

Conwy Replacement Local Development Plan 2018- 2033 – Delivery Agreement 2025



Mae'r ddogfen hon ar gael yn Gymraeg hefyd.

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CONTENTS

PAGE

1. INTRODUCTION	3
2. TIMETABLE	5
3. THE COMMUNITY INVOLVEMENT SCHEME	8
4 THE PLAN MAKING PROCESS	11
APPENDIX 1: GLOSSARY	14
APPENDIX 2: SUMMARY OF REGULATIONS	22
APPENDIX 3: GOVERNANCE ARRANGEMENTS	23
APPENDIX 4: RESOURCES	24
APPENDIX 5: DETAILED LDP TIMETABLE	25
APPENDIX 6: BODIES ENGAGED IN THE LDP PROCESS	26

1. INTRODUCTION

- 1.1 The Planning and Compulsory Purchase Act 2004 requires that Local Authorities prepare a Local Development Plan (LDP) for the Local Authority area. The document provides the development strategy and policy framework for the specified plan period. It is an important land use planning document, which will guide and control development, providing the basis of how planning applications are determined. Once adopted, the LDP provides certainty to the communities of the County Borough regarding where development will be located over the plan period. The LDP will also ensure that the principles of placemaking and sustainability are at the heart of the plan-making process, reflecting the Well-being of Future Generations (Wales) Act 2015.
- 1.2 On 24th October 2013, Conwy County Borough Council (CBCB) resolved to adopt the Local Development Plan 2007-2022. The LDP Plan Area is Conwy County Borough, excluding that part of the authority which falls within the Eryri National Park. Since LDP adoption, Annual Monitoring Reports (AMR) have been published in-line with Welsh Government requirements. The 2016 AMR recommended commencing a full review of the LDP, primarily due to issues relating to housing and employment supply. In addition, as of October 2017, a Review is required in accordance with Regulation 41 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005.
- 1.3 The LDP Review Report [Council's web-site](#) contains full details on the reasons for review and was published for public consultation in November 2017. Until the LDP Review is complete and the new RLDP is adopted, the LDP 2007-2022 will remain the statutory Development Plan for development management purposes.
- 1.4 The Replacement LDP (RLDP) will have a plan period of 15 years, running from 1st April 2018 to 31st March 2033. The first Conwy LDP Delivery Agreement was published in 2018, setting out the definitive timetable up to Deposit and an indicative timetable up to adoption. Now that the RLDP Deposit Plan has been agreed by the Council, the original 2018 DA requires a revision to set out the formal definitive timetable up to adoption of the RLDP.
- 1.5 In accordance with the above 2005 Regulations 6, 8 and 9, and the Development Plans Manual, this draft Delivery Agreement (DA) sets out:
 - the **Timetable** for preparing the Conwy RLDP; and

- the **Community Involvement Scheme** (CIS), detailing how and when stakeholders and members of the public can contribute to the LDP process.

2. *TIMETABLE*

- 2.1 The original timetable set out what the Council considered to be a challenging, but realistic, timeframe for preparing the RLDP. In her letter dated 29th March, the Minister stated her expectation that plan preparation would be achieved within 3.5 years from commencement of the process. The original timetable for Conwy's LDP preparation met this requirement, allowing a period of 3 years and 4 months. However, COVID-19 had a significant impact on the timetable as a result of needing to review evidence and understand the impact on all elements of the plan preparation and approach to date.
- 2.2 Following agreement of the Council on 25th July 2025 to consult on the Deposit RLDP, it is now necessary for the Council to amend the DA and reflect the current position with regards to timeframe for reaching adoption of the RLDP. The timetable as set out in this revised DA proposes to adopt the RLDP in mid-2027. This is significantly longer than the timetable for preparation set out in the original DA. It is regrettable that such a delay has been necessary and is primarily due to the Covid-19 pandemic and the need to revisit baseline evidence underpinning the RLDP strategy.
- 2.3 Following consultation on the Preferred Strategy and during preparation of the Deposit RLDP, the Covid-19 pandemic hit. This resulted in a disruption to working processes and community/stakeholder involvement. The most significant impact of the pandemic on the RLDP process however was the need to re-visit the RLDP evidence base, in particular relating to housing and employment needs. Due to the level of disruption and accompanying uncertainty, robust evidence suitable for policy making simply wasn't available during the first years of the pandemic. Other related impacts including increased pressure on the housing stock for second homes/holiday lets and consequential national policy/legislation changes have also had to be considered.
- 2.4 The timetable takes account of the stages required in revision of the LDP, in accordance with the Regulations including timescales for consultation; the governance arrangements in place and the lead times to allow key elements of the RLDP to pass through the democratic process; the work required in updating evidence base and policies and the resources available to the Planning Policy team. Further detail relating to these considerations can be found in the Appendices.

