



*Mae Crynodeb Gweithredol o'r ddogfen
hon ar gael yn Gymraeg ac yn Saesneg*

An Executive Summary of this document is
available in Welsh & English versions



Gydgynllun Datblygu Lleol Blaenau Gwent a Thorfaen (2026-2041)

Blaenau Gwent and Torfaen Joint Local Development
Plan (2026-2041)

Drafft o'r Cytundeb Cyflawni **Draft Delivery Agreement**

Gorffennaf 2026 / July 2026



1 INTRODUCTION

- 1.1 Blaenau Gwent and Torfaen are the first Councils in Wales to form a federated Council. Under the federated umbrella, a joint Economy and Place directorate has been established; which has enabled the opportunities of the federated model to be expressed in the emerging economic and place-based strategy “Blueprint for Growth”.
- 1.2 The Planning and Compulsory Purchase Act (PCPA) 2004 places a duty on local planning authorities (LPAs) to produce a Local Development Plan (LDP) for their area. This Delivery Agreement has been prepared jointly by Blaenau Gwent and Torfaen County Borough Councils to influence and inform the preparation of a Joint Local Development Plan (JLDP). Following its adoption, the new JLDP will replace the individual Local Development Plans for Blaenau Gwent and Torfaen.
- 1.3 An LDP is a key aspect of the planning system. The purpose of the JLDP is to inform decisions on future development proposals and address the needs and opportunities of the area. The Local Development Plan should contribute to achieving sustainable development and be consistent with the relevant national and regional planning principles and policies. Once adopted, the JLDP will provide certainty to communities regarding where and what development will be located over the plan period. The JLDP will also ensure that the principles of place making, and sustainability are at the heart of the plan-making process.

Local Development Plan Reviews

- 1.4 A full review of the [Torfaen Local Development Plan \(2006-2021\)](#), December 2013 has been undertaken; the findings of which are set out in the [Torfaen LDP Review Report, April 2018](#). The conclusion of the Torfaen LDP Review Report is that Torfaen County Borough Council prepare a Replacement LDP (RLDP) following the full revision procedure.
- 1.5 A full review of the Blaenau Gwent Local Development Plan 2006-2021 (adopted November 2012) has been undertaken, the findings of which are set out in the [Blaenau Gwent LDP Review Report](#). The Review Reports provides an overview of the issues that have been considered as part of the full review process and subsequently identifies changes that are likely to be needed to the LDP. It concludes by recommending that the LDP is replaced following the full revision process.

The Current Situation

- 1.6 Blaenau Gwent County Borough Council resolved to withdraw the emerging Blaenau Gwent Replacement Local Development Plan on 5th March 2026. The Welsh Minister subsequently agreed to the withdrawal of the RLDP in a letter dated 17th March 2026. Torfaen County Borough Council resolved to withdraw their emerging replacement LDP on 3rd March 2026. At both Council meetings, it was also agreed to prepare a Joint Local Development Plan (JLDP). This is in accordance with section 72 of the PCPA 2004 and LDP Regulation 36 which states that two or more LAs may agree to prepare a Joint LDP for their combined areas.

- 1.7 The adopted Blaenau Gwent and Torfaen Local Development Plans (November 2012 and December 2013 respectively) remain extant and will continue to provide the policy framework for the determination of planning applications while the JLDP is being prepared. They will remain in force until the adoption of a JLDP, in line with the provisions of the Planning (Wales) Act 2015.

Purpose of this Delivery Agreement

- 1.8 This document sets out how people, stakeholders and interested parties will be given the opportunity to influence future development in Blaenau Gwent and Torfaen. It outlines how we intend to involve people, and when those opportunities will be in the new planning policy cycle. Planning is about ensuring people: live in decent homes; in clean and safe neighbourhoods; with access to parks, countryside and other public spaces. Planning is also about securing enough sites for industry, offices, shops, community facilities, sports and leisure, to make sure there are enough job opportunities and to help create a better Blaenau Gwent and Torfaen.
- 1.9 This Delivery Agreement is split into two parts:
- The **Timetable** for producing the JLDP: This provides an indication of when different stages of plan preparation will take place. Definitive dates are provided up to the deposit stage and indicative dates for later stages. This section also covers how we intend to monitor the delivery agreement and the replacement plan.
 - The **Community Involvement Scheme** covers how we intend to involve the community in the preparation of the Local Development Plan. It outlines our broad commitment and approach; the Authority's principles of community engagement; its approach in relation to who, how and when we intend to engage with the community and stakeholders, how we will respond to representations; and how these representations will inform later stages of plan preparation.
- 1.10 Delivery of the JLDP in accordance with this Delivery Agreement will be one of the tests of the Plan when examined by the Planning and Environment Decisions Wales (PEDW) Inspectors.

The Purpose of the LDP and context for its preparation

- 1.11 Through the JLDP the Councils will seek to: -
- facilitate Sustainable Development by preparing and monitoring the LDP through a process that integrates Sustainability Appraisal, (incorporating Strategic Environmental Assessment (SEA) requirements), with plan making;
 - base JLDP production on early and effective community involvement, to consider a wide range of views, with the aim of building a broad consensus on the strategy and policies;
 - ensure policy integration by producing a JLDP that is internally consistent and integrated with other main policies and strategies at national, regional and local level;
 - deliver a fast and responsive approach to plan-making and regular strategic monitoring and review to enable plans to better reflect changing circumstances;

- make plans that are strategic, concise and distinctive in setting out how an area will develop and change, based on a robust understanding of relationships between places, including across administrative boundaries; and
- deliver sustainable development, taking account of infrastructure requirements, availability of resources, viability and market factors.

1.12 The production of the JLDP will have regard to relevant European and national legislation, policy, plans and guidance; and regional and local plans and strategies.

Integrated Sustainability Appraisal (ISA) incorporating Strategic Environmental Assessment (SEA)

1.13 The Planning and Compulsory Purchase Act 2004 and the Well-being of Future Generations (Wales) Act 2015 requires authorities to prepare LDPs with the objective of contributing to the achievement of sustainable development. Welsh Government's Planning Policy Wales stresses the presumption in favour of sustainable development and Local Planning Authorities should ensure that the plan and proposals deliver sustainable development for the wellbeing of all.

1.14 Integrated Sustainability Appraisal and Strategic Environmental Assessment will play an important part in demonstrating that the JLDP is 'sound' by ensuring that it reflects sustainable development objectives. It will contribute to the reasoned justification of policies; and will be an integral element of every stage of plan preparation including evidence gathering, identifying issues, setting objectives, evaluating options and consultation. Together they help to achieve relevant environmental, economic, social and cultural objectives.

1.15 To be most effective in ensuring that decisions at each stage accord with sustainable development principles, Sustainability Appraisal will be fully integrated into the plan making and monitoring process. The Authority's will identify a clear set of integrated objectives with which to evaluate alternative policies (where appropriate), proposals and locations for development so that it is clear from the process how and why particular options have been chosen.

