



Flintshire LDP

Delivery Agreement

February 2014



Executive Summary

Planning in Wales is based on a Plan – led system whereby development plans are prepared by each authority in order to provide for the economic, social and environmental needs of each County. Development plans contain a framework of policies and proposals which seek to regulate and control the development and use of land and provide the basis for consistent and transparent decision making on individual planning applications.

Following the adoption of the Flintshire Unitary Development Plan (UDP), the Council is now embarking on the preparation of a Local Development Plan (LDP) for the County. A Local Development Plan (LDP) is a new style of Development Plan which differs from the UDP in terms of how it is prepared. A key feature of the LDP process is the opportunity for engagement from early on in the process, in order that people can have the opportunity to influence the Plan as it progresses.

The preparation of a Delivery Agreement is the first stage in the LDP process. The Delivery Agreement is essentially a project plan which sets out a ‘timetable’ for preparing the Plan and a ‘community involvement scheme’ which explains how and when people will have an opportunity to be engaged in its preparation and consulted with at key stages.

The Council Invited comments on the draft Delivery Agreement in order to ensure that there is broad consensus about how the Council proposes to prepare the Plan. This should assist the Plan in progressing smoothly and avoiding disputes and delays later on.

The Delivery Agreement was the subject of a consultation exercise between 5th August 2013 and 30th September 2013. Comments received were considered by the Councils Planning Strategy Group and were then reported to Cabinet on 21/01/14. The Delivery Agreement was formally submitted to Welsh Government for approval on 23 / 01 / 14 and was approved by Welsh Government on 12th February 2014. A copy of the letter of approval can be found at Appendix 9.

The Delivery Agreement can be viewed on the Council’s website www.flintshire.gov.uk/udp, at Planning Reception in County Hall and at the Council Offices in Flint. It can also be inspected at the Holywell Connects office and at all libraries. The Council will closely monitor the plans progress against the approved Delivery Agreement.

Any comments either on the LDP or the Delivery Agreement should be submitted to or queries directed to:

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Introduction

What is a Local Development Plan?

A Plan-led system is presently in operation in Wales whereby each Local Planning Authority is required to prepare a Local Development Plan (LDP) for its administrative area (a map of the County is set out in Appendix 1). The LDP will set out the Council's policies and proposals in respect of the development and use of land. Once adopted, the LDP will form the statutory basis for planning decisions within the County.

What is a Delivery Agreement?

A Delivery Agreement is a document whereby the Council sets out how and when it intends to prepare the LDP. The Delivery Agreement must be submitted to and agreed by the Welsh Government. The LDP must be prepared in accordance with the Delivery Agreement and this will be one of the tests of the 'soundness' of the Plan when it is examined by an independent Planning Inspector. The Delivery Agreement comprises two parts:

- A Timetable – this sets out the key stages and dates for the preparation process. The stages up to and including Deposit Consultation are 'definitive' i.e. largely within the control of the Council whereas the stages from Site Allocation Representation Stage to adoption are 'indicative' as progress may depend on factors outside of the control of the Council.
- A Community Involvement Scheme – this explains how developers, the public and interested groups can contribute to and influence the preparation of the LDP. It will explain how and when people will be consulted, how their comments will be considered and how feedback will be given.

Context

Existing Development Plan

The existing planning framework for the County of Flintshire is the adopted Unitary Development Plan (UDP). This was adopted on 28th September 2011 and has a Plan period of 2000-2015. At the end of 2015 it will remain the adopted development plan for the County although regard will need to be had to ensuring compliance with Welsh Government guidance in Planning Policy Wales, particularly where this has changed since the adoption of the UDP. Annual monitoring on the UDP will provide the means to identify key policy areas where it has fallen out of step with up to date planning guidance.

Local Development Plan

The Planning and Compulsory Purchase Act 2004 requires each authority in Wales to prepare a LDP for its area. When adopted, the LDP will replace the adopted UDP. The LDP is to be prepared

in accordance with the procedures set out in the Town & Country Planning (Local Development Plan) (Wales) Regulations 2005. A commencement order has been signed by Welsh Government on 2nd July 2012 which lays down the necessary legislation to facilitate the preparation of the LDP for Flintshire. Further guidance on LDP's can be found in the following Welsh Government and Planning Inspectorate publications:

- LDP Wales 'Planning Your Community' - this is a simple step by step guide published in pamphlet form
- Local Development Plans Wales - a more comprehensive overview of the aims, principles and preparation of LDP's
- Local Development Plan Manual - a detailed reference document offering practical and technical guidance, primarily for those involved in the preparation of LDP's
- Examining Local Development Plans – Procedure Guidance, The Planning Inspectorate (2009)

The LDP will also need to be prepared having regard to advice in the following documents:

- Planning Policy Wales (PPW) Edition 5 (Nov 2012)
- Technical Advice Notes (Wales) (TANs)
- Minerals Planning Policy Wales (MPPW) (2000)
- Minerals Technical Advice Notes (MTANs)
- The Wales Spatial Plan: People, Places, Futures (2004 – updated 2008)
- The Community Strategy for Flintshire
- The Wales Waste Strategy and Regional Waste Plans
- The Regional Transport Plan for North Wales
- The Local Housing Strategy for Flintshire
- The Regeneration Strategy for Flintshire
- AONB Management Plan

With reference to the relevance guidance above, the new system seeks to achieve:

- A better evidence base to inform the Plan
- More effective community involvement
- Better integration with other strategies and documents
- A more strategic and aspirational document that reflects local circumstances and priorities
- Responsiveness and efficiency in the plan-making process
- Adoption within 4 years

The Local Development Plan will provide the planning strategy and policy framework for the County for a 15 year period 2015-2030. It will be used by the Council to guide and control development and investment, providing a basis by which planning applications can be determined consistently and transparently. A key theme of the Plan will be that of sustainable development. The goal of sustainable development, as set out in Planning Policy Wales is to “enable all people throughout the world to satisfy

their basic needs and enjoy a better quality of life without compromising the quality of life of future generations.” When adopted, the Local Development Plan will replace the adopted UDP and become the local planning framework for Flintshire.

LDP Format and Content

In accord with guidance the LDP should be a single document and should include the following elements:

- Introduction;
- Strategy based on a vision and comprising key aims and objectives, key policies, broad location for development, spatial expression of the strategy, key monitoring targets and indicators and a key diagram;
- Area wide policies for development;
- Allocations of land and related sites;
- Specific policies and proposals for key areas of change or protection;
- Reasoned justification to explain policies and to guide their implementation; and
- Proposals map on a geographical base.

Corporate Fit

The Council is committed to the delivery of its corporate aims and objectives through its various strategies and policy documents. The development of a corporate relationship between these documents is central to the effective delivery of any land use aspirations contained within them, through the LDP.

The LDP is a key strategic document and it is essential that there is a coordinated and joined up approach to its preparation, in order that it ‘fits’ corporately. A wide range of Council documents will form part of the evidence base for the LDP and examples include the Local Housing Strategy, Countryside Strategy, Children and Young Persons Strategy and the Health and Wellbeing Strategy to name but a few. The Health and Wellbeing Strategy introduces the issue of community health into the LDP which will be explored in more detail through a HIA Health Impact Assessment of the plan.

The LDP is one of the four main strategic plans that the Council has a statutory duty to prepare. The Community Strategy provides the overarching strategy for the Council and its key service provision partners. The LDP will seek to translate the key aspects of the Community Strategy in so far as they are related to the development and use of land. In other words the LDP will seek to provide a spatial expression of the Community Strategy. This is a vital element in the Plan’s preparation as one of the ‘tests of soundness’ is that the Plan has had regard to the Council’s Community Strategy.

The Flintshire Community Strategy 2009-2019 ‘Working / Acting Together for Flintshire’ has a vision whereby Flintshire is a County which embraces:

- Economic prosperity
- Health improvement
- Learning and skills for life
- Living sustainably
- Safe and supportive communities

The Community Strategy also has a number of key considerations that should be at the heart of its delivery and these include:

- Climate change
- Equality
- Sustainable development
- The Welsh language

In looking at the broader context for the Plan, a brief socio-economic profile of the County is set out in Appendix 2.

Sustainability Appraisal / Strategic Environmental Assessment

Integral to the process of Plan preparation is the undertaking of a sustainability appraisal (SA) to ensure that the economic, environmental and social effects of its strategy and policies are appraised from the outset. This will ensure that the Plan ultimately delivers sustainable development on the ground. The Council must also comply with the requirements of European Union Directive 2001/42/EC on the assessment of certain plans and programmes on the environment, commonly known as the SEA Directive. Strategic Environmental Assessment (SEA) is the formal environmental assessment of certain plans which are likely to have significant effects on the environment. Throughout this document and subsequent documents it is only the term SA that will usually be used on the basis that the SEA will be incorporated into the SA process and documentation.

The five main stages in conducting an SA:

- Stage A - setting the context and objectives, establishing the baseline and deciding on the scope;
- Stage B - developing and refining options and assessing effects;
- Stage C - preparing the Sustainability Appraisal Report;
- Stage D - consulting on the preferred option of the development plan and SA Report; and
- Stage E - monitoring significant effects of implementing the development plan.

Planning Policy Wales identifies the key SA tasks according to the main stages of Plan preparation and are set out in the table below:

LDP Stage	SA Task
Delivery Agreement	Consider the stages of SA work in the Timetable Identify consultation processes for SA in the CIS
Evidence Gathering & Objectives	Screening Review other relevant policies, plans and programmes, and sustainability objectives Collect baseline and other information Identify sustainability issues and problems Develop the SA framework Prepare and consult on the SA scoping report Test LDP objectives against the SA framework

Strategic Options and Preferred Strategy	Develop the LDP options Predict the effects of the LDP options Evaluate the effects of the LDP options Consider ways of mitigating adverse effects and maximising beneficial effects Propose measures to monitor the significant effects of implementing the LDP Prepare the SA report Public consultation on the LDP preferred strategy and SA report Appraise significant changes from consultation
LDP Preparation and Deposit	Update the SA Report Public consultation on the Deposit LDP and SA Report
Submission, Examination & Adoption	Inspector's role at examination Adoption statement and finalised SA Report
Monitoring and Review	Finalise aims and methods for monitoring Respond to adverse effects

Habitats Regulations Assessment

Within Flintshire, there are a number of European designations including Special Areas of Conservation, Special Protection Areas (both of which are also Sites of Special Scientific Interest) and the Dee Estuary which is a Ramsar site. These are commonly known as 'European' sites or 'Natura 2000' sites. Under the terms of the Conservation (Natural Habitats...) Regulations 1994 (as amended in 2007) the Council must determine, before adopting a LDP, whether the Plan is likely to have significant effects on a European site. If the Plan might have a significant effect on any European site, the Council must undertake an 'appropriate assessment' of the Plan to ascertain whether it would adversely affect the integrity of the site. If such an effect cannot be ruled out, the Council would need to amend the Plan to avoid such effects occurring. The Habitats Regulations Assessment (HRA) will not form part of the SA/SEA but will be prepared in parallel with it.