2.5 Every effort will be made to keep to the timetable in this revised DA up to adoption, however it is acknowledged that circumstances may arise which may mean that the timetable can't be adhered to. To avoid formal amendment to the timetable due to minor delays in the LDP process, it is proposed to make a 3 month allowance for slippage. A definitive timetable is provided for the stages from RLDP Deposit through to adoption at Table 2.1 below including those stages now completed.

Table 2.1: DEFINITIVE TIMETABLE

Key stage in Plan Preparation	From	To	Public consultation
Review Report (Complete) • Consider conclusions of AMR • Prepare Review Report & appendices • Publish for public consultation • Submit to Welsh Government	July 2017	April 2018	November – December 2017 Completed
Delivery Agreement (Complete) • Prepare draft DA and report to Cabinet • Consult with key stakeholders • Submit to WG for agreement	Oct 2017	May 2018	Cabinet 27 th February 2018 Submitted to WG April 2018 DA Agreed May 2018 Completed
Pre-Deposit Participation (Complete) • Review/update evidence base • Call for candidate sites	May 2018	Nov 2018	N/A Completed
Pre-Deposit consultation (Complete) • Identification and assessment of strategic options • Preparation of Preferred Strategy, SA/SEA initial report and HRA • Report Preferred Strategy to Full Council • Public Consultation • Prepare Initial Consultation Report	Dec 2018	Sep 2018	Full Council 11 th July 2019 Public Consultation July – September 2019 Completed

Key stage in Plan Preparation	From	To	Public consultation
Deposit LDP (in progress) <ul style="list-style-type: none"> Preparation of Deposit Plan, updated SA/SEA and HRA Assess Covid impact on RLDP and update evidence base Report Deposit LDP to Full Council Public consultation on Deposit Plan (8 weeks) Prepare Deposit consultation report 	Sept 2019	Jan 2026	Full Council July 2025 Public Consultation December 2025 – January 2026 In progress
Focussed Changes (not proposed) Focussed changes are not considered necessary, due to the extensive front-loading of the RLDP process.	N/A	N/A	N/A
Submission <ul style="list-style-type: none"> Prepare LDP documents for submission Submit LDP to WG and PEDW 	March 2026	Nov 2026	N/A
Examination and Adoption <ul style="list-style-type: none"> Examination in Public Preparation of Inspector's Report Receive Inspector's Report To Full Council for adoption 	Nov 2026	Oct 2027	N/A
LDP Monitoring Annual Monitoring Report to be published annually, for each full year following adoption of RLDP	N/A	N/A	Ongoing. First RLDP AMR for the year 2028-29 to be submitted by 31 st October 2029 and annually thereafter.

2.6 Another schedule has been provided at Appendix 5 to break down the above stages in more detail.

3. THE COMMUNITY INVOLVEMENT SCHEME (CIS)

- 3.1 A minimum level of consultation with key stakeholders and the public is set out in the Regulations and Development Plans Manual, as summarised in Appendix 2. In the interests of transparency, openness and as a customer-focussed organisation, Conwy CBC will aim to exceed these requirements. A range of consultation approaches and techniques will be used to encourage public engagement, to make the RLDP process as accessible as possible and enable anyone to have their say.
- 3.2 In addition to the details published in this Community Involvement Scheme (CIS), the Council will produce a Communication Plan, setting out in detail the consultation methods to be employed at each stage of RLDP production. This will include a list of consultees, documents being consulted on and, where appropriate, the location where consultation events are taking place. Specific targeted consultation will also take place to engage with protected groups and encourage representations.
- 3.3 The method of consulting and dealing with representations outlined here relates to the RLDP preparation process, however it is anticipated that production of Supplementary Planning Guidance (SPG) will also follow similar processes.
- 3.4 The aims of the CIS are:
 - i) To detail how the development plan will be reviewed, developed and monitored in partnership with the community and other stakeholders.
 - ii) To improve the process of plan preparation by engaging with the public, involving them fully, effectively and inclusively in the review of the LDP.
 - iii) To seek to establish a consensus between stakeholders on the plan's aims and objectives and its options and preferred strategy.
 - iv) To provide a transparent and structured process of engagement with the community, at all stages in the preparation of the RLDP.
 - v) To incorporate into the process best practice regarding sustainable development and the requirements of the Strategic Environmental Assessment (SEA) Directive.
 - vi) To detail how the Council will effectively engage with the community in the preparation of SPG that relates to the RLDP.