Habitat Regulation Assessment (HRA)

1.16 Part 6 Chapter 8 of the Conservation of Habitats and Species Regulations 2017 requires the screening and appropriate assessment of a plan to ascertain whether it is likely to have a significant effect on the integrity of European protected sites, such as a Special Area of Conservation, a Special Protection Area and a Ramsar (Wetlands) site. A screening assessment for the JLDP will be undertaken in the first instance, followed by an appropriate assessment if necessary. HRA will be undertaken alongside SA/SEA to ensure an integrated approach to assessment. It is intended the process will run concurrently with the plan making process and form an iterative part of plan preparation.

Well-being of Future Generations Act

1.17 The Well Being of Future Generations (Wales) Act (WBFG) April 2015 aims to make a difference to lives of people in Wales in relation to seven well-being goals and also sets out five ways of working. The seven well-being goals relate to; a prosperous

Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of cohesive communities, a Wales of vibrant culture and Welsh language, and a globally responsible Wales. The five ways of working are long-term, integration, involvement, collaboration and prevention. Given that sustainable development is the core underlying principle of the JLDP, there are clear associations between both the JLDP and the WBFG Act. As a requirement of the Act a Local Well-being Plan (LWBP) must be produced. Therefore, particular consideration will be given to how the JLDP and ISA - Framework can complement the Gwent Public Services Board's [Well-being Plan \(2023\)](#) by providing the land use expression of the shared vision of how the area will change in line with the themes, priorities, objectives and eight [Marmot Principles](#) adopted by both Councils.

Socio-economic Duty

- 1.18 In preparing the JLDP the Councils under the Socio-economic Duty Equality Act 2010, are required to demonstrate that they have had 'due regard to reducing the inequalities of outcome' (any measurable difference in outcome between those who have experienced socio-economic disadvantage and the rest of the population) 'which result from socio-economic disadvantage' (living in less favourable social and economic circumstances than others in the same society - can be disproportionate in both communities of interest and by location). This will be addressed in both the preparation of the JLDP and via the ISA - Framework.

Test of Soundness

- 1.19 The Councils must submit the JLDP for independent examination and this involves sending the Deposit JLDP, accompanying documents and representations made to the Welsh Government and to Planning and Environment Decisions Wales (PEDW). The examination of a JLDP is an independent process for determining whether it is fundamentally 'sound.' In assessing the 'soundness' of the JLDP, the two Inspectors appointed by the Welsh Government must have regard to the evidence submitted with the plan and the representations received at the Deposit stage. The Inspectors overall aim will be, wherever possible, to get the JLDP to the stage where it is 'sound' and can be safely adopted.
- 1.20 The Inspectors will assess whether the preparation of the plan has been undertaken in accordance with legal and regulatory procedural requirements and complies with the Community Involvement Scheme. The Inspectors must also decide whether the Plan meets the three tests of soundness.
- Test 1 - Does the plan fit? (i.e. is it clear that the LDP is consistent with other plans);
 - Test 2 - Is the plan appropriate? (i.e. is the plan appropriate for the area in light of evidence?); and
 - Test 3 - Will the plan deliver? (i.e. is it likely to be effective?).
- 1.21 The conclusions / recommendations reached in the Inspectors Report will be considered by both Councils before considering the Adoption of the JLDP (as amended).

2. TIMETABLE

2.1 The Councils have produced a 'Timetable' detailing the various stages of the preparation of the JLDP, how the process of plan preparation will be project managed, and the resources required at each stage. This process has two stages:-

- **Definitive Stage** - provides information on the JLDP timetable up to and including the Deposit Plan stage. This stage is under the control of the Councils, 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 Councils.
- **Indicative Stage** - is in the Post Deposit period. The Councils have less control over the process at this stage as it is dependent on many factors beyond the Councils control, such as the number of Deposit representations made and the requirements of the independent Planning Inspectors.

2.2 **Key Stage Timetable** - Figure 2.1 below outlines the Councils timetable for the nine key stages in preparing the JLDP. A more detailed timetable is provided in **Appendix A** below.

Figure 2.1 - Key Stage Timetable (Including key participation dates*)

Stage	Stage Description	Timescale
1	LDP Review & Develop Evidence Base	
	Publish Torfaen LDP Review Report	Apr-18
	Publish Blaenau Gwent LDP Review Report	Jan-20
	Develop JLDP Evidence Base	ongoing
2	Delivery Agreement	
	Councils consider draft Delivery Agreement	Jul-26
	Consultation on draft Delivery Agreement*	Jul - Aug 26
	Councils consider consultation responses & Submit Delivery Agreement to Welsh Government	Nov-26
	Welsh Government Approval / Councils Publish Delivery Agreement	Dec-26
3	Pre-Deposit Participation	
	Call for Candidate Sites*	Jan - Feb 27
	Engagement on JLDP Vision and Objectives	Jun-27
	Engagement on Growth and Spatial Options	Jul-27
	Development of JLDP Preferred Strategy	Jul - Dec 27
	Councils consider JLDP Preferred Strategy	Jan-28
	Consultation on JLDP Preferred Strategy (6 weeks)*	Feb - Mar 28
4	Statutory Deposit of Proposals	
	Assess consultation responses and Preparation of Deposit JLDP	Apr - Sep 28
	Councils consider consultation responses & Deposit JLDP	Oct-28
	Consultation on Deposit JLDP (6 weeks)*	Nov - Dec 28
5	Submission to the Welsh Government	

	Assess consultation responses and prepare for Plan submission	Jan - Jun 29
	Councils consider consultation responses and Plan submission	Jul-29
	Submission of the Plan to the Welsh Government	Jul-29
6	Examination of the JLDP*	Jul 29 - Apr 30
7	Receipt of Inspectors Report	May-30
8	Adoption of JLDP	Jun-30
9	1st JLDP Annual Monitoring Report Statutory 4 Year Review	Oct-32 Jun-34

Formal consultation stages shaded and marked *

- 2.3 **Definitive and Indicative Stages** - As stated in paragraph 2.1 above the JLDP timetable has two stages: the 'Definitive Stage' (Stages 1-4) and the 'Indicative Stage' (Stage 5-8).

3.0 COMMUNITY INVOLVEMENT SCHEME (CIS)

- 3.1 The Community Involvement Scheme sets out the Councils' principles, strategy and process for proactively engaging the community throughout the Joint Local Development Plan (JLDP) process. Early community engagement and consensus building will be an important element of the new JLDP, to meet Welsh Government (WG) principles. The five ways of working prescribed by the Well Being of Future Generations (Wales) Act are integral to the CIS, namely long term, integration, involvement, collaboration and prevention.
- 3.2 The Councils will seek to use a variety of engagement techniques to engage differing audiences including in person consultation events but have increasingly sought to enable new and innovative digital engagement methods to improve the range of engagement opportunities enabling greater access to the process.

Aims of Community Involvement in Local Development Plan

- 3.3 A main objective of the LDP system is to improve the quality of stakeholder and community involvement in plan-making. Early and continuous community involvement is important in handling contentious issues and resolving conflicts at the earliest opportunity. It can also help identify common ground and shared goals.
- 3.4 The CIS will be based on the following five objectives. These objectives set out what we will aim to do to fulfil our vision of engaging people and organisations in planning for the future:
- a) to help make the planning system **transparent**, by making plans, policies, development proposals and planning decisions available in a form which is easily understood and accessible.
 - b) to promote participation and involvement by presenting clear **opportunities** for people to make their views known and to take part in the planning process.
 - c) to make the planning system **accessible**, by removing barriers to involvement and by reaching out to groups that have been less engaged in the past;
 - d) to be **accountable**, by clearly identifying decision-makers and processes and ensuring that people get feedback about progress and outcomes; and
 - e) to be **flexible** to the requirements of stakeholders, adapting to new ways of engaging ensuring that everyone can engage safely and efficiently with the planning process.

