

BRIDGEND LOCAL DEVELOPMENT PLAN

DRAFT DELIVERY AGREEMENT

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SUMMARY

This document aims to:

Show that Bridgend County Borough Council is meeting the legal requirements for the delivery of its new Local Development Plan.

Set out the local planning authority's strategy for community involvement and its links to other community involvement initiatives.

Identify in general terms which local community groups and other bodies need to be consulted.

Show how local people, community groups, and other bodies can be involved in a timely and accessible manner.

Show that the methods to be used to involve local people, community groups, and other bodies are suitable for the different stages of the Local Development Plan and for particular communities.

Show that the local planning authority can resource and manage the process effectively.

Show how the results of community involvement are to be fed into the preparation of the Local Development Plan and Supplementary Planning Guidance.

Set out the mechanisms for reviewing the relevant procedures.

1. INTRODUCTION

1.1 The Existing Development Plan Framework

1.1.1 The existing development plan for the County Borough is the Bridgend Unitary Development Plan (UDP), which was adopted by the Council on the 12th May 2005; the plan period of which currently extends 2016. The adopted UDP covers the entire administrative area of the County Borough. It provides up to date and relevant policies and proposals for the development and use of land in the public interest, having regard to the overarching principle of promoting sustainability.

1.2 The Local Development Plan

1.2.1 The statutory commencement of Part 6 (Wales) of the Planning and Compulsory Purchase Act 2004 means that local planning authorities in Wales must prepare new development plans for their areas. The plans will be known as 'Local Development Plans', and when they are adopted they will supersede existing development plans, including the current UDP for Bridgend.

1.2.2 LDPs should, therefore, be prepared as soon as possible to replace existing development plans, and the process should be capable of completion within 4 years. This will ensure that consultees and stakeholders stay engaged in the process, and that fewer contextual changes should throw the Plan off course.

1.2.3 In producing the LDP the Council will need to take account of other strategies and plans it produces, particularly the Community Strategy. It must also be in line with national and regional plans and strategies such as the Wales Spatial Plan, Planning Policy Wales (March 2002), Ministerial Interim Planning Policy Statements (MIPPS) Technical Advice Notes (TANs), Minerals Planning Policy Wales (MPPW), Minerals Technical Advice Notes (MTANs) and Regional Waste Plans¹, whilst also reflecting local circumstances.

1.2.4 On the 7th December 2005, Bridgend County Borough Council formally resolved to commence work on the preparation of its Local Development Plan (LDP). The new LDP is intended to be clear, transparent, concise, accessible to the public, and easy to review in the future. As the Plan will not repeat national planning policy, it will focus on those issues which are specifically relevant to the plan area, that is, the County Borough. The LDP will cover the entire County Borough and will extend to 2021.

1.2.5 The format of the plan is an important early consideration when developing the LDP. The proposed draft format of the LDP is as follows:

- Introduction;
- Strategy (vision, strategic issues, key policies and monitoring targets etc);
- Area-wide policies for development;
- Major allocations of land;
- Specific policies and proposals for key areas of change and protection;
- Succinct reasoned justification to explain policies and to guide their implementation; and
- Proposals map on a geographical base.

¹ The Planning and Compulsory Purchase Act 2004, Section 62(5)

1.3. The Delivery Agreement

1.3.1 The 2004 Act requires the Council to prepare a Delivery Agreement (DA) for the LDP which sets out the process to be undertaken in, and the timetable for, preparing the plan. This must be formally approved by the Council and agreed by the Welsh Assembly Government (WAG).

1.3.2 This document is the Delivery Agreement for the Bridgend LDP and includes:

- the timetable for preparing and adopting the Plan;
- the resources that the Council will commit to the Plan;
- the Community Involvement Scheme (CIS), which proposes how the Council will engage stakeholders (including the public) in preparing, reviewing and amending the LDP; and
- the method by which the Council intends to deal with feedback from the consultation process.

1.3.3 It is essential that the Council adheres to the process set out in the Delivery Agreement as this will form part of the “soundness test” which the Inspector will apply to the LDP during the Independent Examination². A “sound” plan is one which is considered to have been prepared with “good judgement and is able to be trusted”³. Further information on the criteria for assessing the Soundness of LDPs is contained within LDP Wales.

1.4 The Timetable

1.4.1 This sets out how the Council will manage the programme of plan preparation. It identifies the key stages of the process and where possible sets down definitive dates. Where it is not possible to be so prescriptive, particularly in the later stages beyond LDP Deposit, indicative dates are given. The detailed timetable and flowchart of the process appear at Appendices 1 and 2 respectively.

1.5 Resources

1.5.1 The resources that the Council is able to devote to LDP preparation are clearly set out. They include reference to the core staff that will be dedicated to the process, an indication of other staff and external consultants that will be utilised as required, and details of the substantive budgets that will be available.

1.6 Internal Project Management

1.6.1 The Delivery Agreement sets out the project management structure which the Council has put in place in order that the LDP process is properly managed throughout and proper political ownership is taken of the Plan.

² Local Development Plans Wales, page 27, para. 4.35, Welsh Assembly Government December 2005

³ A Guide to the Examination of Local Development Plans (2006), The Planning Inspectorate 2006

1.7 The Community Involvement Scheme (CIS)

- 1.7.1 The Government's intention in changing the planning system is to make it faster, more responsive to change, and to improve community involvement in the plan preparation process. The Delivery Agreement sets out how this will be achieved through the Community Involvement Scheme.
- 1.7.2 The CIS sets out how the Council intends to engage with residents, service users, stakeholders and its partners in a meaningful and cost effective way at each stage of the LDP process.
- 1.7.3 An initial list of those Specific and General Consultation Bodies and interested parties who will be consulted during the preparation of the LDP is contained in Appendix 4 . This list will be added to as appropriate throughout the LDP process.

1.8 Feedback from the Consultation Process

- 1.8.1 The Council is committed to seeking a consensus on relevant issues, in so far as this proves to be practicable, compatible with national planning policy and the principles of sustainable development. It will consider all of the feedback from the consultation process at each stage of the plan process. At the same time, however, it will expect that all parties will engage constructively in the process of LDP preparation, with the mutual objective of producing a Plan which will be 'sound' and robust.

1.9 Monitoring the Delivery Agreement

- 1.9.1 Monitoring of the Delivery Agreement will be an essential part of the process. It will assess whether the plan preparation schedule is being met, and if not what needs to be done to remedy the situation. As a result, should the Council identify a need to review the DA, agreement will be sought from the Welsh Assembly Government⁴

⁴ Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (Reg.9(2))

2. THE CONTEXT

2.1 Statutory Framework

2.1.1 The following primary and secondary legislation is now in force in Wales

- The Planning and Compulsory Purchase Act 2004.
- The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005. [SI 2005/2839 (W.203)]
- The Planning and Compulsory Purchase Act 2004 (Commencement No 4 and Consequential, Transitional and Savings Provisions) (Wales) Order 2005. [SI 2005/2722 (W.193)]
- The Planning and Compulsory Purchase Act 2004 (Commencement No.6, Transitional Provisions and Savings) Order 2005. [SI 2005/2847]

2.2 Welsh Assembly Government Guidance

2.2.1 Policy guidance is contained in the Wales Spatial Plan, Planning Policy Wales (2002), Ministerial Interim Planning Policy Statements (MIPPS), Technical Advice Notes (TANs), Minerals Planning Policy Wales (MPPW) and Minerals Technical Advice Notes (MTANs). However, guidance on the preparation of LDPs is set out in Local Development Plans Wales (2005) (LDPW). The Welsh Assembly Government has also published, or are in the process of publishing

- a LDP Manual (2006),
- Planning Your Community (2006) which is a public guide to LDPs and
- Planning Policy Wales Companion Guide (2006) which provides a comprehensive package of policy and procedural advice to those involved in the LDP process.

2.2.2 A Guide to the Examination of Local Development Plans (2006) has also been published by the Planning Inspectorate.

2.3 The Welsh Language Act 1993

2.3.1 In preparing the LDP, the Council will publish proposals and consult with the public in English and Welsh in accordance with its approved Welsh Language Scheme whenever it is practicable to do so, and make provisions for representations and communications to be carried out in both languages. This may not always be possible, however, due to the technical nature of some documents.⁵

⁵ Local Development Plans Wales, page 32, para. 4.58, Welsh Assembly Government, December 2005

2.4. The Race Relations (Amendment) Act 2000

- 2.4.1 In preparing the LDP the Council will comply with the general duty in the above Act to promote race equality.⁶ It will, therefore, have due regard to the need to eliminate unlawful racial discrimination, and it will seek to promote equality of opportunity and good relations between persons of different racial groups in accordance with the Council's 'Equalities Agenda'.

2.5 Disability Discrimination Acts 1995 and 2005

- 2.5.1. In preparing the LDP the Council will comply with the general duty in the Disability Discrimination Act 2005 to promote disability equality. It will, therefore, have a due regard to the need to promote equality of opportunity between disabled persons and other persons; to eliminate unlawful discrimination and harassment of disabled persons; promote positive attitudes towards disabled persons; encourage participation of disabled persons in public life; and take steps to take account of disabled persons disabilities. This will include full consideration of the access and communication needs of disabled people to ensure they can access relevant information and participate in consultation.

2.6 Supplementary Planning Guidance (SPG)

- 2.6.1 The LDP will contain sufficient policies and proposals to provide the basis for deciding planning applications, and, where appropriate, for determining conditions to be attached to planning permissions. The selective use of Supplementary Planning Guidance (SPG) will also be utilised as a means of setting out more detailed thematic or site-specific guidance on the way in which LDP policies will be applied.⁷ SPG will not form part of the development plan, but it will be clearly cross-referenced to the relevant LDP policies and proposals which it supplements, and will be consistent with the Plan.⁸
- 2.6.2 SPG will assist in terms of the Plan's flexibility. It may take the form of site specific guidance such as masterplans, design guides or area development briefs, or take more thematic form such as guidance on extensions to dwellings, shopfronts and car parking standards.⁹
- 2.6.3 The Council will establish what SPG to produce based on key priorities which are crucial to the implementation of the LDP and the current Development Plan. One of the tasks at the pre-deposit stage will be for the Council, in consultation with other key stakeholders, to produce a draft SPG programme. This programme will identify what SPGs will be produced and when and will be subject to consultation and Council agreement.

⁶ Local Development Plans Wales, page 22, para. 4.18, Welsh Assembly Government, December 2005

⁷ Local Development Plans Wales, page 33, para. 5.1, Welsh Assembly Government, December 2005

⁸ Local Development Plans Wales, page 33, para. 5.2, Welsh Assembly Government, December 2005

⁹ Local Development Plans Wales, page 33, para. 5.2, Welsh Assembly Government, December 2005

2.7 Sustainability Appraisal (SA), Strategic Environmental Assessment (SEA) and 'Appropriate Assessment' (AA)

- 2.7.1. The 2004 Act requires authorities to prepare their LDPs '...with the objective of contributing to the achievement of sustainable development'.¹⁰ The Act therefore requires an authority to carry out an appraisal of the sustainability of its LDP, and to prepare a report of the findings as an integral part of the process of Plan preparation.¹¹
- 2.7.2. Authorities must also comply with the the Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 (the SEA Regulations) which implements the European Union Directive 2001/42/EC on the *assessment of the effects of certain plans and programmes on the environment* (commonly known as the Strategic Environmental Assessment (or SEA) Directive).¹² Hence, the environmental effects of a plan, including alternatives proposed, need to be considered as early in the LDP preparation process as possible.¹³
- 2.7.3 The Welsh Assembly Government considers that it is possible to satisfy both the requirements of SA and SEA through a fully integrated appraisal process throughout the preparation of the LDP.¹⁴ Inspectors will have a duty to test whether the plan and its policies have been subjected to SA (including SEA) when assessing the 'soundness' of the Plan at its Examination.¹⁵
- 2.7.4. Accordingly, the Council has appointed Messrs. Baker Associates as its independent appraisers to carry out the SA and SEA of the Plan. The appraisal will be carried out in stages, reflecting the requirements of the SEA Directive as well as best practice in SA, and according to the programme and consultation stages for the LDP.
- It will explain the process to be followed in undertaking the SA/SEA of the LDP, setting out the sustainability framework to be used and the preparation programme, and will identify baseline information.
 - It will set out a review of the 'baseline' position having regard to a range of environmental, economic and social issues to be established for use in the appraisal.
- 2.7.5. In view of the implications of the European Court of Justice's Judgement on the application of Article 6 (3) & (4) of the *Habitats Directive (92/43/EEC)*¹⁶ to Land Use Plans, and the fact that there are three sites (SACs / cSACs / pSACs) of European significance to nature conservation in the County Borough, the requirement to prepare an *Appropriate Assessment* has also been added to the remit of Messrs Baker Associates.
- 2.7.6 It is envisaged that the initial *SA/SEA/AA Scoping Report* will be prepared simultaneously with this Delivery Agreement and the 'designated Consultation

¹⁰ The Planning and Compulsory Purchase Act 2004, Section 39(2)

¹¹ The Planning and Compulsory Purchase Act 2004, Section 62(6)

¹² Directive 2001/42/EC etc. OJ L 197 21.7.2001 Section (10), Page 31

¹³ Local Development Plans Wales, page 14, para. 3.3., Welsh Assembly Government, December 2005

¹⁴ Local Development Plan Manual, Section 2.3.1, page 17, ARUP/WAG, February 2006

¹⁵ Local Development Plans Wales, page 27, para. 4.35 (P2)

¹⁶ The opinion of Advocate General Kokotta in case C-6/047: Commission of the European Communities v Kingdom of Great Britain and Northern Ireland

Bodies' for the SEA¹⁷ of 'plans and programmes' in Wales (as well as being formally consulted on the Scoping Report under SEA regulation 12(6)) will be invited to be sitting members of the LDP Key Stakeholder Forum (refer to Appendix 3) a consultative body which will inform the LDP (see below).