- vii) To use these processes to produce a sound plan.

Community Involvement Principles

3.5 The following principles show the overall approach to community involvement.

- i) Officers and members should ensure that the local community is continuously educated in the broad principles of the planning system as a continuing programme. The Council will hold consultation events in the community and encourage the active participation of those with an interest in, or who may be affected by the RLDP.
- ii) All community involvement activities relating to land use planning should be an essential part of the Council's wider community planning process.
- iii) Stakeholders are actively involved in preparing, reviewing and updating development plan processes and policies.
- iv) Community involvement in the RLDP should be integrated with the established democratic process and elected members should have clearly defined roles in the review of the LDP.
- v) Information on planning issues is made available to stakeholders as soon as possible and in accessible formats.
- vi) As part of a two-way process stakeholders are informed of the outcomes of community involvement exercises.
- vii) In preparing and undertaking community involvement, the Council will give adequate consideration to its available time and resources.

Process of Community Involvement

- 3.6 The Council is a customer focused organisation and will seek to understand and respond to customer needs through the consultation process on the RLDP; the objective being to forge and maintain effective links and structures with all stakeholders. The consultation methods and the range of bodies to be consulted will vary according to each stage of the consultation process.
- 3.7 In drawing up the list of consultation bodies, the Council has had regard to the Development Plans Manual, and the LDP Regulations (see Appendices 2 & 6). The Council must engage with these general consultation bodies as it considers appropriate and ensure that these bodies reflect the demographic diversity of

the plan area, as well as the diversity of interests. Where appropriate, public consultation will take place at various locations across the County and in various formats in order to make the process more accessible to a wide range of people. The stages at which organisations and the general public will be involved are explained in paragraph 4.2.

- 3.8 Publicity will also be given through press releases and notices, where appropriate, on the Council's website and on social media. There will be opportunities for other parties and the general public to make comments at critical stages. Local exhibitions and drop-in sessions will also be planned and advertised, where appropriate, to provide face to face public participation.
- 3.9 The Integrated Sustainability Appraisal will be prepared and consulted upon at the same time.
- 3.10 In accordance with the Council's Welsh Language Scheme and the Welsh Language (Wales) Measure 2011 public consultation exercises will be available bilingually.

Feedback methods

- 3.11 Consultation responses will be collated and will then be considered by officers and members. In line with principle (vii) of paragraph 3.4, the participants will be informed within an appropriate timescale of the outcomes of the consultation exercises. Feedback takes the following forms:
 - Acknowledgement letter / email;
 - Details of when and where the Representations Report can be viewed;
 - Details of any decision / amendment made and supporting reasons for the decision following reports to Council committees.
 - Details of the next steps in the plan process.
 - The Council's website will be updated to inform the public of progress.

4 THE PLAN MAKING PROCESS

How consultation responses will be assessed

4.1 Summaries of consultation responses will be reported to the Strategic Planning Group. The responses will be assessed according to the following criteria:

- i) Does the response relate to a matter that is relevant to the RLDP?
- ii) Is the response consistent with statutory matters to which the RLDP must have regard (for example, national policy and the available resources)?
- iii) Is the response consistent with the criteria of the Sustainability Appraisal and Strategic Environmental Assessment?

The critical stages in the plan process

4.2 There will be a number of key stages at which interested parties can engage in the RLDP. The Development Plans Manual states that the full revision process is the same as for plan preparation (LDP Regulation 3(1)). Appendix 2 outlines the requirements for public and key stakeholder involvement under different regulations, while a list of proposed consultees can be found at Appendix 6. The consultation proposed at each stage of RLDP production is as follows:

i) Review stage

On 10th October 2017, the Council considered the draft LDP Review Report and agreed that a full review of the LDP was necessary. The LDP Review Report will be consulted upon and then submitted to WG prior to the commencement of the RLDP.

ii) Delivery Agreement

The Council has prepared this revised DA, consisting of the Timetable and Community Involvement Scheme.

iii) Consultation on the method for producing the SA and SEA

The Environmental Protection, Wales Regulations (2004) state that NRW and Cadw have a statutory role in the consultation process, due to their specialist knowledge in aspects of the environment. CCBC consider that Dwr Cymru should also be involved in this process. These bodies were consulted on both the scope and level of detail of the information to be included in the SEA.