Principles of Community Involvement

- 3.5 The Councils value the opinions of people living and working in Blaenau Gwent and Torfaen. Our service areas encourage members of the community to actively participate in the decision-making process, and use their views and experiences to inform plans, policies and actions.
- 3.6 The CIS is informed by the Councils' public participation strategy which follows the National Principles for Public Engagement in Wales ten principles for engaging with the public and service users. The principles aim to guide the way engagement is carried out to make sure it is good quality, open and consistent: -
1. **Design your engagement to make a difference** - engagement offers a genuine opportunity to inform or influence decisions, policy, or services.

2. **Invite people to get involved, if they choose to** - people have opportunities to engage as an individual or as part of a group or community, in an inclusive and welcoming way which does not put them under obligation or pressure.
3. **Plan and deliver your engagement in a timely and appropriate way** - the engagement process is clear, communicated to everyone in a way that's easy to understand, takes place within a reasonable timescale, and uses the most suitable method(s) for those involved.
4. **Work with relevant partner organisations** - organisations communicate with each other and work together wherever possible, to ensure that people's time, and organisations' resources, are used efficiently.
5. **Provide jargon free, appropriate, and understandable information** - people have easy access to relevant information that is tailored to meet their needs.
6. **Make it easy for people to take part** - any barriers are identified and addressed, so that people can engage easily.
7. **Ensure people benefit from the experience** - engagement contributes to developing the skills, knowledge, and confidence of all participants.
8. **Ensure the right resources and time are in place for your engagement to be effective** - time is allowed for both planning and meaningful engagement for the decision, policy, or service design. Appropriate training, guidance, support, and financial resources enable all participants to engage effectively, including community participants and staff.
9. **Let people know the impact of their contribution** - timely feedback is given to participants about their contribution, and the decisions or actions taken as a result, using methods and forms of feedback that take account of participants' preferences.
10. **Learn and share to improve your engagement** - people's experience of the engagement process is monitored, along with the accessibility, inclusion and diversity, and the outputs and results. Lessons learnt from the evaluation are shared and inform future engagement.

Accessible Documents

- 3.7 To assist with clarity and inclusiveness, and provide jargon free, appropriate, and understandable information the Delivery Agreement and key consultation documents at the Preferred Strategy and Deposit Plan stages will be produced in an accessible format. This will enable a wider section of the population to understand and get engaged in the JLDP process.

Process of Community Involvement

- 3.8 The Councils are caring and customer focused organisations and fully recognise the importance of community engagement. Through the plan preparation process we will seek to understand and respond to customer needs through on-going consultation. We will attempt to actively forge and maintain effective links and structures with all stakeholders in our aim to achieve this and provide up to date communication through the Joint LDP website.
- 3.9 The CIS will provide the framework for everyone with an interest in the future of Blaenau Gwent and Torfaen and consequently the JLDP process to become actively involved in its preparation.

- 3.10 To ensure the process is inclusive we will strive to involve relevant people, stakeholders and interested parties, with methods and techniques to actively draw the feedback, and keep them interested and involved in the process as it develops through the stages.
- 3.11 A range of methods of community involvement are likely to be used through the Plan's preparation process, and these will be designed to facilitate efficient and effective consultation and participation using opportunities presented by new digital engagement. Where practical and appropriate independent facilitators and other Council Officers will be utilised to run appropriate community involvement structures such as Workshops and seminars as well as utilising other methods such as letters, draft documents, social media, public meetings, exhibitions and web-based consultation.
- 3.12 Through responsive engagement and active involvement of the community and all interested parties in the development process the aim is to attempt to build consensus around a coherent strategy for the future of Blaenau Gwent and Torfaen.
- 3.13 Consensus building will be facilitated / assisted through the establishment and sharing of a common information base for the key issues from the outset.
- 3.14 Forums and methods for sharing information, establishing common ground, agreeing the requirement for further intelligence will all be part of the CIS which will foster consensus building. Where differences of opinion do occur the sharing and explicit nature of the information provided will enable opposing viewpoints to be understood and respected.

Key Stages in Plan preparation giving opportunities for Community Involvement and Consensus Building.

- 3.15 The Stages below are a summary of community involvement phases in the plan preparation process. How these are scheduled is included in the timetable detailed in Part 2. A more detailed analysis of the stages including key actions, groups involved, methods of consultation and outcomes is detailed in **Appendix C**.

Local Development Plan Preparation and Consultation

- 3.16 **1. LDP Review / Develop Evidence Base**

2. Produce Delivery Agreement (Regulation 9)

3A. Pre-Deposit Participation (Regulation 14) Starting with a public call for Candidate Sites. Then engagement with relevant Specific and General Consultation Bodies (known as 'Key Stakeholders') to review / identify the key issues, vision, objectives for the Plan to address; and to assess / identify potential alternative growth and spatial strategies and Plan options. The potential use of individual workshops and subgroups to look at particular topics, issues and sites. The Key Stakeholders will be included where their interests are affected, and their input will allow the development and testing of options thoroughly. We will work with relevant organisational departments and our partners to maximise the reach of each process and encourage participation. Through this process options, policies and major sites will be subject to scrutiny and critical evaluation. As well as using the groups /

partnerships which are already in place the Councils will build links with new or emerging groups as the plan evolves.

3B. Pre-deposit Public Consultation on Preferred Strategy (Regulations 15/16)

- Statutory 6 weeks Public Consultation period on the JLDP: Preferred Strategy, associated iISA / HRA and draft Candidate Sites Register (inc. their Stage 1 High Level Assessment), alongside a second and final call for candidate sites / additional supporting information for existing candidate sites - The Plan is developed through structured consultation and engagement with the community and before finalising the Deposit Plan the Councils will publish its proposals for general public consultation. During this time objections and supporting comments can be made on these documents. Assess outcome of these consultations & prepare Report of pre-Deposit Consultation (Initial Consultation Report).

4. Deposit of Proposals (Regulation 17) - Preparation and publication of the Deposit Plan - following consideration of representations the Councils will make final amendments and hone policies and proposals. Members' agreement will be obtained prior to the publishing of the deposit proposals (including the Deposit JLDP, ISA, HRA and Candidate Sites Register (inc. their Stage Assessments) for the statutory 6 week public consultation period. During this time objections and supporting representations can be made on these documents. Collate & provide feedback on representations - To consider the formal representations received to the Deposit Plan collate the responses and provide feedback.

5. Submission of JLDP to the Welsh Government (Regulation 22) - Prepare Recommendations Report on all representations received for Submission to the Examination - To consider representations and alternative sites and prepare submission to WG (PEDW).

6. Independent Examination - Independent Inspectors Examine Soundness of JLDP - To undertake Examination of the Plan and to analyse, clarify and defend decisions as well as carrying out any further work requested by the Inspectors.

