

Revised Local 2018-2033 Development Plan



Volume 2
November 2019

Minutes of the
Advisory Panel

Volume 2 – Contents

- Minutes -24/04/2019 page 1
- Minutes -24/09/2019 page 4

The Advisory Panel is drawn up from Members of Carmarthenshire County Council. The primary purpose of the Panel is to take political ownership of the Revised LDP and ensure that the Revised LDP plan making process is managed in accordance with those relevant procedures and protocols. The Executive Board, at its meeting on the 31st July 2017, approved the composition of the Panel.

Local Development Plan Advisory Panel

April 24 2019 - Carmarthen - 9.30am

1 In attendance

1.1 *Councillors:* Mair Stephens (Chairman), Tyssul Evans, Alun Lenny, Ken Howell, John James, Kevin Madge & Ieuan Davies.

1.2 *Officers:* Llinos Quelch - Head of Planning, Ian Llewelyn - Forward Planning Manager, Owain Enoch - Forward Planning Officer & Mr Steven P Murphy, Senior Solicitor.

Other: Translator

2 Welcome and introductions

2.1 Cllr Mair Stephens welcomed all to the meeting

3 Apologies for absence

3.1 Cllr Darren Price.

3.2 Llinos Quelch advised that she had to leave the meeting at 10.30am.

4 Minutes

4.1 The minutes of the Panel meeting held on October 26 2018 had been provided to Members in advance of the meeting.

4.2 It was resolved to note that given that these minutes have already been confirmed by the Panel through e mail that they were being received at this meeting for information only.

5 Existing Actions

5.1 Consideration was given to a verbal report provided by officers which summarised the progress being made on existing actions from prior meetings of the Panel.

5.2 Members noted that the minutes of the Panel meetings of May 8 2018, July 17 2018, October 1 2018 and October 26 2018 had been placed into the reporting cycle. It was officers' understanding that these minutes had gone to Corporate Management Team on 20 November 2018, but there does not appear to be any reference to them being reported to Executive Board (it had been intended to report to the Executive Board on 17 December 2018). It was noted however the minutes are already online as part of the publication of the LDP Advisory Panel minute book (Volume 1 - Panel meetings 1 to 7). The Panel advised that it was sufficient that the minutes of the Panel go to the Pre Executive Board and no further.

5.3 It was resolved to note the verbal report provided and to instruct officers to list any pertinent items on future agendas of the Panel as and where appropriate.

5.4 It was resolved to amend the Panel's Terms of Reference in relation to reporting of minutes so that they need go no further than Pre Executive Board (see minute 8.3 of these minutes).

6 Responses received to the consultation on the Draft Preferred Strategy and associated documents

6.1 Members had been provided with the representations made (and recommended responses thereto) in relation to the following documents in advance of the meeting: (a) Draft Preferred Strategy (b) Sustainability Appraisal/Strategic Environmental Assessment Initial Report and (c) Habitat Regulations Assessment Screening Report.

6.2 The Draft Preferred Strategy had received 269 Representations. Many of these representations were received from statutory stakeholders– including the Welsh Government, Natural Resources Wales, Dwr Cymru Welsh Water as well as neighbouring Local Planning Authorities. The Panel advised there was a need to continue to engage on a constructive and collaborative dialogue with these stakeholders as the Plan making process moves forward.

6.3 Officers from the forward planning team had met with officers from the Welsh Government on the 23 April 2019 and a summary of discussions undertaken were provided to the Panel. Members were referred to the content of Planning Policy Wales (edition 10) particularly in terms of rural considerations and the potential implications of national planning policy on the Revised LDP. The recognition of rural considerations (particularly housing) in rural areas within the Revised LDP will need to be evidence based. The outcomes of the Local Housing Market Assessment, along with the work of the Rural Taskforce, are likely to be vital components in this regard. Members noted that the Welsh Government’s representations to the Draft Preferred Strategy had drawn reference to LDP Manual edition 3 when this Manual is yet to be published.