iv) Invite suggestions for site allocations

The Council contacted developers, agents and bodies representing landowners, giving them an opportunity to suggest sites that might be suitable for development. The Council published an advertisement in local newspapers and on its website, giving the public an opportunity to make similar suggestions. The Council informed those proposing site allocations that the allocation must be consistent with the objectives of achieving a sound plan. Full details of the candidate sites submitted and their current assessment position can be found here: [Council's web-site](#)

v) Pre-deposit participation

These include the vision, strategic options, preferred strategy, key policies, the Sustainability Appraisal report, and the candidate sites register.

vi) Pre-deposit public consultation

The pre-deposit proposals consisted of the Council's preferred strategy, options and proposals for the RLDP, together with other relevant documents. The Council made the pre-deposit proposals available on its website and on public access computers at public libraries and Council Offices. Drop in events were also held.

vii) The Deposit RLDP

The Council will take the same steps to make the deposit available and to publicise it as for the pre-deposit proposals. In addition, the Council will display-notices on, or adjoining sites proposed for allocation,

viii) Examination

The purpose of the examination is to ensure that the RLDP meets requirements of ‘soundness’, for example, in terms of coherence and consistency with matters to which it must have regard, such as national policy. An independent Inspector appointed by WG will carry out the examination. The Council will take the necessary steps to publicise the examination at least 6 weeks before it opens. Since the Inspector’s report is binding, neither the Council nor the other parties will be able to influence the plan after the examination.

APPENDIX 1: GLOSSARY

Adoption – the final stage in the process of producing a development plan, when it becomes the planning authority's statutory development plan for the purposes of the Planning and Compulsory Purchase Act 2004

Adopted development plan – The development plan which has been adopted and is in use for development management purposes.

Affordable Housing – for the purposes of the land-use planning system it is housing where there are secure mechanisms in place to ensure that it is accessible to those who cannot afford market housing, both on first occupation and for subsequent occupiers. Affordable housing includes social rented housing owned by local authorities and RSLs and intermediate housing where prices or rents are above those of social rent but below market housing prices or rents. Affordable housing may also include that owned by community-led housing organisations where this meets the Welsh Government's definition.

ALAN - Artificial light at night. This is the cause of light pollution, nuisance and sky glow.

Allocated/Allocation – Land which is identified for a certain use (housing, retail, open space, etc), usually in a local development plan to support, in principle, that use within the timeframe of the plan.

AMR/Annual Monitoring Report – A report each year to the WG setting out progress against targets for preparing and revising development plans.

Article 4 Direction – some types of development do not require planning permission as they are 'permitted development rights'. A local planning authority can introduce an Article 4 Direction for all or a specific area, which removes specific permitted development rights. Planning permission is then required for these works.

Cadw – the public organisation with responsibility for overseeing preservation of the historic environment in Wales.

CDSA – Coastal Development Strategy Area (as shown on the proposals map).

Commitments - undeveloped land with current planning permission or land which is currently being developed.

Community / communities – A general term used to describe the people who live together in a neighbourhood, village, commune, hamlet or centre of population. Communities can also be based around a religion, a set of interests, a profession, etc

CIL charging schedule – a development charge which LPAs may introduce which requires payment based on a per-square metre tariff, instead of seeking financial contributions via Section 106 agreement.

CIL Regulations – regulations setting out the process to enable LPAs to adopt a CIL charging schedule. CIL regulations 122 and 123 also set out tests

CIS / Community Involvement Scheme - Sets out the local planning authority's approach and a timetable for involving local communities in preparing Local Development Plans. It is part of the Delivery Agreement which is submitted to the Assembly Government at the beginning of plan preparation. Certain bodies and groups must be given a chance to comment on a draft Community Involvement Scheme.

Completions – houses that have been built since the start of the Plan Period which contribute to the housing provision for the development plan.

Dark Sky - More than two-thirds of Wales has a dark sky, parts are internationally recognised as Dark Sky Reserves, Dark Sky Park, Dark Sky Sanctuary and as a Dark Sky Community. Lighting will be expected to be Dark Sky friendly.

DA / Delivery Agreement - A document which sets out the local planning authority's timetable for preparing its Local Development Plan in accordance with the LDP Regulations. It also contains a Community Involvement Scheme, setting out how the authority will involve people, groups and organisations at different stage of plan-making. The Delivery Agreement needs to be agreed with WG.

DECCA Framework - the stepwise approach to biodiversity enhancement in Planning Policy Wales covering and Diversity, Extent, Condition, Connectivity and Aspects of ecosystem resilience.

Density – in terms of residential development, the number of dwellings per hectare of developable land.

Deposit – The period of public consultation once a local planning authority has prepared its intended final draft development plan. The Deposit Plan is the document, which is looked at by the Inspector at Examination, as well as comments on the plan from other people, groups and organisations.