Health Impact Assessment

The issue of health and wellbeing will be considered and integrated throughout the preparation of the LDP through the use of health impact assessment (HIA). This is a systematic yet flexible process that assesses the potential positive and detrimental health and wellbeing impacts of the proposed Plan as it emerges and how it will impact on the population of Flintshire. It will also consider inequalities and assess the potential impacts on vulnerable groups within this population. The HIA will provide a set of evidence based recommendations and suggestions to be included within the Sustainability Appraisal of the LDP. A working group has been established to progress the HIA through the key LDP preparation stages.

Tests of Soundness

An Independent examination by a Planning Inspector will be required to establish whether the Plan is 'sound'. The Plan is assumed to be sound unless it is shown to be otherwise as a result of the consideration of evidence throughout the examination. Therefore where possible, people commenting on the plan should refer to these tests of soundness.

There are 10 criteria for assessing soundness which fall into three categories of procedural, consistency and coherence & effectiveness. The soundness criteria are reproduced below.

Procedural	
P1	The plan has been prepared in accordance with the Delivery Agreement including the Community Involvement Scheme.
P2	The plan and its policies have been subjected to Sustainability Appraisal including Strategic Environmental Assessment.
Consistency	
C1	It is a land use plan which has regard to other relevant plans, policies and strategies relating to the area or to adjoining areas.
C2	It has regard to national policy.
C3	It has regard to the Wales Spatial Plan.
C4	It has regard to the relevant Community Strategy / Strategies / National Park Management Plan.
Coherence and Effectiveness	
CE1	The plan sets out a coherent strategy from which its policies and allocations logically flow and, where cross boundary issues are relevant, is not in conflict with the development plans prepared by neighbouring authorities.
CE2	The strategy, policies and allocations are realistic and appropriate having considered the relevant alternatives and are founded on a robust and credible evidence base.
CE3	There are clear mechanisms for implementation and monitoring.
CE4	It is reasonably flexible to enable it to deal with changing circumstances.

Supplementary Planning Guidance

The Welsh Government advises that LDP's should contain sufficient policies and proposals to provide the basis for deciding planning applications, and for determining conditions to be attached to permissions, but that they should avoid excessive detail. Selective use of supplementary planning guidance (SPG) is a means of setting out more detailed site specific or themed guidance on how the policies in the LDP will be applied in particular circumstances or areas.

The Council will, where necessary and appropriate, make selective use of SPG as a means of providing guidance on how the policies and proposals of the LDP will be applied and implemented. Any subsequent SPG, whilst not forming part of the development plan, must relate to a LDP Policy. They may consist of guidance on specific topics, site specific briefs, design guides or action areas.

The requirements for SPG will be identified during the plans preparatory process. In those instances where a requirement is identified its preparation will be the subject of a formal consultation exercise prior to adoption. A statement of consultation and details of representations received will be issued with the approved SPG. Consultation on SPG's will be carried out as and when they are produced. This will include consultation with internal departments and posting the note on the website for any interested parties and the general public to consider. However, SPG cannot be formally adopted until after the Inspectors binding report has been received on the LDP and it is clear that there is no change to the policy approach.

Timetable

The first part of the Delivery Agreement is to set out a timetable or programme of the key stages in progressing the LDP. The following table sets out a summary of the process and dates for each of the stages.

Stage	Details	Purpose	Dates
Definitive Stages			
Stage 1	Delivery Agreement (Regulations 5-10)	To prepare and agree a Delivery Agreement comprising a Timetable and a Community Involvement Scheme which together set out the Plan preparation process.	Dec 2013
Stage 2	Review and develop Evidence Base (Regulation 14) [includes Call for Candidate Sites]	To establish a robust evidence base to inform Plan preparation and to provide baseline information against which to undertake Plan appraisal.	On going
Stage 3	Pre-deposit participation (Regulation 14)	To develop and assess the Plan's vision and objectives and consider a number of strategic growth and spatial options.	Jan 2014 - Nov 2014 (10 mths)
Stage 4	Pre – Deposit consultation (Regulations 15 & 16)	To consult on the Plan's preferred strategy, key policies and strategic development proposals.	Dec 2014 - Nov 2015 (11 mths)
Stage 5	Deposit consultation (Regulations 17-19)	To consult on the Deposit Plan and to allow for formal representations to be made.	Dec 2015 - July 2016 (7 mths)
Indicative Stages			
Stage 6	Consultation on Site Allocations Representations (Regulations 20 & 21)	To enable representations to be made in respect of site specific representations submitted at deposit stage.	Aug 2016 - Nov 2016 (3 mths)
Stage 7 Overlap with Stage 8	Focussed Changes (optional)	The Council will, if necessary, publish and consult upon focussed changes to the Plan as an addendum to the Plan.	Dec 2016 - Mar 2017 (3 mths)
Stage 8	Submission (Regulation 22)	The Council will formally submit the LDP and supporting documentation (including representations) to the Welsh Government.	Dec 2016

Stage 9	Examination (Regulation 23)	An Inspector will independently assess the Plan in terms of its soundness.	Jan 2017 - Nov 2017 (10 mths)
Stage 10	Inspector's Report (Regulation 24)	An Inspector will present to the Council his / her Report which will be binding on the Council.	Dec 2017
Stage 11	Adoption (Regulation 25)	The Council will resolve to adopt the LDP.	Feb 2018
Stage 12	Monitoring and Review (Regulation 37)	The Council will review the Plan and submit annual monitoring reports to Welsh Government.	On going (yearly)

The definitive stages are those up to and including Deposit consultation as these are the stages that are under the control of the Council. The stages thereafter are indicative only as they depend on factors outside the control of the Council. However, within 3 months of the close of the formal 6 week deposit consultation period, the Council should define the indicative timetable, having regard to discussions with the Planning Inspectorate about the availability of an Inspector and the likely Examination timetable.

A more detailed version of the summary timetable is contained within the Community Involvement Scheme section of this Delivery Agreement.

Decision Making

At key stages of the preparation process, particularly where consideration is given to representations to documents following public consultation, it will be necessary for the approval of Full Council to be secured. The key Council body responsible for the progression of the LDP will be the Planning Strategy Group which will comprise a politically balanced group of members. This is not a decision making body but it will act as a discussion forum and Steering Group and make recommendations to either Cabinet and / or Full Council.

Resources

The Head of Planning will be responsible for the delivery of the LDP although the Plan will be prepared by the Policy Section under the management of the Planning Strategy Manager. The Policy team will also be able to call upon the services of a range of specialist officers from throughout the Council. The staff resources involved in the preparation of the Plan includes Planning Strategy Manager, Interim Team Leader, Senior Planning Officer (x2.5), Planning Officer (x2), Technical Support Officer (x1) and Modern Trainee Admin Assist (x0.5)

The Council has a budget set aside for the production of the Plan and will employ specialist consultants to undertake or oversee specialist tasks as and when necessary. Consideration is being given to commissioning certain joint studies with Wrexham in order to secure value for money and consistency of approach for each Council. The Council will purchase a web based consultation system to assist with consultation processes and the handing of representations and the public's use of this will be encouraged and promoted widely. Specialist consultants will be appointed to oversee the SA/SEA tasks

and also to undertake key studies as part of a robust evidence base for informing the Plan strategy, policies and proposals. Given that that the LDP is one of the key statutory plans to be prepared by the Council, sufficient resources will be made available to ensure that the Plan will proceed to adoption as per the agreed timetable.

Risk Management

The Council has sought to identify what it considers to be a realistic timetable for the preparation of the LDP. Even so, during the 5 year preparation period there may be circumstances which arise and have implications for the adherence to the timetable. It may therefore be necessary and indeed unavoidable to seek to revise the Delivery Agreement but this will only be done as a last resort, and with appropriate consultation with the key stakeholders and Welsh Government.

The following table sets out the key risks which may need to be managed.

Risk	Probability / Impact	Potential Impact	Mitigation
Council Matters			
Council decision making delays.	Low / Medium	Programme Slippage	<ul style="list-style-type: none"> • Ensure early provision is made in Council diary for key stage meetings • Build flexibility into timetable at key stages. • Ensure Member & Officer commitment and support to LDP through effective working practices
Welsh Language translation and Standards	Low / Medium	Programme slippage	Establish clearly the Council's translation policy and identify additional resources or contingency measures as a result of new Welsh language Standards
IT delays	Low / Medium	Programme Slippage	Ensure sound data management practices
Budget cuts	Low / Medium	<ul style="list-style-type: none"> • Inability to fund key tasks / stages • Programme slippage 	<ul style="list-style-type: none"> • Budgetary management measures to ensure finance stream for key tasks • Transfer tasks from consultants to in-house • Ensure corporate commitment to LDP as high priority
Staff availability / cuts / results of job evaluation	Medium / High	<ul style="list-style-type: none"> • Loss of capacity / expertise / management • Pressure on remaining staff and other sections e.g. highways, public, protection, environment, admin etc • Delays in recruiting experienced staff 	<ul style="list-style-type: none"> • Ensure staff retention practices put in place and good team building skills • Ensure corporate commitment to LDP as high priority • Recruitment of temporary staff