7. Publication of the Recommendations of the Person Appointed - Receive, fact check & publish Inspectors Report.

8. Adoption of the JLDP - Consider & process Inspectors Report and formally Adopt the Plan.

- 3.17 Approval of both Councils will be required of all stages which will be open to public consultation; including the Delivery Agreement, the Preferred Strategy and the Deposit Plan proposals. Full Councils will also decide whether to submit the Plan for Examination and take the decision to Adopt the Plan.

Welsh Language and Bilingual Engagement

- 3.18 The Councils will meet their Planning (Wales) Act 2015 duty to consider the likely effects of the JLDP on the use of the Welsh language, through a Welsh Language Impact Assessment as part of the ISA of the Plan. In addition, the Welsh Language (Wales) Measure 2011 places a legal duty on the Councils to ensure that people can access services through the medium of Welsh. Therefore, the corporate requirements of the Councils' Welsh Language Standards will be maintained at each JLDP stage. Bilingual engagement will be carried out in the following ways: -
- we welcome correspondence in both Welsh and English. Where correspondence is received in Welsh and a reply is necessary, this will be sent in Welsh;

- all consultation letters, comments forms, public notices (including site notices) and newsletters will be bilingual;
- any pages on the Joint Local Development Plan website and social media posts will be bilingual;
- any public meetings will be conducted bilingually where a request has been received 3 days prior to the meeting. Prior notification is required to procure interpretation services;
- we will screen all JLDP documents in accordance with the Councils procedure and either provide a full Welsh translation or a bi-lingual executive summary; and
- the Adopted JLDP will be available in both Welsh and English formats.

Methods of Engagement - How Will We Involve You?

- 3.19 We are seeking to encourage participation and engagement in the JLDP throughout the plan preparation process. To reach as many people as possible we will seek to publicise the JLDP process at every stage and use different methods of engagement to encourage participation from all groups. This will be done by:
- direct contact (i.e. by letter or e-mail, the preference of which as indicated by the stakeholder through consultation);
 - telephone;
 - through use of social media by utilising the corporate Council accounts;
 - via Facebook on the official Facebook page for Blaenau Gwent and Torfaen Councils;
 - engagement with Members through member seminars, specific workshops and in reports to appropriate Council meetings.
 - making use of existing and developing networks for youth and other groups engagement
 - all JLDP information and documents will be made available on the Joint LDP website, which will be updated regularly;
 - Deposit of formal documents at named Council premises;
 - press releases for the local media, where appropriate;
 - public information exhibitions, in accessible locations with potential appointment based meetings; and
 - site notices will be displayed regarding proposed land allocations at relevant stages and where appropriate letters will be sent to adjacent properties (excluding Candidate Sites submitted as these relate to submissions for consideration rather than proposals).

OpusConsult/Map

- 3.20 The Councils will use a specific Local Development Plan consultation tool - OpusConsult/Map to streamline our public engagement processes and provide information in a more user friendly way. OpusConsult/Map can be accessed via the Councils' JLDP website and enables individuals to directly self-register for notifications and updates and to de-register as required. Those who communicate with us via alternative means will be added / removed from the database by Officers as per current practise. OpusConsult/Map will be used firstly for the Call for Candidate Sites exercise and then for the public consultations on the Preferred Strategy and associated documents and the Deposit Plan and associated

documents. OpusConsult/Map will provide interactive forms for Candidate Site submission and integrated mapping with constraints and opportunities to inform and support the proposals. Public consultations will enable documents to be reviewed, and comments made with links to informative mapping. OpusConsult/Map operates bi-lingually to provide Welsh as an equal opportunity.

Who is involved?

- 3.21 We recognising that engagement is an on-going process and that those involved will vary depending on the stage and process, and that all efforts will be made to engage statutory, specific and general stakeholders in the process.

Individuals and interest groups

- 3.22 Individuals or organisations who have an interest in any stage of the JLDP or associated documents can request to be included onto the OpusConsult JLDP Database. This database will include members of the public, interested persons and any individual organisations who have requested to be kept informed at each stage of the JLDP process. The primary purpose of this database is to allow for those who are not included on the Welsh Government list of consultees for Local Development Plans to be involved and informed throughout the JLDP process.
- 3.23 Anyone can request for their details to be included on the database. Anyone who makes representations at any of the stages of JLDP will be automatically added to the database for them to receive updates on progress and allow them to be adequately informed of further opportunities to participate later. It should be noted that the General Data Protection Regulation (GDPR) is now in force from May 2018. By commenting on the JLDP and associated documents, individuals and stakeholders will give their consent for their details to be held by the Councils throughout the JLDP process.
- 3.24 It is envisaged this will be a successful process with effective community and stakeholder involvement. Due to its importance it is hoped and anticipated that many individuals and groups will become involved in the JLDP process. Anyone wishing for their details to be added to the JLDP database can do this via OpusConsult accessed from the JLDP website.

Members of the Councils

- 3.25 It is recognised that the involvement of Members of Blaenau Gwent and Torfaen County Borough Councils throughout the JLDP preparation will be of key importance. Members have a unique position as not only do they represent the communities within their individual ward, but they also represent public interest and are involved in decisions for the wider benefit of their County Boroughs as a whole. Accordingly, Members will play an essential role in the JLDP process by providing information to residents, informing us of issues / opportunities within their local area and more fundamentally making decisions on matters affecting the Plan area.
- 3.26 The Executive Members for Economy and Place in each Council have responsibility for planning policy, including the JLDP. Liaison with these Executive Members and all other Members is essential throughout the process. All Member Seminars will consequently be undertaken as and when deemed necessary, particularly at key

stages of the JLDP including but not limited to; the Preferred Strategy, Deposit JLDP and at Adoption. Members will be fully informed throughout the process and notified prior to every participation / consultation stage.

Town and Community Councils

- 3.27 Town and Community Councils cover all of Torfaen and the majority of Blaenau Gwent and play a key role in disseminating information to the residents within their area on matters of local importance and will be a key link to communities across the plan area. Town and Community Councils will be consulted at every stage of the JLDP process and through their individual communication methods will help raise awareness of the JLDP to local communities. They also can provide up to date local information, opinions on any proposals within their areas and more importantly are able to provide detail of any land use based aspirations they have for their community.
- 3.28 **Place Plans** - Through the Planning (Wales) Act 2015 there is the potential for Town and Community Councils to prepare Place Plans for their area. Place Plans should reflect the aspirations of the local community whilst also making synergies with the Local Planning Authorities aspirations in the Joint Local Development Plan and will be given weight in planning decisions by being adopted as supplementary planning guidance. Place Plan preparation can be aligned with the development of the Joint Local Development Plan and can inform and connect with the financial mechanisms in planning such as the neighbourhood element of Community Infrastructure Levy, and Section 106. The Local Planning Authorities will endeavour to assist Town or Community Councils who decide to pursue Place Plans to ensure coordination and cooperation between the development of plans.