Development - defined in Section 55 of the 1990 Town and Country Planning Act as "the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change in the use of any building or other land." Certain activities may be of such a limited significance that the relevant local planning authority determines that they don't constitute development (i.e. are de minimis). Planning permission is normally required before development can take place, unless the proposal is permitted development.

Development management – the function of a LPA which deals with receiving, assessing and determining planning applications.

Development Plan – a document which sets out how land should be used and where development should take place over a given period of time. The development plan system in Wales is made up of three tiers, with plans prepared at national, regional and local levels.

Engage / Engagement – To take part in an active and involved way, usually in plan-making. Under the new planning system, local planning authorities should Engage with their Communities from an early stage of preparing Local Development Plans. Engagement means more than Consultation – it means people getting involved early in the plan-making process, and not just commenting once a draft plan has been prepared.

Eryri National Park – previously known as Snowdonia, is protected for its landscape and culture. The Eryri National Park Authority is the LPA for the area within the national park.

Examination - a process by which the soundness of the LDP is tested in public and results in the Inspector(s) producing a report on the soundness of the LDP.

Future Wales – the National Plan 2040 is the Welsh Government's national development framework, setting the direction for development in Wales to 2040. It is a development plan with a strategy for addressing key national priorities through the planning system, including sustaining and developing a vibrant economy, achieving decarbonisation and climate-resilience, developing strong ecosystems and improving the health and well-being of our communities.

Greenfield Land or Site - land (or a defined site) that has not previously been developed. This is land which does not fall under the definition of Previously Developed Land as set out in PPW.

Green Infrastructure - a network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.

HENEBC - the trust for Welsh Archaeology

Infrastructure - basic facilities and services necessary for development to take place, for example, roads, electricity, sewerage, water, recreational spaces, education and health facilities.

Inspector – An independent, experienced planner who works for the Planning and Environment Decisions Wales. Looks carefully at detailed planning issues which are debated during examination of a Development Plan, or at a public inquiry into a specific proposal. Inspectors also decide appeals.

Key Service Centre – Relates to Llanrwst in the Rural Development Strategy Area.

LAEP / Local Area Energy Plan - sets out the carbon reduction and renewable energy interventions proposed in the county and covered in BP/55.

LDP / Local Development Plan - The required statutory development plan for each local planning authority area in Wales under Part 6 of the Planning and Compulsory Purchase Act 2004. 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.

LDP Regulations – the process which must be followed by LPAs when producing a Local Development Plan.

LPA / Local Planning Authority - The local authority or council that is responsible for preparing plans and for making planning decisions. In Wales, there are twenty-five local planning authorities, including 22 unitary authorities and the three National Parks.

LSOA - lower super output areas are areas with low levels of economic activity and access to facilities and services, particularly for children, young people and elderly populations.

Material consideration - a relevant matter that should be taken into account in deciding a planning application. Whether or not something is material often depends on the individual case. Each case has to be considered on its own particular merit.

Mobile Action Zones (MAZ) are referred to in Future Wales – the National Plan 2040, however, the areas have yet to be designated spatially.

NRW / Natural Resources Wales – the public body with responsibility for managing public land and regulating environmental matters in Wales.

Open countryside – Any land area outside of the settlement boundaries.

PEDW Planning and Environment Decisions Wales.

Permitted Development – certain minor works that may be undertaken to properties without requiring planning permission, as set out in The Town and Country Planning (General Permitted Development) Order 1995 (as amended).

Placemaking – Placemaking is a people-centred approach to the planning, design and management of places and spaces. More information about Placemaking is available at the Design Commission for Wales website.

Placemaking Plan – a local level document normally initiated by local authority regeneration teams and are similar to Place Plans but can cover non-land use issues too.

Place Plan – a local level land use document prepared by town and community councils, or community groups where there is no local council. Can be adopted as supplementary planning guidance if in conformity with the Local Development Plan.

Plan Area – the part of Conwy County Borough (excluding Eryri National Park) which is covered by the Conwy LDP.

Planning and Compulsory Purchase Act 2004 - The primary legislation relating to development plans in Wales. The process for producing a Local development Plan is detailed in the LDP Regulations.

Planning application – the process and documents submitted by an applicant seeking planning permission for development. Documents required as part of a planning application submission include a planning application form, location plan, site layout and drawings to show elevations (external appearance of walls). A planning application is assessed against policies in the development plans and other

material considerations. If the planning application is approved, the LPA will issue a certificate of planning permission.