¹⁷ A Practical Guide to the Strategic Environmental Assessment Directive WAG (et al) page 17, para. 3.6 (September 2005)

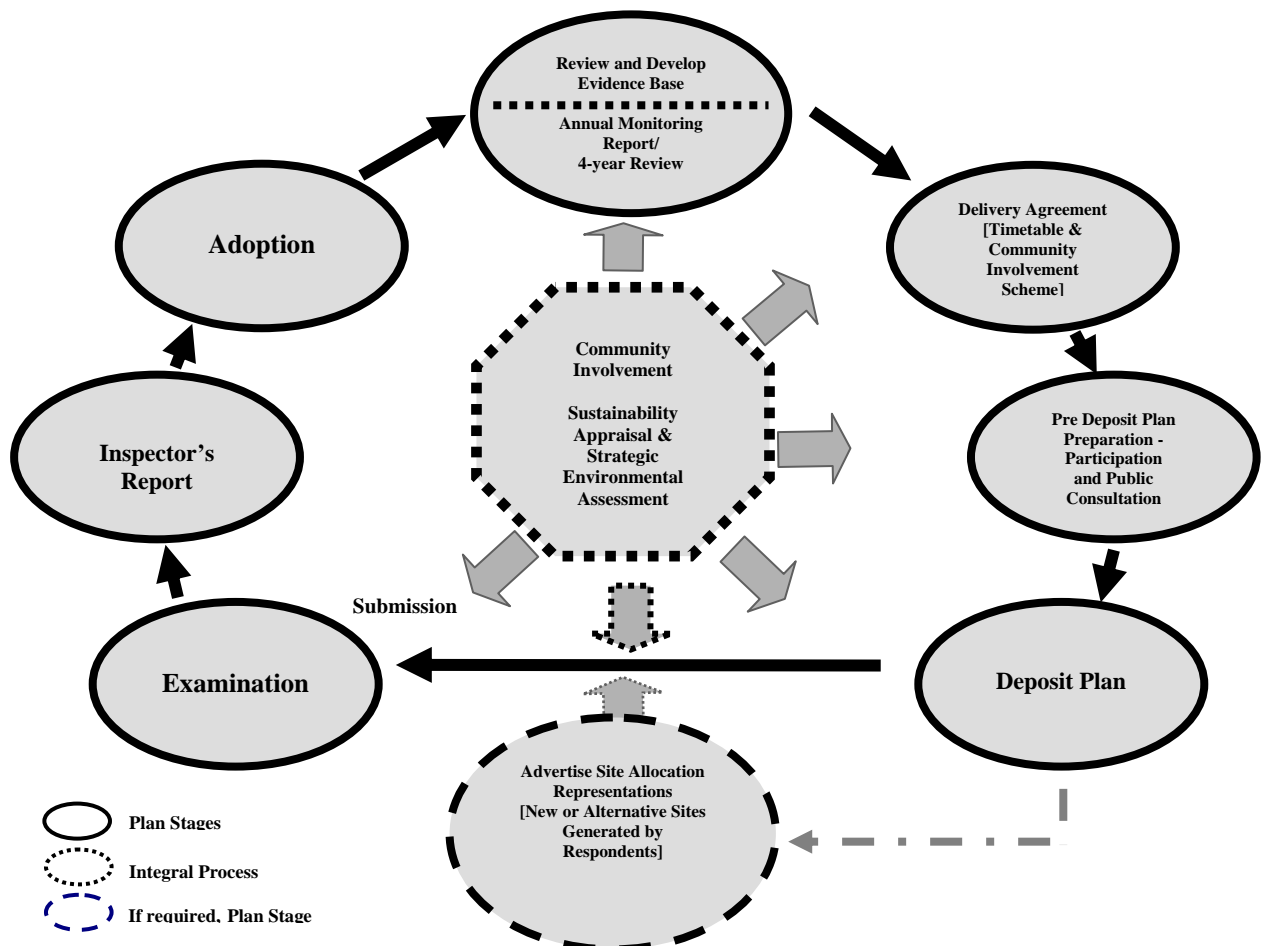
3. THE LOCAL DEVELOPMENT PLAN TIMETABLE

3.1. Introduction

3.1.1. The Timetable details the successive stages in the preparation of the LDP, how the process of plan preparation will be ‘project managed’ by the Council, and the resources which it anticipates will be required at each stage.

3.1.2 As shown in **Diagram 1** the process of LDP preparation follows a cyclical process, the Key Stages of which are detailed in Appendix 1. In broad terms, the timetable for Plan preparation will have *Definitive* and *Indicative* stages, as referred to in *LDPW (2005)*.^{18 19}

DIAGRAM 1: LOCAL DEVELOPMENT PLAN PREPARATION PROCESS



¹⁸ Local Development Plans Wales, page 16, Welsh Assembly Government, December 2005

¹⁹ Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 Reg. 8(a) [S1 2005/2839(W.203)]

3.2. Definitive Stages

- 3.2.1. This part of the LDP Timetable provides information up to and including the Deposit Plan stage. The progress of the Plan over this period is under the control of the Council, and every effort will be made to adhere to, and avoid deviations from, the approved timetable. Where deviations are necessary, they will be accounted for, identified, explained, and justified by the Council. Therefore, this part of the Timetable includes key dates including a definitive date for each stage of the LDP process up to Deposit stage.

3.3. Indicative Stages

- 3.3.1. This part of the Timetable provides for the Post-Deposit stages of plan preparation. The Council has less control over the progress of the Plan after the statutory Deposit stage has closed, as external factors and influences may have a significant impact. For example, the number of deposit representations made, responses from WAG, and the requirements of the independent Planning Inspector. The Council will re-assess the indicative timetable within 3 months of the close of the formal 6 week Deposit period.²⁰

3.4 Internal Project Management

- 3.4.1. Paragraph 4.8 of Local Development Plans Wales advises that it is *.....vital that authorities give early consideration and adequate priority to plan preparation and handling of the process through effective leadership and project management. This will include* (amongst other matters):

(i) *considering how long a plan will take to reach adoption and the staffing resources and budgets that are needed at various stages in the process.....*²¹

- 3.4.2 The Council will ensure that the LDP process will be properly managed throughout, and controlled in accordance with this Delivery Agreement; and proper political ownership is taken of the Plan. The Council has resolved to establish an **LDP Steering Group** whose functions will be undertaken by its existing **Cross Cutting Policy Forum**. The LDP Steering Group will report directly to Council in respect of decision-making in the plan preparation process.
- 3.4.3 The LDP Steering Group will exert the appropriate level of management and control in a flexible and responsive manner throughout the plan preparation process. At the same time, political ownership of the Plan will remain both inclusive and transparent.
- 3.4.4 The LDP Steering Group will have a duty to closely scrutinise and critically evaluate the input and recommendations of the **LDP Key Stakeholder Forum** (see below) throughout plan preparation. Where appropriate, it will discuss and arbitrate on opposing viewpoints which may emerge in those recommendations with a view to reaching a consensus, where possible, on key issues of strategic and local policy and emerging Plan proposals. Another of its key functions will be to monitor progress on plan preparation in order that the LDP timetable is achieved, or promptly reviewed to respond to unforeseen circumstances. The

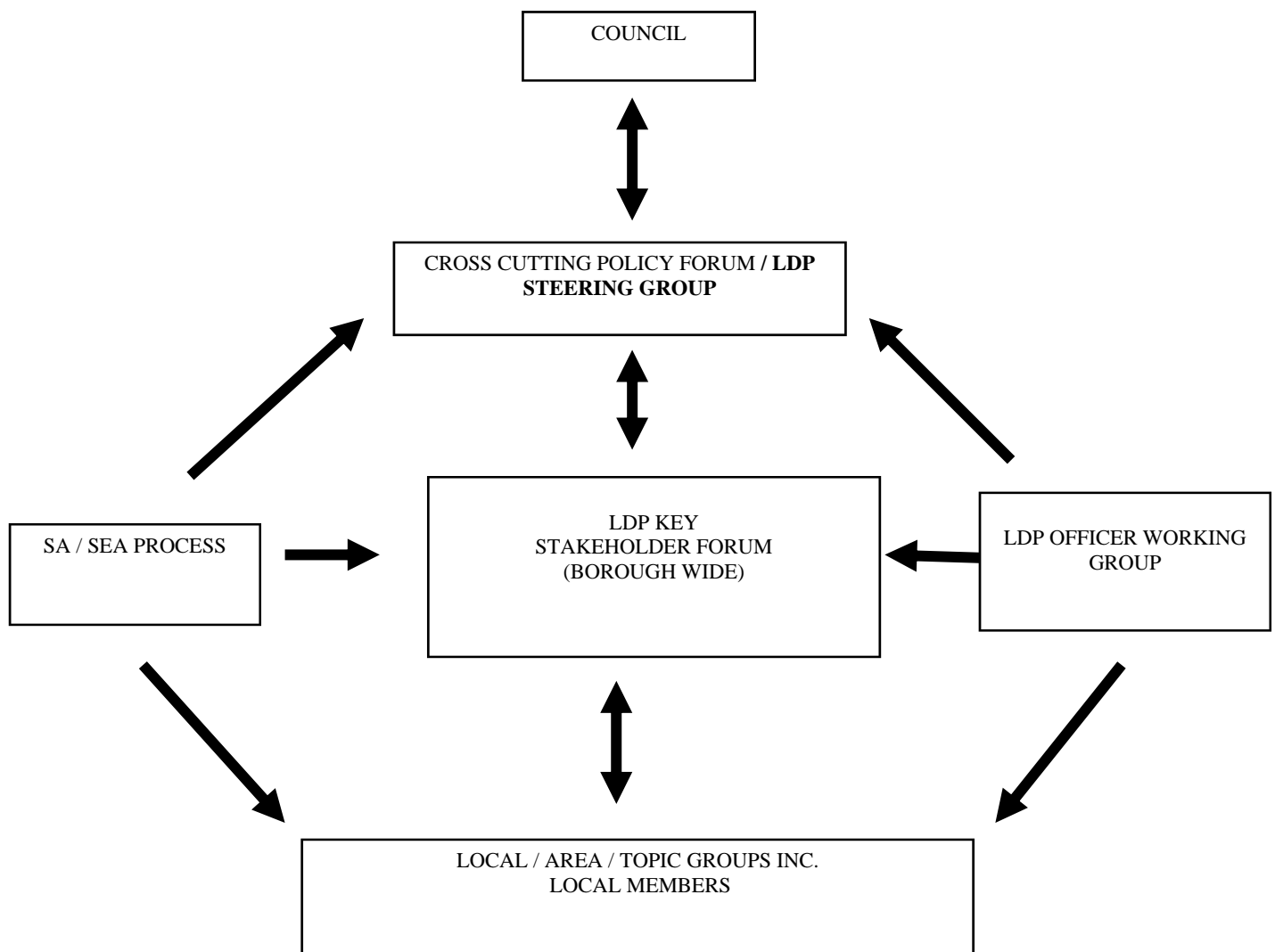
²⁰ Local Development Plans Wales, page 20, para. 4.11, Welsh Assembly Government

²¹ Local Development Plans Wales, page 19, para. 4.8, Welsh Assembly Government, December 2005

LDP Steering Group will be serviced by the **LDP Officers Working Group** and will monitor and respond to the Sustainability Appraisal process throughout plan preparation.

