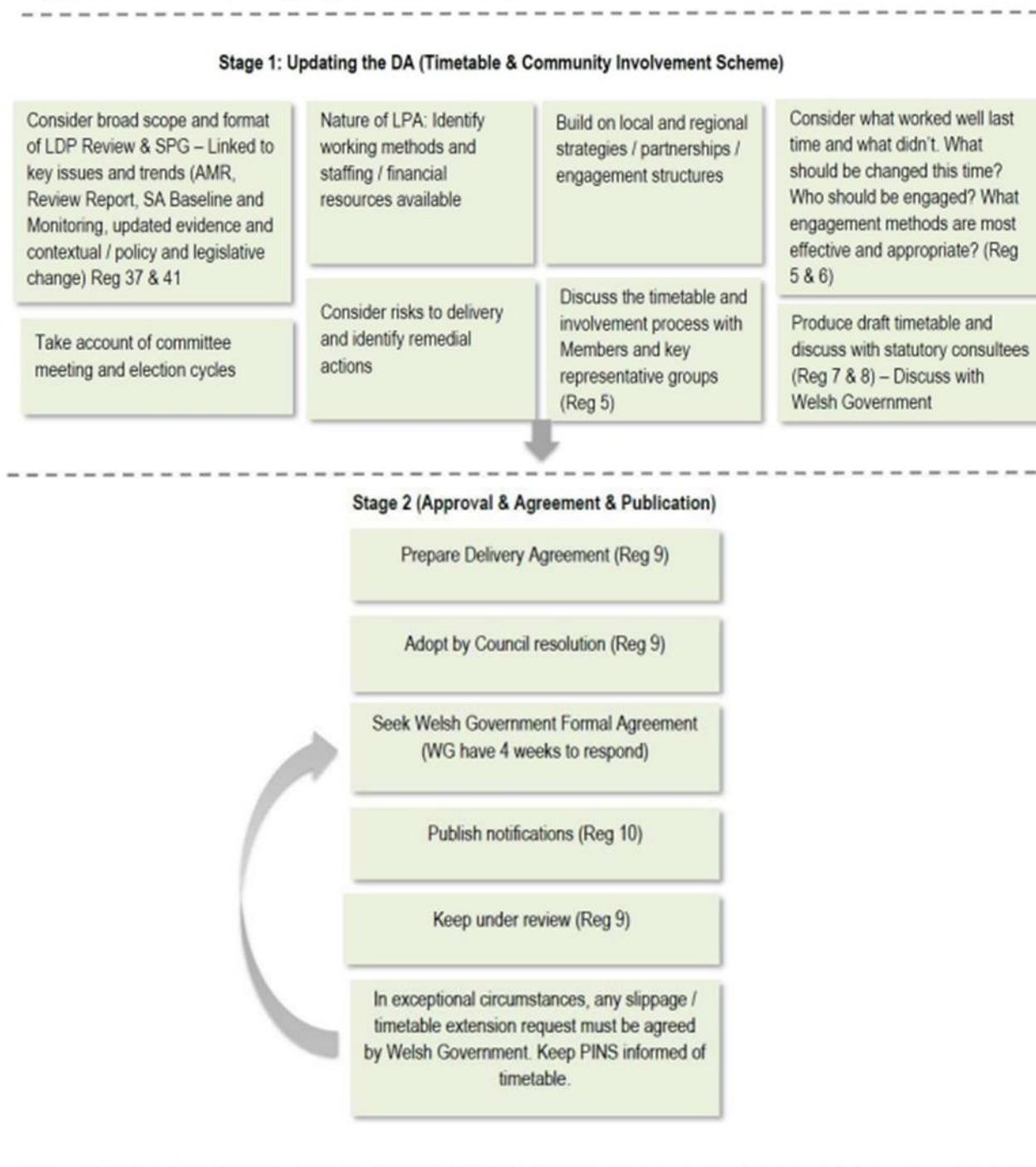
## 2.0 Background

- 2.1 The Town and Country Planning (Local Development Plan) (Wales) Regulations provide the statutory basis for the preparation of local development plans in Wales. Regulation 9 applies to the preparation of a Delivery Agreement, what it must consist of and the arrangements in relation to its approval (by resolution of the local planning authority (LPA)) and submission to Welsh Government for consideration and agreement.

- 2.2 Welsh Government must respond within four weeks of the DA's receipt unless it confirms to the LPA in writing that it requires additional time to consider the document.
- 2.3 The Regulations stipulate that the DA must consist of a CIS (prepared in accordance with Regulation 6) and the timetable (prepared in accordance with Regulation 8).
- 2.4 The CIS must include:
- a) a list of all those general and specific consultation bodies to be involved in the LDP procedure;
  - b) the principles of the LDP participation strategy to be adopted by the LPA;
  - c) the timing of, and the method by which—
    - (i) participation will occur at each stage of the LDP procedure, and
    - (ii) the LPA will respond to the participation process referred to in sub-paragraph (i);
  - d) details of how the LPA will use those responses at each stage in developing the content of its LDP.
- 2.5 The timetable must include all key dates:
- a) specified in guidance made under section 75, which must include—
    - (i) a definitive date for each stage of the LDP procedure up to deposit stage, and
    - (ii) indicative dates up to adoption of the LDP,
  - b) for the preparation and publication of—
    - (i) the sustainability appraisal report, and
    - (ii) the annual monitoring report.
- 2.6 The diagram below provides a graphic representation of the DA process.



## Diagram 7: The Delivery Agreement Process



### 3.0 The Delivery Agreement

3.1 As stated above, the DA represents the first stage in the plan preparation process. It consists essentially of two parts:

- a) A timetable of key stages for plan preparation; and
- b) A CIS that establishes how and when consultees, stakeholders and the public can contribute to the plan preparation process.

- 3.2 The DA must be approved by resolution of the full Council before being submitted to Welsh Government for agreement. Once agreed, the timetable contained within the DA must be adhered to with the Council bound to meet the deadlines for each stage.
- 3.3 The proposed timetable contained in the DA is illustrated below. Although demanding it sets a realistic process and timescale agenda that will allow the County Council to adopt a replacement LDP in the shortest time possible.

Stage number	Stage	Timescale	Key Consultation Periods
<b>Definitive</b>			
1	Delivery Agreement - Preparation - Consultation with key stakeholders - Amend document where necessary following consultation - Endorement by County Council -Submit to Welsh Government	April 2024 – September 2024	Public Consultation May/July 2024  Report to Planning Policy Committee on outcome of consultation and agreement of necessary amendments  Approval by the full Council September 2024  Present to Welsh Government October 2024
2	Pre-deposit – preparation, content and consultation  - Vision Paper with strategic options - Call-out for sites  Specific Background Papers required	December 2024 – May 2026	Call-out for sites December 2024 for at least 6 weeks  March 2025 – April 2025
3	Pre-deposit Consultation Preferred Strategy Impact Assessments SA/ESA and HRA	December 2024 – May 2025	December 2025 to January 2026
4	Preparation of Deposit Plan	June 2026 – May 2027	Public Consultation September/ October 2026
<b>Indicative</b>			
5	Submit Deposit Plan	June 2027	n/a
6	Examination	11 months from submission (target)	There may be further consultation

			following the Examination
7	Inspector's report	April 2028	
8	Adoption	May 2028 (must be adopted within 8 weeks of receipt of inspector's report)	n/a

#### **4.0 Community Involvement Scheme (CIS)**

- 4.1 The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (the Regulations) require that a DA must include a CIS. The CIS must, in turn, identify the persons who are to be engaged in the preparation of a CIS as those general and specific consultation bodies that have an interest in matters relating to development in the LPA's area.
- 4.2 Appendix 5 of the draft DA identifies both the general groups and specific organisations that will be consulted. This does not represent an exhaustive list. Individuals who have requested to be included on the Council's contacts database will be notified of consultation opportunities at every relevant stage. Similarly, those not on the database but who may make observations because of publicity will be included on the database so that they can be included in future rounds of consultation.
- 4.3 Ongoing discussion with Welsh Government is recommended as is dialogue with neighbouring/adjacent LPAs.

#### **5.0 Considering Impacts**

- 5.1 Appendix 1 provides an overview of the various impact assessments that will be required to be undertaken throughout the development plan process.
- 5.2 The Equality Impact Assessment attached as Appendix 2 concludes that no action is required for the time being given that it is premature to do so, principally as the consultation remains to be undertaken. The DA identifies those who should be consulted but, if certain stakeholders are overlooked at this initial consultation stage, their inclusion into subsequent consultation stages of the process can be secured.
- 5.2 An Equality Impact Assessment will be undertaken at each subsequent stage of the LDP preparation process.

#### **6.0 Subsequent Steps**

- 6.1 Upon completion of the public consultation exercise, the County Council will:
- a) Give consideration to the observations received as part of the public consultation and whether any amendments to the DA are necessary;

- b) Report to informal meeting of the Executive where considered necessary;
  - c) Report to the Planning Policy Committee with a view to make a recommendation to the Full Council;
  - d) Report to Full Council to recommend submission of the DA to Welsh Government for agreement; and
  - e) Agreement from Welsh Government will formally allow the preparation of the replacement LDP to commence.
- 6.2 Once agreed with Welsh Government, the County Council will be committed to adhering to the timetable contained in the DA and preparing the replacement LDP within that timeframe. Should any deviation be necessary from the agreed timeframe, this will require the formal agreement of Welsh Government. However, as stated in the Development Plans Manual, such an eventuality should only be considered in exceptional circumstances.

## Impact Assessments

### *Sustainability Assessment (SA)*

The Development Plans Manual states that sustainable development is at the heart of the development plan process. Undertaking SA is a statutory requirement and provides evidence and rationale for spatial and policy choices. Given this, community and stakeholder involvement should be invited at each stage of the plan preparation process.

### *Integrated assessment approach*

Guidance is given in the Development Plans Manual to consider an integrated assessment approach to development plan preparation. This would require the integration of statutory and key elements such as WBFGA requirements, Equalities Act, Welsh Language, Health Impact Assessment and Environment Act (section 6) into a single Integrated Sustainability Assessment. Adopting this approach would provide for a more transparent, holistic and rounded assessment of the sustainability implications of objectives, policies and proposals.

### *Habitats Regulations Assessment (HRA)*

The LPA must legally undertake HRA of the development plan under the requirements of the Habitats Regulations. This is to determine whether the policies and proposals contained in the plan are likely to significantly effect the integrity of any European designated sites in its area. Such sites consist of the following:

- Special Areas of Conservation (SACs);
- Special Protection Areas (SPAs); and
- European offshore sites.

HRA should also be applied to Ramsar sites, potential SPAs and candidates SACs.

In the interests of clarity, the HRA should not be incorporated into the SA given its different precautionary testing mechanism. However, the HRA's findings should be summarised in the SA as part of its assessment of biodiversity effects.

**Equality Impact Assessment Template (including the Welsh language and the Socio-Economic Duty)**

Mae'r ddogfen hon hefyd ar gael yn Gymraeg / This document is also available in Welsh.