Planning Obligation - a legal deed entered into under Section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal. They have to be necessary, directly related to the development and reasonable, and can take the form of financial contributions or require on-site provision of things like recreational space or affordable housing.

Planning Permission - formal approval given by a council, often granted with conditions, allowing a proposed development to proceed. Permission may be given in principle through outline planning applications, or be sought in detail through full planning applications.

PPW / Planning Policy Wales - Sets out the national policy framework for land use planning in Wales and includes many different areas of planning. Prepared by the Assembly Government to give local planning authorities and others a clear understanding of how national policy should be delivered at a local level.

Plan Period – the operational life span of a development plan. This is the time period over which development is planned, normally 15 years for a Local Development Plan.

Policy – the key sections of a development plan which set out development ambitions for the LPA, and criteria against which development proposals should be assessed. Further explanation about the policies are provided in supporting text.

Preferred strategy – A stage in the preparation of a Local Development Plan. The preferred strategy sets out in very general terms how an area will develop in the future. It gives the plan a central framework, which allows more detailed planning policies to be prepared for specific areas and topics.

PDL / Previously Developed Land - Previously developed land is that which is or was occupied by a permanent structure (excluding agricultural or forestry buildings) and associated fixed-surface infrastructure. The definition as set out in PPW covers the curtilage of the development.

RLDP / Replacement Local Development Plan – the updated LDP as it is being prepared. Following Examination, if the RLDP is adopted it will replace the existing LDP.

Representation – Comments which are submitted to a Local Planning Authority. They can either be in support of something, or they can object to something.

Representations are usually made in connection with a planning application, or a proposed policy in a Development Plan for the area.

RDSA – Rural Development Strategy Area is the part of the Plan Area outside the Coastal Development Strategy Area, as shown on the proposals map.

Rural – Although usually used in the context of the RDSA, when used singularly, the term ‘rural’ can relate to any area outside of the settlement boundary.

Section 106 Agreement - a type of Planning Obligation

Settlement boundary – line drawn around urban areas and other settlements and shown on the LDP Proposals Map, to separate settlements from the open countryside. Different policies will apply to a development proposal depending on whether a site is within or outside the settlement boundary.

Sound – Local Development Plans are tested by an Inspector at the Examination to see if they are Sound. The Inspector tests the plan using three ‘tests of Soundness’ which include 1. Does it fit? 2. Is it appropriate? and 3. Will it deliver?

SLA / Special Landscape Area – A local designation based on Landmap mapping to identify the most valued landscape areas which may not be protected or included in other designations.

Strategic Development Plan – A Strategic Development Plan (SDP) is a regional plan that focuses on planning issues that cross local authority boundaries. SDPs guide development and infrastructure provision over a broader geographical area than individual Local Development Plan. They will ensure that growth and change are managed in a coordinated way across the region. There will be four SDPs: South East Wales, South West Wales, Mid Wales and North Wales.

Supplementary planning guidance – Detailed guidance prepared by the local planning authority. Usually to do with a particular set of planning issues. It might cover a theme such as design and landscaping or be to do with a particular area. Often gives further detail of policies and proposals in a development plan. Does not need to be examined like a development plan but must be in line with development plan and national policies.

Sustainable Development – Looking after the world by using its resources in a sensible way. Or ‘Development that meets the needs of the present without compromising the ability of future generations to meet their own needs’. The planning system is important for Sustainable Development – it can bring about more

sustainable ways of living and working. It can also encourage new types of Development which use less energy.

Transport Assessment – an assessment of highway capacity and safety to help inform the acceptability of a development.

Urban – Built-up or developed areas usually located within the Coastal Development Strategy Area (See CDSA) but can also relate to the Key Service Centre of Llanrwst which is located in the Rural Development Strategy Area.

WFG / Well-being of Future Generations Act – The WFG Act (Wales) 2015 is a key piece of legislation which aims to further improve the social, economic, environmental and cultural well-being of Wales now and in the longer term.

Welsh Government – the national government in Wales. It is responsible for the planning system in Wales and prepares national planning policy.

Windfall Sites - a site not specifically allocated for development which becomes available for development during the lifetime of a plan.

APPENDIX 2: SUMMARY OF REGULATIONS

This table provides an overview of the key stages which include publication or consultation on LDP documents and how they relate to the legislative framework; some of these stages will run concurrently. It is not intended to be a comprehensive list of regulations or the work involved in LDP preparation. Where consultees or timescales for consultation are provided, these are the minimum required by regulations; in practice these will be defined in accordance with the Council's Timetable, CIS and Communication Plan.