- 3.4.5 At an early stage, the Council will establish the **LDP Key Stakeholders Forum**, the composition of which is detailed in Appendix 3. The Forum will provide a consultative body which will inform the LDP Steering Group / Cross Cutting Policy Forum and LDP Officers Working Group throughout plan preparation. Its composition reflects the need to establish a cross-section of views from different interest groups, statutory consultees, and other parties who will have a significant interest in the development process in the County Borough.
- 3.4.6 Throughout plan preparation, the Forum will have a duty to realistically assess potential options, identify alternative options, reassess and review options in the light of representations to the Plan, and to take due account of the Sustainability Appraisal process at all Stages. Its findings will be reported to the LDP Steering Group for that body's consideration. Likewise, it will be serviced by the LDP Officer's Working Group and other Council officers when appropriate.
- 3.4.7 The Forum may also establish **LDP Key Issue or Area-Based Groups** the remit of which will be to address particular topics, areas, and issues at different stages of plan preparation.
- 3.4.8 The intended inter-relationships and lines of accountability between the Council, the LDP Steering Group, Local Members, Officers, and the LDP Key Stakeholder Forum are summarised in DIAGRAM 2. The Diagram also shows how Sustainability Appraisal / Strategic Environmental Assessment (SEA) and Appropriate Assessment (AA) will have input at all three levels within the structure for the internal project management of LDP preparation.

DIAGRAM 2: INTER-RELATIONSHIPS AND LINES OF ACCOUNTABILITY



3.5 Resources

3.5.1 The Council's Development Planning Section will lead in the production and management of the LDP process, including the preparation of any consultative documents, and it will service the LDP Steering Group which is charged with the overall management of Definitive **Stages 1 – 5** of the LDP process. (Refer to TABLE 1 and Appendix 1).

3.5.2. The Development Planning Section currently comprises 11 permanent staff assisted by a student placement. On the basis of its past experience, and in accordance with approved Business Plans, it is anticipated that some 75% of the total officers' time of the Section will be dedicated to preparation of the new LDP. The Section's team comprises:

- Head of Development Planning
- Principal Planning Officers x5
- Planning Assistant
- Policy Assistant
- Senior Technicians x2

- Data Capture Officer

3.5.3 The Authority will also be able to call upon staff resources from elsewhere in the Department and from other Departments of the Council where relevant. These will include Development Control, Conservation and Environmental Policy, Housing and Community Wellbeing, Highways and Transportation, Economic Development, Regeneration, Education, Leisure, Tourism and Legal Officers. External consultants and independent appraisers will be used as appropriate.

3.5.4 In addition, the Council has budgeted £110,000 per annum to be spent on LDP preparation for the duration of the Plan process. Experience of the previous UDP work suggests that this will be a sufficient resource to take the plan through to adoption. In addition, the staffing and general administration costs associated with LDP preparation have separate and discrete budgets.

3.6. Key Stages Timetable

3.6.1 Based on the project management process and the availability of the resources outlined above, the Council has established a Key Stages Timetable for the preparation of the LDP which is summarised in TABLE 1 below, illustrated in the flowchart at Appendix 2 and set out in detail in the first 3 columns of the Local Development Plan Preparation Process schedule at Appendix 1. The Council is confident it can achieve the definitive stages stipulated therein (Stages 1 – 5 inc.) to accord with the requirements of its Community Involvement Scheme (CIS).

TABLE 1: SUMMARY TIMETABLE OF KEY STAGES

Stage 1	Review and Develop Evidence Base for LDP and SA (SEA)	April 2006 – June 2009
Stage 2	Delivery Agreement	April 2006 – January 2007
Stage 3	Pre-Deposit LDP Participation & Consultation	January 2007 – June 2008
Stage 4	Deposit LDP and Feedback	April 2008 – May 2009
Stage 5	Advertisement of 'Alternative Sites' & SA(SEA)	April 2009 – June 2009
Stage 6	Submission and Examination	July 2009 – July 2010
Stage 7	Inspectors Report	July 2010 – September 2010
Stage 8	Adoption	July 2010 – October 2010
Stage 9	Annual Monitoring Report and Review of LDP	October 2010 onwards

3.6.2 The First Annual Monitoring Report of the adopted LDP should be prepared for submission to WAG by the 31st October 2011.

4. THE COMMUNITY INVOLVEMENT SCHEME (CIS)

4.1. Aims of the CIS

4.1.1 A main objective of the new system of Local Development Plans is to improve the quality of stakeholder and community involvement in plan-making. Early and continued community involvement should help in addressing contentious issues, and assist in resolving conflicts throughout plan preparation. It can also help in identifying common ground, and shared goals.

4.1.2 By engaging people and organisations in planning the future of Bridgend, the CIS will, therefore, seek to:

- (a) detail how the LDP will be prepared, developed, monitored and reviewed in partnership with the community and other stakeholders in a structured, effective, and inclusive way;
- (b) improve the process of plan preparation by engaging with the public, involving them fully, effectively and inclusively in the preparation of the LDP;
- (c) seek to establish a consensus between stakeholders on the Plan's aims and objectives and in its options and preferred strategy;
- (d) provide a transparent and structured process of engagement with the community, at all stages of the LDP;
- (e) incorporate into the process best practice regarding sustainable development, and the requirements of the Strategic Environmental Assessment (SEA) Directive;
- (f) detail how the Council will effectively engage with the community in the preparation of Supplementary Planning Guidance (SPG), to certain policies of the LDP; and
- (g) use these processes to produce a 'sound' plan.

4.2. Principles of Community Involvement

4.2.1. To achieve the aims of the CIS, and to fulfil its vision for LDP preparation, the Council adopts the following basic principles for public involvement:

- (i) *A culture of engagement*

Everyone should be confident that they are welcome to take part in the planning process, and that decision-makers are really interested in their views. As a part of this two way process, the outcomes of community involvement exercises should also be conveyed as feedback to the community.

- (ii) *Frontloading*

The community should be involved from the earliest stages in the preparation of the Local Development Plan, but in particular during the pre-Deposit stage of plan preparation.

(iii) *Ownership and continuing involvement*

By their early participation in plan preparation and continued involvement throughout the process, ownership of the LDP will become more valued, embedded, and fostered in the communities of the County Borough.

(iv) *Reaching Out*

All community involvement activities, including stakeholder participation in land use planning, should also be an essential part of the Council's wider community planning process.

(v) *Fit for Purpose*

Arrangements for consultation need to be fit for purpose, appropriate to people's experience and needs, and capable of being properly resourced, in terms of officers' and members' time and funding, by the Council.

(vi) *Clarity and Transparency*

The planning process and information on planning issues should be clear, readily available, transparent and accessible so that everyone can participate in a timely and effective way.

(vii) *Local Democracy*

Community involvement should be integrated with the established democratic process. Elected members should have clearly defined roles in the preparation of the LDP.

(viii) *Formal Representations*

The statutory requirements for the content of the CIS and public participation and consultation, as set out in the Regulations, represent a minimum level of community involvement in order to provide the opportunity for people to be consulted and make representations on the formal proposals set out in the LDP. The Council intends to meet and exceed these basic requirements. An initial list of Statutory Consultees and Interested Parties is set out in Appendix 4. It will be expanded as appropriate as plan preparation proceeds.

4.3. Process of Community Involvement

4.3.1. The Council is a caring and customer focused organisation. Therefore, it will seek to understand and respond to customer needs through the consultation process on the LDP; the objective being to forge and maintain effective links and structures with all stakeholders.

4.3.2. The CIS will provide the framework for everyone with an interest in the future planning of Bridgend County Borough, and consequently the LDP process, to have an opportunity to become actively involved in plan preparation.

- 4.3.3. To ensure the process is inclusive, an important part of the CIS is to establish measures and procedures that will enable every person or group, regardless of their background, to realise that opportunity in the plan process and the decisions which will affect them.
- 4.3.4. To enable full community involvement the Council will:
- Encourage, support and empower disadvantaged and hard-to-reach groups and individuals to fully participate through forums, focus groups, and local partnerships in line with the Council's agreed Equalities Agenda;
 - Encourage and support other organisations that work in partnership with the Council, or receive funding from the Council, to pursue similar policies on equality of opportunity; and
 - Target resources accordingly.
- 4.3.5. There are several key partnerships, operational and other groups, and forums that are already in existence within the corporate structures of the Council. As set out in Appendix 3, many of these local partnerships and stakeholder groups will comprise the initial membership of the LDP Key Stakeholder Forum.

4.4 Methods of Engaging the Community

- 4.4.1 A range of methods to facilitate community involvement will be used throughout the Plan preparation process, and these will be designed to ensure efficient and effective consultation and participation, tailored when necessary to focus upon particular issues. The methods of engaging the community at each stage of plan preparation are set out in Appendix 1 (refer to column 5).
- 4.4.2 Independent facilitators and other Council officers will also be utilised to run structured community involvement mechanisms such as targeted discussions, workshops, and focus groups. Also, the extensive past expertise of planning officers in the more traditional consultation methods for Plan preparation will be used to facilitate greater joined up engagement in the wider consultation process necessary for LDP preparation.

4.5 Citizen's Panel

- 4.5.1 The Council has established a Citizen's Panel of 1,350 residents of the County Borough, selected to be statistically representative of its demographic population, who currently help decision-making on a wide range of issues. It will be beneficial to use this group as a 'control group' to assist in the identification of issues and objectives at the earlier stages of plan preparation, to ensure that a representative view is presented.

4.6 Document Availability and Deposit Locations

- 4.6.1 At various stages of Plan preparation, documentation must be made available for public inspection and comment. All such documentation will also be made available electronically on the Council's web site at www.bridgend.gov.uk. In addition, hard copies will be made available for inspection at the Council's Civic Offices in Bridgend, and at the Authority's public libraries (including the mobile library).

4.6.2. The Council will also send the appropriate number of hard copies of LDP documentation as advised in Guidance and in accordance with its established good practice to the Specific Consultation Bodies and UK Government Departments listed in Appendix 4. Those General Consultation Bodies, Other Consultees (also listed in Appendix 4) and those others who express an interest in the Plan, will be offered the opportunity to purchase hard copies of the appropriate documentation at a reasonable cost to be set by the Authority. All documentation will be available to view on the Council's web site where appropriate.

4.7 Consensus Building

4.7.1 Past experience gained in community consultation exercises specifically on planning issues suggests that there may well be difficulties in reaching a consensus on some locally controversial issues. However, the Council's aim will be to use structured engagement and active involvement of the community and interested parties in the development process to attempt to build consensus around a coherent strategy for the future of the County Borough, rather than concentrate only upon conflict resolution. In this respect, consensus building will be facilitated and/or assisted through the establishment and sharing of a common information base for the key issues from the outset.

4.7.2 Forums and methods for sharing information, establishing common ground where possible, and agreeing the requirement for further intelligence will all be part of the consultation process which should foster consensus building. Differences of opinions will, of course, continue to occur, but the sharing and explicit nature of the information to be provided should assist in enabling opposing viewpoints to be understood and respected. In this respect, expectations will be managed and aspirations will be realistic.

4.8 The Relationship between the LDP and other Strategies

4.8.1 The LDP process will be co-ordinated with other strategies and existing networks within the Council, and those which extend to and involve its external partners. Appendix 5 shows the consultation processes of these selected plans and strategies, and indicates how they will provide an important input to the preparation and ongoing monitoring of the LDP.

4.8.2 Every opportunity will be taken for making use of other consultation mechanisms, as repeated consultation with the same host population and interested bodies can lead to 'consultation overload', which may well degrade responses and thereby detract from the objectives of consultation. To minimise this, consultation responses to other plans and strategies will always be taken into account where they relate to LDP issues, and co-ordinated where appropriate.

4.9. Community Involvement at Key Stages of LDP Plan Preparation and Consensus Building

4.9.1. Appendix 1 also sets out the community involvement process relevant to each stage of LDP preparation. This can be easily cross-referenced to the Timetable referred to in Section 3 and detailed in columns 1-3 of Appendix 1.

4.9.2 It is envisaged that the consultation process will be closely co-ordinated with that necessary for the review of the Community Strategy, in order that significant savings in resources can be achieved by the Council. In so doing, full advantage may also be taken of possible European funding opportunities.

5. RISK ANALYSIS

- 5.1 Having regard to the resources which it is putting into the LDP process, the Council considers that the proposed timetable is realistic, robust, and achievable. Notwithstanding this conviction, the Council has identified certain risk areas that could result in some departures from the proposed timetable. Any deviations from the approved timetable will, therefore, be monitored for slippage and/or other impacts arising from the risks identified below or other causes.
- 5.2 In this respect, the Council considers it is reasonable to make allowance for slippage of up to 3 months in the timetable without formally amending the Delivery Agreement. If there is a slippage of more than 3 months in the definitive part of the timetable, the Council will seek the agreement of the Welsh Assembly Government in amending the timetable following approval of such an amendment by the Authority.
- 5.3 The possible risk areas are identified in TABLE 2 below:

TABLE 2: Risk Analysis for LDP Preparation

Risk	Potential Impact	Probability	Mitigation Measures
<ul style="list-style-type: none"> ▪ Additional requirements arising from new legislation or national guidance. 	Additional work required, causing programme slippage.	Medium	<ul style="list-style-type: none"> ▪ Monitor emerging legislation/guidance and respond early to changes where possible.
<ul style="list-style-type: none"> ▪ Timetable proves too ambitious due to greater than anticipated workload, e.g. number of representations received or SA/SEA/AA requirements. 	Programme slippage.	Medium/High	<ul style="list-style-type: none"> ▪ Realistic timetable prepared with some flexibility. ▪ Consider additional resources.
<ul style="list-style-type: none"> ▪ Insufficient information to undertake SA/SEA. 	Programme slippage.	Low/Medium	<ul style="list-style-type: none"> ▪ Identify expectations of consultation bodies in DA. ▪ Consider additional resources.
<ul style="list-style-type: none"> ▪ Delays caused by Welsh translation and/or the printing process. 	Programme slippage.	Low/Medium	<ul style="list-style-type: none"> ▪ Consider whether translation practicable. ▪ Consider additional resources.
<ul style="list-style-type: none"> ▪ Significant levels of objections from statutory consultation bodies. 	LDP cannot be submitted for examination without significant additional work.	Low/Medium	<ul style="list-style-type: none"> ▪ Ensure close liaison with, and early involvement of statutory bodies as stakeholders in the process.

