

Appendix 1

# Caerphilly County Borough Council Delivery Agreement

Caerphilly County Borough Local Development Plan (First Review)  
Plan Period – Up To 2031

## REPORT OF CONSULTATION



November 2013

## **The Consultation**

1. In accordance with Regulation 9 of the Local Development Plan Regulations, 2004<sup>1</sup>, the Council is required to prepare a Delivery Agreement (DA) setting out the Council's project management timetable and community involvement scheme for the preparation of the *Caerphilly County Borough Local Development Plan – First Review*.
2. This Report summarises the public responses received during the six-week consultation period from 17<sup>th</sup> October 2013 to 28<sup>th</sup> November 2013 on the Draft DA, and includes officer recommendations for appropriate changes to the document as a result.
3. The consultation into the DA was advertised in the Western Mail and Campaign newspapers on the 16<sup>th</sup> October 2013. In addition, all documentation and response forms were available in the Council's main offices, in local libraries and Customer Service Centres. The Council also introduced an online representation form that was available on the Council's LDP WebPages.
4. In total, **3531** individuals, community groups, organisations, landowners, businesses and other stakeholders were directly consulted. All consultees had, in the previous LDP process, submitted or commented on the Adopted Caerphilly County Borough Local Development Plan during its preparation.
5. In accordance with the Development Plan Regulations, once approved by Council the DA must be formally submitted to Welsh Government (WG) for its approval. Once agreed, the DA commits the Council to producing the LDP 1<sup>st</sup> Review according to the stated timescales and processes outlined within it.

## **Summary of Representations Received and Council response**

6. Of 3531 individuals, community groups, organisations, landowners, businesses and other stakeholders consulted, the Council received a total of **3** responses.
7. Of the representations received, 1 consultee commented that they had no additional information or amendments to make to the Draft DA.
8. A summary of the responses received from the 2 remaining respondents, together with the officer response, is attached at Appendix 1.
9. Typographical errors that have been identified have also been amended but these have not been recorded in the Report of Consultation.
10. Given that this consultation exercise process was a repeat of the initial DA consultation carried out in 2006, many issues have already been previously addressed. This would therefore explain the low response rate.

## **Moving Forward**

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<sup>1</sup> Local Development Plan Regulations; Statutory Instrument 2005, no. 2839 (W.203).

11. This report of consultation will be considered by a full meeting of the Council in January 2014. It is intended to present the report to the following:
  - Regeneration Scrutiny Committee (10<sup>th</sup> December 2013)
  - Cabinet (22<sup>nd</sup> January 2014)
  - Council (28<sup>th</sup> January 2014)
  
12. If the Council endorses the recommendations in the report, the DA will be submitted to WG and work will progress on the 1<sup>st</sup> review of the LDP in accordance with the DA.

## Appendix 1 – Issues Raised

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**Document:** Draft Delivery Agreement

**Issue:** Consultation process

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**Representor:** Penpedairheol Action Group

**Representation Number:** 3971.V1.2

**Representation Type:** Comment

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### Summary of Comment:

The consultation process is rather complex & contains jargon and statistics that are all confusing to the general public.

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### Representation:

The DA is available for those with computer expertise to view. An attempt has been made to create awareness through the local newspaper and by letters to those previously involved in the process.

The consultation process is rather complex & contains jargon and statistics that are all confusing to the general public.

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### Representor Change:

Make the document more user friendly and accessible.

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### Officer Analysis:

The Council has followed statutory procedures and those akin to the previous LDP process.

All documentation for this consultation was available to view in paper form at the main council offices (Ty Pontllanfraith and Ty Penallta), all 18 local libraries and 5 customer service centres. In addition, the council also published a user friendly explanatory leaflet that helped elaborate on what the Delivery Agreement and Community Involvement Scheme involved. The Strategic and Development Plans team telephone number was publicised in order to help respond to any queries or questions the public had.

It is however acknowledged that there is an element of planning jargon in the Draft DA. Unfortunately given the complex processes involved, in particular the Strategic Environmental Assessment and Sustainability Appraisal procedures, so to some extent this is inevitable. However every effort has been made to write the document in plain language and in a format that the residents of the county borough can understand. Officers are available

throughout the process to guide and help potential respondents and this will be made clear to the respondent in the officer's response to them.

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**Council Recommendation:**

No amendment is made to the Draft Delivery Agreement in respect of this representation

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**Document:** Draft Delivery Agreement  
**Issue:** Timescales

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**Representor:** PMG PLC

**Representation Number:** 4664.V1.3

**Representation Type:** Objection

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**Comment Related to:**

Section A: Project Management Timetable  
Section B: Community Involvement Scheme

**Summary of Comment:**

Council should explore all opportunities to reduce the timescale of the 1<sup>st</sup> Review LDP preparation.

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**Representation:**

The Draft Delivery Agreement anticipates the First Review of the LDP will take until September 2017 to complete. It is considered that the Council should explore all opportunities to reduce this timescale.

One reason for the review is the failure to meet a 5 Year housing land supply within Caerphilly County Borough Council administrative boundary. The council currently estimate that there is only a 3.5 year housing land supply. This will further decrease the 4 year period between the identification of this significant shortage and a plan potentially being in place to address this shortfall.

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**Representor Change:**

That the timescale for the preparation of the Review is reduced.

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**Officer Analysis:**

The Draft Delivery Agreement assumes that the first review of the LDP will take approximately 4 years to complete. The lead in time to the consultation in respect of the Preferred Strategy is approximately 12 months from triggering a review to the statutory consultation period. Given the extent of work to be undertaken (potential assessment of 500 sites) the timetable stipulated in the DA is reasonable and manageable.

The Council has acknowledged that the lack of a five-year land supply is a matter of concern that needs to be addressed. A review of the LDP is considered to be one of the most appropriate ways of addressing the land supply issue through the allocation of new housing sites that are capable of being delivered.

The Council is also releasing land in its ownership where it is considered suitable for housing, and as a responsible planning authority where applications are submitted for

housing that are in compliance with national and local planning policies there is a clear presumption in favour of that development.

Officers are more than happy to discuss sites with landowners and developers where there is a realistic prospect of their delivery, and as such at present the Council provides free pre-application advice to landowners and developers alike.

It should be noted however that the whole plan is subject to review and not just the housing element, and considerable work needs to be undertaken in respect of all matters that will be incorporated in the plan. This requires a realistic timetable which officers believe has been prepared.

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**Council Recommendation:**

No amendment is made to the Draft Delivery Agreement in respect of this representation

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**Document:** Draft Delivery Agreement  
**Issue:** Whole document

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**Representor:** Newport City Council

**Representation Number:** 4134.V1.2

**Representation Type:** Support

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**Comment Related to:**

Section A: Project Management Timetable  
Section B: Community Involvement Scheme

**Summary of Comment:**

Newport City Council do not have any specific comments to make on the Delivery Agreement

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**Representation:**

Newport City Council do not have any specific comments to make on the Delivery Agreement itself, but would welcome the opportunity to continue ongoing discussions on matters of cross-boundary issues as the Revised LDP emerges. Of particular interest are the recommendations of the Regional Technical Statement in relation to the potential for neighbouring authorities to assist in meeting apportioned mineral requirements. The draft Regional Technical Statement will also influence the appropriate way forward once it becomes national policy

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**Representor Change:**

No change

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**Officer Analysis:**

Comment noted

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**Council Recommendation:**

No amendment is made to the Draft Delivery Agreement in respect of this representation

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**This document is available in Welsh, other languages or formats on request**