2004 Act	LDP Regs	SEA Regs	Hab Regs	LDP Manual	Stage
S70	41	N/A	N/A	10.1	Review Report – consultation with key stakeholders
S63	9	N/A	N/A	4	Delivery Agreement – discussion with statutory consultees/key stakeholders as appropriate
N/A	N/A	9, 11	N/A	N/A	Determine if SA is required – consult with NRW & Cadw under Reg 9 to make determination; subsequently make available a copy of the determination to NRW & Cadw within 28 days; and within a further 14 days to the public
S61	N/A	N/A	N/A	5.3.1.6	Developing the Evidence Base – authorities could issue a 'call for evidence' to invite submission of information from third parties to inform the LDP strategy
N/A	N/A	12	N/A	5.5.2	SA Scoping Report – Consultation with NRW & Cadw (5 weeks)
N/A	14	N/A	N/A	5.3.4.4	Pre-deposit participation – formal call for candidate sites
N/A	15	13	105	6.5	Pre-deposit public consultation – Publication of pre-deposit LDP documents to include public consultation on Preferred Strategy and related documents (6 weeks), initial SA Report (28 days minimum) and initial Habitat Regs Assessment (if appropriate)
N/A	18	13	105	7.4	Deposit LDP – Publication and public consultation on Deposit LDP documents (6 weeks) including SA Report (28 days minimum) and Habitat Regs Assessment
N/A	N/A	N/A	N/A	7.6	Focussed Changes – Non statutory stage for public consultation on late changes
S64 (1-3)	22	N/A	N/A	8.2	Submission – Publication of LDP documents, advertise that the LDP has been submitted to WG for Examination and inform those who asked to be notified
S64 (4-7)	23	N/A	N/A	8.3.2	Examination – Advertise details of the LDP Examination in Public; representors to appear when invited by Inspector – all written representations will also be taken into account
S64 (8)	24	N/A	N/A	8.4.1	Inspector's Report – Publication of the Inspector's Binding Report and inform those who asked to be notified
S67	25, 39	16	N/A	8.4.3	LDP Adoption – Publication of the adopted LDP, adoption statement and SA Report, make available for public viewing and inform those who asked to be notified
S76	37	17	N/A	9	Monitoring of LDP – Produce Annual Monitoring Report for submission to WG and publish on website

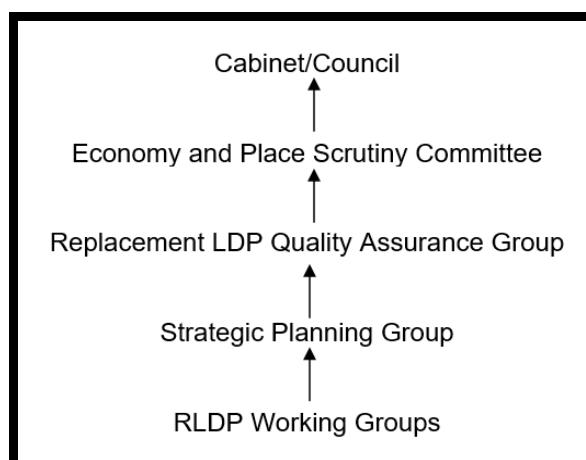
APPENDIX 3: GOVERNANCE ARRANGEMENTS

The Council has set up a Strategic Planning Group which feeds into the democratic process of the Council. This governance arrangement will oversee all aspects of the plan process, from this DA right up to the adoption of the Plan and its next review. Collaboration between neighbouring authorities will continue to align key strategies and policy areas, especially regarding joint settlements with Eryri National Park.

When reviewing the RLDP, the Council will adopt a project management methodology to ensure the relevant skills and knowledge can be harnessed at the right time, and that milestones are met. RLDP subgroups, which will consist of council officers and other relevant parties, will be assembled to discuss evidence base and necessary amendments to RLDP policy, supporting text and SPG. These subgroups will be topic based, for example; housing, employment, open space, retail etc. and will be convened on an 'as needed' basis. Each subgroup will be led by a Senior Planning Policy Officer who will set the agenda for discussion and ensure actions are captured and followed up. The role of these subgroups for each topic area is as follows:

- To look in detail at past policy performance in the context of previous AMRs and LDP review report
- To gather, review and where appropriate, commission new evidence base
- To make recommendations for changes to policy, supporting text and SPG
- To produce committee reports and present supporting evidence and policy to relevant Council committees for sign off.