<ul style="list-style-type: none"> ▪ Planning Inspectorate fail to meet their timescales per. the Service Level Agreement. 	<p>Examination and/or Report are delayed.</p> <p>Key milestones in programme are not met.</p>	Low/Medium	<ul style="list-style-type: none"> ▪ Maintain close liaison with the PI to ensure that early warning of any problems, e.g. consultation on the LDP.
<ul style="list-style-type: none"> ▪ LDP fails 'test of soundness' 	LDP cannot be adopted without considerable additional work.	Low/Medium	<ul style="list-style-type: none"> ▪ Ensure LDP is sound, founded on a robust evidence base, properly subjected to SA/SEA/AA, and well audited community and stakeholder engagement.
<ul style="list-style-type: none"> ▪ Legal challenge. 	<p>Adopted LDP may be quashed in whole or in part by the Courts.</p> <p>Additional workload.</p>	Medium	<ul style="list-style-type: none"> ▪ Ensure procedures, Act, Regulations etc. are complied with.
<ul style="list-style-type: none"> ▪ Lack of Financial Resources. 	Delay in securing information required to progress LDP.	Low/Medium	<ul style="list-style-type: none"> ▪ Ensure timetable and process is adequately costed with in-built capacity for unforeseen costs.
<ul style="list-style-type: none"> ▪ Changes in staffing levels/ structures. 	Programme slippage.	Low/Medium	<ul style="list-style-type: none"> ▪ Consider additional staffing and/or change structures. ▪ Ensure LDP process maintains highest priority.
<ul style="list-style-type: none"> ▪ Lack of Corporate consensus and support from other Council officers and/ or stakeholders in production of Evidence Base, Background studies etc. 	Programme slippage.	Low	<ul style="list-style-type: none"> ▪ Ensure corporate support of LDP process and timetable from the earliest stages.

6. MONITORING, REVIEW, ALTERATION AND REPLACEMENT OF THE LDP

6.1 The Delivery Agreement

6.1.1 Monitoring of the Delivery Agreement will be an essential part of the process. The *LDP (Wales) Regulations 2005*²² require the LPA to keep the Delivery Agreement under regular review and any revision of it must also comply with the procedures set out in the Regulations.²³

6.1.2 The Council will monitor the implementation of the Delivery Agreement and duly report any necessary agreed changes to it. This will assess whether the plan preparation schedule is being met, and if not what needs to be done to remedy the situation. As a result, should the Council identify a need to review the DA, agreement will be sought from the Welsh Assembly Government

6.1.3 The Delivery Agreement may need to be reviewed and amended should certain circumstances arise, for example:

- If the indicative stages of the timetable require amendment due to external factors and influences (see paragraph 3.3.1 above)
- If the process falls 3 months or more behind schedule;
- If any significant changes are required to the CIS;
- If there are significant changes in the resources available to the Council;
- If new European, UK, or National Assembly legislation, regulations or guidance raise the need for procedures and tasks to be revisited; or
- If any other changes of circumstances should materially affect the delivery of the LDP in accordance with the Delivery Agreement.

6.2 Annual LDP Monitoring Reports

6.2.1 In accordance with the Guidance contained in *LDPW (2005)*²⁴ and the LDP Regulations²⁵ the Council will also produce an Annual Monitoring Report (AMR) of the LDP following adoption. The AMRs will cover the preceding 1st April to 31st March period, and will be submitted to the Assembly Government by the 31st October of each year. The AMRs will be made available for public inspection and published on the Council's web site, and any key issues which arise will be subject of public consultation.

6.2.2 The Regulations²⁶ require the AMR to identify any policies that are not being implemented and to give reasons. The AMR should also outline the steps the Council intends to take to secure their implementation and any intention it has to revise the LDP to replace or amend those policy or policies. The extent to which policies in the LDP are being achieved will be set in the context of the overall plan strategy in the AMRs.

²² Local Development Plans Wales, page 19, para. 4.7, Welsh Assembly Government, December 2005

²³ Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 Reg. 9 [SI 2005/2839(W.203)]

²⁴ Local Development Plans Wales, pages 29-30, paras. 4.42-4.44, Welsh Assembly Government, December 2005

²⁵ Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 PART 7 [SI 2005/2839 (W.203)]

²⁶ Ibid (above) : Reg. 37

6.2.3 The Council will seek to integrate its approach to monitoring of the LDP (and related survey work) with its other strategies and plans, particularly the monitoring and/or review of its Community Strategy. Where LDP objectives complement those in other strategies, monitoring will highlight common targets and indicators.

6.2.4 The AMR will therefore include an assessment of:

1. whether the basic strategy remains sound (if not, a full plan review may be needed);

ii. what impact the policies are having globally, nationally, regionally and locally;

iii. whether the policies need changing to reflect changes in national policy;

iv. whether policies and related targets in LDPs have been met or progress is being made towards meeting them, including publication of relevant supplementary planning guidance (SPG);

v. where progress has not been made, the reasons for this and what knock on effects it may have;

vi. what aspects, if any, of the LDP need adjusting or replacing because they are not working as intended or are not achieving the objectives of the strategy and/or sustainable development objectives; and

vii. if policies or proposals need changing, what suggested actions are required to achieve this.

6.3 Review of the Local Development Plan

6.3.1 Following the adoption of the LDP, it is the Council's intention that a full review of the Plan should take place every 4 years. The timing and frequency of that Review will, however, depend on the findings of the AMR and on local circumstances. When monitoring points to the need for a full review, the Welsh Assembly Government will be advised and a new timetable will be prepared within 6 months. The Review will include reconsideration of the Sustainability Appraisal/SEA/AA baseline information and emerging trends, and will reconsider the 'soundness' of the Plan.

6.3.2. The objective of the Council and the Welsh Assembly Government is that the annual monitoring and regular review of the LDP will ensure that it remains up-to-date, and, thereby, support the wider objectives of the plan-led system to provide certainty, rational and consistent decision-making, and reduce the number of 'misconceived' planning applications and appeals.

7. CONTACT INFORMATION

7.1 Further information can be gained by contacting:

**The Development Planning Section
Planning Services Department,
Directorate of Environmental and Planning Services,
Civic Offices,
Angel Street,
Bridgend. CF31 4WB**

E mail: developmentplanning@bridgend.gov.uk

Telephone: 01656 643643

Fax: 01656 643190

Website: www.bridgend.gov.uk

APPENDIX 1

LOCAL DEVELOPMENT PLAN PREPARATION PROCESS

Key Stages in Plan Preparation

DEFINITIVE STAGES						
Stage 1: Review & Develop Evidence Base for LDP and SA (SEA)						
Stage in the LDP Preparation Process	Purpose	Timescale	Who will be involved:	Methods of involvement:	Likely Outcomes & Reporting Mechanisms	Resources
1	2	3	4	5	6	7
Review & Develop Evidence Base for LDP and SA (SEA)	The Council is required to prepare and maintain an up-to-date information base on all aspects of the social, economic and environmental characteristics of the Borough, to enable the preparation of a 'sound' development plan. This will be ongoing up until the submission of the Deposit Plan.	Start: January 2006 Finish: June 2009	Development Planning Team Other Council Officers Independent Appraisers for SA(SEA) External Consultants where necessary	UDP Monitoring Specialist Surveys / Date Collection Analysis LDP Key Stakeholder Forum LDP Officers Group LDP Steering Group	UDP Monitoring Reports Publish findings on Council Website where appropriate.	Development Planning Team Administrative Support Other Council Staff Independent Appraisers for SA(SEA) External Consultants where necessary ICT Support Printing Costs
Stage 1 Scoping: Sustainability Appraisal (SA) Strategic Environmental Assessment (SEA) Appropriate	To scope the Sustainable Appraisal Process of the preparation of the LDP, incorporating the legal requirements of SEA and AA. To seek views of consultees on the	Start: January 2006 Finish: December 2006	Development Planning Team Other Council Officers LDP Steering Group LDP Key Stakeholder Forum	Report to LDP Key Stakeholder Forum / LDP Steering Group / Council Letters and SA / SEA / AA Scoping Report sent to specific consultation bodies.	Officer consideration of comments on SA / SEA / AA Scoping Report and recommend amendments if required. A summary of comments received	Development Planning Team Administrative Support Independent Appraisers for SA(SEA)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
Assessment (AA)	content of the Stage 1 Scoping Report.		<p>Council</p> <p>All Specific consultation Bodies (which includes Environmental Consultation Bodies defined under the SEA Regulations)</p> <p>UK Government Departments</p> <p>General Consultation Bodies</p> <p>Other Consultees (Including General Public and consult PINS).</p> <p>Independent Appraisers for SA(SEA)</p>	<p>Letters sent to all other consultees.</p> <p>Advert Placed in Press</p> <p>Copy of SA / SEA / AA Scoping Report placed on Council Web Site and placed at Deposit locations.</p>	<p>with SA / SEA / AA Scoping Report presented to LDP Steering Group.</p> <p>A summary of comments received with SA / SEA / AA Scoping Report presented to Council.</p> <p>Council resolution to approve SA / SEA / AA Scoping Report.</p>	<p>ICT Support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Advertisement Costs</p>

Stage 2: Delivery Agreement (Regulation 9)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
<p>Draft Delivery Agreement</p> <p>The Draft Delivery Agreement comprises the Local Planning Authority's proposed timetable for the preparation of the LDP together with its Community Involvement Scheme (CIS).</p>	<p>To inform stakeholders that the Council is preparing a LDP and seek community involvement.</p> <p>To seek Views of stakeholders and consultees on the content of the Draft Delivery Agreement</p>	<p>Start: April 2006</p> <p>Finish September 2006</p>	<p>Development Planning Team</p> <p>Other Council Officers</p> <p>LDP Steering Group</p> <p>LDP Key Stakeholder Forum</p> <p>Council</p> <p>All Specific consultation Bodies</p> <p>UK Government Departments</p> <p>General Consultation Bodies</p> <p>Other Consultees Bodies (Including General Public and consult Planning Inspectorate (PINS))</p>	<p>Report to: LDP Key Stakeholder Forum</p> <p>LDP Steering Group</p> <p>Council</p> <p>Letters and Draft Delivery Agreement sent to specific consultation bodies.</p> <p>Letters sent to all other consultees.</p> <p>Notice of Commencement of LDP Preparation, then Draft Delivery Agreement placed on Council's Web Site.</p> <p>Press Release / Advertisement</p>	<p>Any comments will be considered and Draft Delivery Agreement amended if required.</p> <p>A summary of comments received with Delivery Agreement presented to LDP Steering Group.</p> <p>A summary of comments received with Delivery Agreement presented to Council.</p> <p>Council resolution will be requested to approve the (revised) Delivery Agreement for submission to National Assembly.</p>	<p>Development Planning Team</p> <p>Administrative Support</p> <p>Other Council Staff</p> <p>ICT Support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Press / Advertisement Costs</p>
<p>Submission of Delivery Agreement to the National Assembly for Wales</p>	<p>To seek formal agreement of the Delivery Agreement and Community Involvement Scheme.</p>	<p>Start: October 2006</p> <p>Finish: December 2006</p>	<p>Development Planning Team</p> <p>Welsh Assembly Government</p> <p>Council</p>	<p>Formal Submission of Delivery Agreement to National Assembly for Wales.</p>	<p>Report advising Council of the National Assembly approval of Delivery Agreement.</p>	<p>Development Planning Team</p> <p>Administrative Support</p>
<p>Publication of approved Delivery Agreement</p>	<p>To inform consultees and PINS of the content and</p>	<p>January 2007</p>	<p>Development Planning Team</p>	<p>Letters and approved Delivery Agreement sent to specific</p>	<p>Publish Delivery Agreement.</p>	<p>Development Planning Team</p>

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
	availability of the agreed Delivery Agreement.		Other Council Officers LDP Steering Group LDP Key Stakeholder Forum Council All Specific consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including General Public and PINS).	consultation bodies. Letters sent to all other consultees. Press Release / Local Advertisement	Copies of agreed Delivery Agreement placed on Council Web Site and placed at Deposit locations.	Administrative Support ICT Support Printing Costs Postage Costs Advertisement Costs