National Matters			
Significant objections from consultation bodies / stakeholders	Low / Medium	<ul style="list-style-type: none"> • Failure to agree vision / core strategy/ allocations etc • Programme slippage 	<ul style="list-style-type: none"> • Ensure effective stakeholder relationships established • Additional resources including professional facilitation / mediation to ensure consensus building
Local elections Local Government Elections May 2016 changes in Leadership and/ or policy emphasis.	Low / Medium	Programme slippage and additional workload in revisiting issues / decisions	<ul style="list-style-type: none"> • Early and comprehensive member induction / training on LDP • Plan programme to have regard to election dates
Additional requirements arising from new legislation / new national guidance	Medium / Medium	<ul style="list-style-type: none"> • Additional work required which would result in programme slippage and need to revisit key aspects of emerging plan. • CIL could have serious implications 	<ul style="list-style-type: none"> • Monitor legislation and guidance and address at earliest opportunity • Good dialogue with WG and key stakeholders to anticipate forthcoming consultations and potential implications
Planning Inspectorate unable to meet Examination date	Low / Medium	Programme slippage and examination delayed	<ul style="list-style-type: none"> • Early liaison with Inspectorate to ensure that timetable difficulties are identified and can be addressed • Establish Service Level Agreement with Inspectorate
New Evidence, Revised policies, guidance and projections. For Example in 2016 Welsh Government population projections will be coming forward.	Medium / High	<ul style="list-style-type: none"> • Programme slippage • Need to revisit issues 	<ul style="list-style-type: none"> • Ensure there is some flexibility in the programme to consider new evidence. • Anticipate changes which may be required in 2016.
Local Matters			
Greater than anticipated number of representations	High / High	<ul style="list-style-type: none"> • Programme slippage • Lack of consensus 	<ul style="list-style-type: none"> • Provide some flexibility in programme following consultation • Better management of consultation / representation process based on UDP experience • Consider need for additional resources particularly admin
Insufficient information / expertise to undertake SA/SEA	Medium / Medium	<ul style="list-style-type: none"> • Programme slippage • Unable to pass test of 'soundness' 	<ul style="list-style-type: none"> • Establish expectations and capacities of consultees and identify problem areas early on • Consider need for additional resources

Habitats Regulations Assessment and Appropriate Assessment	Medium / Medium	<ul style="list-style-type: none"> • Programme slippage • Need to revisit issues and allocations 	<ul style="list-style-type: none"> • Allocations based on robust evidence base to avoid the need for AA involving close liaison with CCW • Build into programme sufficient flexibility to undertake AA • Possible need to revisit plan where impact cannot be mitigated
Printing and production delays	Low / Low	Programme slippage	Consider additional resources and contingency measures
Significant / late information	High	Plan could not be submitted for examination	Ensure good working relationship with key stakeholders to anticipate and avoid such eventualities
Delivery of other plans and strategies	Low / Medium	Programme slippage	Early liaison to ensure timetables for such plans and programmes fits in with LDP
Plan fails 'soundness' test	Low / High	Plan could not be adopted without further work	<ul style="list-style-type: none"> • Ensure all aspects of Plan and process are 'sound', based on robust evidence base and well audited community and stakeholder involvement • Consider need for additional resources
Legal Challenge	Low / High	<ul style="list-style-type: none"> • Additional workload • Programme slippage • Plan quashed 	Ensure regulatory procedures are complied with and a clear audit trail of all decisions

Community Involvement Scheme

The second part of the Delivery Agreement is the Community Involvement Scheme which sets out how the Council will engage with and consult the public and key stakeholders at key stages in the Plan's preparation. It describes the ways in which the community can influence the Plan at different stages in its preparation. It should ensure that all parties are clear about the process and what they can expect of each other as the Plan progresses in order to reduce potential conflict during later stages. Welsh Government advises in Local Development Plans Wales that the Community Involvement Scheme should set out:

- i. the authority's principles, strategy and process for involving the whole community, including businesses, in the preparation, review and alteration of its LDP;
- ii. how the authority will involve the community in all stages of LDP preparation;
- iii. including the sustainability appraisal, monitoring, review and alteration, and related supplementary planning guidance (SPG);
- iv. an outline of how contributions will feed into decisions regarding the preparation of, and any alterations to, the LDP or related documents;
- v. the organisations that will be formally consulted and people or groups who should be involved, with an outline of the techniques required to do so effectively;
- vi. the resources committed to the process; and
- vii. relevant links with other community involvement initiatives, particularly the community strategy/ies.

The Council's main principles for involving the community in the LDP process are as follows:

- To take all reasonable steps to involve people at the earliest opportunity, in time to shape Plan preparation
- To ensure that engagement and consultation takes place before decisions are made
- To ensure that decisions are made in an open and transparent manner
- To develop a flexible and accessible engagement and consultation process
- To provide as many people as possible the opportunity to be involved
- To draw on local knowledge to improve decision making
- To seek consensus in decision making
- To seek the continuing involvement of people throughout the process

How and When will the Community be Involved?

During the preparation of the Plan there will be several opportunities for community involvement, as set out in the Summary Timetable. In the earlier phases the emphasis will be on participation or engagement with the community in an informal manner in order to seek consensus on key issues in working towards a pre-deposit consultation plan i.e. deciding on the vision for the Plan, its aims and objectives, and developing a preferred strategy comprising the level and spatial distribution of development, and evaluating different options. Once the pre-deposit consultation plan is drafted the Plan preparation process becomes more formalised with consultation on key documents at particular stages. In order to explain more fully, the summary timetable has been re-presented in a more detailed and structured table (at the end of this section of the DA) whereby each task is split into sub-tasks and explained in terms of :

- what is the purpose of the stage / task?
- when will they be involved?
- who will be involved?
- how will they be involved?
- what is the outcome or reporting mechanism?
- what are the resources necessary to complete the stage / task?

Existing and Proposed Engagement and Consultation Methods

There are a number of existing ways in which the Council engages with and consults the general public. In order to help meet the challenge of preparing the Plan according to the timetable it is important that the most effective use is made of well-established mechanisms as well as those new methods devised specifically for the LDP. The existing mechanisms in Flintshire include:

- Your Community Your Council – The Council produces a free newspaper 3 times per year which provides valuable information about services and projects to local residents.
- Community Strategy - As part of a WG initiative, Flintshire was one of 6 Local Strategy Boards (LSB) in Wales set up to develop and improve public service delivery. The LSB comprises an Executive and a Strategy Group and one of its key terms of reference is the delivery and review of a meaningful and fit for purpose Flintshire Community Strategy.
- Website - The Council is continually developing its website and is increasingly used as part of a wide range of community engagement and consultation processes.

- Communities First.
- Other Partnerships and forums.
- Planning Users Groups.

In looking at the preparation process, the Council will seek to utilise existing engagement and consultation mechanisms, particularly those associated with the Community Strategy, given that the LDP must be closely aligned with the Community Strategy. In addition, the Council will seek to use a variety of means of engaging and consulting with the community and the use of these will depend on the particular stage and task at hand. These will include the following:

- Exhibitions
- Seminars / conferences
- Partnerships
- Workshops
- Website
- Site notices
- Press releases
- Formal public notices
- On line consultation system (and supporting back office system)
- LDP newsletter
- Community newspapers / newsletters
- Independent facilitator

The Council is aware that there are people in the County who have traditionally not been engaged in development plan preparation, whether through lack of desire or lack of opportunity. These are known as 'hard to reach groups' and will include businesses, young people, the elderly, those from ethnic minorities, Gypsies and Travellers, disabled people and those who suffer from social and/or economic deprivation. To engage successfully and constructively with these groups, the Council will seek to utilise existing known networks for example Chambers of Commerce, the Children and Young People Partnership, and groups such as the Flintshire Local Voluntary Council. In those instances where there are deficiencies in existing engagement and consultation methods and networks, the Council will endeavour to devise novel solutions and ways of reaching these groups and seeking their input into the process.

Consultation bodies

The Development Plan Regulations and Annexe A of Local Development Plans Wales identifies different categories of consultees. The first category is '**Specific**' consultation bodies which comprise Welsh Government, Natural Resources Wales, the Secretary of State, any local authority or town / community council whose area is in or adjoins the County boundary, the local health board and a variety of public utility and service providers relating to electricity, gas, water and sewerage, and telecommunications.

The second category is '**General**' consultation bodies which includes voluntary bodies which represent the interests of: different racial, ethnic or national groups; different religious groups; disabled persons; persons carrying on business; and bodies which represent the interests of Welsh culture, all of which should be applicable to the area.

The third category is ‘**Other**’ consultation bodies which are listed by name in Annexe A of LDP’s Wales. A local planning authority should consider the need to consult, where appropriate, these agencies and organisations.

In drawing up its consultation lists, the Council has incorporated the statutory and recommended consultees as set out above. It has also identified additional bodies and organisations relative to the County, resulting in a comprehensive list of consultees. However, it is acknowledged that this list will grow over time as the Plan progresses and new consultees come forward. The list of consultees is set out in Appendix 3.

Roles and Expectations

The Plan will progress more swiftly and effectively if all parties have a clear understanding of not just the timetable and process but also of the roles of each party and the expectations of that party.

i. The Council

Officers of the Council will be responsible for undertaking the necessary research, analysis and providing technical advice on the Plan’s preparation and will be responsible for all aspects of engagement and consultation. Where necessary, Officers will seek specialist independent advice on particular issues from suitably qualified and experienced consultants. Officers will provide reports to elected Members and make recommendations for decision making and Councillors will then make decisions on the Plan in the public interest.

The Council will....

- Provide clear instructions at each engagement or consultation stage
- Provide ample advance notice of each engagement and consultation stage to enable adequate preparations to be put in place
- Write to stakeholders either by letter or e-mail, depending on their stated preference
- Respond to written communications within 10 working days (and if not possible to respond fully, to send a holding response)
- Make key documentation available on its website, at County Hall , Flint Offices and Holywell Connects Offices and at local libraries
- Seek to use plain language as far as possible (recognising some stages such as public notices must use prescribed wording which may be technical)
- Give full consideration to representations and provide responses to the issues raised
- Make decisions which are based on clearly written and reasoned reports and explain those decisions
- Make available notes and minutes of meetings on the Councils’s website where appropriate (Planning Strategy Group notes will only be published when accompanying recommendations to Cabinet or Full Council)

ii **Individuals, organisations and communities**

Engagement and consultation with stakeholders will be more effective and efficient if participants follow the following guidelines:

- respond to requests from the Council within 21 days or, within any specified consultation period such as a 6 week statutory consultation period
- contribute in a helpful and constructive manner towards achieving consensus
- representations should include full contact details (name, address, phone number and e-mail address [if appropriate])
- notify the Council of any changes to contact details
- representations should fully explain the reasons for the representation and if appropriate, what change(s) they wish to see to the Plan
- representations should be submitted in a format which is legible and relevant to the issue at hand
- representations should only raise issues and matters that are related to planning and land use
- understand that representations will be made publicly available so that they can be shared with other interested parties
- be committed to the process of seeking consensus
- identify any gaps in the evidence base and assist in the provision of that information if possible (particularly important for the SA/SEA)
- where appropriate, make efforts to vary any cycle of meetings to enable reasonable response times
- identify sites to be considered as early as possible in the process
- to listen and engage in debate with an open mind
- understand that the Inspector's Report is binding and can only be challenged through the courts.