The reporting structure is as outlined below:



APPENDIX 4: RESOURCES

The core plan preparation work will be undertaken by the Strategic Planning Policy team which falls within the Regulatory Services section of the Council. The team consists of seven members of staff; the Strategic Planning Policy Manager, four Senior Planning Officers, one Senior Place Plan and Engagement Officer and one Planning Obligations Officer. It is anticipated that, on average, the Planning Policy Manager will spend a third of his operational time in preparing the RLDP, whilst the other officers will spend two thirds of their operational time on this work.

In addition to knowledge and experience directly relating to planning and LDP production, the Planning Policy team have the skills and capability in-house to develop and use databases for consultation responses and for candidate site submissions; to undertake mapping/GIS work and to produce and print LDP Proposals Maps. This reduces the reliance on external technical expertise and therefore represents cost and time saving compared to the previous LDP process.

Further support from commissioned consultants will also assist in the preparation of evidence base where specialist/independent advice is required.

The Council operates on the basis of an annual budgeting cycle. In terms of financial resources, a budget for the entire LDP process has been presented and expenditure agreed for 2025/26. The budget for subsequent years will be presented on an annual basis.

The Council acknowledges that there may be unforeseen constraints in implementing the DA, particularly in relation to staff and budgetary resources, but will endeavour to minimise the effect of any such difficulties which may occur.

APPENDIX 5: DETAILED RLDP TIMETABLE

APPENDIX 5: DETAILED RLDP TIMETABLE	2017			2018			2019			2020			2021	2022	2023	2024	2025			2026			2027						
Stage	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	J	J	A	S	O	N	D
Review Report																													
Consider conclusions of AMR, review & update evidence base																													
Prepare RR & appendices, seek WG informal view																													
Publish RR & supporting documents for public consultation																													
Amend RR (following WG comments)																													
Submit to WG																													
Joint working																													
Discuss/agree approach with DCC																													
Submit response to WG letter																													
WG Respond to CCBC/DCC - agreeing/directing LDP process																													
Delivery Agreement																													
Produce draft timetable and CIS																													
Report draft DA to Cabinet																													
Consultation on draft DA with key stakeholders and minor amendments																													
Submission to Welsh Government																													
Agreed by Welsh Government																													
Pre-Deposit Participation																													
Review/update evidence base for Plan																													
Call for Sites																													
Undertake site assessment																													
Pre-Deposit Consultation																													
Identification and assessment of strategic options																													
Preparation of Preferred Strategy, SA/SEA scoping report and HRA																													
Report Preferred Strategy to Full Council																													
Consultation on Preferred Strategy, Vision, Strategic Options and Key Policies																													
Assess outcome consultation and prepare initial Consultation Report																													
Statutory Deposit of Proposals																													
Preparation of Deposit Plan, and updated SA/SEA and HRA																													
Assess Covid impact and update evidence base accordingly																													
Strategic sites placemaking public engagement, policy production																													
Report Deposit Plan to Full Council																													
Preparation of documents for Deposit consultation																													
Consultation of Deposit Plan, SA/SEA Report and HRA documents																													
Assess outcome of consultation and prepare Consultation Report																													
Submission																													
Prepare LDP documents for submission																													
Submission of LDP and key documents to Welsh Government																													
Examination and Adoption																													
Examination of submitted documents by appointed Inspector																													
Pre-Hearing Meeting																													
Hearing Sessions																													
Preparation of Inspector's Report																													
Publication of Inspector's Report																													
Adoption																													

Senedd Election May 2026

Local Election May 2027

APPENDIX 6: BODIES ENGAGED IN THE RLDP PROCESS

The Development Plans Manual and previous LDP consultations have been used as a basis for identifying consultees for different stages of the LDP process. The LDP Regulations identify specific consultation bodies (LDP Regulation 2). LPAs must consult these bodies to ensure compliance with the Regulations. These bodies are responsible for critical elements of physical, social and environmental infrastructure, vital when demonstrating the delivery of the plan. The table below sets out the initial groups that will be consulted as advised in the LDP Manual.

Example of Specific Consultation Bodies – Regulation 2 (LDP Regulations)
Welsh Government (comprising all relevant Departments (not exhaustive) – Cadw, transport (as the Highway Agency for the trunk road network), Best and Most Versatile Agricultural Land (BMVAL) flood and water management, equalities, marine, economy and Welsh language)
Natural Resource Wales (NRW) (advising on flood risk, drainage and sustainable drainage (SuDS), biodiversity, SA/SEA and HRA)
Local Health Boards (the need for health facilities including primary health care)
Dwr Cymru Welsh Water (sewerage and water infrastructure)
Communication providers (telecommunications and broadband)
Electricity and gas undertakers (grid/network capacity and requirements)
Adjoining LPAs