6.4. As expected, a number of representations were received in relation to the scale and distribution of growth. In noting that the Draft Preferred Strategy is supported by a robust suite of evidence, the Panel emphasised that further evidencing will need to be in place moving forward. Such evidence should also allow for an assessment of the Plan’s impact on a number of important features – including the Welsh language. To this end, there was a discussion on the representations received in respect of Strategic Policy 7. The Panel noted that there was a lack of a methodology or guidance from the Welsh Government for measuring any impact upon the Welsh language. The Panel emphasised that it is important that locally distinctive evidence is produced and they welcomed the fact that geo-linguistic analysis work has commenced. There was consensus between Members and officers that Welsh as a community language is equally prevalent in both urban areas and rural areas of the County (with the post-industrial Gwendraeth and Amman Valleys cited as key heartlands in this regard).

6.5 The Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) Initial Report had drawn 11 Representations, whilst the Habitat Regulations Assessment (HRA) Screening Report had drawn 62 Representations. The Panel emphasised the importance of utilising the representations received in recognition of the important iterative role that the SA/SEA and HRA will play in the preparation of the Revised LDP.

6.6 Members noted that it was still unclear as to what date the County Council will consider a report on the Draft Preferred Strategy and supporting documents, however it is likely that this will be done on the 15 May 2019. Pending Council resolution(s), the Strategy and supporting documents will be amended with any changes incorporated into the next version of the Plan. In this respect any amendments as a result of Members deliberations, officer recommendations (including from the SA/SEA and HRA reports and emerging evidence) will be incorporated within the Draft Deposit LDP.

6.7 It was resolved to note the written reports provided and to endorse the recommended responses to the representations received for proceeding through the reporting cycle.

6.8 It was resolved to invite a representative from the Rural Taskforce to attend the next meeting of the Panel.

6.9 It was resolved that a presentation on the Welsh language and the Revised LDP be provided at the next meeting of the Panel.

6.10 Llinos Quelch had left the meeting at 10.30am, not to return.

7 Verbal update - candidate sites

7.1 A verbal update was provided on that in conjunction with the consultation on the Draft Preferred Strategy, a further consultation was undertaken on those sites submitted as part of the 'Call for Candidate Sites' held in 2018. This provided interested parties with an opportunity to lodge their views on the 926 candidate sites submitted to the Council. The Panel noted that responses received as part of the consultation on the Register of Candidate Sites are not subject to the reporting process, but they may play an informing role. An estimated 3,000 comments had been received, and Members appreciated the administrative burden on the forward planning team in this regard.

7.2 It was resolved to note the report.

8 Change to the Panel's Terms of Reference.

8.1 Members had been provided with the current terms of reference ahead of the meeting for information.

8.2 It was suggested that an amendment be made to point 1 under the "Meetings of the Panel" heading to state that Members are to receive written notice of meetings from the Forward Planning Manager via e mail no later than 10 working days in advance of the meeting date as opposed to 21 working days. It was also suggested that an amendment be made to state that Members will receive the agenda, along with relevant Papers, from the Forward Planning Manager, no later than 7 working days in advance of the meeting as opposed to 10 working days.

8.3 Reference was also made to minute 5.4 of these minutes and the proposed amendment was confirmed in this regard.

8.4 It was resolved to approve the proposed amendments as per minutes 8.2 and 8.3 of these minutes. The updated Terms of Reference will not require reporting to the Executive Board.

9 Membership

9.1 The Chair made reference to the changes in the political groupings within the Council and the requirement for the Panel to be politically balanced. There is still some uncertainty however in relation to these matters, with the Annual General Meeting yet to be held. All were in agreement that continuity of Membership of the Panel is important.

9.2 It was resolved that the Membership stay as it is, pending further review in due course.

10 Next meeting of the Panel.

10.1 This will be convened once there is sufficient evidence to provide the presentation referred to in minute 6.9 of these minutes.

11 Closure

11.1 The meeting closed at 11.45am

Local Development Plan (LDP) Advisory Panel

September 24 2019 - Carmarthen – 1.30pm

1 In attendance

1.1 *Councillors:* Mair Stephens (Chairman), Sue Allen, Ieuan Davies, Tyssul Evans, Ken Howell, John James, Alun Lenny & Darren Price.