Version	Date	Summary of changes
1.0	May 2024	

Step 1: Background	
1 - What are you assessing?	Replacement Local Development Plan (LDP) Delivery Agreement (DA)
2 - Is this a new or existing proposal?	New
3 - What are the aims and purpose of this proposal?	<p>To set out the timetable and Community Involvement Scheme for the preparation of a Local Development Plan to replace the existing Mon and Gwynedd Joint Local Development Plan.</p> <p>The Agreement also contains a community involvement scheme that establishes when and with whom the County Council will consult in the various stages of development plan preparation. This will include organisations that represent the characteristics of equality, the Welsh language and the economically disadvantaged).</p> <p>The LDP encourages greater public involvement than in previous plans and LPAs should aim to engage communities during the earlier stages of plan preparation and to consult publicly thereafter.</p> <p>An LDP sets out a local planning authority's proposals for the future development and use of land in its administrative area, forming the basis of planning decision making, whilst addressing</p>

<b>Step 1: Background</b>		
	the development needs and opportunities of that area. The plan-led system presumes in favour of development that accords with the LDP unless material considerations dictate otherwise. An LDP remains effective until revoked or replaced.	
4 - Who is responsible for the proposal you are assessing?	Planning Policy, Isle of Anglesey County Council	
5 - Who is the lead officer for this assessment?	John Williams	
6 - Who else is involved in undertaking this assessment?	Aled Lewis	
7 - Is the proposal related to other areas of work? For example, are there other proposals of policies that should be taken into consideration as part of this assessment?	The proposal sets out the timetable and Involvement scheme for the preparation of a replacement Development Plan. Subsequent stages of development plan preparation will require equality assessments to be undertaken when appropriate/necessary	
8 - Is the proposal relevant to how the Authority complies with the public sector general duty relating to people who are protected by the Equality Act 2010?  As a general rule, any policy that affects people is likely to be relevant across all protected groups.	The elimination of discrimination and harassment	Yes
	The advancement of equality of opportunity	Yes
	The fostering of good relations	Yes
	The protection and promotion of human rights	Yes

<b>Step 1: Background</b>	
9 – Is the proposal a strategic decision? If so, the Socio-Economic Duty is relevant - see appendix 1.	Yes
10 - Who would be affected by the proposal(s) (adversely or positively, directly or indirectly)?  <b>If this is a strategic proposal</b> , ensure that you give specific consideration to whether the proposal would affect more on people living in less favourable social and economic circumstances than others in the same society (see appendix 1)	All Anglesey residents have the potential to be affected by the proposal because of the potential approval/refusal of development proposals determined on the basis of policies contained within the LDP.  The replacement LDP will contain strategic policies although the proposed North Wales Strategic Development Plan will eventually replace the need for strategic content in the Local Development Plan

<b>Step 2.1: Information Gathering – Welsh Language Standards and the Welsh Language Measure (Wales) 2011</b>	
11 - Does this proposal ensure that the Welsh language is treated no less favourably than the English language, in accordance with the Council's Welsh Language Policy?	Yes – a Welsh Language Impact Assessment will be required to be undertaken to assess the potential impact of policies on the health and future prosperity of the language. Similarly, there will be Welsh Language centre policies included in the replacement LDP and proposed development with the potential to significantly impact upon the language will trigger the undertaking of Welsh Language Impact Assessments.
12 - Is there an opportunity here to offer more opportunities for people to learn and / or use the Welsh language on a day-to-day basis?	The Delivery Agreement sets out the timetable and Community Involvement Scheme for the preparation of a Local Development Plan to replace the existing Mon and Gwynedd Joint Local Development Plan. The emerging LDP will contain policies which will facilitate development that will support the Welsh language.
13 – Will this area of work proactively offer services in Welsh for users?	Yes



<b>Step 2.1: Information Gathering – Welsh Language Standards and the Welsh Language Measure (Wales) 2011</b>	
14 – Is this proposal likely to protect and promote the Welsh language within communities?	Yes
<p>To help you to answer the questions above, the corporate <b>Impact Assessment Guidance</b> lists a series of questions which should be considered when assessing how proposals impact on the Welsh language in general. The extent to which these questions are relevant will depend on the proposal in question. However:</p> <ul style="list-style-type: none"> <li>• If you are looking at how the implementation of the Council’s key policies, strategies or guidance would affect the Welsh language; or</li> <li>• If your initial response to the above questions raises any concerns or evidence to suggest that the proposal would treat the Welsh language less favourably than the English language, or would have a detrimental impact on opportunities for people to use the Welsh language;</li> </ul> <p><b>a more comprehensive impact assessment on the Welsh language should be carried out.</b> A separate template is available on MonITor. The <b>Welsh Language Commissioner’s good practice advice document</b> is also available on MonITor to assist you further.</p>	

<b>Step 2.2: Information Gathering – Human Rights Act 1998</b>	
15 - Are there any Human Rights issues? If so, what are they? For example, could this proposal result in the failure to safeguard the right to privacy?	No. Public participation will be an important part of the process of developing the LDP. Consultation with the public will be undertaken at various stages of plan development which will promote inclusivity.

<b>Step 2.3: Information Gathering – Well-Being of Future Generations (Wales) Act 2015</b>		
16 – Does this proposal meet any of the seven national well-being goals outlined in the Well-being of Future Generations (Wales) Act 2015?  (Descriptions of the wellbeing goals are listed at Appendix 3)	A prosperous Wales	<b>Yes</b>
	A resilient Wales	<b>Yes</b>
	A healthier Wales	<b>Yes</b>
	A more equal Wales	<b>Yes</b>

	A Wales of cohesive communities	<b>Yes</b>
	A Wales of vibrant culture and thriving Welsh language	<b>Yes</b>
	A globally responsible Wales	<b>Yes</b>

<b>Step 2.4: Information Gathering – Engagement / Consultation / Evidence / Filling gaps in information</b>	
Please see the pre-consultation and pre-engagement checklist, which is available on MonITor	
17 - What has been done to date in terms of involvement and consultation with regard to this proposal?	As an initial step in the preparation of the new LDP and given that the purpose of the DA is to set out a realistic timetable for the preparation and adoption of a LDP and outlining the way in which communities and other stakeholders will be engaged, it is felt that pre-draft engagement would serve little purpose in addressing the content of the future LDP. Engagement in his regard will be more critical at later stages in the process.
18 – What other information have you used to inform your assessment? Please list any reports, websites, links used etc here and include the relevant evidence in the table in Step 3 below	<ul style="list-style-type: none"> <li>• Development Plans Manual 2020: <a href="https://www.gov.wales/development-plans-manual-edition-3-march-2020">https://www.gov.wales/development-plans-manual-edition-3-march-2020</a></li> <li>• Information held by the Council</li> </ul>
19 - Are there any gaps in the information collected to date? If so, how will these be addressed?	The purpose of the consultation is to get the views of the public and specific stakeholders on the content of the document.

### Step 3: Considering the potential impact and identifying mitigating action

20 – Note below any likely impact on equality for each individual group, and identify what action could be taken to reduce or improve the impact. \*For determining potential impact, please choose from the following: **Negative / Positive / No impact**

Protected group	*Potential Impact	Details of the impact (including evidence to support the findings)	Actions to mitigate negative impact
Age	Positive	Documents available online. Paper copies available by request or in large print. Copies will be available in Anglesey libraries and the main Council Offices.	If in the next stages, the preparation of the Local Development Plan, the service notices that particular characteristics have not taken part in the consultation we would consider if there is another need to consult in a different manner in the next stages of preparing the Local Development Plan.
Disability	None	Documents available online. Paper copies available by request or in large print. Copies will be available in Anglesey libraries and the main Council Offices.	If in the next stages, the preparation of the Local Development Plan, the service notices that particular characteristics have not taken part in the consultation we would consider if there is another need to consult in a different manner in the next stages of preparing the Local Development Plan.
Sex	No Impact	N/A	N/A
Gender Reassignment	No impact	N/A	N/A
Pregnancy & Maternity	No impact		
Race / Ethnicity / Nationality	None	N/A	N/A
Religion or Belief	No impact	N/A	N/A
Sexual Orientation	No impact	N/A	N/A
Marriage or Civil Partnership	No impact	N/A	N/A
Welsh language	Positive	The Delivery Agreement will be available bilingually.	N/A
Human Rights	Positive	Public participation will be an important part of the process of developing the LDP. Consultation	N/A

Protected group	*Potential Impact	Details of the impact (including evidence to support the findings)	Actions to mitigate negative impact
		with the public will be undertaken at various stages of plan development which will promote inclusivity.	
Any other relevant issue.	No	N/A	N/A
There are clear links between equality and socio-economic issues. Discrimination against protected groups can be a direct cause of socio-economic disadvantage. If any such issues become apparent when assessing non-strategic matters, they should be given due regard and recorded under the relevant protected group, or under 'any other relevant issue' above.			

Please complete this section if the proposal is a strategic matter (see appendix 1)			
The Socio-Economic Duty	Potential impact	Details of the impact (including evidence to support the findings)	Actions to mitigate negative impact
Is the proposal likely to cause any inequalities of outcome resulting from socio-economic disadvantage?	The inability to access consultation documents	Some groups may not be able to access consultation documents due to socio-economic disadvantages.	Paper Copies will be available in libraries and Council offices for people who are digitally excluded.

#### Step 4 – Outcome of the assessment

There are four possible outcomes – bear these in mind when completing the next section:

- **No major change** - The assessment demonstrates the proposal is robust; there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.
- **Adjust the proposal** - The assessment identifies potential problems or missed opportunities. Adjust the proposal to remove barriers or better promote equality.
- **Continue the proposal** - The assessment identifies the potential for adverse impact or missed opportunities to promote equality. Clearly set out the justifications for continuing with it. The justification should be included in the assessment and must be in line with the duty to have due regard. For the most important relevant proposals, compelling reasons will be needed.

- **Stop and remove the proposal** - The proposal shows actual or potential unlawful discrimination. It must be stopped and removed or changed. (The codes of practice and guidance on each of the public sector duties on the Commission's website provide information about what constitutes unlawful discrimination.)

<b>Step 4: Outcome of the assessment</b>	
21 - Note the impacts identified and how it is intended to mitigate any negative impact in terms of equality, the Welsh language and, if relevant, socio-economic disadvantage (ie a summary of the table/s in step 3)	No negative impacts have been identified at this stage. It will be important to assess the LDP at different stages in the process of development.
22 - Describe any actions taken to maximise the opportunity to promote equality and the Welsh language, the goals of the Well-being of Future Generations (Wales) Act 2015 (sustainability) and, if relevant, ensure better outcomes for those facing economic disadvantage.	At this stage ,everything possible has been done to maximise the opportunity to promote equality and the Welsh language. This consultation will ensure that all sections of society can take part in the Council's decisions.
23 - Would any aspect of the proposal contravene the wellbeing goals of the Well-being of Future Generations (Wales) Act 2015?	No. The Well-being of Future Generations (Wales) Act 2015 has been a consideration in the production of the Delivery Agreement.
24 – Is there a need to look at what could be done differently, or to reconsider the entire proposal as a result of conducting this assessment?  (Evidence of negative impact could render the proposal or decision unlawful. If you have identified negative impact, you should consider at this stage whether it is possible to proceed with the proposal).	No
25 - Is there a strategy for dealing with any unavoidable but not unlawful negative impacts that cannot be mitigated?	No negative impacts have been identified.
26 - Will the proposal be adopted / forwarded for approval? Who will be the decision-maker?	Following public consultation, comments received will be considered, with amendments made to the Delivery Agreement accordingly. The document will then be submitted to the Council for approval, before subsequent stages in the development of the will begin.

<b>Step 4: Outcome of the assessment</b>	
27 - Are there monitoring arrangements in place? What are they?	An Equality Impact Assessment will be undertaken at various stages of the Plan as it emerges.

### Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. You should include any changes that have been made to reduce or eliminate the effects of potential or actual negative impact, as well as any arrangements to collect data or to carry out further research.