Key Stakeholder Forum

A Key Stakeholder Forum will be established to assist in the Plan preparation process. Members of the Key Stakeholder Forum will have an important role to play in the key stages of the preparation of the Plan, in particular in drawing up the evidence base, consideration and assessment of the vision, objectives and options. The Forum will operate on the basis of regular formal meetings, throughout the key stages of the process up until the Deposit stage and will act as a sounding board to discuss key issues and options. On occasions it may be necessary to form sub- groups to discuss particular issues. The deliberations of the Key Stakeholders Forum will be reported to Planning Strategy Group.

The Key Stakeholder Forum will be heavily based on the existing Local Service Board and will also include representatives from key partnerships, together with selected representatives from organisations such as Community and Town Councils, designated SA consultation bodies and Council Officers where they have a direct interest in the LDP. The Forum is made up of those key statutory consultees and organisations representing environment, social and economic disciplines who are able to take a more strategic role in discussing key issues. The Forum needs to have a broad spectrum of members and be of a size to enable constructive discussion and progress avoiding scenarios where the group is too large to be productive or too small to secure adequate consensus in moving the Plan forward. A draft list of invitees is contained in Appendix 4 but this may change as the plan progresses.

In addition to the general expectations of stakeholders, Members of the Forum will be expected to commit to the process through regular attendance thereby enabling full and informed discussion

throughout the process. Members will be representing the interests of their organisation, and it would be beneficial if LDP information would be distributed throughout their existing structures in order to facilitate extended consultation on the Plan.

Planning Strategy Group

As described in the timetable the key means by which the Council will progress the LDP is through the Planning Strategy Group (PSG). This is a politically balanced group of elected members that will consider reports from Officers and have regard to the views of the Key Stakeholder Forum and representations at key stages. In some cases where there are opposing views, the Group will need to consider all the available evidence and identify an informed way forward in terms of Plan content and the consideration of representations. The Group will make recommendations to Cabinet / Full Council whereby a full political debate can take place. Details of the Planning Strategy Group are set out in Appendix 4.

Members of the Group will be expected to attend the meetings and perform in a strategic manner whereby the overriding responsibility is to act in the interests of fulfilling the Council's responsibility to produce and progress the plan.

SA/SEA Technical Working Group

As explained in the Timetable section, an important element of the Plan is the process of Sustainability Appraisal (SA) which incorporates Strategic Environmental Assessment (SEA). This task will proceed hand in hand with the preparation of the Plan but will be overseen by a Technical Working Group who will make recommendations to the Key Stakeholder Forum and Planning Strategy Group. The Group will also have an input into the Habitat Regulations Assessment (HRA) as required by European Directive. Membership of the Technical Working Group is set out in Appendix 4.

Consensus building

By adopting improved consultation and engagement methods as set out in this Delivery Agreement the Plan preparation process should be less likely to encounter conflict in decision making. The objective of the DA is to seek consensus at each stage in the Plan making process. There will undoubtedly be instances where consensus cannot be achieved and it is important that there is a clear evidence base and justification for the decision taken which can be appreciated by all stakeholders. Although certain stakeholders may not agree with the decision, the process should have been undertaken in an open and transparent manner whereby those stakeholders at least appreciate the basis on which the decision has been made. It is important in such situations that the Plan is seen to progress and this will inevitably involve the need to make difficult decisions.

Document availability and feedback

All documents will be published on the Council's website within the dedicated LDP pages. Documents will normally be distributed to specific and general consultation bodies in electronic format. However, in certain instances documents will be forwarded in hard copy if required. Key documents will also be able to be viewed at the Council Offices Flint, the Planning Reception at County Hall, the Holywell Connects Office and County libraries addresses at appendix 4).

The Council's website will be used to provide up-to-date information and news on the progress of the LDP. The Council will purchase an on-line consultation software package which will enable consultation and engagement documents to be made available electronically in a format which enables comments to be made and submitted directly on them.

The Council will provide feedback on all representations following each consultation exercise.

- Representations will be acknowledged on receipt and entered onto a database
- If a representation is unclear or if information is missing it will be returned to the sender for the deficiencies to be addressed before it is entered onto the database
- Consultation representations will be made available electronically on the website and hard copies made available at Planning Reception, County Hall
- Summaries of representations and outcomes, and any accompanying report, following consideration by PSG / Cabinet / Council, will be made available electronically on the website and hard copies made available at Council Offices and libraries
- General feedback will be provided to those persons making representations at each stage via letter or e-mail (it will be for those persons to peruse the relevant published documents in order to establish the outcome of their specific representation)
- Feedback relating to petitions will only be provided to the co-ordinator by letter or e-mail and not to all signatories
- Information can be made available in large print on request
- Regular updates and information regarding next steps will be made available on the website.

Petitions

Petitions and pre-printed letters submitted in bundles, will only be accepted if they have an identified coordinator. The Council will register them as a single representation with an accompanying note explaining that they are made by x number of persons. This will enable the Council to reduce the processing and administrative time and costs associated with petitions. Coordinators must therefore be prepared to pass on relevant documentation and correspondence with those persons on the petitions. A key principle, in the preparation of the Plan is that it is the quality of the comments made, rather than merely the number of times they are made, that is important. A good planning point need only be made once, rather than being repeated unnecessarily.

Welsh Language

The Council adopted a revised Welsh Language Scheme in 2006 which sets out the principle that it will conduct public business whereby English and Welsh languages are treated on the basis of equality. The Council believes that respecting and meeting the language needs and preferences is central to good and effective customer care. Services will be delivered in Welsh and English according to customer preference.

The Council will ensure that key documents and engagement / consultation processes are delivered in both English and Welsh. In particular, round robin letters at key stages, will be fully bilingual. The Council's online consultation system will also be available with English and Welsh interfaces. However, as part of the document / evidence base there will be technical documents including technical appendices where the costs and delays associated with translation would be prohibitive. There will also be documents produced by other public bodies and organisations which are published in English only and it is not proposed that these will be translated. Any representations submitted in Welsh will be responded to in Welsh. However, reports to Executive and Council and subsequent minutes, are only presently available in English as per the Council's policy.

At engagement and consultation events, the Council will endeavour to ensure that a Welsh speaker is

available if possible. Where this is not possible, alternative arrangements whereby a Welsh speaker is available will be considered. Simultaneous translation facilities will be made available at meetings by prior arrangement.

Requests for documentation in other language or large print formats will be considered on a case by case basis.

Detailed Timetable / Community Involvement Scheme

The summary timetable from earlier in this document has been reproduced as part of the Community Involvement Scheme and sets out in more detail the individual tasks and opportunities for engagement and consultation as part of each key stage:

Stage 1 Delivery Agreement (Regulations 5-10)

The Council must prepare, in consultation with stakeholders, a Delivery Agreement setting out a timetable for preparing the LDP and a statement as to how it will involve the local community in preparing the Plan. The Delivery Agreement must be submitted to and approved by Welsh Government.

Stage in LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Initial awareness raising	To introduce the LDP to key stakeholders in order to feed comments into the draft DA		LDP Team Members / Town & Comm Co. Welsh Government	seminars meetings		Policy Team Admin Support Members
Preparation of draft Delivery Agreement (DA)	To ensure that roles and responsibilities of engagement and consultation are understood and a realistic timetable is developed	Jan 2013 – Dec 2013	LDP Team Key Stakeholder Forum Planning Strategy Group Welsh Government		Discussion of DA by PSG (feed in views of KSF) and approval by Cabinet for consultation	Printing & Postage Press / Public Notices
Publication of draft DA for consultation	To enable all stakeholders and interested parties to make representations on the DA	[8 week consultation] Aug / Sept 2013	LDP Team Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies Welsh Government Planning Inspectorate SA consultation bodies / tech group General Public	Website Direct Mailing Deposit Locations Press releases Representation form	Acknowledge representations by post / e-mail	Consultancy advice ICT consultation Package Translation costs
Consideration of feedback & representations	To allow all matters raised to be addressed and DA amended if necessary	Oct / Nov 2013	LDP Team Planning Strategy Group		Representations and Officer responses to be discussed by PSG and final DA approved by Cabinet. Report to be made available on website Report back to representees. Provide feedback to KSF	Meeting room costs

Submission of DA to WG	To seek formal approval of the DA by WG	Welsh Government to respond within 4 weeks of receipt	Welsh Government	Direct Mailing Website	WG notification to Council to be made available on website
Publication of approved DA following WG approval (with or without amendments)	To inform stakeholders of the content and availability of the approved DA	Dec (or as soon as practicable following WG approval)	LDP Team Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies	Website Reg 10(1)b Direct Mailing Deposit Locations Reg 10(1)a Press releases	Approved DA to be made available on website and at deposit locations
Monitoring and review of DA	To ensure that the Plan is progressed in line with the DA and to identify the need for re-submission to WG	On – going / at each stage in process	LDP Team Planning Strategy Group Welsh Government Planning Inspectorate	Website	Relevant documents to be made available on website

Stage 2 – Review & Develop Evidence Base for LDP and SEA/SA/HRA (Regulation 14)

The Council must prepare the Plan in the light of a sound knowledge of the social, economic and environmental characteristics within the County and wider sub-region. This will be achieved through compiling and keeping up to date a robust evidence base of documents and data. New data and evidence will be collected where necessary through the appointment of specialist consultants. The evidence base will also provide the baseline position for Plan appraisal.