1.2 *Officers:* Llinos Quelch - Head of Planning, Ian Llewelyn - Forward Planning Manager, Steven P Murphy, Senior Solicitor, Rachel J Jones, Simon Clement - Forward Planning Officers, Gwyneth Ayers - Corporate Policy and Partnership Manager.

1.3 *Other:* Translator.

2 Welcome and introductions

2.1 Cllr Mair Stephens welcomed all to the meeting.

3 Apologies for absence

3.1 Cllr Kevin Madge.

3.2 Those invitees that apologised were Cllr Cefin Campbell along with Myfanwy Jones (Welsh Language Policy Officer).

4 Confirmation of minutes

4.1 The minutes of the Panel meeting held on April 24 2019 had been provided to Members in advance of the meeting.

4.2 It was resolved to confirm the minutes and report them to the Pre Executive Board for information.

5 Carmarthenshire Rural Affairs Task Group and Recommendations

5.1 It was noted that the report was received by the full County Council on September 11 2019. A Rural Affairs Advisory Panel will be established to follow on from the work of the Rural Affairs Task Group. The Panel will also monitor the progress being made on the report's recommendations through an action plan.

5.2 The Council's Corporate Policy and Partnership Manager provided an overview of the recommendations of the report, notably planning related matters. It was noted that there may be scope for other counties facing similar issues to work collaboratively.

5.3 It was resolved to thank the Corporate Policy and Partnership Manager.

5.4 Further resolved that references be made to the '10 towns initiative' within the Revised LDP.

6 The Revised LDP and the Welsh language

6.1 Forward Planning Officers provided an informal presentation / discussion. A topic paper is being formulated in support of the Revised LDP. External consultancy assistance will be procured to formulate a Welsh language impact assessment of the Revised LDP, along with a methodology for this assessment. Members were advised of the content of the emerging policy framework on this topic within the Revised LDP.

6.2 It was resolved to thank the officers for the presentation / discussion.

7 Deposit Revised LDP

(a) Projections

7.1 Panel Members had been provided with a report in relation to population and household projections in advance of the meeting. This report was suitably supplemented by a verbal contribution by forward planning officers.

7.2 There was discussion around the implications of migration, high-end job creation and commuting patterns upon the Revised LDP.

7.3 It was resolved that officers make enquiries to ascertain the extent to which migration data is available on an electoral ward basis.

7.4 Further resolved that it be noted that there was a broad consensus amongst Members on the suitability of the Projected Growth (PG) 10yr demographic scenario as presented. This equates to a housing requirement of 8,835 dwellings during the Revised LDP period 2018-2033 (589 dwellings being built per year).

(b) Emerging written statement

7.5 Members had been provided with an emerging version of the deposit Revised LDP in advance of the meeting. This report was suitably supplemented by a verbal contribution from the Forward Planning Manager.

7.6 The Chairman emphasised the important role of the Advisory Panel in identifying revisions to the deposit Revised LDP as it continues its journey through the Council's reporting cycle. The reporting cycle and timescales were confirmed in this regard. The Chair facilitated a discussion on the content of the emerging document as tabled.

7.7 It was noted that the Inset Maps are currently being prepared and 'drop in' sessions have been offered to all elected Members. This will allow officers to discuss site / settlement specific matters.

7.8 It was resolved to thank officers for their contributions.

7.9 Further resolved that officers be asked to review and incorporate the comments made by Panel members as appropriate.

8 Departure from meeting

8.1 Upon being thanked for her attendance, the Corporate Policy and Partnership Manager left the meeting at 3.40pm, not to return.

9 Process for confirmation of minutes of this meeting (24 /9/ 2019)

9.1 The date for the next Panel meeting is currently unknown.

9.2 It was resolved that officers circulate the minutes to Panel members via e mail over the coming fortnight with a view to attaining the confirmation thereof. These minutes can then be published along with the deposit Revised LDP as part of the evidence base and will also be reported to the Pre Executive Board for information.

10 National Development Framework (NDF)

10.1 Members requested a briefing on the content of the NDF during its consultation.

10.2 It was resolved that all elected Members be furnished with such a briefing.

11 Closure

11.1 The meeting closed at 3:52 PM.