<b>Ref</b>	<b>Proposed actions</b>	<b>Lead officer</b>	<b>Timescale</b>
	Collate all comments and observations as a result of this consultation and into one comprehensive report.		

## Appendix 1 – A More Equal Wales – The Socio-Economic Duty (Commencement date of the Duty: 31 March 2021)

### What is the Duty?

The general aim of the duty is to ensure better outcomes for those suffering socio-economic disadvantage. When making strategic decisions such as deciding priorities and setting objectives, due regard must be given to the need to reduce the inequalities of outcome resulting from socio-economic disadvantage.

### Who is likely to experience socio-economic disadvantage?

Socio-economic disadvantage can be disproportionate in both ‘communities of interest’ and ‘communities of place’, leading to inequality of outcome, which can be further exasperated when considering ‘intersectionality’:

**Communities of interest** – groups who share an experience, eg homelessness; or people who share an identity, eg lone parents, carers. Also those who share one or more of the protected characteristics listed in the Equality Act 2010.

**Communities of place** – people who are linked together because of where they live, work, visit or spend a substantial portion of their time there.

**Intersectionality** - crucially, this is about understanding the way in which a combination of characteristics such as gender, race or class, can produce unique and often multiple experiences of disadvantage in certain situations. One form of discrimination cannot and should not be understood in isolation from other forms. A truly intersectional approach ensures that this does not happen.

### When will the Duty be relevant?

When making **strategic decisions**. The Welsh Government has provided some examples of strategic decisions (this is not an exhaustive list):

- Strategic directive and intent.
- Strategies developed at Regional Partnership Boards and Public Service Boards which impact on public bodies’ functions.
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans).
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy).
- Changes to and development of public services.
- Strategic financial planning.
- Major procurement and commissioning decisions.
- Strategic policy development

**Further details can be found in the corporate equality impact assessment guidance.**

## Appendix 2 – Human Rights

Human rights are rights and freedoms that belong to all individuals, regardless of their nationality and citizenship. There are 16 basic rights in the Human Rights Act – all taken from the European Convention on Human Rights. For the purposes of the Act, they are known as ‘the Convention Rights’. They are listed below:

(Article 1 is introductory and is not incorporated into the Human Rights Act)

- Article 2: The right to life
- Article 3: Prohibition of torture
- Article 4: Prohibition of slavery and forced labour
- Article 5: Right to liberty and security
- Article 6: Right to a fair trial
- Article 7: No punishment without law
- Article 8: Right to respect for private and family life
- Article 9: Freedom of thought, conscience and religion
- Article 10: Freedom of expression
- Article 11: Freedom of assembly and association
- Article 12: Right to marry
- Article 14: Prohibition of discrimination
- Article 1 of Protocol 1: Protection of property
- Article 2 of Protocol 1: Right to education
- Article 3 of Protocol 1: Right to free elections
- Article 1 of Protocol 13: Abolition of the death penalty



## **Appendix 3 - Well-being of Future Generations (Wales) Act 2015**

This Act is about improving the social, economic, environmental and cultural well-being of Wales. Public bodies need to make sure that when making their decisions they take into account the impact they could have on people living their lives in Wales in the future. The Act puts in place seven well-being goals:

### **A prosperous Wales:**

An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.

### **A resilient Wales:**

A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).

### **A healthier Wales:**

A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.

### **A more equal Wales:**

A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).

### **A Wales of cohesive communities:**

Attractive, viable, safe and well-connected communities.

### **A Wales of vibrant culture and thriving Welsh language:**

A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.

### **A globally responsible Wales:**

A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being





# Anglesey Local Development Plan Delivery Agreement

Draft v1.1

Mae'r ddogfen hon hefyd ar gael yn y Gymraeg  
This document is also available in Welsh.



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## SECTION A – DELIVERY AGREEMENT

### Part 1 – CONTEXT

#### 1.1 Introduction

- 1.1.1 The Planning and Compulsory Purchase Act 2004 requires local planning authorities in Wales to prepare a Local Development Plan (LDP) for their areas. This draft Delivery Agreement (DA) has been prepared by the Isle of Anglesey County Council (IACC) to influence and inform the preparation of a new LDP. Following its adoption, the new LDP will replace the Joint Local Development Plan (JLDP, the current plan). The map on the next page shows the LDP area.
- 1.1.2 A DA must be prepared before progress can be made to the formal process of preparing the LDP. The DA in its final form is an important and legal part of the process of drawing up the LDP and forms an official agreement between the IACC and the Welsh Government. During the Public Audit of the LDP. Any deviations from the DA that were not agreed to by the Welsh Government will form an important test of the soundness of the LDP. The content, compliance with, and delivery of the DA are essential to adopt a replacement LDP.
- 1.1.3 In accordance with regulations 6, 8 and 9 of The Town and Country Planning (Local Development Plans) (Wales) Regulations 2005 (as amended) and the Development Plans Manual, this draft DA is divided into two parts:
- The schedule which lays out definite dates for the stages of preparing the LDP up to the Deposit Plan period with indicative dates up until its adoption.
  - The Community Involvement Scheme (CIS) which will outline:
    - whom the County Council will contact when preparing the LDP;
    - how and when Council officers, Elected Members, the public, groups with an interest in the area and developers can contribute to the overall process; and
    - what will happen to representations received made by such groups.
- 1.1.4 The DA also sets out how the new LDP will be assessed in accordance with the requirements of the Development Plans Manual (March 2020) through the Sustainability Appraisal with Integrated Impact Assessments including the Plan's Impact Assessment on the Welsh language. Diagram 1 below summarises the key stages of the plan preparation process, together with the key considerations.