Stage 3: Pre-Deposit LDP Participation & Consultation (Regulation 14/15/16)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
<p>Visioning & Strategic Options</p> <p>SA / SEA</p>	<p>To develop a clear vision for the County Borough and consider strategic options for the LDP.</p>	<p>Start: January 2007</p> <p>Finish: June 2007</p>	<p>Development Planning Team</p> <p>LDP Officers Group, Other Officers</p> <p>LDP Key Stakeholder Forum</p> <p>LDP Steering Group</p> <p>Council</p> <p>Independent Appraisers for SA(SEA)</p>	<p>Meetings</p> <p>Workshops</p> <p>Written Information dissemination via post and e-mail.</p>	<p>Consider feedback from Stakeholders.</p> <p>Report on Visioning and Strategic Options to Council.</p> <p>Report on SA (SEA) of Options to Council.</p> <p>Agreed Vision and Strategic Options published on Council Web Site and placed at Deposit Locations.</p> <p>All Documentation placed on the Council Website and at Deposit locations.</p>	<p>Development Planning Team</p> <p>Administrative Support</p> <p>Other Council Staff</p> <p>Independent Appraisers for SA(SEA)</p> <p>External Consultants where necessary</p> <p>ICT support</p> <p>Printing Costs</p> <p>Postage Costs</p>
<p>Preferred Strategy and Spatial Implications (including draft SPG Programme)</p> <p>SA / SEA</p>	<p>To agree a Preferred Strategy for the LDP and express its Spatial implications in the Pre-Deposit Plan.</p> <p>To identify subjects / areas for SPG production.</p> <p>To provide Consultees, stakeholders and others, with an opportunity to view and propose changes</p>	<p>Start: July 2007</p> <p>Finish: December 2007</p>	<p>Development Planning Team</p> <p>LDP Officers Group</p> <p>LDP Key Stakeholder Forum</p> <p>LDP Steering Group</p> <p>Council</p> <p>Independent Appraisers for SA(SEA)</p>	<p>Meetings</p> <p>Exhibitions</p> <p>Workshops</p> <p>Written Information dissemination via post and e-mail.</p> <p>Letters and Pre-Deposit Plan sent to Specific Consultation Bodies.</p> <p>Letters sent to all</p>	<p>Council to approve Pre-Deposit Plan and draft SPG Programme and place on the Council Website and at all Deposit locations for at least 6 weeks.</p> <p>Deposit SA / SEA Report simultaneously with Pre-Deposit LDP.</p>	<p>Development Planning Team</p> <p>Administrative Support</p> <p>Other Council Staff</p> <p>Independent Appraisers for SA(SEA)</p> <p>External Consultants where necessary</p> <p>ICT support</p>

Stage in the LDP Preparation Process	Purpose	Timescale	Who will be involved:	Methods of involvement:	Likely Outcomes & Reporting Mechanisms	Resources
1	2	3	4	5	6	7
	to the Pre-Deposit Plan.		All Specific consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including General Public)	other consultees. Copies of Pre-Deposit Plan and associated documents published on Council Web Site and placed at Deposit locations. Local Advertisement.		Printing Costs Postage Costs Advertisement Costs
Assessment of responses to Pre-Deposit LDP and production of 'Initial Consultation Report'. SA / SEA	Enable the Council to consider the response to the Pre-Deposit Plan and amend Plan if appropriate. SA/SEA of amended LDP ready for Deposit.	Start: January 2008 Finish: June 2008	Development Planning Team LDP Steering Group Council Other Council Officers	Written Information dissemination via post and e-mail Meetings Workshops Copies of relevant documentation placed on Council Web Site and at all Deposit locations. Local Advertisement.	Assess Responses received and produce 'Initial Consultation Report'. Approval of Initial Consultation Report by Council Advise all Stakeholders of availability of Initial Consultation report. Initial Consultation Report published on Council Web Site and placed at Deposit Locations.	Development Planning Team Administrative Support Other Council Staff Independent Appraisers for SA(SEA) External Consultants where necessary ICT support Printing Costs Postage Costs Advertisement Costs

Stage 4: Deposit LDP (Regulation 17)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
Prepare Deposit Plan (and notice of 'deposit matters' and 'Statement' (Reg 17(b)(iii))	The Deposit Plan will have developed out of the preceding stages of the LDP process.	Start: April 2008 Finish: September 2008	Development Planning Team LDP Officers Working Group LDP Steering Group Council	Formal Reports Meetings Workshops	Obtain Council approval for the Deposit LDP.	Development Planning Team Administrative Support Other Council Staff External Consultants where necessary
LDP placed on Deposit along with: SA/SEA report, (Environmental Report) Initial Consultation Report, List of Supporting Documents (if any), Notice of 'deposit matters, and Reg17(b)(iii) 'Statement'.	This stage of the process will enable all stakeholders to make representations on the Deposit Plan and associated documents.	Start: October 2008 Finish: December 2008	Development Planning Team Other Council Officers Members All Specific Consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including General Public)	Copies of Deposit Plan and associated documents placed on Council Website and at all Deposit locations. All Deposited documentation & Deposit LDP sent to Specific Consultation Bodies. Letters sent to all other consultees. Local Advertisement. Public Exhibitions. Submission of 'Duly-made' Representations.	Acknowledge receipt of duly made representations in writing or by email. Publish representations on Council Website where practicable and copies made available for inspection at Council Offices.	Development Planning Team Administrative Support Other Council Staff ICT support Independent Appraisers for SA(SEA) Printing Costs Postage Costs Advertisement Costs
Feedback on representations.	This will provide the opportunity to consider all	Start: December 2008	Development Planning Team	Meetings Workshops	Produce a Feedback report to Council on Representations	Development Planning Team

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
	representations received to the Deposit Plan, collate the responses and produce a feedback report.	Finish: May 2009	LDP Key Stakeholder Forum LDP Officers Group LDP Steering Group Council All Specific Consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including General Public)	Written Information dissemination via post and e-mail.	received during Deposit of the LDP. Publish on Council Web-Site and place at Deposit Locations. Advise Stakeholders of Availability of Stakeholders Report	Administrative Support Other Council Staff External Consultants where necessary ICT support Independent Appraisers for SA(SEA) Printing Costs Postage Costs

Stage 5: Advertisement of New or Alternative Site Proposals ' & SA(SEA) (Regulation 20/21)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
<p>6 week consultation exercise on the New or Alternative Site representations.</p> <p>SA / SEA</p>	<p>To provide interested parties an opportunity to make representations on new or alternative sites proposals.</p> <p>Enable the Council to consider the response to the alternative site representations and any subsequent changes to the plan.</p> <p>If possible, to agree with substantive objectors a 'Statement of Common Ground' in advance of the submission of the LDP to the Examination.</p> <p>To SA/SEA the new or alternative sites proposals</p>	<p>Start: April 2009</p> <p>Finish: June 2009</p>	<p>Development Planning Team</p> <p>Council</p> <p>LDP Steering Group</p> <p>LDP Key Stakeholder Forum (if appropriate)</p> <p>LDP Officers Group</p> <p>Other Council Officers</p> <p>All Specific consultation Bodies</p> <p>UK Government Departments</p> <p>General Consultation Bodies</p> <p>Other Consultees (Including General Public)</p>	<p>Copies of New or Alternative Site Proposals made available on Council Website and at all Deposit locations.</p> <p>All Deposited documentation & Deposit LDP sent to Specific Consultation Bodies.</p> <p>Letters sent to all other consultees.</p> <p>Local Advertisement.</p> <p>Public Exhibitions.</p> <p>Submission of 'Duly-made' Representations.</p> <p>Local Advertisement.</p> <p>Submission of 'Duly-made' Representations.</p>	<p>Acknowledge receipt of duly made representations to the new or 'alternative site proposals in writing or by email.</p> <p>Make available copies of representations received on Council Website and at all Deposit locations.</p> <p>Produce a Feedback report to Council on the Representations received to the new or alternative site proposals.</p>	<p>Development Planning Team</p> <p>Administrative Support</p> <p>Other Council Staff</p> <p>External Consultants where necessary</p> <p>Independent Appraisers for SA(SEA)</p> <p>ICT support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Advertisement Costs</p>

INDICATIVE STAGES

Stage 6: Submission and Examination (Regulation 22/23)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
<p>Submission of LDP and associated Documents to National Assembly for Wales and Planning Inspectorate which includes:</p> <p>Deposit LDP</p> <p>Final Sustainability Appraisal Report</p> <p>Supporting Evidence-base Material</p> <p>Copy of the CIS</p> <p>Consultation Report</p> <p>Copy of all representations made to the deposit Plan</p> <p>A statement of suggested main issues for consideration at examination</p>	<p>To submit LDP and Associated documents to National Assembly for Wales and Planning Inspectorate for Examination.</p>	<p>Start: July 2009</p>	<p>Development Planning Team</p> <p>Programme Officer</p> <p>Welsh Assembly Government</p> <p>Planning Inspectorate</p>	<p>Formal Submission of LDP and Associated documents.</p>	<p>Service Level Agreement with Planning Inspectorate for conduct of the Examination.</p>	<p>Development Planning Team</p> <p>Administrative Support</p> <p>Appointment of Programme Officer for Independent Examination</p> <p>ICT Support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Advertisement Costs</p>
<p>Pre-examination meeting</p>	<p>The Independent Planning Inspector will</p>	<p>August 2009</p>	<p>Planning Inspectorate</p>	<p>Direct Contact with Representors at Pre-</p>		<p>Development Planning Team</p>

Stage in the LDP Preparation Process	Purpose	Timescale	Who will be involved:	Methods of involvement:	Likely Outcomes & Reporting Mechanisms	Resources
1	2	3	4	5	6	7
	advise on examination procedures and format.		Development Planning Team Programme Officer All Representors All Stakeholders	Examination Meeting Press Release Information on Council Web Site and at Deposit Locations		Administrative Support Other Council Staff Programme Officer ICT Support Printing Costs Postage Costs Advertisement Costs
Notification of Independent Examination	To ensure that stakeholders and representors are advised that an Independent Examination into the LDP will be taking place.	August 2009 Notification of Independent Examination must be advertised at least 6 weeks before the opening of the Independent Examination.	Development Planning Team Programme Officer Planning Inspectorate All Representors All Stakeholders	Written dissemination via post and e-mail regarding Examination Local Advertisement		As above
Independent Examination	The examination will determine whether the LDP is "sound" and consider the representations made in respect of it.	Start: October 2009 Finish: February 2010	Planning Inspectorate All Representors Development Planning Team Other Council Staff Programme Officer Independent Appraisers for	Round Table Discussions / Hearings / Formal Hearings Written Representations	Inspectors Report	Service Level Agreement with Planning Inspectorate. Development Planning Team Administrative Support Other Council Staff Independent

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
			SA(SEA) External Consultants / Legal Representation appointed if necessary			Appraisers for SA(SEA) as advisors External Consultants / Legal Representation if necessary ICT Support Printing Costs Postage Costs Advertisement Costs

Stage 7: Inspectors Report (Regulation 24)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
Receive Inspectors Report	After the examination, the Inspector will produce a binding report identifying proposed changes to the LDP. The authority will have the opportunity before the Inspectors report is finalised, to request the correction of factual errors.	July 2010	Development Planning Team LDP Officers Group Council	Written dissemination via post and e-mail. Meetings	Advise Council of receipt of Inspectors Report. Council is required to adopt the final LDP incorporating the Inspector's recommendations within 8 weeks and agree its 'Adoption Statement'.	Service Level Agreement with Planning Inspectorate. Development Planning Team Administrative Support Other Council Staff ICT Support Printing Costs
Publication of Final Inspectors Report	The authority will make copies of the Inspector report and its suggested changes available for public inspection within 4 weeks of its receipt .	September 2010	Development Planning Team Council	Letters sent to all consultees advising availability of Inspectors Report. Copies of Inspectors Report placed on Council Web Site and at all deposit locations.	Council to notify its intention to adopt the LDP as soon as possible (or in any event within a further 4 weeks).	Development Planning Team Administrative Support ICT Support Printing Costs Postage Costs Advertisement Costs

Stage 8: Adoption (Regulation 25)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
<p>Formal adoption of the Bridgend LDP as the Development Plan for Bridgend County Borough.</p>	<p>To advise of the adoption of the Bridgend Local Development Plan.</p>	<p>Start: July 2010</p> <p>Finish: October 2010</p>	<p>Development Planning Team</p> <p>LDP Steering Group</p> <p>Council</p> <p>All Stakeholders</p>	<p>Send copy of adoption statement to all stakeholders.</p> <p>Bridgend LDP published on Council Web and placed at original Deposit locations.</p> <p>Send 4no. copies of the adopted LDP and adoption statement to Welsh Assembly Government.</p> <p>As soon as practicably possible after adoption, final LDP sent to Specific Consultation Bodies & letters sent to all other consultees.</p>	<p>LDP adopted by resolution of Council.</p> <p>Publish Adoption Statement and Final SA Report</p>	<p>Development Planning Team</p> <p>Administrative Support</p> <p>ICT Support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Advertisement Costs</p>