Partnership Groups

- 3.29 Existing partnership groups are seen as an important means of engaging the wider community in the preparation of the JLDP, particularly in the early stages of public participation when structured discussion is desirable. There are several existing partnerships which can be utilised such as Climate Ambassadors Network, Local Nature Partnership, Access Forum, Young Peoples Forums, etc.
- 3.30 Liaison with the Gwent Public Service Board and partners will be of particular importance to ensure the JLDP aligns with the Gwent Well-being Plan. We will look to work closely with teams and representatives in both Councils who have experience in facilitating communications with partner organisations and the wider community to ensure the CIS is effectively implemented.

Businesses, Land Owners, Developers and Agents

- 3.31 Land and investment will be needed to implement proposals in the Plan and efforts will be made to engage with the private sector business community at an early stage. We will engage with planning agents who are regular customers of Blaenau Gwent and Torfaen's planning service. Landowners, agents and prospective developers who wish to put land forward to be considered for development will therefore also be included on the JLDP database.

Candidate Sites

- 3.32 The Candidate Site process will provide the opportunity for those who have an interest in land to submit sites to be considered for development. A common methodology has been established across the South East Wales region for local planning authorities to utilise for their respective LDPs. A Call for Candidate Sites will be undertaken, and all candidate sites will need to be submitted via a standardised form on OpusConsult. The form will contain the criteria required to assist in the assessment of the suitability of sites for inclusion as potential allocations in the JLDP and sites will be required to show how and when they can be delivered. A threshold for accepting candidate sites will be set to ensure the plan remains strategically focused. This threshold will be provided up front to provide clarity of the process and avoid unnecessary work being undertaken for sites that will be immediately rejected.
- 3.33 As well as providing for the submission of new candidate sites, submissions previously provided as part of both withdrawn LDPs will be invited to resubmit if they wish to have their land considered for inclusion within the new JLDP. Sites may be updated with new or additional information and will be considered in the new Candidate sites assessment process.
- 3.34 The process of assessing candidate sites goes through several stages which will be detailed during the plan process and there will be opportunity for input and involvement in the site assessment process by both proponents and any other interested parties.

Additional Consultation Bodies

- 3.35 **Appendix B** provides a list of the specific and general consultation bodies along with UK Government departments and other consultees. The specific consultees comprise of the Welsh Government and those bodies with specific functions that apply to the Plan area including utility providers. The Authority must also consult UK Government Departments where aspects of the plan appear to affect their interests.

Seldom Heard and Under-Represented Groups

- 3.36 Seldom Heard and Under-Represented Groups are those who have not taken part traditionally in the plan preparation process. Additional effort will therefore be required to ensure these groups are engaged in the JLDP process. A flexible approach will need to be undertaken in relation to engagement with these groups, albeit within the parameters of the specified participation / consultation periods. Engagement with these groups may be achieved by using existing partnerships and groups wherever possible. It is nevertheless recognised that the very principle of a seldom heard and under-represented group is that they may not be involved in existing groups and that this may not therefore always be achievable. Trusted intermediaries will also be used, as appropriate, to gain the views of particular groups of people who do not have the confidence to engage directly in the process.
- 3.37 The following groups are identified as not having been sufficiently engaged in plan preparation previously and will subsequently be actively encouraged to participate in the JLDP process: Young People, People with a Disability, Gypsy and Travellers.

This will be through mechanisms such as the Young People's Forum; Access Forum and 50+ Forums.

- 3.38 With reference to Children and Young People, this section of the population has a right to have a say on decisions that affect them and it is intended to engage actively with Youth Services and Youth Forums (schools) and groups representing and involving this key section of the population.
- 3.39 In addition to the above hard to reach groups there are other seldom heard voices who are considered to have been under-represented previously in LDP preparation. This includes (but is not exclusive to) those seeking affordable housing in the County, small housebuilders and small and medium-sized enterprises.

Late representations

- 3.40 Responses on formal stages are required by the specified deadline of the specific consultation period for them to be considered. To ensure fairness and equality for all any late comments / representations will not be logged as 'duly made' as they were not made in accordance with the published timescales. There may be exceptional circumstances where a representation is submitted late, it will be at the Council's discretion as to whether such late representations can be accepted. Evidence will be required to highlight why the representation was delayed and that a genuine attempt was made to submit within the prescribed deadline. The timescale to produce the JLDP is already challenging, the acceptance of late representations could result in further delay which would not be acceptable.

Availability of Documents

- 3.41 The JLDP documents will be made available at each of the relevant stages. All documents will be available electronically on the Joint Plan webpages; and all published documents will be formatted so that they can be read by e-readers.
- 3.42 Electronic representation forms will also be made available during periods of consultation via Opus Consult . In addition to online availability, paper copies will be placed at the following locations :-
- the Councils General Offices in Ebbw Vale and Pontypool Civic Centre; and
 - the Councils public Libraries in Blaenau Gwent and Torfaen.
- 3.43 Paper copies of key documents will not generally be sent out during the JLDP process as they will be made publicly available in the locations listed above, as well as being made available electronically. In exceptional circumstances paper copies may be individually provided, however this will be assessed on a case-by-case basis depending on the specific needs of the relevant individual. Officers will endeavour to ensure that copies of documents can be accessed by all.

Contact Details

- 3.44 OpusConsult will be the main means of submitting formal comments on the JLDP. To contact the Councils in relation to any aspects of the JLDP process, comments are welcome in Welsh or English through the JLDP website and can be e-mailed to enquiries@bgtjointldp.org.uk or made in writing to the Shared Planning Policy Unit at either the:-
- Civic Centre, Pontypool, NP4 6YB

- General Offices, Steelworks Road, Ebbw Vale, NP23 8UW

3.45 **Data Protection Notice** - Please note that all formal comments received cannot be treated as confidential and will be available for public inspection (with your personal details redacted). We will also hold your contact details on our JLDP consultation database for the duration of the JLDP preparation process; unless your request in writing to be removed from the database and no longer receive correspondence from the Councils on the JLDP. The Councils as a data controllers are committed to protecting your privacy when you use our services. Details of the Councils privacy policy and how it protects and processes the personal data are available on the Councils website.

4.0 MANAGEMENT, MONITORING, REVIEW AND RISKS

- 4.1 The Delivery Agreement (Timetable and CIS) is a public document and the Councils two Executive Members for Economy and Place will have overall responsibility in monitoring progress against the Delivery Agreement throughout the preparation of the JLDP, to ensure that the aims and principles of the Community Involvement Scheme (CIS) are met in line with the Timetable.
- 4.2 Following Submission of the JLDP and associated documents to the Welsh Government (expected July 2029), the 'indicative stages' of the Timetable will need to be reviewed and resubmitted as 'definitive stages' to the Welsh Government once the Councils have entered into a Service Level Agreement with Planning and Environment Decisions Wales (PEDW).