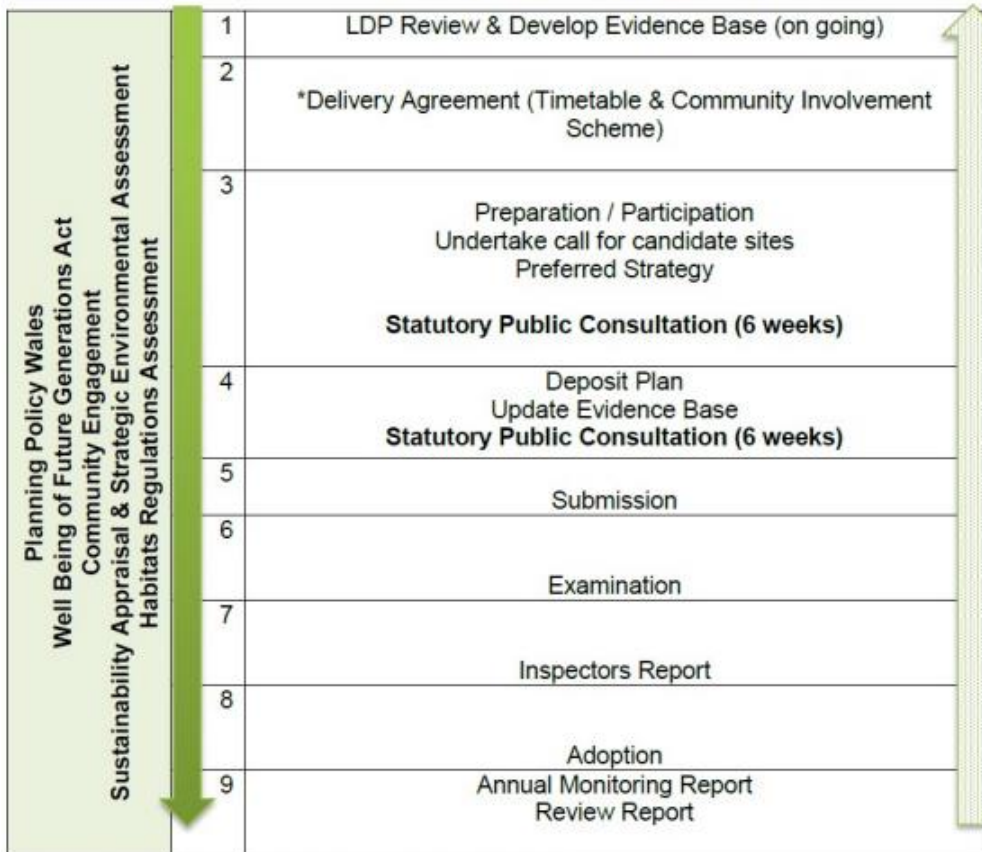


Diagram 1: Key stages of Local Development Plan preparation

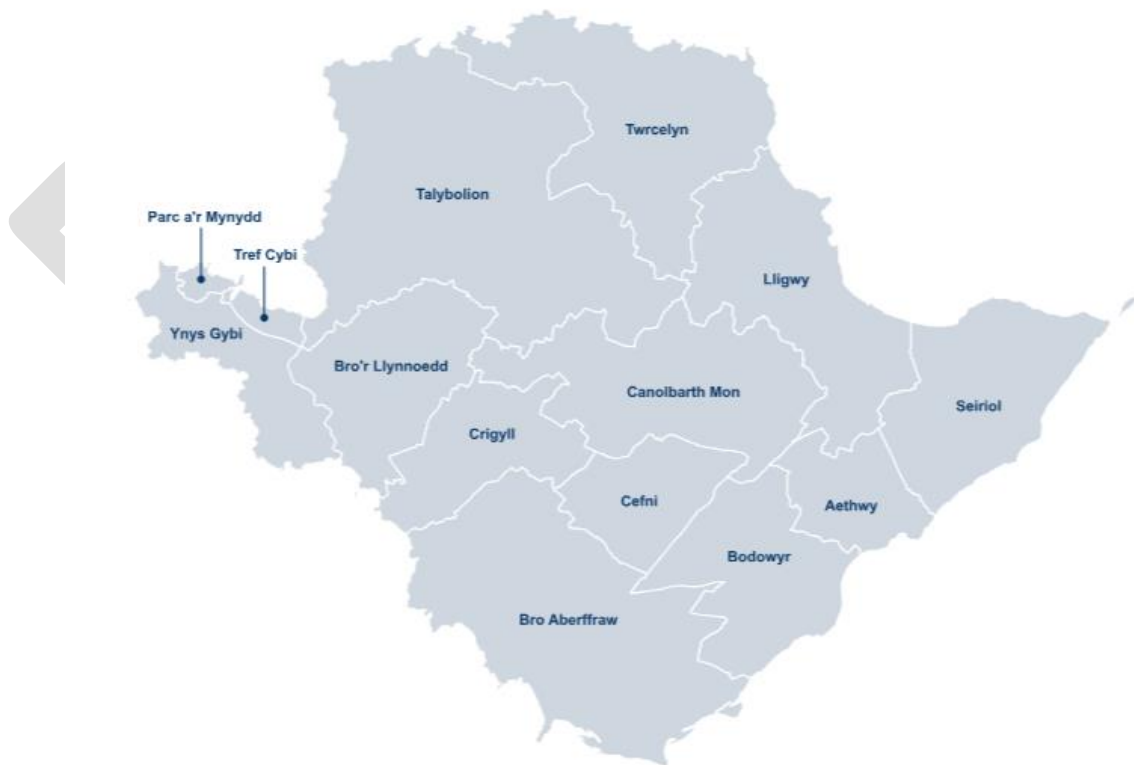


Diagram 2: LDP Area

## **1.2 The current situation**

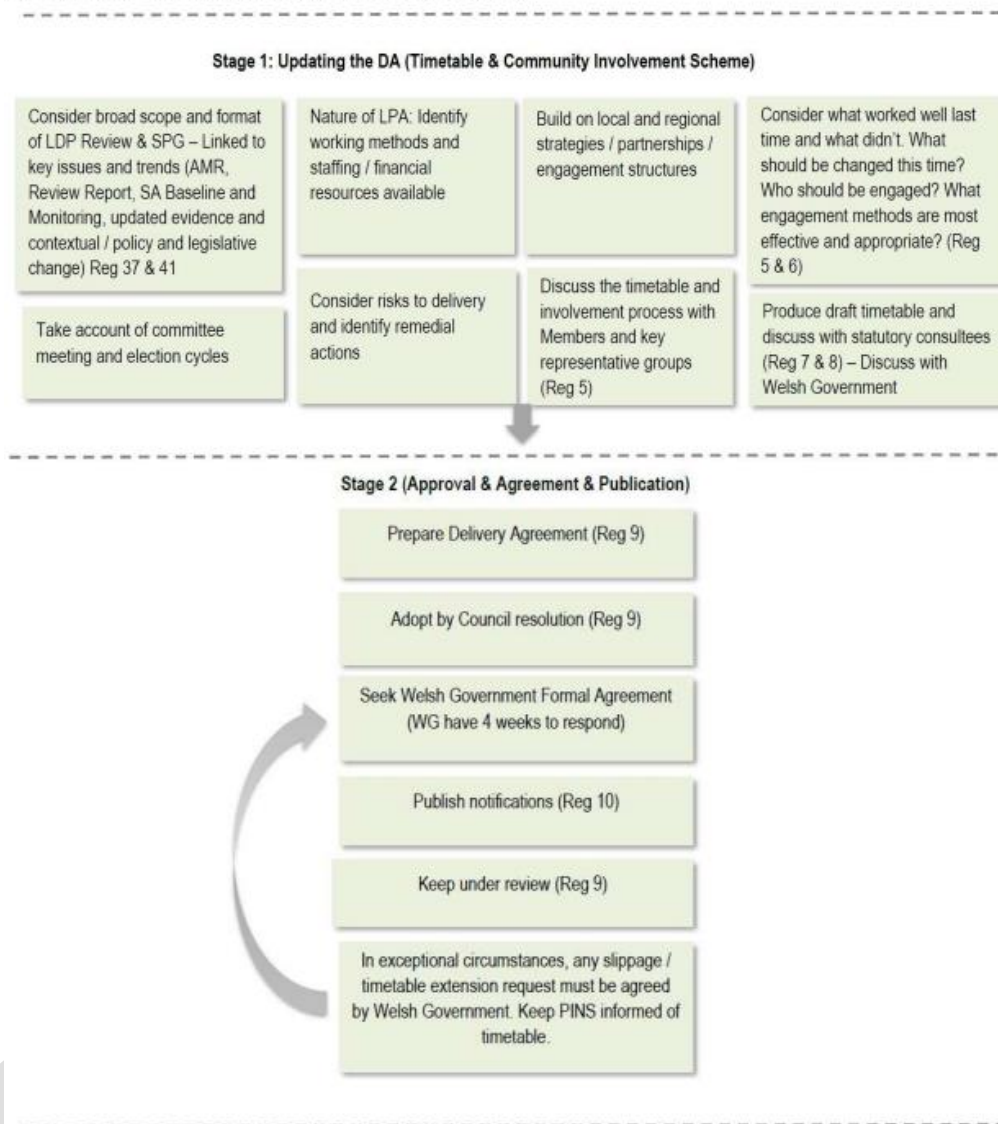
- 1.2.1 The Planning and Compulsory Purchase Act 2004 states that a Local Development Plan must be reviewed after a period of 4 years following its adoption. Following such a review in 2021 it was concluded that, although there were no substantive issues highlighted in the Annual Monitoring Reports, contextual changes and issues beyond the control of the JLDP, necessitated undertaking a Full Plan Review. Since preparing the Review Report, a decision has been made by the IACC and Cyngor Gwynedd to end the joint working agreement and prepare Local Development Plans for the Individual Local Planning Authorities.
- 1.2.2 Although this is a new LDP, the Plan will build on the work of the existing JLDP (where applicable) and where, for example, issues, objectives, basic evidence, policies or proposals, continue to be relevant and current, following their thorough re-assessment, they can be continued in the new LDP.

## **1.3 Preparing the Delivery Agreement**

- 1.3.1 This draft DA will be subject to consultation with key stakeholders and residents. All representations made will be given due consideration and the DA will be amended where considered appropriate. Following consideration and formal adoption of the DA by Full Council, it will be presented to Welsh Government for agreement. The flowchart below illustrates the process that must be followed when preparing the DA. IACC will have to monitor the plan development process' progress against the content of the DA and should any amendment be considered necessary, these will be subjected to the same process.



**Diagram 7: The Delivery Agreement Process**



*Diagram 3: The Delivery Agreement Process*

## 1.4 Tests of Soundness

1.4.1 The LDP must pass the “soundness” test, that is, IACC must ensure that the Plan is prepared correctly and meets the 3 soundness tests as laid out in the Development Plans Manual 3 (March 2020). These are:

- whether the Plan is suitable? (Is the LDP clearly consistent with other plans?)
- is the Plan appropriate? (Is the plan appropriate for the area considering the evidence?)
- will the Plan Deliver? (Is the plan appropriate for the area considering the evidence?)

An Inspector, appointed by Welsh Government/Planning and Environmental Decisions Wales (PEDW), will preside over the Plan's Examination in Public to determine its soundness or otherwise. Further information in this regard is provided in **Appendix 1** of this Agreement.

## **1.5 Sustainability and Integrated Impact Assessments**

- 1.5.1 For the LDP, the Council must consider establishing the Sustainability Appraisal (SA) baseline, which includes the requirements of the Strategic Environmental Assessment (SEA) and reconsideration of the validity of the SA framework for the JLDP. Parts of the SA framework for the current JLDP that remain relevant will be updated for the new LDP.
- 1.5.2 National guidance provides that Integrated Sustainability Appraisal (ISA) can be appropriate to assess the impact of the LDP on certain issues including the Well-being of Future Generations Act, health impacts, impact on the Welsh Language and equality impact. A scoping report will be prepared and consulted upon early in the plan preparation process thereby ensuring that the framework used is appropriate.
- 1.5.3 Once scoped, the SA/ISA will be used to appraise policies and proposals developed and submitted as part of the Plan. Reports will be issued alongside the specific steps of the process of preparing the LDP, which will document the assessment of steps undertaken to that point. The assessments undertaken will be part of the consultations on the specific steps (outlined in **Appendix 2**). The SA/ISA will form an integral part of the assessment of Candidate Sites generated by the call for sites process.
- 1.5.4 A Habitats Regulations Assessment (HRA) will also be undertaken but as required by the Development Plans Manual, will be prepared separately and not integrated with the SA. Nevertheless, the SA should summarise the HRA findings as part of its assessment of effects on biodiversity. The HRA will assist in the preparation of the strategy, policies and land allocations of the LDP by noting their potential to impact upon nationally designated environmental habitats, namely Special Areas of Conservation (SACs), Special Protection Areas (SPAs) and Ramsar sites. If any policy or allocation has the potential to substantially affect a designated site, this will necessitate a detailed Appropriate Assessment to evaluate the potential impacts and determine whether they can be appropriately mitigated.

## 1.6 Joint Working

1.6.1 Neighbouring authorities have reached the stages indicated in the table below in relation to their Local Development Plans:

Authority	Stage
Gwynedd Council	Delivery Agreement
Conwy County Borough Council	Deposit Plan
Eryri National Park	Review of plan 2016-31

Table 1: Development plan progression in neighbouring LPAs

1.6.2 There is a commitment and intention to co-operate and continue to collaborate where appropriate when preparing the Plan and ensuring that the Plan is compatible with the Plans of those authorities where possible. Furthermore, and where appropriate, there may be opportunities to conduct joint studies/evidence base development.

## 1.7 Strategic Development Plan (SDP)

1.7.1 The development plan hierarchy in Wales consists of a three-tiered system in which Future Wales: The National Plan 2040 occupies the highest tier with Strategic Development Plans occupying the middle tier and LDPs providing the local, lower level.

1.7.2 Thus far, a regional team to progress the SDP is yet to be established and given the lack of a Delivery Agreement in this regard, there is no defined timetable outlining the schedule for the delivery of the regional policy element of the hierarchy. Regardless of this, work on the preparation of the LDP must continue thereby ensuring that local policy coverage remains current and relevant.

1.7.3 In terms of soundness and hierarchy, the LDP will be developed to be as aligned and consistent as possible with both the national framework and strategic development plan (once adopted).

## 1.8 Supplementary Planning Guidance (SPG)

1.8.1 The purpose of the SPG is to:

- assist applicants and their agents in preparing their planning proposals and to guide them in discussions with officers before submitting planning applications;
- assist officers to assess planning applications and officers and councillors to make decisions about planning applications; and
- help Planning Inspectors make decisions on appeals.

The overall aim is to improve the quality of new development and facilitate a consistent and transparent approach to decision making.

1.8.2 The current Plan is supported by a series of SPG, some of which were adopted prior to the period of joint working with Gwynedd Council with the remainder being prepared and adopted jointly. The current SPG are listed below.

SPG title	Adopted
Hot Food Take Away Establishments	1993
NW Regional Planning Guidance	2002
Holiday Accommodation	2007
Parking Standards	2008
Design Guide For The Urban and Rural Environment	2008
SA/SEA Onshore Wind Energy Turbines	2013
Onshore Wind Energy	2013
HRA Screening Onshore Wind Turbine	2013
Housing Mix	2018
Wylfa Newydd	2018
Open Spaces in New Housing Developments	2019
Local Market Housing	2019
Affordable Housing	2019
Replacement Dwellings and Conversions in the Countryside	2019
Planning Obligations	2019
Maintaining and Creating Distinctive and Sustainable Communities	2019
Change of use of community facilities and services, employment sites and retail units	2021
Tourism Accommodation and Facilities	2021

Table 2: SPG currently in force

1.8.3 As part of the preparation of the LDP it will be necessary to review the current guidance to ensure that they remain valid and support the policies that are being prepared as part of the LDP. Consideration will also need to be given to the need to prepare any new SPG to support LDP policies. If it is necessary to prepare a new SPG, this will be noted as the process of preparing the Plan progresses. Any new SPG will be subject to consultation with relevant stakeholders.

## PART 2 – RESOURCES AND TIMETABLE

### 2.0 Introduction

The timetable for the different stages in the process of preparing an LDP, how the process will be managed and information about the resources (staffing and financial) necessary for it, are all key parts of the DA.

### 2.1 The staff resource

2.1.1 IACC will commit the appropriate staffing resource to undertake the different steps required in the process of plan preparation. It is recognised that this commitment is made during a challenging and uncertain financial period.

2.1.2 Given the recent termination of the joint working arrangements with Gwynedd Council, a new Policy Team has been created within the Planning Function. The new team consists of the following:

Job title	Number of Officers	Time allocated to LDP work
Planning Policy Manager	1	75%
Planning Policy Team Leader	1	85%
Planning Policy Officer	2	85%
Planning Policy Assistant	1	90%

Table 3: Staffing resource

2.1.3 A cross-service officer group has been established to support, influence and inform the plan preparation process. The table below indicates the initial membership:

Officer	Role
Chief Executive	Group Chair
Deputy Chief Executive	Vice Chair
Director of Education, Skills, & Young People	Member
Director of Social Services	Member
Head of Service Regulation & Economic Development	Member
Head of Highways, Waste & Property	Member
Head of Housing	Member
Chief Planning Officer	Member
Planning Policy Manager	Member

Table 4: Cross-service officer group membership

2.1.4 External specialist support will also be utilised as necessary to support the planning policy team.

## 2.2 The financial resource

2.2.1 An assessment of the financial resources required to deliver the plan will be undertaken and formal approval of the budget will follow IACC's approved process for the adoption of the final budget. The need for the additional financial resource has been recognised by IACC and £226,949 has been set aside as an earmarked reserve as a contribution to the overall cost.