Stage 9: Annual Monitoring Report (AMR) and Review of LDP (Regulation 41)

Stage in the LDP Preparation Process 1	Purpose 2	Timescale 3	Who will be involved: 4	Methods of involvement: 5	Likely Outcomes & Reporting Mechanisms 6	Resources 7
Monitoring and Review of the adopted LDP	To monitor the implementation of the adopted LDP and to an initiate a partial or full review of the Plan where necessary. A full review will commence within 4 years.	Start: October 2010	Development Planning Team LDP Steering Group Council All Stakeholders	LDP Monitoring Specialist Surveys / Date Collection Analysis	Annual Monitoring Report (AMR) of LDP published Commencement of Reviews of LDP where necessary	Development Planning Team Administrative Support ICT Support Printing Costs Postage Costs Advertisement Costs

APPENDIX 2

TIMETABLE FOR THE PREPARATION OF THE BRIDGEND LOCAL DEVELOPMENT PLAN

Stage		Jan-2006	Feb-2006	Mar-2006	Apr-2006	May-2006	Jun-2006	Jul-2006	Aug-2006	Sep-2006	Oct-2006	Nov-2006	Dec-2006	Jan-2007	Feb-2007	Mar-2007	Apr-2007	May-2007	Jun-2007	Jul-2007	Aug-2007	Sep-2007	Oct-2007	Nov-2007	Dec-2007	Jan-2008	Feb-2008	Mar-2008	Apr-2008	May-2008	Jun-2008	Jul-2008	Aug-2008	Sep-2008	Oct-2008	Nov-2008	Dec-2008	Jan-2009	Feb-2009	Mar-2009	Apr-2009	May-2009	Jun-2009	Jul-2009	Aug-2009	Sep-2009	Oct-2009	Nov-2009	Dec-2009	Jan-2010	Feb-2010	Mar-2010	Apr-2010	May-2010	Jun-2010	Jul-2010	Aug-2010	Sep-2010	Oct-2010	Nov-2010	Dec-2010										
Definitive Stage	1. Review and Develop Evidence Base for LDP & SA (SEA)																																																																						
	Stage 1 Scoping of SA / SEA / AA																																																																						
	2. Production of Delivery Agreement																																																																						
	3. Pre-Deposit LDP Participation and Consultation + SA / SEA / AA																																																																						
	4. Deposit LDP, Feedback on Representations + SA / SEA / AA																																																																						
Indicative Stage	5. Advertisement of Alternative Sites + SA / SEA / AA																																																																						
	6. Submission and Examination																																																																						
	7. Inspector's Report																																																																						
	8. Adoption																																																																						
	9. Annual Monitoring and Review																																			+																																			

APPENDIX 3

COMPOSITION OF THE LDP KEY STAKEHOLDER FORUM

Representatives of the following key partnerships, operational and other groups and forums that are already in existence within the corporate structures of the Council, the Welsh Assembly Government, Town and Community Councils within the County Borough, neighbouring Unitary and Community Councils, the 'designated Consultation Bodies' for SEA, selected regional organisations, and relevant Officers of the Council will be invited to form the **LDP Key Stakeholder Forum**

- Bridgend Local Strategic Partnership (LSP) (Community Strategy)
- Bridgend Partnership Board (Health, Social Care and Wellbeing)
- Bridgend Community Safety Partnership (Crime and Disorder)
- Bridgend Children and Young People's Framework Partnership
- Bridgend Community Consortium for Education and Training (CCET)
- Bridgend Local Health Board
- Bridgend Older Persons Strategy Partnership
- Bridgend Economic Partnership
- Bridgend Environmental Partnership
- Bridgend Biodiversity Partnership
- Bridgend Heritage Partnership
- Bridgend Housing Partnership
- Bridgend Community Health Council
- Bridgend Local Access Forum
- Bridgend Tourism Forum
- Bridgend CB Waste Management Forum
- Bridgend Manufacturers Group
- Bridgend Association of Voluntary Organisations (BAVO)
- Regeneration Forums and Strategy Groups
- Communities First Partnerships
- Local Chambers of Trade
- Welsh Assembly Government
- Town and Community Councils within the County Borough
- Cadw (Welsh Historic Monuments)
- Countryside Council for Wales
- Environment Agency Wales
- Neath Port Talbot County Borough Council
- Rhondda Cynon Taf County Borough Council
- Vale of Glamorgan Council
- Colwinston Community Council (neighbouring Community Council)
- Ewenny Community Council (neighbouring Community Council)
- Gilfach Goch Community Council (neighbouring Community Council)
- Llangan Community Council (neighbouring Community Council)
- Llanharan Community Council (neighbouring Community Council)
- St. Bride's Major Community Council (neighbouring Community Council).

NB New key stakeholder groups may emerge as plan preparation proceeds whose input to the Plan may also be useful and beneficial. Any such additional representation on the **LDP Key Stakeholder Forum** must, however be considered and agreed by the **LDP Steering Group** and the Council. Provision will need to be put in place to vary the membership of the LDP Key Stakeholder Forum as circumstances arise.

APPENDIX 4

STATUTORY CONSULTEE & INTERESTED PARTY DATABASE

Specific Consultation Bodies

Welsh Assembly Government ²⁷
Community and Town Councils within and adjoining Bridgend County Borough
Bridgend Local Health Board
British Telecom
CADW
Countryside Council for Wales
Environment Agency Wales
Mono Consultants (representing Mobile Phone Operators Association)
NTL Communications
Neath Port Talbot County Borough Council
Rhondda Cynon Taff County Borough Council
Vale of Glamorgan Council
Secretary of State for Transport
The Glamorgan Gwent Archaeological Trust
Transco
Welsh Water Dwr Cymru
Western Power Distribution
National Grid Wireless
National Grid Company Plc

UK Government Departments

Department for Trade and Industry
Department for Transport
Home Office – The Prison Service Construction Unit
Ministry of Defence

General Consultation Bodies

Badgers, St John Ambulance
Bethel Baptist Church, Laleston
Bridgend and District Local History and Museum Society
Bridgend and District YMCA
Bridgend Association of Voluntary Organisation
Bridgend Civic Trust
Bridgend County Allotment Association
Bridgend County Borough Councillors
Bridgend Youth Council and Forum
Church in Wales
Coity Village Association
Coity Walia Commoners Association
Conservators of the Coity Walia Commoners
Dragon Grants
Glamorgan Muslim Community Association
Groundwork Bridgend
Harvey Street Residents Association
Jehovah's Witnesses

²⁷ In 2006 ELWA, Wales Tourist Board, Welsh Development Agency, and the Welsh Language Board were merged (as ASPBs) into the Welsh Assembly Government; who will therefore manage consultation regarding their interests in the LDP.

Llangynwyd Senior Citizens Association
Llangynwyd Village Hall Committee (The)
Llynfi Valley Civic Society
Llynfi Valley Forum
Local Members of Parliament
Local Members of the European Parliament
Local and Regional Assembly Members within Bridgend County Borough
Maesteg Millennium Group
Maesteg RFC
Merthyr Mawr Estate Office
Ogmore Angling Association
Ogwr DASH
Park Terrace Rates and Rents Association
Penyfai Woodland Trust (Coed-yr-Hela)
Porthcawl 4 M Group
Porthcawl and District Tourist Association
Porthcawl Boys and Girls Club
Porthcawl Civic Trust Society
Porthcawl Community and Amenities Association
Railway Development Society
Ramblers
Religious Society of Friends - Quakers
Representative Body of the Church in Wales (The)
Riparian Owners of River Ogmore
SHOUT - The Voice of the Older Community
St Mary's Church, Coity
Townswomen's Guild
Women's Institute, Southerndown
Youth Focus

Other Consultees

ADAS
Automobile Association
Bridgend Biodiversity Partnership
Bridgend College
Bridgend County Hackney Association
Bridgend Friends of the Earth
British Aggregates Association
British Association of Shooting & Conservation Ltd
British Astronomical Association (Campaign for Dark Skies)
British Gas Wales
British Geological Society
British Geological Survey
British Horse Society
British Motorcyclists Federation (The)
British Trust for Conservation Volunteers
British Wind Energy Association, The
Bro Morgannwg NHS Trust
Business in Focus
Butterfly Conservation (South Wales Branch)
Byways and Bridleways Trust
Campaign for the Protection of Rural Wales
Cardiff District Valuers
Cardiff International Airport
CBI
Celtic Energy

Centre of Ecology and Hydrology – Bangor
Chartered Institute of Housing Cymru
Chartered Institute of Waste Management
Childrens Play Council
Civil Aviation Authority
Coal Authority
Coastguard Marine Rescue Coordination
Coed Cadw Woodland Trust
Coed Cymru
Commission for Racial Equality
Community Transport Association
Country Land and Business Association
Crown Estates Commissioners
CSV (Wales)
Cyclists Touring Club
Davies Bros
Design Commissions for Wales
Disability Rights Commission
Disability Wales
Disabled Drivers Association (The)
Disabled Persons Transport Advisory Committee
Eco Schools
English, Welsh and Scottish Railways
Environmental Services Agency
EON UK Plc
Equal Opportunities Commission
Farmers Union of Wales
Federation of Small Businesses
Ford Motor Company
Forestry Commission for Wales
Freight Transport Association
Friends of the Earth
G B Properties (Bridgend) Ltd
Glamorgan Farming and Wildlife Advisory Group
Glamorgan Wildlife Trust (Bridgend Group)
Going for Green
Green Issues
Gypsy and Traveller Law Reform Coalition
Gypsy Council
Hafod Housing Association
Hanson Aggregates
Health and Safety Executive
Health Promotion Wales
Heritage Coast Committee
Home Builders Federation
Hyder Consulting (UK) Ltd
Institution of Civil Engineers
Keep Wales Tidy Campaign
Linc – Cymru Housing Association
Market Research Wales
Mid Glamorgan Association of Local Councillors
Motorcycle Action Group
National Air Traffic Services Ltd (NSL)
National Caravan Council Ltd
National Museum and Galleries of Wales
National Playing Fields Association Wales
National Power Plc

National Society of Allotment and Leisure Gardens Ltd (The)
National Wind Power
Neighbourhood Initiatives Foundation (The)
Network Rail
NFU Cymru
One Voice Wales
Open Space Society
Otters in Wales
Pedestrians Association (The)
Planning Aid Wales
Play Wales
Quarry Products Association England and Wales
RAC Motoring Services
Rail Freight Group
Rail Users Consultative Committee for Wales
Road Haulage Association
Road Safety Council of Wales
Royal Institute of Chartered Surveyors Wales
Royal Mail Property Holding
Royal National Institute for the Deaf and Hard of Hearing People
Royal National Institute for the Blind
Royal Society of Architects in Wales
RSPB Cymru
RTPI Wales
RWE Power
Shelter Cymru
Soil Association
South Wales Fire and Rescue Service
South Wales Police Headquarters
South Wales Sea Fisheries
Sports Council for Wales (The)
Sustainable Wales
Sustrans
SWALEC
Tarmac Quarry Products
Transport 2000
United Utilities
United Welsh Housing Association
Valleys Race Equality Council (The)
Valleys to Coast Housing
Village Retail Services Association
Wales and West Housing Association Ltd
Wales Council for the Disabled
Wales Council for Voluntary Action
Wales Environment Link
Wales Trail Riders Association
Wales TUC
Welsh Ambulance Service
Welsh Association of Community and Town Councillors
Welsh Association of Youth Clubs
Welsh Environmental Services Association
Welsh Health Estates
Welsh Local Government Association
West Coast Energy Ltd
Wildlife Trust South and West Wales
Chambers of Trade:-