Stage in LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Develop and review evidence base	To understand and develop a sound evidence base addressing social, economic and environmental aspects, and to provide the context for a sound LDP. To ensure that the evidence base is kept up to date at each stage in the Plan process	December 2012 - on going	LDP Team Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies	Website Direct mailings Meetings / workshops	Make available evidence base on website	LDP Team Council Officers Admin support Appointed consultants Printing & Postage
Candidate Sites	To enable the promotion of sites by interested parties and facilitate the Council's appraisal of sites against pre-determined selection criteria	Jan 2014 – April 2014	LDP Team Council Officers Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies Developers / landowners SA Appointed consultants SA consultation bodies / tech group General public	Website Press release / notice Direct mailing Deposit locations Standard forms	Methodology and site assessment criteria (inc SA/SEA/HRA) to be subject of focussed consultation with key stakeholders Approval of methodology and assessment selection criteria by KSF/ PSG/ Cabinet Site appraisals to be reported to KSF/PSG/ Cabinet Site Register to be made available on	Press / Public Notices Translation costs

					website and at deposit locations	
Strategic Environmental Assessment / Sustainability Appraisal and Habitats Regs Assessment	To prepare the SA/ SEA/HRA methodology and to develop the baseline environmental / sustainability information against which the Plan can be appraised: <ul style="list-style-type: none"> • Screening • Review plans, programmes and sustainability objectives • Collect baseline data • Identify sustainability issues and problems • Develop SA framework • Prepare Scoping Report 	(overlap with stage 1) On-going	LDP Team Council Officers Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies SA Appointed consultants SA consultation bodies / tech group	Meetings / workshops Direct Mailing	Reports to KSF / PSG Place baseline information, methodology and reports on website	
Consultation on SEA/SA Scoping Report	To consult on the scope of the SA to ensure there is consensus amongst key stakeholders regarding the SA/ SEA/HRA	6 week consultation	LDP Team Council Officers Planning Strategy Group Key Stakeholder Panel Specific consultation bodies General & Other consultation bodies SA consultation bodies / tech group SA Appointed consultants General public	Website Direct Mailing Deposit Locations Press releases	Report findings of consultation to KSF/PSG Report back to representees Make available scoping report on website and at deposit locations	

Stage 3 – Pre-Deposit Participation (Regulation 14)

During this stage the Council will use the evidence base to inform the vision for the County and objectives of the Plan. Issues papers will be prepared on a variety of topics and the Council will consider a number of growth and spatial options for development before identifying a preferred strategy for the Plan.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Vision / objectives	To develop through stakeholder engagement a clear vision for the Plan area and to set objectives for the LDP Test objectives against SA framework	Jan 2014 – Apr 2014	LDP Team Council Officers Planning Strategy Group Council Members Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies General public SA Appointed consultants SA consultation bodies / tech group	Meetings / workshops Website Press release? Direct mailing? Deposit locations?	Report to be taken to KSF/PSG/Cabinet Report to be made available on Council website and at deposit venues.	Policy Team Admin Support Members Printing & Postage
Issues Papers	To understand the context for Plan preparation having regard to the evidence base, vision and objectives by preparing topic or background papers on key issues and considering options.	Jan 2014 –	LDP Team Council Officers Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies General public	Meetings / workshops Website Direct mailing Deposit locations	Issues Papers to be reported to KSF/PSG/Cabinet Approved reports to be made available on website and at deposit locations	Press / Public Notices Consultancy advice
Spatial Strategy and Preferred Options	To agree the content of the draft Pre-Deposit Consultation Plan: <ul style="list-style-type: none"> • Generate strategy options and undertake SA/SEA/HRA appraisal • Identify preferred strategy • Identify strategic sites / allocations and undertake further SA/SEA/HRA work if necessary • Identify areas / topics for SPG 	May 2014 –	LDP Team Council Officers Planning Strategy Group Key Stakeholder Forum Specific consultation bodies General & Other consultation bodies SA Appointed consultants SA consultation bodies / tech group General public	Meetings / workshops Website Press release Direct mailing Deposit locations	Reports to be taken to KSF/PSG/Cabinet /Council Approved reports to be made available on website and at deposit locations	Translation costs Meeting room costs
Prepare necessary documentation	To prepare the necessary documentation and put in place the arrangements for consultation on the pre-deposit plan	-Oct 2014 – Nov 2014	LDP Team			

Stage 4 – Pre-deposit consultation (Regulations 15 & 16)

The Council will consult widely on the Pre-Deposit Plan which will include the vision, objections, strategic options and the preferred strategy as well as key policies and strategic locations for new development. This will be accompanied by supporting documentation such as the Plan appraisals. This stage will help define the early content of the Plan and will form the basis for addition of detailed allocations and policies in the subsequent deposit Plan.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Pre-Deposit Consultation	To set out the Preferred Strategy for the Plan and strategic sites / allocations and to provide the opportunity for comment on policies and proposals	Dec 2014 – Feb 2015 [6 weeks]	Government Specific consultation bodies General & Other consultation bodies General Public	Website Reg 15(b) Direct Mailing Reg 15(c) Deposit Locations Reg 15(a) Press releases Press Notice Reg 15(d) Representation form Exhibitions Site notices	Representations acknowledged	Admin Support Printing & Postage Press / Public Notices
SA Report consultation	To demonstrate how the Preferred Strategy has had regard to SA/SEA/HRA and to provide the opportunity for comment	Dec 2014 - Feb 2015 [6 weeks]	Government Specific consultation bodies General & other consultation bodies SA consultation authorities General Public	Website Direct Mailing Deposit Locations Press releases Press notice Representation form Exhibitions	Representations acknowledged	Other Council Officers Consultancy advice
Assessment and consideration of representations	To allow consideration of representations received on the Plan and SA Report and to inform the preparation of the deposit Plan.	Mar 2015 – Sept 2015	LDP Team Members Specific consultation bodies General & Other consultation bodies Key Stakeholder Forum Planning Strategy Group SA consultation bodies / tech group SA appointed consultants	Meetings Direct Mailing	Representations to be reported to KSF/PSG/Cabinet/ Council Report back to representees Place documentation on web and at deposit venues	Translation costs Meeting room costs
Prepare necessary documentation for formal deposit	To prepare the necessary documentation for consultation on the deposit plan e.g. proposals maps, written statement, updated SA Report	Oct 2015 – Nov 2015	LDP Team			

Stage 5 – Deposit Consultation (Regulations 17 to 19)

The Council will formally place on deposit the full version of the Plan for consultation as well as other supporting documentation. Any persons with an interest in the Plan whether in terms of strategy, policies or proposals, should seek to make representations as this may be last opportunity for interested parties to make their views known on the Plan.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Deposit consultation exercise	To enable all interested parties and organisations to make representations on the deposit LDP <ul style="list-style-type: none"> • LDP • Sustainability appraisal report • Initial consultation report • Supporting documents • Public notice 	Dec 2015 – Feb 2016 [6 weeks]	Government Specific consultation bodies General & Other consultation bodies General Public	Website Reg 17(b) Direct Mailing Reg 17(c) Deposit locations Reg 17(a) Press releases Press notice Reg 17(d) Representation form Exhibitions Representation form Site notices	Representations acknowledged	Admin Support Printing & Postage Press / Public Notices Consultancy advice Translation costs
SA Report consultation	To demonstrate how the Deposit Plan has had regard to SA/SEA/HRA and to provide the opportunity for comment	Dec 2015 – Feb 2016 [6 weeks]	Government Specific consultation bodies General & Other consultation bodies SA consultation bodies General Public	Website Direct Mailing Deposit locations Press releases Press Notice Representation form Exhibitions Representation form	Representations acknowledged	Meeting room costs
Assessment and consideration of representations	To enable consideration of representations received and to determine whether focused changes need to be made	Mar 2016 – July 2016	LDP Team Members Specific consultation bodies General & other consultation bodies Key Stakeholder Forum Planning Strategy Group SA consultation bodies / tech group SA appointed consultants	Meetings Direct Mailing Website Reg 19(2)b Deposit Locations Reg 19(2)a	Make available representations asap for inspection at deposit locations and on website Representations to be reported to KSF/PSG/Cabinet/ Council Report back to representees Place documentation on web and at deposit venues	

Stage 6 – Consultation on New / Alternative sites (Indicative) (Regulations 20 & 21)

Representations at deposit stage may have suggested new sites or suggested amendments to or deletion of those sites allocated in the Plan. The Council is required to consult with the public on these new or alternative sites to enable comments to be made.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Prepare a schedule of sites arising from representations at deposit stage in terms of i) new sites proposed and ii) sites allocated in the Plan which are proposed to be deleted or altered	To establish i) those new sites put forward as part of representations ii) those sites allocated in the Plan but which are proposed as part of representations to be deleted or altered		LDP Team		As soon as is reasonably practicable, make available site allocation representations for inspection at deposit venues and on website	Admin Support Printing & Postage Consultancy advice Other Council Officers
Consultation on Site Allocations Representations	To enable all interested parties to comment on Site Allocations Representations put forward as part of representations at deposit stage	Aug 2016 – Sept 2016 [6 weeks]	LDP Team Government Specific consultation bodies General & Other consultation bodies General Public SA consultation bodies	Website Reg 20(2)b Direct Mailing Reg 20(2)c Deposit locations Reg 20(2)a Press releases Press Notice Reg 20(2)d Representation form Exhibitions Site notices	Representations acknowledged	Press / Public Notices Translation costs Meeting room costs
Assessment and consideration of representations	To determine whether any changes to the Plan are necessary	Oct 2016 – Nov 2016	LDP Team Members Specific consultation bodies General & Other consultation bodies Key Stakeholder Forum Planning Strategy Group SA consultation bodies / tech group SA appointed consultants	Website Reg 21(2)b Direct Mailing Reg 21(2)a	As soon as is reasonably practicable, make available details of representations on site allocation reps at deposit locations and on website Representations to be reported to KSF/PSG/Cabinet/ Council to determine whether focussed changes necessary Report back to representees. Place documentation on web and at deposit venues.	