## 2.3 The timetable

2.3.1 The table below identifies the key stages in the LDP preparation process and sets out the proposed approximate timetable for completing those stages. The timetable reflects the resources available and referred to above. It reflects the guidance in the Development Plans Manual (March 2020) and is divided into two parts illustrating definitive and indicative steps. A more detailed timetable, which

also encapsulates the opportunities for community involvement, can be found in **Appendix 3**.

Stage number	Stage	Timescale	Key Consultation Periods
<b>Definitive</b>			
1	Delivery Agreement - Preparation - Consultation with a key stakeholder - Presentation	April 2024 – September 2024	Public Consultation May/July 2024  Report to Planning Policy Committee on outcome of consultation and agreement of necessary amendments  Approval by the full Council September 2024  Present to Welsh Government October 2024
2	Pre-deposit – preparation, content and consultation  - Vision Paper with strategic options - Call-out for sites  Specific Background Papers required	December 2024 – May 2026	Call-out for sites December 2024 for at least 6 weeks  March 2025 – April 2025
3	Pre-deposit Consultation Preferred Strategy Impact Assessments SA/ESA and HRA	December 2024 – May 2025	December 2025 to January 2026
4	Deposit Plan	June 2026 – May 2027	Public Consultation September/ October 2026
<b>Indicative</b>			
5	Submit	June 2027	n/a
6	Examination	11 months from submission (target)	There may be further consultation following the Examination
7	Inspector’s report	April 2028	

8	Adoption	May 2028 (must be adopted within 8 weeks from receipt of report)	n/a
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Table 5: Indicative process timetable

## PART 3 – RISK MANAGEMENT

### 3.1 Decision making

3.1.1 After considering all the evidence, it will be the responsibility of the Planning Policy Committee to make decisions about the content of the documents early in the process of preparing the LDP e.g. the Delivery Agreement and the Pre-Deposit Documents. The Planning Policy Committee will make decisions based on full knowledge of considerations about the content of documents apart from the times where the Full Council's authority is required as part of the statutory process (i.e., the Delivery Agreement and final Plan Adoptions). The table in **Appendix 3** identifies the role of the different committees.

### 3.2 Process-influencing factors

3.2.1 The Council is of the opinion that the timetable given is realistic and achievable. Every effort will be made to adhere to that schedule. However, some issues were identified where there is a risk that could lead to a deviation from the timetable set out in this DA. More details about the risks and the steps intended to be taken to meet/reduce these risks can be found in **Appendix 4**.

## PART 4 – MONITORING AND REVIEW

### 4.1 Monitoring and review against DA objectives

4.1.1 The County Council will monitor and review progress against the DA throughout the plan preparation process to ensure that each individual stage is carried out in accordance with the proposed timetable. The cases where the DA may need to be reviewed and changed can include the following:

- if the process falls significantly behind schedule (3 months or more);
- if any significant changes are required to the Community Involvement Scheme;
- If there are significant changes to resources available to IACC;
- If new UK or Welsh Government legislation, regulations or guidance require new procedures or tasks to be implemented; and
- If any other changes to the environment materially affect the delivery of the plan in accordance with the DA.



4.1.2 If IACC identifies a need to revise the DA it will be necessary to discuss again with the specific consultation bodies and seek an agreement with Welsh Government in accordance with the LDP Regulations.

## 4.2 Annual Monitoring Reports (AMR)

4.2.1 The 2005 Regulations require that LPA must produce and publish its annual monitoring report (AMR) on its website and submit it to Welsh Government on or before a specific date. The Regulations continue that any policy included in a LDP and which is not being implemented must be identified and the AMR must contain a statement indicating:

- The reasons why the policy is not being implemented;
- The steps intended to be taken by the LPA to secure the policy's implementation; and
- Whether it is intended to prepare a revised version of the LDP to replace or amend that policy.

Additionally, the AMR must specify:

- The housing supply land taken from the current Housing Land Availability Study; and
- The number (if any) of net additional affordable and general market dwellings built in the LPA's area.

The latter requirements must be for the period in respect of which the report is made and the period since the LPA was first adopted. The LDP Manual states that monitoring is a continuous process and does not cease upon a plan's adoption. As such, monitoring and review should be an ongoing function which underlies evidence-based policy making.

## 4.3 Reviewing the Local Development Plan

4.3.1 In addition to the need to produce an AMR, the LPA must undertake a full review of its LDP every four years from the date of its initial adoption. As with the AMR, reviews of adopted LDPs should be encapsulated in a Review Report and whose findings must be reported to Welsh Government. The Review Report must be published within six months of a review being triggered.



## SECTION B – COMMUNITY INVOLVEMENT SCHEME

### PART 5 – SCOPE OF THE COMMUNITY INVOLVEMENT SCHEME (CIS)

#### 5.1 Introduction

5.1.1 The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (LDP Regulations) require that IACC works in partnership with stakeholders and the community early in the process of preparing the LDP. The Well-being of Future Generations (Wales) Act 2015 introduced seven well-being goals to help ensure that public bodies work towards the same vision of a sustainable Wales and sets out the 'Five Ways of Working', which public bodies need to demonstrate in undertaking their sustainable development duty. One of the key messages is to “include” rather than “consult”. Considering the 5 ways of working below is an important part of the Local Development Plans system.

<b>Long term</b>	Consider how the things that we do now can affect communities and services in the future
<b>Prevent</b>	Take action to prevent problems from occurring or getting worse
<b>Integration</b>	Consider how the well-being objectives contribute to each of the well-being goals and affect other objectives, or the objectives of other public bodies
<b>Collaboration</b>	Working with others to achieve the well-being objective
<b>Content</b>	Involve people in the work of achieving the well-being goals and ensure that those people reflect the diversity of local communities

Table 6: The five ways of working

5.1.2 One of the key objectives of the Development Plans system is that Plans should be based on early, effective and meaningful community involvement in order to understand and consider a wide variety of perspectives (Development Plans Manual, March 2020). The DA specifies how and when communities will be included in the LDP process in order to give communities the opportunity to help shape and influence the content effectively.

5.1.3 The CIS sets out what IACC intends to do where time allows. If necessary, the County Council can provide additional periods of engagement.

#### 5.2 The objectives and principles of the CIS

5.2.1 The purpose of public participation is to have a wide range of communities, interested individuals and specific advisory bodies involved in the decision-making process about the content of the LDP. This is done by encouraging discussion and sharing relevant information. IACC is of the opinion that involving communities early in the LDP process is essential to ensuring local ownership and the legitimacy of policies that will determine the area's future development.

- 5.2.2 This approach should reduce the time taken to adopt the plan by reducing the number of objections to policies in the deposit LDP and therefore reduce the time spent in the later stages of the plan preparation process. The process of creating consensus is assisted by establishing and sharing a common base of knowledge for the key issues from the start of the process. This way of working is reinforced when considering guidance in the Development Plans Manual which sets out the importance of consultation early in the process of preparing a Plan to ensure that there is an understanding and a consideration of a wide variety of viewpoints, with the aim of building a broad consensus on the spatial strategy, policies and proposals.
- 5.2.3 It will be important for those who are interested in the plan to participate in all stages of the process, including the initial stages where there are opportunities to help shape and influence the plan. IACC considers that this CIS sets out the circumstances to make this possible.
- 5.2.4 The CIS will provide an understanding of the following:
- The periods when communities can be part of the process and to what extent;
  - The range of methods and possible techniques used to ensure that communities can participate in the process.

The table below sets out objectives for Community Participation.

<b>Being able to access information</b>	For communities and stakeholders to be able to make correct choices and understand the context of the LDP, appropriate information will be provided in a timely manner and in an easily accessible and understandable format.
<b>Get involved early</b>	Ensure that communities and stakeholders have every opportunity to get involved and participate from the first stage in the process of preparing the LDP. IACC will encourage contributions at the specific times during the preparation of the LDP when ideas can best influence the process.
<b>Suitability of information</b>	The information that will be available will encourage involvement and participation throughout the process and will be suitable and relevant to each specific group, based on a clear understanding and the needs and experience of the communities and stakeholders
<b>Regular feedback</b>	Provide regular feedback so that the communities and stakeholders can see how ideas will develop or know why ideas cannot be developed further.
<b>Transparency</b>	Be clear from the start about who will take part and when, as well as their role during each stage.
<b>Sharing Information</b>	Ensuring that contributions from communities will be fed into work on other key plans and strategies.

Table 7: Community involvement objectives

### 5.3 Who will be expected to provide input?

5.3.1 The focus will be on obtaining input from the following:

#### The Public

Those individual members who live, work or stay in the LDP area. This includes hard to reach groups, for example young people, the elderly, Gypsies and Travellers, disabled individuals and individuals suffering from economic and social deprivation. Existing partnerships will have a role to play in achieving some of these. Some of the general consultation bodies referred to below will also have an opportunity to contribute.

#### Businesses, landowners, developers and their agents

A few general consultation bodies (see below) will have a role to play in reaching those in the business community, landowners and developers. There will be an opportunity for landowners and potential developers and their agents to submit ideas about land that may be available for development early in the process by recording information on the Register of Potential Sites (see below).

#### Specific consultation bodies

Namely those that IACC must consult with, e.g. Welsh Government, Natural Resources Wales, Cadw, Community and Town Councils and neighbouring authorities.

#### General consultation bodies

Namely groups & organisations that have a specific interest in the area, e.g. bodies representing the interests of different racial or ethnic groups; bodies that represent the interests of those who conduct business in the LDP area; bodies that represent the interests of Welsh culture in the area. A list of both specific and general consultation bodies can be found at **Appendix 5**.

#### Contacts Database

When preparing the current Joint Local Development Plan, a contacts database was developed which included a large number of individuals and organisations who had shown an interest in the process of preparing the Plan or had taken part in consultations and the specific steps of preparing the Joint LDP. Anyone has the right to ask to be added to the contact database at any time or to be removed from the database. Anyone who submits comments during any of the consultation periods will be added to the contacts database.

### 5.4 When will communities and key stakeholders participate in the process?

5.4.1 The timetable for preparing the LDP can be found in **Appendix 2**. This also includes information about the opportunities that will be available for communities and key stakeholders to participate in the process.

## 5.5 Sustainability Assessment/Strategic Environmental Assessment (SA/SEA)

5.5.1 All stages of the LDP process must be subject to an SA. The SA is a technical process, but opportunities will be given to people who are interested in it to submit comments. One piece of work that will need to be done early in this process will be to revisit the evidence base that supports the SA, which prepares information about the social, economic and environmental characteristics of the area. This evidence base and other information will form part of a Scoping Report. This Report will be subject to formal public consultation.