The Chamber of Commerce
Bridgend District Chamber of Trade
Pontycymmer Chamber of Trade
Porthcawl Chamber of Trade
Local Transport Operators: -
Arriva Trains Wales
Bebb Travel
First Cymru
Great Western Trains Company Ltd
National Express Birmingham
Shamrock Travel
Stagecoach Red and White
Stagecoach Rhondda
Virgin Trains
Wales and West Passenger Trains Ltd
Solicitors: -
Anthony & Jarvie Solicitors – Bridgend
Berry Smith Solicitors - Bridgend
Berwin Leighton Solicitors – London
Bond Pearce Solicitors – Plymouth
Cameron Jones Hussell & Howe Solicitors - Porthcawl
David & Snape Solicitors – Bridgend
David & Snape Solicitors – Porthcawl
David Prosser & Co Solicitors – Bridgend
David Sedgwick Solicitors – Bridgend
Davies & Partners Solicitors – Gloucester
Fladgate Fielder Solicitors – London
Gaskell & Walker Solicitors – Bridgend
Gordon A Battrick & Co Solicitors – Bridgend
Halliwell Landau – Manchester
Hugh James Ford Simey Solicitors – Merthyr Tydfil
Ian H Ford Solicitors – Maesteg
Keith Thomas & Partners Solicitors – Bridgend
King Davies & Partners Solicitors – Maesteg
KTP Solicitors – Bridgend
KTP Solicitors – Bridgend
Melanie Lazarus & Co Solicitors – Bridgend
Merrett & Co Planning & Environmental Solicitors - Bristol
Morgan Cole Solicitors – Cardiff
Olswang Solicitors – London
Phillip Thomas & Co Solicitors – Bridgend
R L Edwards & Partners Solicitors – Kenfig Hill
R L Edwards & Partners Solicitors – Maesteg
R L Edwards & Partners Solicitors – Porthcawl
R L Edwards & Partners Solicitors – Bridgend
RTL Solicitors – Bridgend
Rubin Lewis O'Brien – Cwmbran
Sian Thomas & Daughter Solicitors – Bridgend
Whittinghams Solicitors – Bridgend
Estate Agents and Property Consultants
Chris Parker – Bridgend
Cluttons Property Consultants – London
Cooke and Arkwright – Cardiff
Cooke and Arkwright – Bridgend

Deere T Elwood & Son – Porthcawl
Direct Properties – Kenfig Hill
Donaldsons – Bristol
Edmund Nuttall Ltd – Maesteg
Elliot & Co – Kenfig Hill
Evans Jones – Kenfig Hill
Ferrier Williams & Partners – Maesteg
FPD Savills – Lincoln
FPD Savills – Manchester
G L Hearn – London
GVA Grimley – Bristol
GVA Grimley - London
Gallagher Estates – Birmingham
Gareth L Edwards – Bridgend
Gareth L Edwards – Brackla
Harmer Partnership – Cardiff
Herbert R Thomas – Cowbridge
Hobbs Properties Ltd – Bristol
Insignia Richard Ellis Ltd – London
Jones Lang LaSalle – Birmingham
King Sturge – London
Landmark – Exeter
Lattice Property Holdings – Basingstoke
McCarthy & Stone (Developments) Ltd – Bournemouth
Monaghans – Pencoed
Nicholsons – Bridgend
Osmond Tricks - Bristol
Payton Jewell & Caines Ltd – Bridgend
Payton Jewell & Caines Ltd – Broadlands
Payton Jewell & Caines Ltd – Pencoed
Peter Alan – Bridgend
Peter Alan – Porthcawl
Peter Alan – Maesteg
Peter Morgan – Bridgend
Peter Morgan – Maesteg
Peter Morgan – Porthcawl
Porters – Bridgend
Powell & Jones Ltd – Bridgend
Powell & Jones Ltd – Pencoed
Prestons – Porthcawl
Rawlins and Madley – Cardiff
Reed Evans & Co – Bridgend
Remax Professionals – Ogmores Vale
Robert Hitchens Ltd – Cheltenham
Thompson's – Porthcawl
Usk Valuer Properties – Newport
Watts & Morgan – Bridgend
Architects:-
Burgess Partners – Cardiff
Chelverton West Ltd – Bristol
HMA Architects Holder Mathias Alcock Plc – Cardiff
James & Nicholas, Engineers, Architects – Port Talbot
Jenkins Gould Partnership – Bridgend
John A Wright – Monmouthshire
Oriel Design Partnership – Cardiff
Robert Rogers Architects – Talbot Green

Robertson Francis Chartered Architects – Cardiff
Stride Treglown – Bristol
TACP – Cardiff
Wigley Fox Partnership - Cardiff
Surveyors: -
Brinsons Chartered Surveyors – Caerphilly
Bute Partnership Surveyors – Cardiff
Carter Jonas Surveyors – Shrewsbury
Chesterton – Bristol
Christie & Co – Bristol
Fletcher Morgan – Surveyors – Cardiff
Foote and Halfpenny – Swansea
Gerald Eve – London
Michael Parkes – Rochester
Montagu Evans – London
Pooks – Shrewsbury
Roger Etchells & Company - Birmingham
Smiths Gore – Lichfield
Stephenson & Alexander – Cardiff
Planning Consultants: -
Alder King – Bristol
Anderson Planning and Development – Swansea
Anthony Goss – London
Arup – Cardiff
Atisreal – Cardiff
Atkins Planning – Cardiff
Atkins Planning – Bristol
Barton Willmore – Bristol
Barton Willmore – Reading
Barton Willmore - Leeds
Berkeley Group Plc – Surrey
Blue Sky Planning – Caterham
Boyer Planning – Cardiff
CDN Planning – Swansea
CgMs Consultants – London
Chris Blandford Associates – East Sussex
Chris J Morgan – Barry
Colliers CRE – London
Colliers CRE – London
Cooper Partnership Ltd – Bristol
Dalton Warner Davis – London
DCD Planning – Cardiff
Denton Wilde Sapte – London
Derek Prosser Associates – Cwmbran
Development Land and Planning Consultants – Cardiff
DPDS Consulting Group – Swindon
Drivers Jonas – London
DTZ – Cardiff
ECOTEC Research and Consulting – Cardiff
Eddie Jones Associates – Swansea
G Powys Jones – Cardiff
GVA Grimley LLP - Cardiff
Halcrow Group Limited – Cardiff
Harmers Ltd – Cardiff
Hepher Dixon – Cardiff

Honesty Ltd – Cardiff
Jacobs Babbie – Cardiff
John Matthews – Porthcawl
Leek and Weston (Mineral Planning) – Pontypridd
Malcolm Judd & Partners – Kent
Malcolm Scott Consultants – Worcester
Mott MacDonald - Sheffield
Nathaniel Lichfields and Partners – Cardiff
Osbourne and Shellard Planning Consultants – Swansea
Peacock and Smith – Leeds
Rapleys – London
Robert Turley Associates – Bristol
Roger Tym and Partners – London
RPS Planning – Cardiff
RPS Planning – Swindon
Saville Planning Consultancy – Newcastle-upon-Tyne
SG Williams and Associates – Swansea
SLR Consulting
Stewart Ross Associates
Strategic Planning Advice – London
Stride Treglown Town Planning – Cardiff
Taylor Woodrow
Tetlow Kings – Bristol
The Development Planning Partnership – Cardiff
The Development Planning Partnership – Bedford
The Development Planning Partnership – Leeds
The Planning Bureau Ltd – Bournemouth
Tony Thorpe Associates – Reading
White Young Green Planning – Cardiff
White Young Green Planning – Bristol
Wood Frampton – Warwickshire
Other Professionals: -
Adam Holmes Associates – Chipping Norton
AEA Technology Environment – Didcot
AMEC Border Wind – Northumberland
Binnie Black & Veatch – Swansea
Broadhall Estates Ltd – Monmouthshire
Building Development Associates Ltd – Liverpool
Ecology Solutions Ltd – Buckingham
Entec UK – London
ERA Partnership – Preston
ETSU – Oxfordshire
FIDMAC – Cowbridge
Glamorgan Engineering Consultancy – Cardiff
Hanson Aggregates – Leicestershire
James Loveluck Ltd – Port Talbot
Kevin Nield Associates – Monmouth
Llewellyn Davies – London
Lorall Construction Ltd – Cardiff
M J Carter Associates – Warwickshire
Macob Bridgend Ltd – Cardiff
Marwalk Developments – Sheffield
Miller Mining – West Yorks
Montgomery Watson Harza – Cardiff
Motor Sport Development – Rugby
MPSI Systems Ltd – Bristol

Nike Design – Bridgend
OPCO Construction – Cardiff
Peter Evans Partnership – Bristol
Pinnacle Transportation Ltd – Hertfordshire
Pioneer Aggregates Ltd – Pontyclun
Powergen Plc – Coventry
Purnell & Tanner Ltd – Maesteg
Richard Ellis – London
Richard Grey Company Services – Cardiff
RMC Aggregates – Vale of Glamorgan
Savell Bird and Axon – London
Scolopax Consultancy – Buckinghamshire
Sir William Halcrow and Partners – Cardiff
Symonds Travers Morgan – Cardiff
Tarmac Quarry Products Ltd – West Midlands
The Landscape Partnership – Bedford
The ORC Partnership – Oxon
Trafalgar House Estates Ltd – Leeds
Vivard Ltd – Vale of Glamorgan

APPENDIX 5

HOW OTHER PLANS AND STRATEGIES WILL INFLUENCE THE LDP

(This is not intended to be a complete list of plans or a definitive account of their contents, but is intended to focus on those themes that are likely to be particularly relevant to the LDP)

Plan or Strategy	Critical themes	Plan period	Consultation methods used or proposed
Bridgend County Borough Community Strategy	<p>6 Cross-cutting key issues are identified, which generates 27 Aims and Objectives. The key issues (or priorities) are:</p> <ul style="list-style-type: none"> • Improving quality of life for all • Protecting and enhancing our environment • Increasing prosperity • To have safer communities • Achieving a healthier County Borough and • To have a more inclusive County Borough. 	2005 - 2016	<p>A Local Strategic Partnership was established and a Draft Strategy (DS) formulated. Consultation was carried out from June – October 2004 on the DS, using a range of methods including –</p> <ul style="list-style-type: none"> • Online input • Summary leaflet distribution to all residences, businesses, libraries, surgeries and public venues in the CB • Distribution of the DS and questionnaire to local organisations and groups, and a series of forum meetings and focus groups including a voluntary sector conference and consultation with key strategic partnerships • Reference to the Citizen's Panel.
Bridgend CBC Corporate Improvement Plan "Pulling Together – Pushing for Improvement"	<p>The objectives of the Corporate Improvement Plan are directed and informed by the priorities embodied in the Community Strategy. Therefore, the Council's CIP seeks to achieve those objectives which, amongst others, are:</p> <ul style="list-style-type: none"> • Ensuring Good Quality Housing • Enhancing the Environment, the Economy and their Infrastructure • Ensuring Equality of Access • Promoting waste reduction and recycling • Reducing CO2 emissions from Council buildings • Promoting e-business • Seeking to improve the local highway network • Providing new educational, and other community services facilities • Promoting sustainable development • Promoting better Asset Management. 	2005 - 2008	<p>The CIP was subject of external and internal consultation from January – February 2005.</p> <p>The Council received feedback from local residents, employees, councillors and the Local Strategic Partnership (that includes representatives from local health, police and voluntary and business organisations).</p> <p>Despite being in agreement with most of its content, the main criticism was that the document was too long and complex, making it difficult to follow.</p> <p>The Council took on board the comments raised and removed much of the background content to the CIP. It was also simplified to make it easier to follow.</p> <p>The CIP was republished along with a Summary on the Council's web-site in Summer 2005, and further public comments were invited on feedback forms.</p>
Bridgend Local Housing Strategy 2004	<p>The key priorities for the Strategy are:</p> <ul style="list-style-type: none"> • Improving the condition, suitability and energy efficiency of existing housing • Making use of vacant properties • Preventing and reducing 	2004 - 2009	<p>The Draft Strategy was the subject of wide-ranging consultation with planning and implementation partners, other stakeholders and the community at large. The observations received were considered prior to the final document being adopted by the Council and its</p>

Plan or Strategy	Critical themes	Plan period	Consultation methods used or proposed
	<p>homelessness</p> <ul style="list-style-type: none"> • Providing a supply of affordable housing • Meeting the needs of people with special housing requirements • Engaging in community regeneration initiatives • Encouraging 'Living in the Town' initiatives. <p>[The Local Housing Needs Assessment 2002 was the principal evidence base to inform the development of the LHS. The Assessment provided a survey of General Needs households and an additional survey of Special Needs households. It also concluded that over the next five years there is likely to be an annual shortfall of 234 affordable homes in the CB, with a large shortage for accommodation suitable for single persons.]</p>		<p>submission to the Welsh Assembly Government.</p>
<p>Bridgend Local Transport Plan and subsequent Annual Progress Reports</p>	<p>To meet the seven policy objectives of the LTP the need for six strategies was identified, after consultation, with associated programmes of work and a range of targets to be met. These strategies deal with:</p> <ul style="list-style-type: none"> • Road Traffic Reduction • Road Safety • Public Transport • Parking • Managing the Transportation Network (and) • Cycling and Walking 	<p>2005 – 2010</p> <p>The original LTP was approved in 2001, and covered the period up to 2005. Through Annual Progress Reports, the current LTP Implementation Programme is 2005/06 – 2009/10. Bridgend CBC is one of the 10 member authorities which form the South East Wales Transport Alliance (Sewta)</p> <p>[The Transport (Wales) Bill (HL Bill 26) places a duty on the National Assembly to produce a Wales Transport Strategy, and local transport authorities must develop policies for the implementation of the WTS in their LTPs. However, there is a possibility that any or all of the current four voluntary transport consortia in Wales may be replaced with new, Assembly determined, Joint Transport Authorities. Hence the 22 current LTPs for each local authority in Wales may be replaced by four new Local ('Regional') Transport Plans during the Plan Period.]</p>	<p>The whole process of LTP preparation was subject to extensive public participation.</p> <p>The latest consultation and stakeholder involvement on the Annual Progress Report 2005 was progressed via the County Borough Council's Consultation Strategy. This has been designed to develop local awareness and to encourage local participation in Authority-wide issues in addition to the normal and statutory procedures for transportation issues. Public attitude surveys were undertaken in Bridgend, Porthcawl and Maesteg, which included accessibility issues. Independent marketing consultants undertook 1500 telephone surveys plus 1000 interviews.</p> <p>(Consultation on the Bridgend Community Strategy also revealed that transportation issues were key cross-cutting elements.)</p>
<p>Bridgend Health, Social Care & Wellbeing Strategy</p>	<p>The Strategy addresses three main issues, i.e. social inclusion, lifestyle, and health and social care. Each issue has a strategic aim with local priorities detailed in an action plan. Those strategic aims with particular relevance to LDP preparation include:</p> <ul style="list-style-type: none"> • Community participation in the planning and delivery of services, to ensure local services respond to local needs. • Protection of the environment of the CB, 	<p>2005 - 2008</p>	<p>A needs assessment for the CB was published in November 2003 and a formal period of consultation took place until January 2004. A range of opportunities were taken to capture people's views including community events, presentations to interest groups, reference to partnership forums, and targeting of the Citizens' Panel.</p> <p>Consultation on the Draft Strategy took place from July</p>