Working Methods and Staffing / Financial Resources Available

- 4.3 The JLDP will be produced by the Shared Planning Policy Unit (SPPU), the roles of the Joint Planning Policy Panel (JPPP), Joint Advisory Group (JAG) and SPPU are set out in a 'Collaboration Agreement' between Blaenau Gwent and Torfaen Councils agreed by the respective Councils meeting on 15th and 21st July 2026.
- 4.4 There is a combined team of planning officers across both Councils in the Shared Planning Policy Unit (SPPU) and a dedicated budget. Due to the multifaceted and detailed nature of the plan this team will coordinate and secure additional support from other specialist officers within the Councils to assist in developing and taking the Plan through the preparation process.
- 4.5 The Councils recognise that additional specialist services will also be required to establish a robust evidence base which will inform the preparation of the Plan. An assessment has been made of which elements of plan preparation are likely to need external consultant or additional internal officer support, and the Councils have made resources available to deliver the Plan within the specified timescale.
- 4.6 The Councils operate a Programme Management Office (PMO); which the production of the JLDP will sit under. Adherence to the DA will be monitored monthly by the PMO; with the Joint Chief Planning Officer as the Senior Responsible Officer (SRO) and a senior SPPU Officer taking the role of lead Project Manager (PM).

Annual Monitoring Reports

- 4.7 The Councils will produce an Annual Monitoring Report (AMR) each full year following adoption of the Plan. This will assess how effectively the policies and proposals of the existing plan are performing and highlight any need for modifications and this in turn will feed into the review of the Delivery Agreement. The AMR is a statutory requirement and will also include reference to new National Planning Guidance and any other relevant information. The AMR will cover the period 1st April - 31st March each year; and will be submitted to the Welsh Government by 31st October. Once produced, the AMR will be published for public inspection.

Review of the Joint Local Development Plan

- 4.8 Following the adoption of the JLDP, there is a statutory requirement to review the Plan within 4 years; although a subsequent AMR may highlight a need to do this sooner. In particular, the Adoption of the Strategic Development Plan (SDP) for the Cardiff Capital Region may require an earlier review of the Plan (if the JLDP is not in 'General Conformity' with the SDP); in either case, by the production of an (Joint) LDP Lite under the Adopted SDP.

Risks in Preparing the Joint Local Development Plan

- 4.9 The following three risks and associated mitigation actions have been identified: -
1. At Examination (expected July 29 - April 30) the Inspectors will consider if the JLDP is in 'General Conformity' with the Welsh Government's 'Future Wales' National Development Plan. However, given the current National Development Plan is potentially going to be updated by the new Plaid Cymru led Senedd, there is currently an unknown risk of what this would mean for the JLDP.
 - *'General conformity' is achieved when the lower tier plan supports and upholds the general principles of the most up-to-date higher tier adopted plan(s). Only where there is an inconsistency or omission in the lower tier plan that would cause significant harm to the implementation / delivery of the strategy of the upper tier plan(s) would a plan then be considered not to be in general conformity. For example: -*
 - *substantial change in policy context;*
 - *substantial change in strategy / focus / direction;*
 - *substantial change in spatial distribution / role of function; or*
 - *substantial change in levels of growth (e.g. housing / economy)*

In mitigation, Officers can only monitor the Welsh Government's proposals for any review of the National Development Plan, and depending on content and timings, the Councils can potentially adjust the content of the JLDP if needed on three occasions, given that the Preferred Strategy is not due until January 2028, the Deposit Plan in October 2028, and Submission of the Plan in July 2029. The Councils can also comment on any review of the National Development Plan;
 2. Similarly, given that the JLDP is being preparing at the same time as the Cardiff City Region Strategic Development Plan (SDP) there is also an Examination risk that the JLDP may not be in 'General Conformity' with the SDP: Preferred Strategy (April 2028) or Deposit SDP (February 2030). In mitigation, the JLDP is being prepared in close liaison with SDP team, especially in the use of a joint evidence base; noting the Councils have an influence of the content of the SDP and can adjust the Deposit JLDP in October 2028 if needed; and
 3. The DA has a challenging 3½ years JLDP preparation timetable from start to adoption, rather than usual 4 years taken by most LPAs to review their LDP. In mitigation, there are 8 Officers in the SPPU, and much work / evidence was completed on the two withdrawn RLDPs which is expected to be used and/or updated in the JLDP. In addition, the use of the OpusConsult/Map software is also expected to considerably speed up the logging and processing time for the Candidate Site submissions and representations on the Preferred Strategy, Deposit Plan, ISA, HRA and Candidate Sites Register. Finally, the JLDP is being prepared under a robust project management regime (see para 4.7) which should drive adherence to the DA Timetable.

Appendix A - Detailed Timetable to produce the Blaenau Gwent & Torfaen Joint Local Development Plan

Key	
JLDP Work Preparation	
JLDP Preparation Consultation	
JLDP Reporting - Decision Making	

Acronyms
WG - Welsh Government
draft DA - Draft Delivery Agreement
DA - Delivery Agreement
CIS - Community Involvement Scheme
SA / SEA - Sustainability Appraisal / Strategic Environmental Assessment
ISA - Integrated Sustainability Appraisal (incorporating SA/SEA, Equalities Impact Assessment (EqIA), Health Impact Assessment (HIA), Welsh Language Impact Assessment (WLIA), Well-being of Future Generations Assessment (WBFGA) and the Socio-economic duty)
HRA - Habitats Regulations Assessment
PEDW - Planning and Environment Decisions Wales

Stage - (Statutory Instrument)		Stage	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
Definitive Stage	LDP Review / Develop Evidence Base	1					
	Publish Torfaen LDP Review Report - April 2018						
	Publish Blaenau Gwent LDP Review Report - January 2020						
	Review, update & produce JLDP Evidence Base						
	Review of ISA/HRA Baseline Information						
	Produce Delivery Agreement (Reg. 9)	2					
	Prepare Draft DA - Timetable and CIS						
	Consult on Draft DA						
	Full Councils approval of DA						
	Submit DA to Welsh Government						
	Welsh Government agrees DA & Publication						

Stage (Statutory Instrument)		Stage	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28
Definitive Stage	Pre Deposit Participation (Reg. 14)	3A													
	Update and produce JLDP Evidence Base (continued)														
	Initial Call for Candidate Sites (8 Weeks)														
	Consult on the Torfaen ISA & HRA Scoping Reports (6 weeks)														
	Prepare and Publish Candidate Sites Register / draft Stage 1 - 'High Level' Assessment of Candidate Sites														
	Review and identification of JLDP Key Issues, Vision & Objectives														
	Key Stakeholder engagement on JLDP Key Issues, Vision & Objectives														
	Preparation of JLDP Growth & Spatial Options														
	Key Stakeholder engagement on JLDP Growth & Spatial Options														
	Preparation of initial Integrated Sustainability Appraisal (iISA) and HRA Reports														
	Preparation of JLDP: Preferred Strategy														
	Present Candidate Sites Register / Assessment, iISA / HRA Reports and resultant JLDP: Preferred Strategy to Councils for approval														

Stage (Statutory Instrument)		Stage	Feb-28	Mar-28	Apr-28	May-28	Jun-28	Jul-28	Aug-28	Sep-28	Oct-28
Definitive Stage	Pre Deposit Public Consultation (Regs 15/16) - Preferred Strategy	3B									
	Pre Deposit Public Consultation on JLDP: Preferred Strategy (6 weeks)										
	Consultation on Candidate Sites Register / draft Stage 1 Assessments (6 weeks)										
	Consultation on initial Integrated Sustainability Appraisal (iISA) and HRA (6 weeks)										
	Second Call for Candidate Sites / further supporting information (6 weeks)										
	Assess outcome of consultations, by preparing an Initial Consultation Report on how comments received during the Pre-Deposit Participation / Public Consultation Stages have been addressed										
	Update Candidate Sites Register / update Stage 1 Assessments, and prepare further detailed Stage Assessments										
	Finalise Background Papers and evidence base										
	Finalise Habitats Regulations Assessment										
	Finalise Integrated Sustainability Appraisal										
	Produce Deposit JLDP										