Stage 7 – Focussed Changes (optional) [indicative] WG Circular Letter CL-01-2009

Having considered representations received during Deposit consultation and New / Alternative Sites consultation, the Council may wish to make further changes to the Plan, known as ‘Focussed Changes’. An ‘Addendum’ to the Deposit LDP will be published and forwarded to the Welsh Government and any representations made during the 6 week consultation period will be forwarded directly to Welsh Government. This will enable the Focussed Changes to be considered early in the Examination process by the Inspector.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Consultation on any Focussed Changes	To provide an opportunity for comments to be made on the Focussed Changes	Dec 2016 – Mar 2017 [6 weeks]	Government Specific consultation bodies General & Other consultation bodies General Public Planning Strategy Group	Website Direct Mailing Deposit Locations Press releases Press Notice Representation form	Representations acknowledged Representations forwarded directly to WG Place documentation on web and at deposit venues	Admin Support Printing & Postage Press / Public Notices Translation costs

Stage 8 – Submission (Regulation 22 and WG Circular Letter CL-01-2009) [Indicative]

The Council will formally submit the LDP and supporting documentation to the Welsh Government for consideration by a Planning Inspector at the examination.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Submission of LDP and associated documents to Welsh Government for examination by a Planning Inspector. Can overlap with stage 8	To ensure that all procedural requirements have been met and necessary documents produced and that the Plan has met the tests of soundness, before submission	Dec 2016	Government Planning Inspectorate All other interested persons	Website (Reg 22(5)a&d)) Direct Mailing (Reg 22(5)e) Deposit locations (Reg 22(5)c) Press releases Press Notice (Reg 22(5)b)	Service Level Agreement with Planning Inspectorate	Admin Support Printing / postage Press / Public Notices Appointment of Programme Officer

Stage 9 – Examination (Regulation 23)

An examination of the soundness of the Plan, having regard to representations will be conducted by an independent Planning Inspector. A Programme Officer will be appointed by the Council, but will be directly accountable to the Inspector. All matters relating to the operation of the examination will be undertaken by the Programme Officer. The Inspector will determine what issues are to be discussed and invite representees to attend although the examination sessions will be open to the public to observe.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Notice of Examination of LDP	To ensure that all stakeholders are advised that an independent Inspector will hold an examination of the LDP	(at least 6 weeks prior to the commencement of the Examination)	All representees / stakeholders that have requested to be kept informed General public	Website Reg 23(1)a Direct mailing Reg 23(1)b Press releases Press Notice Reg 23(1)c	Through Programme Officer Service Level Agreement with Planning Inspectorate	Admin Support Programme Officer Printing & Postage Press / Public Notices
Pre-Examination meeting	To allow the Inspector to advise on examination procedures and format (and if necessary to ask for additional information)		All representees / stakeholders that have requested to be kept informed	Website Direct mailing Press releases Public Meeting chaired by Inspector	Through Programme Officer Notes of meeting to be placed on examination website	Consultancy advice Other Officers Translation costs Meeting room costs Legal representation
Independent examination of LDP by a Planning Inspector	An Inspector will examine the Plan in the light of representations to determine whether it is 'sound'	Jan 2017 – Nov 2017	All representees / stakeholders that have requested to be kept informed The examination will be open for all other interested parties to observe.	Round table sessions / Informal hearings chaired by Inspector Formal written representations	Through Programme Officer	Accommodation for Inspector / library / Programme Officer

Stage 10 – Inspector’s Report (Regulation 24)

The Inspector will publish a Report setting out whether or not the Plan is sound and whether it can be made sound as a result of the Inspector recommending changes or further work. The Inspector’s recommendations are binding on the Council. The Council is required to publish the Inspector’s Report no later than the day on which the Plan is adopted.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Receipt of draft Inspector’s Report	To enable the Council to request the correction of factual errors before the Report is formally submitted to them	Dec 2017 [Planning Inspectorate has committed to deliver the Inspector’s binding report 12 months from submission of the Deposit LDP to the Assembly Government]	LDP Team	Direct Mailing	Service Level Agreement with Planning Inspectorate	Admin Support Printing & Postage Press / Public Notices Translation costs
Publication of Inspector’s Report	To advise all interested parties of the publication of the Inspector’s Report		Government Specific Consultation Bodies General & Other consultation bodies General Public	Website Reg 24(2)b Direct mailing Reg24(2)c Press release Deposit locations Reg 24(2)a		

Stage 11 – Adoption (Regulation 25)

The Council is required to adopt the Plan within 8 weeks of receipt of the Inspector’s Report, by formal Council resolution. It will then become the statutory development plan for all land use planning decisions within the County, subject to there being no legal challenges.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Formal adoption	To seek Council resolution to adopt the Plan having regard to the Inspector’s recommendations	Feb 2018 Within 8 weeks of receipt of Inspector’s Report			Report to Full Council	Admin Support Printing & Postage
Notification of adoption of LDP and publication of: <ul style="list-style-type: none"> the ldp adoption statement finalised SA report 	To advise all interested parties of the adoption of the LDP		Government Specific Consultation Bodies General & Other consultation bodies General Public	Website Reg 25(2)b Direct mailing Reg 25(2)d&e Press releases Press Notice Reg25(2)c Deposit Locations Reg 25(2)a		Press / Public Notices Translation costs Publishing costs
Publication of adoption statement and finalised SA Report	To explain in summary form how the Council has taken the SA findings into account in the Plan’s preparation and to update the SA Report in respect of any recommendations of the Inspector	As above	As above	As above		
Final publication of adopted LDP	To publish in its final form (both hard copy and interactive web version) the adopted LDP for Plan users	As soon as possible after adoption (allowing for 6 week period for legal challenge to expire)		Website Libraries Deposit Locations Planning Reception		

Stage 12 – Monitoring and Review (Regulation 37)

The Council is required to monitor the Plan to ensure that it remains up to date, effective and relevant. An annual monitoring report (AMR) will be prepared and submitted to WG each year which will set out how the Plan is performing.

Stage in the LDP preparation process	Purpose	When?	Who?	How?	Outcomes and reporting mechanism	Resources
Publication of monitoring report	To monitor Plan performance and inform review	yearly	LDP Team Welsh Government Development Plans Panel	Direct Mailing Website	Council resolution	
Monitoring of SA framework and respond to adverse effects	To monitor sustainability effects of the Plan	yearly	LDP Team Welsh Government Development Plans Panel SA consultation bodies / tech group			

Monitoring and Review

The Council will monitor and review the effectiveness of the Delivery Agreement throughout the preparation of the LDP. This will ensure that the objectives set out in the Community Involvement Scheme are met in accordance with the proposed timetable. Nevertheless, circumstances may arise which result in a delay to the Plan's preparation. If such delays resulted in a slippage of more than 3 months then the Council would need to review the Delivery Agreement and this process would involve consultation and liaison with Welsh Government.

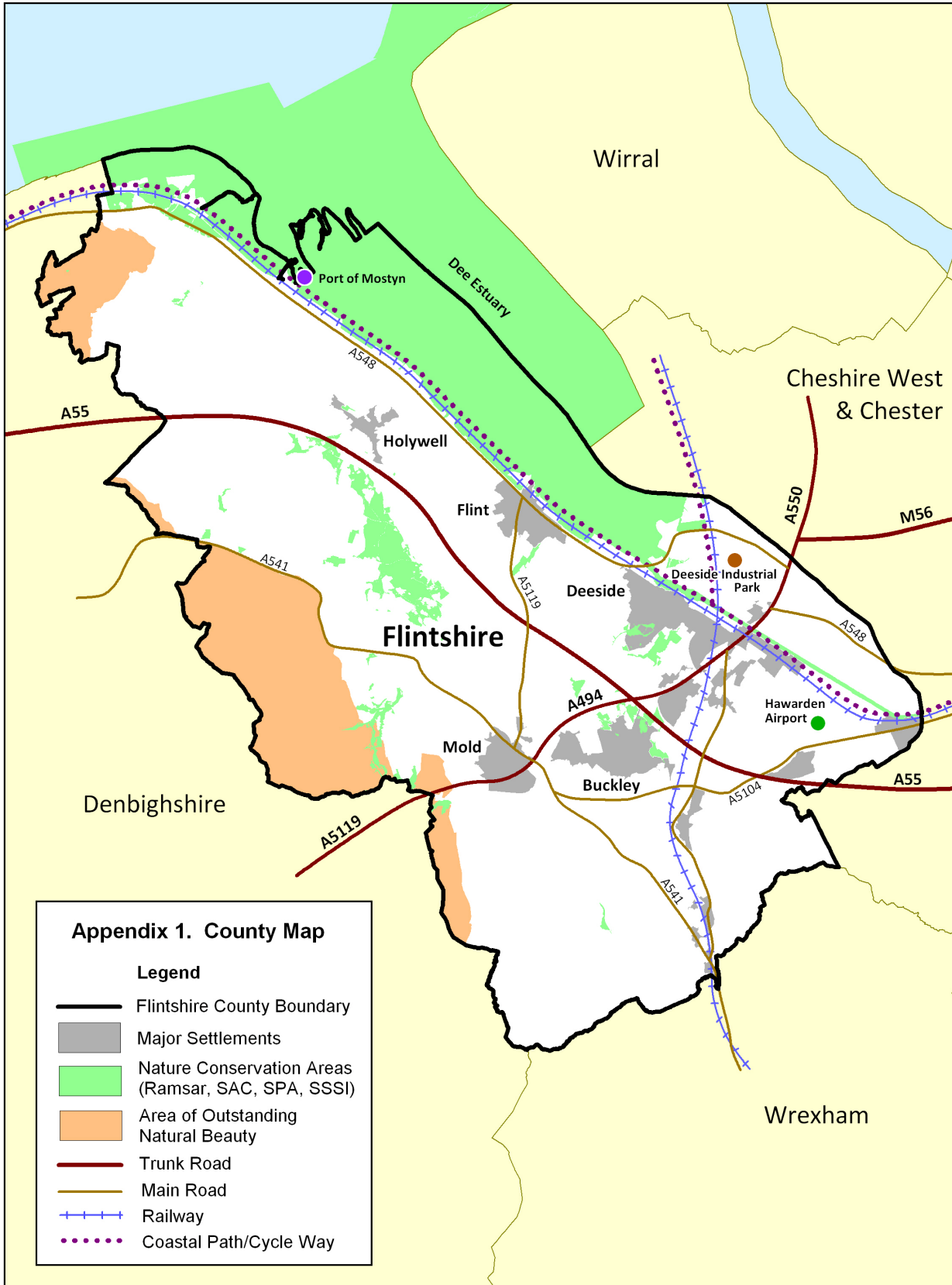
The LDP Regulations state that, following deposit, the timetable should be reviewed in consultation with the relevant consultees and resubmitted to the WAG as the Council enters into a service agreement with the Planning Inspectorate. This should be carried out within 3 months of the close of the formal deposit period.