## 5.6 Methods of Contact, Consultation and Participation

5.6.1 Several methods are used to facilitate the involvement of stakeholders and communities throughout the process of preparing the LDP. It is important that the methods used are suitable for the purpose in the case of different stages of LDP preparation and for different groups. The means listed below encapsulate the types of engagement and consultation methods that will be considered for use:

- The Council's website – a specific part of the website will be dedicated to news about the LDP (<https://www.anglesey.gov.wales/>)
- the intranet, staff e-bulletins
- Receptions at the Council's main offices in Llangefni, public libraries
- Use of events / meetings that already exist e.g. youth groups
- Direct contact (by letter / email)
- Awareness-raising sessions
- Advertisements in local newspapers
- Messages on the council website and social media
- Holding open/virtual workshops/meetings

5.6.2 In addition to the above, IACC is committed to using existing networks and partnerships, including:

- Gwynedd and Anglesey Public Service Board
- Tai Môn Partnership
- Children and Young People's Partnership
- Health, Care and Well-being Partnership
- The Anglesey Forum, which includes representatives from the Economic Regeneration Partnership, Area Regeneration Partnership, Crime and Disorder Partnership, Children and Young People's Framework Partnership, Health, Care and Wellbeing Strategy Partnership Board
- The Anglesey Environment Forum

## 5.7 LDP Key Stakeholder Group

5.7.3 The LDP Key Stakeholder Group (KSG) will be established to assist with the preparation of the plan and will be a forum for constructive discussions. The KSG will include a cross-section of representatives who have a significant interest in the future development of the LDP area. The possible members of the KSG are listed in **Appendix 5** - these may change as the work of preparing the LDP moves forward. Members of the KSG will play an important role in the key stages of the plan's preparation. They will help identify other strategies and options and assess them as the plan moves forward.

## 5.8 Links to the work of the Joint Incorporated Committees and Joint Work

- 5.8.1 When preparing the LDP, it is important that IACC is fully aware of proposals and developments in neighbouring authorities and beyond that could affect the LDP area. It is very likely that work will begin on the Strategic Development Plan during the period of preparing the new LDP. It will be important that IACC is aware of this work and ensures that it provides input to this process.
- 5.8.2 A close working relationship will be fostered with the Eryri National Park Authority, and Conwy County Borough and Gwynedd Councils through a regular programme of meetings.

## 5.9 Involvement of Councillors

- 5.8.1 All Councillors will receive information at important times throughout the process of preparing the LDP, for example: discussion about the vision; strategic aims and objectives for the LDP; consideration of the preferred strategy - which are the first important steps; and, later, when there are discussions about specific issues in terms of sites and settlements. The Councillors will also have an important role to play due to their local knowledge to act as local "champions" to raise awareness in their communities and therefore facilitate the process of drawing up the LDP. The Councillors' contributions will be governed by their need to abide by the Members' Code of Conduct to prevent any influence on the Councillors' role in making recommendations and decisions in the relevant committees.
- 5.9.2 At key times throughout the LDP preparation period, reports are submitted to the Planning Policy Committee, The Executive, the Scrutiny Committee, Planning Policy Committee, the Executive Committee and Full Council (as required).

## 5.10 Involvement of Council officers

5.10.1 As previously referred to in 2.1.3, a group of senior officers has been established to assist in the process of plan preparation as may be required. Notwithstanding this group, consultation with relevant officers within IACC will be key throughout the LDP preparation period. Regular officer meetings to discuss topical issues e.g. housing, economy, education, will also provide relevant forums to discuss LDP issues. An invitation is also given to relevant officers to give evidence to the Planning Policy Committee and discuss relevant issues with Committee members as necessary.

## 5.11 Availability of Documents and Feedback

5.11.1 Main consultation documents will be widely available to encourage and ensure effective links throughout the LDP process. They will be provided to the consultees and published electronically on IACC's website ([www.anglesey.gov.wales](http://www.anglesey.gov.wales)) and by email. Paper copies will also be available at the following places:

- IACC's headquarters in Llangefni
- Anglesey Business Centre, Llangefni
- Anglesey public libraries

5.11.2 Paper copies will be available to purchase at a price. The reports and minutes of the meetings of the Planning Policy Committee, Anglesey Executive Committee, as well as any public meetings organised during the process will be published electronically on the Council's website ([www.anglesey.gov.wales](http://www.anglesey.gov.wales)).

5.11.3 Full consideration is given to the needs of disabled individuals to ensure easy access to information. If a request is received, an effort will be made to provide large print and/or audio copies of documents.

## 5.12 Use of the Welsh language

5.12.1 The preparation of the LDP, the liaison and consultation will comply with IACC's Welsh Language Promotion Strategy. All public documents will be published bilingually.

## 5.13 What will be expected of the communities and key stakeholders?

5.13.1 To ensure that everyone plays a full part throughout the LDP process it will be important for them to consider the following:

- That they respond to correspondence within an appropriate time limit, following any specific procedure;

- Understand that the LDP cannot deal with everything and raise issues that the LDP can legitimately deal with;
- Commit to the process by being present, contributing and helping to create consensus;
- Identify any gaps in the information provided / in the evidence base;
- Identify and submit appropriate details of proposed sites in a timely manner;
- Follow relevant guidelines and procedures;
- Share/provide information as required;
- Understand that the Inspector's Report is binding and that the Inspector's recommendations cannot be appealed; and
- Provide contact details so that IACC can share information and responses.

## 5.14 The Register of Possible Sites

5.14.1 A Register of Possible Sites will be created early in the process of preparing the LDP. Suggestions for possible sites to be developed (e.g. for housing, business, shops) are invited on IACC's website ([www.anglesey.gov.wales](http://www.anglesey.gov.wales)), by contacting the individuals on the contact database. Anyone can suggest a site, but suggestions are expected to be supported by information showing why the site is suitable. Guidance will be given regarding the type of information that will be required on the IACC's website.

5.14.2 The Register will be available for inspection by the public (on the website). Having considered the sites, an assessment will be published. This Register will fulfil an important function in identifying sites to be designated for development and in discussing alternatives. The call for sites will be open for a minimum of 6 weeks.



Tests of soundness

**Preparation Requirements:**

- Has the preparation of the plan complied with legal and regulatory procedural requirements? (LDP Regulations, Community Involvement Plan, ESA Regulations, Appraisal of Sustainability, HRA etc?)
- Does the plan comply generally with the NDF and/or the Strategic Develop Plan? (When published or adopted respectively)

**Test 1: Is the plan suitable?** (Is the LDP obviously consistent with other plans?)

**Questions**

- Does it take into consideration the national policy (PPW) and Wales Spatial Plan (NDF when published)?
- Does it consider the Well-being Goals?
- Does it consider the Welsh National Marine Plan?
- Does it consider the relevant Area Statement?
- Does the plan generally comply with the NDF (when published)?
- Does the plan generally comply with the relevant Strategic Develop Plan (when adopted)?
- Is it consistent with the regional plans, strategies and programmes of utility providers?
- Is it compatible with the plans of neighbouring LPAs?
- Does it consider the Well-being Plan or the National Park Management Plan?
- Has the LPA shown that it has taken advantage of every opportunity to work together and cooperate on the preparation of plans and the evidence base?

**Test 2: Is the plan appropriate?** (Is the plan suitable for the area considering the evidence?)

**Questions**

- Is it specific to the local area?
- Does it cover the key issues?
- Is it supported by sound, proportionate and credible evidence?
- Can the rationale behind the plan's policies be demonstrated?
- Does it seek to meet the assessed needs and contribute to delivering sustainable development?
- Are the vision and strategy positive and ambitious enough?
- Have the 'real' alternatives been properly considered?
- Is it logical, reasonable and balanced?
- Is it coherent and consistent?
- Is it clear and focused?



**Test 3: Will the plan deliver** (Is it likely to be effective?)

**Questions**

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

DRAFT

Key steps in the preparation of the Joint LDP and participation opportunities

Stage 1 - Delivery Agreement

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Drafting the DA	April-May 2024	Internal Council Services	Internal Officer Group  IOACC Executive Committee	Consider observations raised and amend draft DA as appropriate  Publish minutes of Planning Policy Committee	
Consultation on draft DA	May - June 2024	<ul style="list-style-type: none"> <li>• Welsh Government</li> <li>• Specific Consultation Bodies</li> <li>• General Consultation Bodies</li> <li>• Elected Members</li> <li>• Community and Town Councils</li> <li>• General public</li> </ul>	<p>Letters and copy of the draft DA to WG, specific and general consultation bodies.</p> <p>Copies of the draft DA at Council offices and public libraries</p> <p>Publish draft DA on the Council website</p> <p>Enable on-line responses</p> <p>Provide consultation questions document for</p>	<p>Consider observations raised and amend draft DA as appropriate</p> <p>Prepare a report outlining the nature of responses received via consultation, how these were considered and how the draft DA was amended. Report via Executive Committee/Planning Policy Committee prior to reporting to</p>	

			participants to respond to	County Council for approval to submit DA to WG for agreement.	
Submit amended, final version of DA to Welsh Government for agreement following Council approval	September - October 2024	<ul style="list-style-type: none"> <li>• Welsh Government</li> </ul>	Copy of the draft DA with covering letter	Item to Planning Policy Committee	
Publish DA as approved by Welsh Government signifying formal start of LDP	October - November 2024	<ul style="list-style-type: none"> <li>• Welsh Government</li> <li>• Specific Consultation Bodies</li> <li>• General Consultation Bodies</li> <li>• Elected Members</li> <li>• Community and Town Councils</li> <li>• General public</li> </ul>	<p>Letter/email to consultees/stakeholders</p> <p>Publish notice and document on Council website</p> <p>Provide copies in all Council offices and public libraries</p>	Email to elected members informing of Welsh Government approval for DA	

Stage 2 – Pre-deposit participation

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Review and update existing evidence base	December 2024 – May 2026	<ul style="list-style-type: none"> <li>• Council Services</li> <li>• Elected Members</li> <li>• Specific Consultees</li> <li>• General Consultees</li> <li>• Other relevant stakeholders</li> </ul>	Stakeholder engagement through: <ul style="list-style-type: none"> <li>• Email exchange</li> <li>• Public events</li> <li>• Drop-in sessions</li> <li>• Virtual events</li> </ul>	Publish subject papers on the website as they become available	Formulate the draft SA Scoping Report and publish for public consultation
Understand current context, the issues to be considered and prepare LDP vision and objectives		Council Services via Officers' Group/Planning Policy Working Group	Scheduled meetings		
Call for sites December 2024 (for 6 weeks min.)		Public stage for all stakeholders/landowners	<ul style="list-style-type: none"> <li>• Publicise this stage and invite proposals</li> <li>• Publish forms to propose potential sites</li> <li>• Provide guidance to applicants on site assessment methodology</li> </ul>	Publish proposals of potential sites on the Council website	
Engage with consultees to develop consensus on vision and objectives		<ul style="list-style-type: none"> <li>• Council Services</li> <li>• General public</li> <li>• Key stakeholder group</li> <li>• Elected Members</li> <li>• Specific Consultees</li> <li>• General Consultees</li> </ul>	Stakeholder engagement through: <ul style="list-style-type: none"> <li>• Email exchange</li> <li>• Public events</li> <li>• Drop-in sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Publish participation report on Council website</li> <li>• Publish agendas and minutes of</li> </ul>	