Appendix B - List of Specific and General Consultation Bodies

Specific Consultation Bodies

Aneurin Bevan University Health Board	Blaenau Gwent and Torfaen Town & Community Councils
British Telecom	Abertillery & Llanhilleth Community Council
CADW	Blaenavon Town Council
Coal Authority	Brynmaur Town Council
Cyfoeth Naturiol Cymru / Natural Resources Wales	Croesyceiliog & Llanyrafon Community Council
Department for Business, Energy & Industrial Strategy	Cwmbran Community Council
Department for Transport	Henllys Community Council
Dŵr Cymru / Welsh Water	Nantyglo & Blaina Town Council
Fire & Rescue Services	Ponthir Community Council
Glamorgan Gwent Archaeological Trust	Pontypool Town Council
Home Office	Tredegar Town Council
Ministry of Defence	Adjoining Town or Community Councils
National Grid Company PLC	Caerphilly
National Grid Wireless	Argoed Community Council
Network Rail Infrastructure Ltd (Western & Wales - Property)	New Tredegar Community Council
Office of the Secretary of State for Wales	Rhymney Community Council
Planning and Environment Decisions Wales (PEDW)	Risca East Community Council
Telecommunications Operators (inclusive of EE, Vodafone, 02, Three, Tesco Mobile, NTL, Open Reach and Virgin Media)	Risca Town Council
Transport for Wales	Monmouthshire
Wales and West Utilities	Llanelly Community Council
Welsh Government (inclusive of Planning Division)	Llanfoist Fawr Community Council
Neighbouring Local Authorities	Llangybi Fawr Community Council
Bannau Brycheiniog National Park Authority	Llanhennock Community Council
Caerphilly County Borough Council	Llanover Community Council
Monmouthshire County Council	Goetre Fawr Community Council
Newport City Council	Llanbadoc Community Council
Powys County Council	Newport
	Rogerstone Community Council

General Consultation Bodies

Voluntary organisations and bodies whose activities benefit any part of Blaenau Gwent and Torfaen	
50+ Forum	Gwent Wildlife Trust
Age Cymru Gwent / Age Concern Gwent	Nacro
Apex Trust	National Old Age Pensioners Association for Wales
Campaign for the Protection of Rural Wales	Planning Aid Wales
Canal and River Trust	Shelter Cymru
Climate Action Torfaen	Sustrans Cymru
Fields in Trust Cymru	Torfaen Voluntary Alliance
GAVO	
Bodies representing the interests of different racial, ethnic or national groups in Torfaen	
Citizens Advice Cymru	Friends, Families and Travellers
Equality and Human Rights Commission	Gypsies and Travellers Wales
Ethnic Minority Foundation	The Valleys Regional Equality Council
Bodies which represent the interests in different religious groups in Blaenau Gwent and Torfaen	
Cardiff Buddhist Centre	Muslim Council for Wales
Catholic Church in Wales	Salvation Army
Church in Wales	South Wales Baptist Association
Evangelical Movement of Wales	UK Islamic Mission
Kingdom Hall Jehovah's Witnesses	United Reform Church
Bodies which represent the interests of disabled persons in Blaenau Gwent and Torfaen	
Action on Hearing Loss	Mind Cymru
Blaenau Gwent Access Forum	
Disability Advice Project	Royal National Institute for Deaf People
Disability Rights Commission	Scope
Disability Wales	Torfaen Access Forum
Disabled Persons Transport Advisory Committee	Wales Council for the Blind
Downs Syndrome Association	Wales Council for Deaf People
Gwent Association for the Blind	Wales Council for the Disabled
Mencap Cymru	
Bodies which represent the interests of persons carrying out business in Blaenau Gwent and Torfaen	
Blaenau Gwent Business Forum	Federation of Master Builders
Business Wales (South Wales Regional Centre)	Federation of Small Businesses in Wales
Chambers of Commerce, Local CBI, Local Branches of Institute of Directors	South Wales Chamber of Commerce
Confederation of British Industry (Cymru)	Torfaen Strategic Economic Forum

Bodies which represent the interests of Welsh culture in Blaenau Gwent and Torfaen	
Arts Council of Wales	Pontypool and Blaenavon Railway Company
Capital Region Tourism	Royal Commission on Ancient and Historic Monuments
Civic Trust Cymru	The National Trust
Coed Cymru	Welsh Historic Gardens Trust

Other Consultees - The Council will consult with the following other consultees, where appropriate. This list is not exhaustive and may be added to as appropriate:

Assembly (Senedd) Members for Torfaen & Blaenau Gwent	MPs for Torfaen & Blaenau Gwent
BG Youth Carers	National Farmers Union Cymru
Blaenau Gwent Fair and Safe Partnership	National Library for Wales
Blaenau Gwent Public Service Board	NCH Action for Children
British Aggregates Association	One Voice Wales
British Geological Survey	Open Spaces Society
British Horse Society	Pantygasseg Residents Association
British Liaison Group	Police and Crime Commissioner
British Trust for Ornithology	Pontypool Park Estate Office
Bron Afon	Prince's Trust
Brownies and Guides	Public Health Wales
Bus Users Cymru	Rail Freight Group
Campaign for the Protection of Rural Wales	Ramblers Cymru
Centre for Ecology & Hydrology	Renewable UK
Chambers of Commerce, Local CBI, Local Branches of Institute of Directors	Road Haulage Association Ltd
Chartered Institute of Housing (Cymru)	Royal Institute of Chartered Surveyors
Chartered Institute of Waste Management Wales	Royal Society for the Protection of Birds
Chartered Management Institute (Cymru)	Royal Town Planning Institute (Cymru)
Children in Wales	Society for the Protection of Ancient Buildings
Children's Commissioner	
Clybiau Plant Cymru Kids Clubs	South East Wales Energy Agency
Codi Group	South East Wales Racial Equality Council
Coleg Gwent	South Wales Fire Service
Comisiynydd y Gymraeg / Welsh Language Commissioner	South Wales Regional Aggregates Working Party
Community Housing Cymru	Sports Wales
Community Land Advisory Service Cymru	Stagecoach Wales
Confederation of Passenger Transport	
Country Landowners & Business Association (CLA)	Tai Calon Community Housing
Country Landowners Association Cymru	The Coal Authority
Crown Estate	The National Library of Wales
	The Theatres Trust