Following adoption of the Plan the Authority will submit an annual monitoring report (AMR) on the LDP to WG. The AMR will establish how effectively the policies and proposals of the Plan are performing. It will assess whether the basic strategy remains sound and whether any policies need changing to reflect changing national policy or local circumstances. The AMR will also report on key LDP indicators as well as the housing land supply in the annual annual Joint Housing Land Availability Study. The Council will commence a full review of the Plan at least once every 4 years unless the AMR indicates that an earlier review is necessary.

Appendices

1. County Map
2. Local demographics and community profile
3. List of consultees
4. LDP Steering Group / Planning Strategy Group / Sustainability Appraisal Group
5. Glossary of terms
6. WG Delivery Agreement Assessment Criteria
7. Comments / responses on Delivery Agreement consultation
8. Changes to DA
9. WG letter of approval

Appendix 1 - County Map



	<p><small>This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office. © Crown Copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings. Licence number: 100023386. Flintshire County Council, 2013.</small></p>	<p>Environment Directorate, Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NF. Director: Mr. Carl Longland</p>	<p>Scale 1:180,000 @ A4 Produced: June 2013</p> 
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Appendix 2 - Local Demographics and Community Profile

Flintshire has both important industrial areas and a large rural area of high landscape value. It sits on the border of Wales, separated from Cheshire by the River Dee. Its economy has historically been based on a combination of aerospace industries, military operations and steel making in the industrial areas, and agriculture in the rural areas.

The County has important nature conservation designations and part lies within an Area of Outstanding Natural Beauty. The River Dee is internationally important in terms of nature conservation, and within Flintshire there are 6 Special Areas of Conservation, 2 Special Protection Areas and 1 Ramsar site. There are a mixture of settlements, ranging from small rural hamlets, to the larger towns of Flint and Buckley. All of these have their own distinct character, sense of place and community, however in common with many other settlements, town centres are in decline and there are issues over the availability of affordable housing.

The population of Flintshire is 152,506 (2011 Census), with an average of 2.4 people living in each household. Across the County, there is an average density of 3.5 people per hectare, compared with an average density of 1.5 per hectare across Wales as a whole. Of the total population the vast majority are white, with 1.5% being from non-white ethnic groups. 13.2% speak Welsh which is low compared to the Welsh average of 19%.

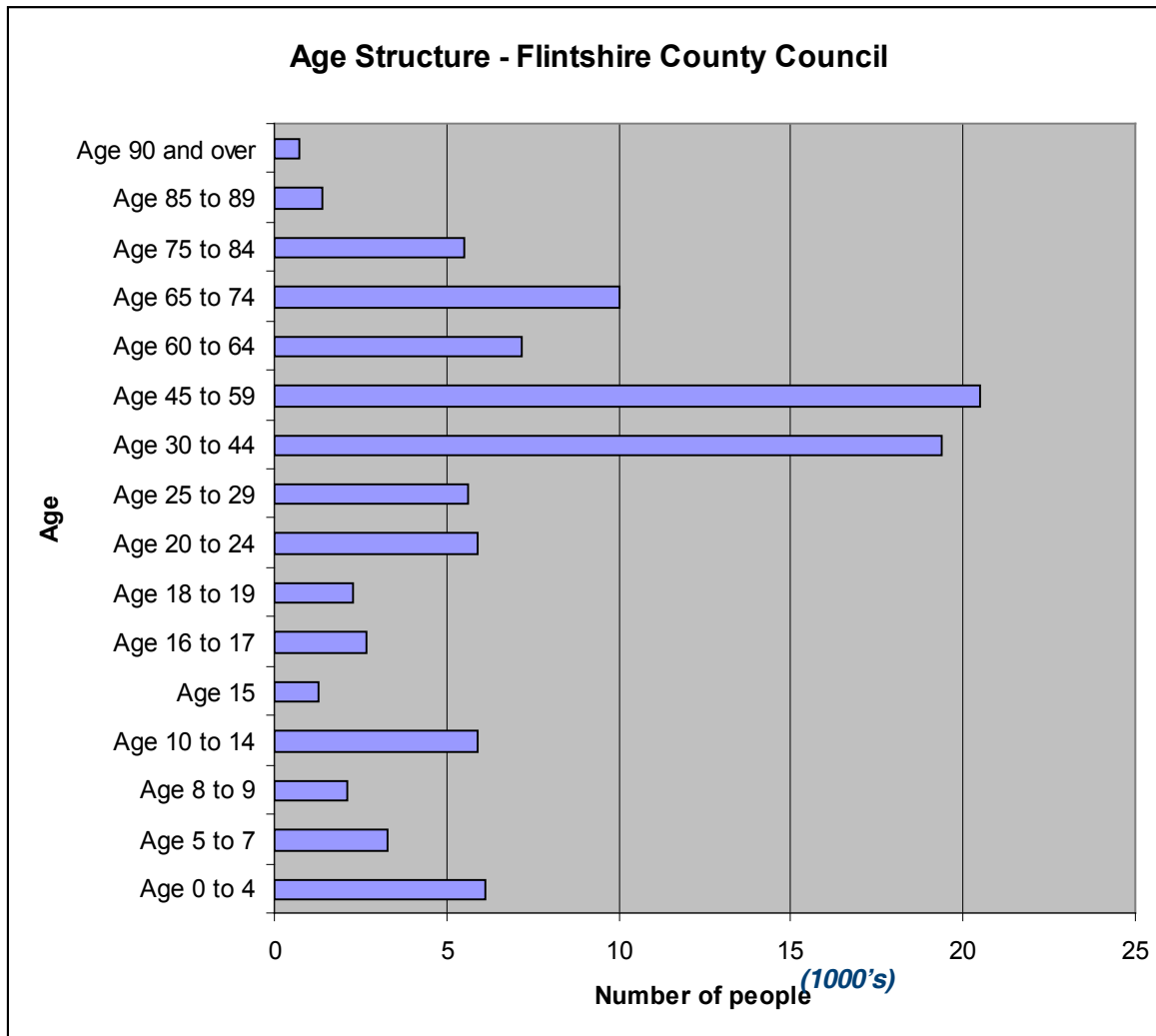
Although some areas of Flintshire are relatively affluent, there are still areas of deprivation. Four areas fall within the 190 most deprived areas in Wales, with the most deprived area within Flintshire being in Shotton, ranking 83rd in Wales in terms of deprivation (WIMD 2011). Also, 19.5% of Flintshire's population said they had a long term limiting illness and 18.8% said they were not in good health, with both of these figures being below the figures for Wales as a whole.

Population

	Flintshire	Wales
All	152,506	3,063,456
Male	75,247	1,504,228
Female	77,259	1,559,228
Area (ha)	43,753.91	2, 073,510.98
Density (persons per ha)	3.5	1.5

Source: 2011 Census, ONS

Age Structure



Source: 2011 Census, ONS

Welsh Speakers

	Flintshire	Wales
Can speak Welsh	13.2%	19%
Can speak, read and write Welsh	9.3%	14.6%

Source: 2011 Census, ONS

Ethnic Group

	Flintshire	Wales
White	98.5%	95.6%
Non-white ethnic groups	1.5%	4.4%

Source: 2011 Census, ONS

Health

	Flintshire	Wales
% People with long term limiting illness	19.5	22.7
% people whose health was:		
Very good	48.7	46.6
Good	32.5	31.1
Fairly good	13.2	14.64
Bad	4.4	5.8
Very bad	1.2	1.8

Source: 2011 Census, ONS

Economic Activity

	Flintshire	Wales
Total males 16-74	55,843	1,112,839
% males 16-74 economically active	75	70.3
% males 16-74 economically inactive	25	29.7
Total females 16-74	56,482	1,132,327
% females 16-74 economically active	65.6	61.3
% females 16-74 economically inactive	34.4	38.7

Source: 2011 Census, ONS

Households

	Flintshire	Wales
Number of households	63,781	1,302,676
Average household size	2.4	2.3
One person households	17,477	400,768
Lone parent households	6,980	147,940
Tenure:		
Owned outright	35.1%	35.4%
Mortgaged	37.7%	32.0%
Part rented / mortgaged	0.5%	0.3%
Council rented	11.3%	9.8%
Housing association rented	3.8%	6.6%
Private rented	9.3%	12.7%
Other rented	1.3%	1.5%
Rent free	1.0%	1.6%

Source: 2011 Census, ONS

Appendix 3 – List of Consultees

B2 Specific Consultation Bodies

Welsh Government
Natural Resources Wales
Secretary of State for Wales

Planning Inspectorate

Adjoining Local Authorities

Denbighshire County Council
Wrexham County Borough Council
Cheshire West and Chester
Wirral MBC

Flintshire Town & Community Councils

Argoed Community Council
Bagillt Community Council
Broughton & Bretton Community Council
Brynford Community Council
Buckley Town Council
Cerwys Town Council
Cilcain Community Council
Connah's Quay Town Council
Flint Town Council
Gwernaffield Community Council
Gwernymynydd Community Council
Halkyn Community Council
Hawarden Community Council
Higher Kinnerton Community Council
Holywell Town Council
Hope Community Council
Leeswood Community Council
Llanasa Community Council
Llanfynydd Community Council
Mold Town Council
Mostyn Community Council
Nannerch Community Council
Nercwys Community Council

Northop Community Council
Northop Hall Community Council
Penyffordd Community Council
Queensferry Community Council
Saltney Town Council
Sealand Community Council
Shotton Town Council
Trelawnyd & Gwaenysgor Community Council
Treuddyn Community Council
Whitford Community Council
Ysceifiog Community Council

Adjoining Town and Community Councils – Denbighshire

Prestatyn Town Council
Dyserth Community Council
Tremeirchion, Cwm & Waen Community Council
Bodfari Community Council
Aberwheeler Community Council
Llandyrnog
Llangnhaful Community Council
Llanbedr DC Community Council
Llanferres Community Council
Llanarmon yn Iâl Community Council
Llandegla Community Council

Adjoining Town and Community Councils – Wrexham

Rossett Community Council
Llay Community Council
Gwersyllt Community Council
Brymbo Community Council
Minera Community Council