		<ul style="list-style-type: none"> <li>• Other relevant stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Virtual events</li> </ul>	all Council committee meetings on Council website	
Develop preferred strategy draft document	<ul style="list-style-type: none"> <li>• Council Services</li> <li>• Welsh Government</li> <li>• Key stakeholder group</li> <li>• Elected members</li> </ul>	<ul style="list-style-type: none"> <li>• Direct contact with officers</li> <li>• Officers' Group/Planning Policy Working Group</li> <li>• Seminars for Elected Members</li> </ul>			
Obtain Council approval for draft preferred strategy and consult publicly			<ul style="list-style-type: none"> <li>• Planning Policy Committee</li> <li>• Executive Committee</li> <li>• Full Council</li> <li>• Public consultation</li> </ul>		
Publish SA/SEA baseline Scoping Report for public consultation	<ul style="list-style-type: none"> <li>• General Public</li> <li>• Specific consultation bodies</li> <li>• General consultation bodies</li> <li>• Council Services</li> <li>• Environmental Consultation Bodies</li> </ul>	<ul style="list-style-type: none"> <li>• Publish document on Council website</li> <li>• Provide copies in Council Offices and public libraries</li> </ul>	<ul style="list-style-type: none"> <li>• Publish received observations on Council website</li> <li>• Consider the observations and make appropriate amendments (if applicable)</li> </ul>		

Stage 3 - Public Consultation on the Preferred Strategy

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Public consultation period on Preferred Strategy	December 2024 – May 2025	<ul style="list-style-type: none"> <li>Welsh Government</li> <li>Specific and general consultation bodies</li> <li>Public consultation with all stakeholders</li> </ul>	<p>Stakeholder engagement through:</p> <ul style="list-style-type: none"> <li>Email exchange</li> <li>Public events</li> <li>Drop-in sessions</li> <li>Virtual events</li> </ul> <p>All consultation documents will be made available on the Council's website, at the Council's offices and at public libraries</p>	<ul style="list-style-type: none"> <li>Observations made will be acknowledged in writing</li> <li>Representations Will be made publicly available and included in Consultation Report</li> </ul>	Consult on proposals in Sustainability Appraisal/Strategic Environmental Assessment and alternatives alongside the Preferred Strategy
Publish draft Sustainability Report		<ul style="list-style-type: none"> <li>Welsh Government</li> <li>Specific and general consultation bodies</li> <li>Public consultation with all stakeholders</li> </ul>	As above		
Review and consider observations made		<ul style="list-style-type: none"> <li>Council Services</li> <li>Elected members</li> <li>Key stakeholders group</li> </ul>	<ul style="list-style-type: none"> <li>Officers' Group/Planning Policy Working Group</li> <li>Contact with relevant individual officers</li> </ul>	<ul style="list-style-type: none"> <li>Officers Group/Planning Policy Working Group</li> <li>Review and where necessary either update or</li> </ul>	

				<p>prepare new topic papers</p> <ul style="list-style-type: none"> <li>• Draft initial Consultation Report and publish on Council website</li> </ul>	
Preparation of Deposit LDP and relevant accompanying documents		<ul style="list-style-type: none"> <li>• Council Services</li> <li>• Elected Members</li> <li>• Officers' Group/Planning Policy Working Group</li> </ul>	<ul style="list-style-type: none"> <li>• Planning Policy Committee</li> <li>• Executive Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Publish Planning Policy and Executive Committees' minutes on Council website</li> </ul>	

Stage 4 - Public Consultation on the Deposit Plan

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Secure Council approval to consult publicly on Draft Deposit Plan	June 2026 – May 2027  Public Consultation September/ October 2026	Council approval required for public consultation	<ul style="list-style-type: none"> <li>Public Consultation via:               <ul style="list-style-type: none"> <li>Email</li> <li>Website</li> <li>Press and social media</li> </ul> </li> <li>Direct contact with those on LDP contacts database</li> </ul>	<ul style="list-style-type: none"> <li>Publish minutes on Council website</li> </ul>	SA / SEA (ISA) documents that were consulted upon alongside the Deposit LDP for the same period
Provide opportunity to comment on Deposit LDP and SEA/SA Report		<ul style="list-style-type: none"> <li>Welsh Government</li> <li>Specific Consultation Bodies</li> <li>General Consultation Bodies</li> <li>Elected Members</li> <li>Community and Town Councils</li> <li>General public and other stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Covering letter and copy of Deposit LDP (and accompanying documents) to Welsh Government and specific consultation bodies</li> <li>Publish Draft LDP on Council website</li> <li>Provide copies of Draft LDP and supporting documentation in Council</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledge all representations in writing</li> <li>Publish copy of each observation made as appropriate</li> </ul>	



			offices and public libraries		
Consider observations made		<ul style="list-style-type: none"> <li>• Council Services</li> <li>• Officers' Group/Planning Policy Working Group</li> </ul>	<ul style="list-style-type: none"> <li>• Contact with relevant officers</li> <li>• Officers' Group/Planning Policy Working Group</li> <li>• Planning Policy Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Publish Committee minutes on the Council website</li> <li>• Prepare and publish consultation report</li> <li>• Advise respondents of the availability of a consultation report</li> <li>• Publish updated or new (where appropriate) topic papers on the Council website</li> </ul>	

Stage 5 - Submit the LDP to the Welsh Government for Examination

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
<p>Submit LDP and all supporting documents to Welsh Government</p> <p>Documentation to be submitted to include:</p> <ul style="list-style-type: none"> <li>• Deposit Plan</li> <li>• SA/SEA, HRA</li> <li>• CIS/DA</li> <li>• Consultation Report</li> <li>• Candidate Sites Register</li> <li>• Copy of the duly made representations received at deposit</li> <li>• Supporting documents/evidence base</li> </ul> <p>Notify all stakeholders of submission of LDP</p>	June 2027	Those who made representations and all others advising of their wish to be kept informed of the development of the LDP	<p>Publish notification of the submission of the LDP for Examination on the Council's website</p> <p>Publication of all documents submitted to Welsh Government on the Council website and in Council offices and public libraries</p> <p>Letter/emails to those that responded to the LDP consultation and all others who requested they be kept informed of LDP development and progress</p>	N/A	The SA/SEA (ISA) report submitted demonstrating how evaluation of processes has informed Plan's contents.

Stage 6 - The Public Examination

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Publish notice informing of Public Examination	Minimum of 6 weeks prior to commencement	Those who made representations and all others advising of their wish to be kept informed of the development of the LDP	Letter/email to consultees/stakeholders  Publish details relating to the Examination on the Council's website	Website to be updated by Programme Officer with all information relating to the Examination	
Pre-Examination Meeting					
Examination	11 months from submission of LDP	All those who made representations and whose objections remain and have not been withdrawn	Round table discussion sessions  Hearings/Formal hearings (Inspector will determine the best method to submit oral evidence)  Formal written statements	Inspector's Report	
Prepare and consult on the Matters Arising Changes as appropriate		Those who made representations and all others advising of their wish to be kept informed of the development of the LDP	Consult with stakeholders/general public on any post-Deposit changes in accordance with instructions issued by the Inspector.		Matters arising changes will have to be assessed and will be consulted upon as part of the consultation process on these changes

Stage 7 - Publish the Public Examination Inspector's Report

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Accept and publish the Inspector's Report of the Independent Examination	April 2028	<ul style="list-style-type: none"> <li>Elected Members</li> <li>Specific consultation bodies</li> <li>General consultation bodies</li> <li>General public</li> <li>All that responded to the consultation</li> </ul>	Publish Report on Council's website and make a copy of the report available at all Council office premises and at public libraries	N/A	N/A
Prepare Council's response to Inspector's Report		Elected Members	<p>Report to the Planning Policy Committee advising of any changes</p> <p>Report to meeting of full Council with a view to adopting the LDP</p>	Minutes of Planning Policy Committee and Council meetings to be published on Council website	

**Stage 8 - Adopting the LDP**

Stage	Timescale	Those involved/Participants/Stakeholders	Means of communication	Reporting mechanism	SA/SEA
Formally adopt LDP as the statutory development plan for Anglesey	May – June 2028 (within 8 weeks of receiving the Inspector’s Report)	Full Council will decide on adopting the Plan  Notify all that responded to LDP consultation	Provide copies of the LDP and Adoption Statement to Welsh Government  Emails to those that responded to consultation  All LDP documents published on Council’s website	Publish minutes of Council meeting on Council website	N/A

APPENDIX 3

Reporting and decision-making processes for key stages of the LDP

	Delivery Agreement	Report on consultation responses	Strategic options, vision with objectives	Report on consultation responses	Preferred strategy	Report on consultation responses	Deposit plan	Report on consultation responses	Submitting for Examination	Adoption of Plan
<b>Forum</b>										
Planning Policy Committee	Consider and present comments to Executive/ Agree for public consultation	Consider and present comments to Exec/Full Council	Consider and present comments to Executive	Consider and present comments to Exec/Full Council	Consider and present comments to Executive	Consider and present comments to Executive	Consider and present comments to Executive	Consider and present comments to Executive	Consider and present comments to Executive	
Scrutiny Committee			Scrutinise and present comments to Executive		Scrutinise and present comments to Executive					
Executive Committee	Agree for public consultation	Accept and make recommendation for Full Council	Agree for consultation	Agree	Agree for consultation	Accept and make recommendation to Full Council	Agree for consultation	Agree	Accept and make recommendation to Full Council	
Full Council		Agree as statutory function				Agree			Agree	Adoption (statutory)

**APPENDIX 4**

**Possible risks and response methods**

Risk	Possible effects	Mitigation measures
1. Further requirements arising from new legislation or national guidelines	<ul style="list-style-type: none"> <li>• Need to undertake more work in order to amend the Plan and the work programme</li> <li>• Programme slipping.</li> </ul>	Monitor work that is being done in terms of new legislation and guidelines so that we are in a good position to respond as early and effectively as possible to any change
2. Workload heavier than expected	<ul style="list-style-type: none"> <li>• Programme slipping.</li> <li>• Failing to report to committees in good time.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure a realistic timetable that has flexibility to it.</li> <li>• Ensure that we consider the amount of time taken to do each aspect of the work.</li> <li>• Consider additional resources.</li> </ul>
3. Significant objections from consulting bodies	<ul style="list-style-type: none"> <li>• Programme slipping.</li> </ul>	<ul style="list-style-type: none"> <li>• Flexibility in the timetable.</li> <li>• Ensure that we consult soon (before the formal consultation periods) with specific bodies.</li> </ul>
4. Lack of political consensus	<ul style="list-style-type: none"> <li>• Unable to agree on key aspects in the Plan.</li> <li>• Conflict undermining what is stated in the Plan.</li> </ul>	Try to resolve as many conflicts as possible in the Planning Policy Committee meetings and by discussing with progressive Members e.g. portfolio leaders.
5. Not being able to report to a committee at an appropriate time	<ul style="list-style-type: none"> <li>• Programme slipping</li> </ul>	<ul style="list-style-type: none"> <li>• Discuss the needs of the process with the organisers of the committees' annual programme in good time</li> </ul>

Risk	Possible effects	Mitigation measures
6. Lack of consensus between different sections of the Councils	Unable to agree on key aspects in the Plan.	<ul style="list-style-type: none"> <li>• Ensure that we are in line with the Council's priorities</li> <li>• Ensure that effective internal negotiation procedures are in place with regard to the Plan.</li> </ul>
7. Delay in translation/printing process	Programme slipping.	<ul style="list-style-type: none"> <li>• Using external translators.</li> <li>• Sharing the translation work with different individuals/companies.</li> <li>• Consider additional resources.</li> </ul>
8. Lack of funds available throughout the process of preparing the Plan	<ul style="list-style-type: none"> <li>• Not being able to finance specific and important work tasks e.g. as part of the evidence base.</li> <li>• Programme slipping.</li> </ul>	<ul style="list-style-type: none"> <li>• Constant monitoring to ensure that the money is used in the most effective way possible.</li> </ul>
9. Change/Loss of staff	<ul style="list-style-type: none"> <li>• Loss of capacity and skills.</li> <li>• More pressure on the other officers.</li> <li>• Programme slipping.</li> </ul>	<ul style="list-style-type: none"> <li>• Consider additional resources.</li> </ul>
10. Lack of expertise	<ul style="list-style-type: none"> <li>• The quality of the work is lower.</li> <li>• Failing to identify weaknesses and identify suggestions when checking work by consultants.</li> <li>• Problems in ensuring the 'robustness' of the Plan.</li> </ul>	<ul style="list-style-type: none"> <li>• Training specific staff to specialise in different areas.</li> <li>• Use specialist consultants where expertise is not provided within the service</li> </ul>