Design Commission for Wales	The Woodland Trust Wales (Coed Cadw)
Energy Saving Trust Wales	Torfaen Friends of the Earth
Farmers Union of Wales	Torfaen Gypsy and Traveller Forum
Fields In Trust	Torfaen Leisure Trust
Freight Transport Association	Torfaen Peoples Panel
Friends of Llanfrechfa Action Group	Torfaen Play Service
Friends of the Earth (Cymru)	Transport Commissioner
Future Generations Commissioner	Tredegar Youth Cafe
Great Western Railway & Network Rail Western	
Gwent Joint Passenger Transport Unit	United Welsh Housing Association
Gwent Police	Viridor Waste Management
Hafod Housing Association	Wales Council for Voluntary Action
Health and Safety Executive (Cymru)	Wales Environment Link
Hedyn	Welsh Association of Motor Clubs
Home Builders Federation (Cymru)	Welsh Consumer Council
Institute of Civil Engineers (Cymru)	Welsh Environmental Services Association
Institute of Directors (Cymru)	Welsh Health Estates
Johnsey Estate	Welsh Local Government Association
Joint Council for Wales, SYNIAD	Wildlife and Wetlands Trust
Keep Wales Tidy	Workers' Educational Association Cymru
LCP Properties	Young Carers Forum
Local Biodiversity Action Plan Partnerships	Young People's Forums for Torfaen and Blaenau Gwent
Mineral Products Association	Youth Hostel Association
Monmouth, Brecon and Abergavenny Canals Trust Limited	

Appendix C - Key Stages in Plan Preparation

Definitive Stage

1. **LDP Review / Develop Evidence Base for JLDP & ISA/HRA**
2. **Delivery Agreement (Timetable & Community Involvement Scheme)**
- 3A. **Pre-Deposit Proposals / Preparation & Participation** - JLDP 'Key Stakeholder' engagement to generate strategic key issues, vision & objectives and growth & spatial options.

Key JLDP Actions

- Public Call for Candidate Sites exercise and produce / publish draft Candidate Sites Register / Stage 1 'High Level' Assessments
- Review and update JLDP Evidence Base - undertake / commission research, surveys, etc.
- Prepare technical background papers to inform Key Stakeholder Workshops
- Hold Key Stakeholders Workshops to develop consensus on strategic key issues, vision & objectives, and growth & spatial options

Key ISA/HRA Actions

- Gather baseline information
- Produce and consult upon the ISA / HRA Scoping Reports
- Undertake ISA of the growth & spatial options
- Produce initial ISA / HRA of the Preferred Strategy

Who will be involved?

- Sub-groups of relevant interested parties (Specific Consultation Bodies)
- Relevant Community Groups (General Consultation Bodies)

Methods of Involvement / Engagement

- Meetings
- Targeted Workshops
- Written Information - dissemination / consultation via post and e-mail.

Role of Members

- Members Seminars / Workshops will be held during this stage of the JLDP process and is intended to inform members of their roles in the JLDP process at each stage. (Further Members Seminars will be held throughout the process)

- 3B. **Pre-deposit Public Consultation: Preferred Strategy** - Public Consultation on Preferred Strategy and associated initial ISA / HRA and draft Candidates Sites Register / Stage 1 'High Level' Assessments

Key JLDP Actions

- Obtain Councils approval of the Preferred Strategy, associated initial ISA / HRA and draft Candidate Sites Register / Stage 1 'High Level' Assessments
- Publish, advertise and distribute the Preferred Strategy and draft Candidate Sites Register for consultation (this will be for the minimum Statutory 6 weeks extend to 8 weeks if over major holiday periods)
- 2nd Call for Candidate Sites / further supporting information exercise
- Produce Draft Supplementary Planning Guidance (SPG) programme within Preferred Strategy
- Provide feedback and comments in Initial Consultation Report

Key SA/SEA Actions

- Publish, advertise and distribute the ISA / HRA of the Preferred Strategy for consultation (as above)

Who will be involved?

- All identified consultees / organisations (Specific and General)
- Stakeholders registered on OpusConsult database
- General public, landowners, agents, developers, and businesses

Methods of Involvement

- Press and public relations - Social-Media
- Written consultations including 'Easy Read' document
- Documents available to view online and in paper form at specified Council buildings & exhibitions
- OpusConsult online representation portal and paper comments forms available at specified Council buildings & exhibitions
- Public Appointments / Exhibitions
- Online MS Teams Meetings

Role of Members

- Formal involvement will occur when the Preferred Strategy and Options will be reported to Council for Members approval prior to going out for public consultation.

4. Statutory Deposit of Proposals - Preparation and publication of Deposit Plan.

Key JLDP Actions

- Obtain Council approval of the Deposit Plan, associated ISA / HRA and Candidate Sites Register
- Publish, advertise and distribute the Preferred Strategy and Candidate Sites Register for consultation (this will be for the minimum Statutory 6 weeks extend to 8 weeks if over major holiday periods)

Key SEA/SA Actions

- Publish, advertise and distribute the ISA / HRA of the Deposit Plan for consultation (as above)

Who will be involved?

- All identified consultees / organisations (Specific and General)
- Stakeholders registered on OpusConsult database
- General public, landowners, agents, developers, and businesses

Methods of Involvement

- Press and public relations - Social-Media
- Written consultations including 'Easy Read' document
- Documents available to view online and in paper form at specified Council buildings & exhibitions
- OpusConsult online representation portal and paper representation forms available at specified Council buildings & exhibitions
- Public Appointments / Exhibitions
- Online MS Teams Meetings
- Peoples Panel - Use of Public Service Board / Well-being consultation structures

Role of Members

- The Deposit Plan will be submitted to Members for approval prior to going out for statutory consultation.

Indicative Stage

5. Submission of JLDP to Welsh Government - submit Plan & supporting documents to WG

Key JLDP Actions

- Finalise feedback and comments in Consultation Report
- Council considers Consultation Report and submitting JLDP & associated document for Examination; and consult upon any proposed Focussed Changes to the Deposit JLDP
- Submit LDP Review Report, Deposit JLDP (any Focussed Changes), ISA, HRA, Community Involvement Scheme, Consultation Report, Representations, Supporting Documents, etc. to the Welsh Government

Role of Members

- A final recommendations report on all representations received will be submitted to Members for approval prior to submission to the Welsh Government

6. Examination of the JLDP - Independent Inspectors Examine Soundness of JLDP at and Examination in Public (EiP)

Key JLDP Actions

- Advertise and notify all interested parties of details relating to Examination
- Potentially publish and consult on Matters Arising Changes (MACs) or publish Minor Editing Changes (MECs) during the Examination

Who will be involved?

- Parties who have unwithdrawn formal representations
- Parties who wish to comment upon any Matters Arising Changes

Methods of Involvement

- Examination by Inspectors
- Programme Officer's Examination website and documentation

7. Receipt of Inspectors Report - Receive & Publish Inspectors Report

Key JLDP Actions

- Publish Inspectors report
- Notify interested parties of publication of Inspectors report

8. Adoption of the JLDP

Key JLDP Actions

- Within 8 weeks of receipt of Inspectors report adopt JLDP
- Republish ISA report with any identified adjustments arising from the Examination
- Make available JLDP and SA/SEA report
- Publish, distribute and advertise adoption statement

9. Publish JLDP Annual Monitoring Reports and Review - on the performance of the adopted JLDP in the previous year and consider if there is a need for an early review

Key JLDP Actions

- Report AMR to Councils
- AMR to be submitted to WG on or before 31st October each year
- Statutory JLDP Review 4 years after Adoption - Instigate an early review if required by interim AMR (or if not in 'General Conformity' with the Cardiff City Region Strategic Development Plan (SDP) once Adopted)