Plan or Strategy	Critical themes	Plan period	Consultation methods used or proposed
	<p>and promotion of environmental management.</p> <ul style="list-style-type: none"> • Provision of appropriate warm affordable housing for the people of the CB. • Improvement of access to local services through support for the establishment of a Community Transport Partnership. 		<p>to October 2004. Feedback was received from individuals, through Voluntary Organisations, focus groups, statutory authority employees, and the Welsh Assembly Government.</p> <p>The two consultation processes gave very similar results in terms of cross-cutting issues that people were concerned about, and which could be tackled. All comments were taken into account and incorporated where appropriate into the Strategy.</p>
<p>Bridgend CB Sustainable Economic Regeneration Strategy and Action Plan</p>	<p>The original Strategy was produced in September 2000. This was replaced in June 2003 by a new Strategy which provides the 'central justification, co-ordinating and reference document' for economic regeneration activity in the CB over the 15 year period 2003 – 2018.</p> <p>The new Strategy is supported by a 3 year Action Plan that identifies projects and actions to initiate movement in the identified strategic priorities.</p> <p>Four sub-programmes are suggested within the Action Programme, each of which has relevance to LDP preparation:</p> <ul style="list-style-type: none"> • Town Centre Renewal. • Strategic Infrastructure and Environmental Enhancement.. • Replenishing the Shopping, Leisure, and Tourism Offer of the CB. • Defining a New Sub-Regional Role and Communicating The Vision (for the CB). 	<p>2003/04 – 2014/2019 Action Plan 2003/04 – 2005/06</p>	<p>Consultation and consideration of the Council's partners and stakeholders' views took place over the period July 2002 – May 2003. Consultation on a Draft report took place during January – February 2003. 'Many comments' were received and these were all addressed by the Council's appointed consultants before producing a final report on the Strategy which was considered and endorsed by Council in June 2003.</p> <p>The consultants final report was endorsed in principle by the Council as a draft Strategy and Action Plan for further consideration and development.</p> <p>The Bridgend CB Objective 1 Partnership took forward the draft Strategy and Action Plan.</p>
<p>Regional Waste Plan for the South West Wales Region</p>	<p>The specific aim of the Plan is to provide a land use planning framework at the Regional level. Each constituent LPA will then use the Plan to develop its own development plan to determine potentially suitable locations for the range and type of facilities needed to manage waste arising within its own area.</p> <p>The Plan highlights the heavy reliance on landfilling (at 2003), a situation that needs to change as we move into a new era of sustainable waste management, and sets out options and capacities for each 'waste stream' for the year 2013.</p>	<p>2003 – 2013 (to be reviewed every 3 years)</p>	<p>The Plan was produced through the joint working of local government within the South West Wales Region, the National Assembly, the waste management industry, the EA, and other relevant stakeholders.</p> <p>In order to obtain the views of the public and stakeholders, consultation was undertaken on the options for dealing with waste. This involved a postal questionnaire with a representative sample of householders, focus groups with residents, a questionnaire survey of stakeholders and interviews with a sample selection of industrialists. Exhibitions were held throughout the region and interests invited.</p>

Plan or Strategy	Critical themes	Plan period	Consultation methods used or proposed
			The consultation exercise clearly endorsed a 'Do More' option (6), i.e. meeting 2020 targets by 2013, as the foundation for the Plan.
Bridgend LEA Draft Single Education Plan 2006-2008	<p>The Plan seeks to bring together within a coherent integrated approach elements of other Statutory Plans – the School Organisation Plan, the Early Years Development Plan and the Behaviour Support Plan.</p> <p>Its themes focus on:</p> <ul style="list-style-type: none"> • How Schools, the Council and other partners work together • Future targets and timescales • Improving pupil achievements • Building success for all • School provision in communities • Making the right provision <p>The latter has particular implications for land use policy.</p>	2002 - 2006	Currently, or shortly to be placed on public consultation.
Brigden County Borough Tourism Strategy	The strategy provides an agreed framework that reflects the views of the tourism industry and aims to develop, coordinate and manage tourism in order to maximise its benefits to the local economy whilst minimising any adverse effects on local communities and the environment.	2002-2006	Initial public consultation Draft Strategy September – October 2001, through libraries, the Council's website and its offices. Comments on the draft compiled and reported to Council. Discussion papers and stakeholder meetings held via the Bridgend Tourism Forum and Arts and Tourism Working Group. Public consultation took on board views of the Tourism Industry. Final Strategy also published for further public consultation prior to adoption.
A Revised Tourism Strategy for South East Wales (Capital Regional Tourism) 2003	<p>The role of the CRT and the other three Regional Tourism Plans is to seek to improve the competitiveness and performance of their respective regions in Wales.</p> <p>In respect of the region (which includes Bridgend) its development as a major tourism destination is the main aim, based on facilities for conferences, meetings and incentives, coupled with existing leisure opportunities. The latter may have regional land use & strategy implications. The Strategy is accompanied by an Action Plan.</p>	2002 - 2005	No details of Consultation undertaken available.

APPENDIX 6

CONSULTATION RESPONSES ON THE DRAFT DELIVERY AGREEMENT

(to be added later)

APPENDIX 7

GLOSSARY OF TERMS

2004 Act / The Act	The Planning and Compulsory Purchase Act 2004
Adoption	Final stage of LDP preparation where the LDP becomes the statutory Development Plan for the purposes of the Act.
Alternative Sites	Representations to the Deposit LDP which suggest alternative or new site allocations which are advertised by the Council prior to the submission of the Deposit LDP to the Inspector, with any comments received on them.
Annual Monitoring Report (AMR)	This will assess the extent to which policies in the Bridgend Local Development Plan are being implemented.
Bridgend Unitary Development Plan (UDP)	Adopted 12 th May 2005. Statutory Development Plan for Bridgend County Borough which will be superseded upon adoption of the LDP.
Community	People living in a defined geographical area, or who share interests
Community Involvement Scheme (CIS)	Sets out the project plan and policies of Bridgend CBC as Local Planning Authority for involving local communities, including businesses in the preparation of the LDP.
Community Strategy (CS)	Local Authorities are required to prepare these with the aim of improving the social, environmental and economic well being of their areas. Through the CS, authorities are expected to co-ordinate the actions of local public, private, voluntary and community sectors. In Bridgend County Borough responsibility for producing and reviewing the CS is undertaken by the Bridgend Local Strategic Partnership.
Consensus Building	A process of dialogue with targeted interest groups to understand relevant viewpoints and to seek agreement where possible.
Consultation	A formal process in which comments are invited on a particular topic or document.
Council	Bridgend County Borough Council
(Statutory) Consultation Body	An authority with environmental responsibilities concerned by the effects of implementing plans and programmes and which must be consulted under the SEA directive
Delivery Agreement (DA)	A document comprising Bridgend County Borough Council's (as Local Planning Authority) timetable for the preparation of the LDP together with its Community Involvement Scheme.
Deposit	A formal 6 week stage in which individuals and organisations can make representations on the LDP. Representations that relate to whether the plan is 'Sound' can then be examined by an Inspector.

Deposit LDP	The version of the LDP which is submitted to the Welsh Assembly Government for public examination.
Duly made	Representations to the LDP which are made in the correct way within the consultation period.
Engagement	A process which encourages substantive deliberation in a community. Proactive attempt to involve any given group of people/section of the community.
Frontloading	Community involvement and consensus building at early stages of plan preparation.
Key Stakeholder Forum	A forum of stakeholders to be established which will be consulted on issues regarding the LDP.
Independent Examination	A process by which the soundness of the LDP is tested in public.
Indicator	A measure of variables over time, often used to measure achievement of objectives.
Involvement	Generic term to include both participation and consultation techniques.
LDP Officers' Group	A group of officers of BCBC established to consider issues relating to the LDP which reports to the LDP Steering Group/CCPF.
LDP Steering Group/Cross Cutting Policy Forum(CCPF)	The LDP Steering Group is a group of Members whose purpose is to oversee the preparation of the LDP. The Council's Cross Cutting Policy Forum (CCPF) will undertake this role.
Local Planning Authority (LPA)	In the case of Bridgend County Borough, this is Bridgend County Borough Council.
Local Development Plan (LDP)	A land use plan that is subject to independent examination, which will form the statutory development plan for a local authority area for the purposes of the Act. It should include a vision, strategy, area-wide policies for development types, land allocations, and where necessary policies and proposals for key areas of change and protection. Policies and allocations must be shown geographically on the Proposals Map forming part of the plan.
Local Development Plan Wales (LDPW)	Planning policy guidance document from the Welsh Assembly Government on the preparation of LDPs.
Objective	A statement of what is intended, specifying the desired direction of change in trends.
Participation	A process whereby stakeholders and the community can interface with plan
Partners	Other local authority departments and statutory bodies where the LDP will help to deliver some of the objectives of their strategies. Partners may be expected to contribute to formulating relevant parts of the LDP.

Pre-deposit	Stages of plan preparation and consultation before the Deposit LDP is finalised and approved by Council.
Saved	In the context of SPG, those Supplementary Documents to previous development plans which are being carried forward in the context of policies in the LDP.
Scoping	The process of deciding the scope and level of detail of an SA, including the sustainability effects and options which need to be considered, the assessment methods to be used, and the structure and contents of the SA report.
Service Users	Individuals / Organisations who use the services of the Local Planning Authority
Significant Effect	Effects which are significant in the context of the plan. (Annexe II of the SEA Directive gives criteria for determining the likely environmental significance of effects).
Site Specific allocations	Allocations of areas of land for specific or mixed uses or development contained in a LDP.
Soundness	The consideration of representations made on the Deposit LDP and on Alternative Sites by the Inspector under the general headings of procedure, consistency and coherence & effectiveness. It is the concept against which an LDP is examined under section 65(5) (b) of the 2004 Act. A framework for assessing the soundness of LDPs has been developed by the Planning Inspectorate.
Stakeholders	Interests directly affected by the LDP – involvement generally through representative bodies
Strategic Environmental Assessment (SEA)	Generic terms used internationally to describe environmental assessment as applied to policies, plans and programmes. The European SEA Directive (2001/42/EC) requires a formal “environmental assessment of certain plans and programmes, including those in the field of planning and land use”.
Sustainability Appraisal (SA)	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors). Each LPA is required by Section 62(6) of the Act to undertake SA of the LDP. This form of SA fully incorporates the requirements of the SEA Directive.
Sustainability Appraisal Report	A document required to be produced as part of the SA process to describe and appraise the likely significant effects on sustainability of implementing the plan, which meets the requirement for the Environmental Report under the SEA Directive. Section 62(6) of the Act requires each LPA to prepare a report of the findings of the SA of the LDP.

Supplementary Planning Guidance (SPG)	Provides supplementary information in respect of the policies of the LDP. They do not form part of the development plan and are not subject to independent examination but must be consistent with it and with national planning policy – see LDPW
Timetable	Sets out the dates by which key stages and processes of LDP preparation are expected to be completed. These are definitive for stages up to the deposit of the LDP and indicative for the remaining stages after
Wales Spatial Plan (WSP)	A plan prepared and approved by the National Assembly for Wales under Section 60 of the Act which sets out the strategic framework to guide future development and policy interventions, whether or not these relate to formal land use planning control. Under Section 62(5) (b) of the Act a LPA must have regard to the WSP in preparing a LDP.