Risk	Possible effects	Mitigation measures
11. The Planning Inspectorate unable to meet the timetable/targets	<ul style="list-style-type: none"> <li>• Delay in carrying out the investigation and/or in receiving the report.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure close contact with the Planning Inspectorate in order to ensure as easy a process as possible. This will also provide early warning of any problems.</li> </ul>
12. Plan fails the 'robustness' test	<ul style="list-style-type: none"> <li>• The Plan cannot be adopted without having to undertake significant further work.</li> </ul>	Ensuring that the LDP is robust by ensuring that we comply with procedures, laws, regulations, together with all the specific robustness tests.
13. Legal challenge	<ul style="list-style-type: none"> <li>• Repeal the adopted LDP (or parts of it).</li> <li>• Additional workload.</li> </ul>	Ensure that we comply with procedures, laws, regulations etc.
14. Elections	<ul style="list-style-type: none"> <li>• Programme slipping.</li> <li>• New members with different opinions regarding the content of the Plan - priorities change.</li> </ul>	Ensure a realistic timetable that has flexibility to it.
15. Problems with IT work. / Problems with GIS work	Programme slipping.	<ul style="list-style-type: none"> <li>• Ensure a realistic timetable that has flexibility to it.</li> <li>• Ensure that the Council's Information Technology Service is aware of the needs and programmes time for us.</li> <li>• Purchase of dedicated software.</li> </ul>

Risk	Possible effects	Mitigation measures
16. Results of the SA/ESA outlining unexpected problem(s).	<ul style="list-style-type: none"> <li>• Additional workload.</li> <li>• Programme slipping.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that the timetable is flexible enough to cope with such a situation.</li> <li>• Consider additional resources.</li> </ul>
17. Consultancy bodies unable to provide comments as quickly as expected.	Programme slipping.	<ul style="list-style-type: none"> <li>• Ensure that specific groups are consulted early within any relevant stage in the process.</li> <li>• Try to consult at times of the year where the majority of people are likely to be at work e.g. not during August or over Christmas.</li> </ul>
18. Receive significant late information.	<ul style="list-style-type: none"> <li>• Programme slipping.</li> <li>• Additional workload.</li> </ul>	Ensure that the timetable is flexible enough to cope with such a situation.
19. Unexpected large infrastructure projects emerging	<ul style="list-style-type: none"> <li>• Programme slipping.</li> <li>• Additional workload.</li> </ul>	

## APPENDIX 5

### **Community Involvement and Consultation**

The Planning Policy Service has a database of individuals and organisations, including local businesses, voluntary groups, governmental bodies and individuals, who wish to participate in the process. The Planning Policy Service offers to contact umbrella organisations who would in turn contact their members. These are the general and specific consultation bodies. The list of general and specific consultation bodies identified will constantly evolve during the process of preparing the Local Development Plan. Following publication of the Delivery Agreement, the latest version of this list can be viewed on the Council's website [www.anglesey.gov.wales](http://www.anglesey.gov.wales).

If you wish to be added to the LDP consultation database, want to change your details or be removed from the list, please contact the Planning Policy Service via [polisicynllunio@ynysmon.llyw.cymru](mailto:polisicynllunio@ynysmon.llyw.cymru). Everyone who is on the database will be informed of the progress of the work and opportunities for taking part in the process by letter or if possible, e-mail throughout the process of preparing the Local Development Plan.

### **GENERAL CONSULTATION BODIES**

#### **a) Voluntary bodies and others**

Adra  
Age Concern (Cymru)  
Amlwch Leisure Centre  
Amlwch Library  
Barnardo's  
British Association for Shooting & Conservation  
Butterfly Conservation Wales  
Beaumaris Library  
Benllech Library  
BTCV  
CAB Gwynedd a De Môn  
Campaign for Dark Skies  
Communities First  
Communities First - Amlwch  
Communities First - Llangefni  
Communities First - Maes Hyfryd  
Communities First - Morlo  
Communities First - Porth y Felin  
Council for the Protection of Rural Wales  
CTC Gwynedd & Mon  
Cyfeillion y Ddaear (Mon & Gwynedd)  
Cymdeithas Cyngorau Bro a Thref  
Cymdeithas Cyngorau Bro a Thref Cymru  
Cymdeithas Pysgota Cefni  
David Hughes Leisure Centre  
Envirowatch UK  
Extinction Rebellion

Friends of the Earth (Mon & Gwynedd)  
Gofalwn Cymru  
Greenpeace  
Grwp Cynefin  
Gwasanaeth Ieuenctid CSYM  
H.A.R.T (Residents Association)  
Home Builders Federation Ltd  
Holyhead Leisure Centre  
Keep Wales Tidy  
Llangefni Library  
Menai Bridge Heritage Trust  
Menai Bridge Library  
Menai Bridge & District Civic Society  
Mudiad Ffermwyr Ifanc  
Mudiad Ysgolion Meithrin  
Môn360  
National Trust  
National Women's Alliance Wales  
North Wales Energy Efficiency Advice Centre  
North Wales Housing Association  
North Wales Probation Service  
North Wales Wildlife Trust  
Papur Menai  
PAWB (People Against Wylfa B)  
Penhesgyn Action Group  
Plas Arthur Leisure Centre  
Rail and bus user group  
Ramblers Association  
Red Wharf Bay Association  
Rhosneigr Library  
RSPB  
Sports Council for Wales  
Sustrans  
Tanc Meddwl Cymuned Môn  
Tourism Partnership North Wales  
Town and Community Councils Liaison Forum  
Treaddur Residents Association  
Un Llais Cymru  
Wales Council for Voluntary Action  
Wales Pre School Play Groups Assoc  
Wales Tourist Board  
Wales Pre School Play Groups Assoc  
Wildscape  
Y Glorian  
Y Rhwyd  
Ynys Mon Older People's Council  
Yr Arwydd  
Ymgyrch Diogelu Cymru Wledig

**b) Bodies representing interests of various racial, ethnic or national groups**

BEN (Black Environment Network)  
Chinese Woman Society Wai Kwun  
Digartref Ynys Môn  
Equality and Human Rights Commission  
Gypsy Council  
Intercultural Skills Link  
North Wales Chinese Society  
North Wales Race Equality Network  
Traveller Law Reform Coalition

**c) Bodies representing various religious groups**

Clebran  
CYTUN  
Inter-Cultural Skills Network  
Wales Orthodox Mission

**d) Bodies representing the interest of disabled individuals**

Abbey Road Resource Centre  
Agoriad Cyf.  
Alzheimer's Society  
Anheddau Cyf.  
ARC Cymru  
British Heart Foundation  
CAIS – Asiantaeth Cyffuriau ac Alcohol  
Core Disability Group  
Crossroads Caring for Carers  
Disablement Welfare Rights  
Disability Wales  
Disability Rights Commission  
Disabled Persons Transport Advisory Committee  
Fforwm Anableddau Taran Cyf  
Jas Chanay Disablement Welfare Rights  
Macular Degeneration Group  
North Wales Deaf Association  
North Wales Society for the Blind  
RNIB Cymru  
RNIB (Royal Nat. Inst. Blind)  
TARAN Disability Forum Ltd  
Y Gamfa (CCET)

**e) Bodies representing the interests of those that run a business**

Chamber of Trade  
Chamber of Commerce

Chartered Institute of Building – North Wales Centre  
Farmers Union of Wales  
Federation of Small Business  
HBF – Home Builders Federation  
Menter Môn  
National Farmers Union  
National Farmers Union - Ynys Môn

**f) Bodies representing the interests of Welsh culture**

Bwrdd yr Iaith Gymraeg  
Comisiynydd y Gymraeg  
Cymdeithas yr Iaith  
Cyngor Cefn Gwlad  
Ffederasiwn Ffermwyr Ifanc  
Fforwm Iaith Ynys Môn  
Hunaiaith  
Llaingoch Heritage Committee  
Menter Môn  
Merched y Wawr  
Papurau Bro  
Urdd Gobaith Cymru

**g) Groups that represent gay, lesbians and bisexuals**

Stonewall

**SPECIFIC CONSULTATION BODIES**

**Government Bodies**

Cadw  
Home Office  
Ministry of Defence  
Natural Resources Wales  
Network Rail  
Secretary of State for Transport  
Secretary of State for Wales  
The Coal Authority  
Trade and Industry Department of the UK Government  
Transport Department of the UK Government  
Welsh Government

**Adjoining Local Authorities**

Gwynedd Council

**City/ Community/ Town Councils within Anglesey**

Aberffraw Community Council  
Amlwch Town Council  
Beaumaris Town Council  
Bodedern Community Council  
Bodffordd Community Council  
Bodorgan Community Council  
Bryngwran Community Council  
Cwm Cadnant Community Council  
Cylch-y-Garn Community Council  
Holyhead Town Council  
Llanbadrig Community Council  
Llanddaniel Fab Community Council  
Llanddona Community Council  
Llanddyfnan Community Council  
Llaneilian Community Council  
Llanerchymedd Community Council  
Llaneugrad Community Council  
Llanfachraeth Community Council  
Llanfaelog Community Council  
Llanfaethlu Community Council  
Llanfair Mathafarn Eithaf Community Council  
Llanfair yn Neubwll Community Council  
Llanfairpwll Community Council  
Llanfihangelesceifiog Community Council  
Llangefni Town Council  
Llangoed and Penmon Community Council  
Llangristiolus Community Council  
Llanidan Community Council  
Mechell Community Council  
Menai Bridge Town Council  
Moelfre Community Council  
Penmynydd and Star Community Council  
Pentraeth Community Council  
Rhoscolyn Community Council  
Rhosybol Community Council  
Rhosyr Community Council  
Trearddur Community Council  
Tref Alaw Community Council  
Trewalchmai Community Council  
Valley Community Council

**Infrastructure Providers and Electronic Communications**

Betsi Cadwaladr University Local Health Board  
British Telecommunications plc  
Dŵr Cymru / Welsh Water

Mobile Operators Association  
National Gas Transmission  
National Grid  
Scottish Power  
SP Energy Networks & Wales and West Utilities

**Membership of Key Stakeholders Group**

Anglesey AONB Joint Consultative Committee  
Area Regeneration Officers Anglesey  
Betsi Cadwaladr University Health Board  
Children and Young People's Partnerships Gwynedd & Anglesey  
Coleg Menai  
Community First Gwynedd & Anglesey  
Community Safety Partnerships Gwynedd & Anglesey  
Natural Resources Wales  
Economic Regeneration Partnership Anglesey  
Environmental Forum Gwynedd & Anglesey  
Health, Care and Wellbeing Partnerships Gwynedd & Anglesey  
Housing Partnerships Anglesey and Gwynedd  
Job Centre Plus  
Local Access Forum  
Medrwn Môn  
North Wales Fire and Rescue Service  
North Wales Police  
One Voice Wales