Adjoining Parish Councils – Cheshire West and Chester City

Doddleston & District Parish Council
Saughall & Shotwick Park Parish Council
Puddington & District Parish Council
Neston Town Council

Telecommunications (electronic communications code – direction under a106(3) Communications Act 2003)

Mobile Operators Association

British Telecom

UK Broadband

Orange Limited

O2 plc

Vodafone Limited

T Mobile Ltd

Hutchinson 3G UK Ltd

Airwave Solutions

EE

Any person who owns or controls electronic apparatus situated in any part of the authority's area

North Wales Police

Welsh Ambulance Service, NHS Trust

Local Health Board

Betsi Cadwaladr University Health Board

A person to whom a license has been granted under section 6(1)(b) or (c) of the electricity act 1989

National Grid

Scottish Power

Powersystems UK Ltd

Deeside Power Development Company

A person to whom a license has been granted under section 7(2) of the gas act 1986

British Gas

National Grid

United Utilities

Sewerage / water undertaker

Welsh Water

Dee Valley Water plc

United Utilities

B3 UK GOVERNMENT DEPARTMENTS

Department for Transport

Department for Business, Enterprise & Regulatory Reform

Department of Energy & Climate Change

Home Office

Ministry of Defence

B4 General Consultation Bodies

Voluntary bodies, some or all of whose activities benefit any part of the authority's area

Flintshire Access Groups

Age Concern Cymru

Barnardo's Cymru

Bryn Gwalia Communities First

Campaign for Real Ale

CAIS Wrexham & Flintshire

Children in Wales

The Community Development Foundation Wales

Community Transport Association

Council for Wales Voluntary Youth Services

Flintshire Local Voluntary Council

Flint Castle Communities First

Higher Shotton Estate Communities First

Holywell Neighbourhoods Communities First

Rural Flintshire Communities First

Bryn Gwalia Communities First

Estuary Voluntary Car Scheme

Flintshire Federation of Tenants and residents Associations

Save The Family

Together Creating Communities

Unllais North East

Youth Cymru

Bodies representing different racial, ethnic or national groups
Equalities & Human Rights Commission
Black Voluntary Sector Network Wales
Ethnic Minorities Foundation
Friends, Families & Travellers
North Wales Race Equality Network
National Federation of Gypsy Liaison Groups
Race Council Cymru
Traveller Law Reform Project
Irish Travellers Movement in Britain
Gypsy Association (Council)
Welsh Refugee Council
Womens Institute Wales Office

Bodies representing different religious groups

Anglican Church in Wales
The Catholic Church in England and Wales
Diocese of Wrexham
Methodist Church in Wales
Presbyterian Church of Wales
Quakers
The Salvation Army
Churches Together on Deeside

Bodies representing disabled persons

Agoriad Cyf
Alzheimer's Society
Arthritis Care Wales
Asthma UK Cymru
Shine Charity Cymru
British Heart Foundation
Clwyd ME Support Group
Cystic Fibrosis Trust
Deaf Association Wales
Deaf Access Cymru
Disabled Motoring
Disabled Persons Transport Advisory Committee
Disability Wales
Epilepsy Wales

Equality and Human Rights Commission
Mencap Cymru
Flintshire Mind
Motor Neurone Disease Association
Multiple Sclerosis Support Centre
Muscular Dystrophy Campaign
National Autistic Society
Royal National Institute for the Blind Cymru
Royal National Institute for the Deaf
Sense Cymru
Wales Council for the Blind
Wales Council for the Deaf

Bodies representing persons carrying on business in the area

British Holiday & Home Park Association
Renewable UK Cymru
Buckley Town Partnership
Business and Professional Women UK Ltd
Business in the Community
Cadwyn Clwyd
Camping and Caravanning Club
The Caravan Club
Clwydian Range Tourism Group
Deeside Industrial Park Business Forum
Deeside Enterprise Zone
Destination Flintshire Partnership
National Caravan Council Ltd
Country Land and Business Association Wales
Deeside College The National Federation of Self-Employed and Small Businesses Ltd
Farmers Union of Wales
NFU Cymru
Finance Wales
Flintshire Rural partnership
Flintshire Tourism Association
Holywell Town Partnership
Mold Town Partnership
Queensferry Residents and Business Association
Road Haulage Association Ltd
Talacre Business Forum

Tourism Partnership North Wales
Wales Co-operative Centre
Young Enterprise
Young Farmers Wales

Bodies Representing Welsh Culture

Arts Council for Wales
Cadw
Welsh Assembly Government
Cymuned
Menter Iaith Sir y Fflint
The National Trust for Wales
The Theatres Trust
Urdd Gobaith Cymru
Welsh Historic Gardens Trust
Welsh Language Commissioner

B5 Other Consultees

All Flintshire Credit Union Ltd

Airport Operators

Airbus UK Ltd
Hawarden Air Services
General Aviation Awareness Council
Civil Aviation Authority

The British Aggregates Association
British Astronomical Association
British Geological Survey
The British Horse Society
British Red Cross
British Trust for Ornithology

British Waterways, Canal Owners and Navigation Authorities

Dee Conservancy
Strategic Marine Services Ltd
The Port of Mostyn
Centre for Ecology & Hydrology

Chambers of Commerce, local CBI and local branches of Institute of Directors

West Cheshire & N Wales Chamber of Commerce
Confederation of British Industry Wales
Institute of Directors

The Civic Trust for Wales
The Coal Authority

Confederation of UK Coal Producers (CoalPro)
Grosvenor Estate
Coed Cymru
Confederation of Passenger Transport
Countryside Alliance
The Crown Estate
Cyclists Touring Club National Office
Design Commission for Wales

Electricity, Gas and Telecommunications companies and National Grid Company

See B2 above

Environmental Groups at National and Local level

The Byways & Bridleways Trust
British Trust for Conservation Volunteers
Clwyd Badger Group
Clwyd Bat Group
Clwyd Ornithological Society
Clwyd Powys Archaeological Trust
Clwydian Range and Dee Valley AONB Joint Advisory Committee
Campaign for the Protection of Rural Wales
Cheshire Campaign for the Protection of Rural England
Dee Estuary Conservation Group
Deeside Naturalists Society
Environment Wales
Groundwork North Wales - Wrexham
North East Wales Wildlife

North Wales Wildlife Trust
British Beekeepers Association
The General Secretary
Butterfly Conservation Wales
RSPB Cymru
UK Rainwater Harvesting Association
Woodland Trust Wales (Coed Cadw)

Fire and Rescue Services

Maritime and Coastguard Agency
RNLI
North East Wales Search and Rescue
North Wales Fire and Rescue Service / Authority
Wales Air Ambulance,
Welsh Ambulance Service

Flintshire Local Access Forum

Fields in Trust Cymru
Forestry Commission Wales
Freight Transport Association
Girlguiding Cymru (Girlguiding Wales)
Scouts Wales
Health and Safety Executive Wales
Home Builders Federation

Housing Associations

Wales & West Housing Association
Clwyd Housing Association
Pennaf
Cwmdeithas Tai Clwyd
Keep Wales Tidy
Land Access & Recreation Association

Local community, conservation and amenity groups, including agenda 21 groups and civic societies

British Horse Society
Buckley Society
Caergwrle Heritage Conservation Society
Clwyd Powys Archaeological Trust

Envirowatch
Flintshire Historical Society
Flintshire Federation of Tenants & Residents Associations
Greenfield Valley Trust
Groundwork North Wales
Gwaenysgor Conservation Society
Hope & Caergwrle Heritage and Conservation Society
Llanasa Conservation Society
Mold Civic Society
Mostyn History Preservation Society
Offas Dyke Association
Pantasaph Conservation Group
Pennant Group
The Royal Commission on the Ancient and Historical Monuments of Wales
Fields In Trust Cymru (npfa)
Nacro (Crime Reuction Charity)
National Society of Allotment and Leisure Gardeners
The National Trust
Saltney History Society
Together Creating Communities
Trelawnyd History Group
Wat's Dyke Association
Wrexham Birkenhead Rail Users Association

Local Transport Operators

Arriva plc
Deeside Shuttle
Arriva Trains Wales
Virgin Trains
First
GHA Coaches
Hutchinson Coaches
National Express
Oares Coaches
P&O Lloyd
Phillips Coaches
Taith

Townlynx
Welsh Community Transport

Members of Parliament / Assembly Members / MEP's

Mark Tami MP
David Hanson MP
Sandy Mewies AM
Carl Sargeant AM
Llyr Huws Gruffydd AM
Mark Isherwood AM
Aled Roberts AM
Antoinette Geraldine Sandbach AM
John Andreas Bufton MEP
Jill Evans MEP
Dr Kay Swinburne MEP
Derek Vaughan MEP

Flintshire Councillors

Cllr Alex Aldridge
Cllr Bernie Attridge
Cllr Glyn Banks
Cllr Haydn Bateman
Cllr Marion Bateman
Cllr Chris Bithell
Cllr Amanda Bragg
Cllr Helen Brown
Cllr Derek Butler
Cllr Clive Carver
Cllr David Cox
Cllr Peter Curtis
Cllr Ron Davies
Cllr Adele Davies-Cooke
Cllr Alan Diskin
Cllr Glenys Diskin
Cllr Chris Dolphin
Cllr Rosetta Dolphin
Cllr Ian Dunbar
Cllr Andy Dunbobbin
Cllr Brian Dunn

Cllr Carol Ellis
Cllr David Evans
Cllr Ted Evans
Cllr Jim Falshaw
Cllr Veronica Gay
Cllr Robin Guest
Cllr Alison Halford
Cllr Ron Hampson
Cllr George Hardcastle
Cllr Cindy Hinds
Cllr Trefor Howorth
Cllr Ray Hughes
Cllr Dennis Hutchinson
Cllr Hilary Isherwood
Cllr Joe Johnson
Cllr Rita Johnson
Cllr Christine Jones
Cllr Kevin Jones
Cllr Richard Jones
Cllr Stella Jones
Cllr Colin Legg
Cllr Phil Lightfoot
Cllr Brian Lloyd
Cllr Richard Lloyd
Cllr Mike Lowe
Cllr Dave Mackie
Cllr Nancy Matthews
Cllr Hilary McGuill
Cllr Ann Minshull
Cllr Billy Mullin
Cllr Tim Newhouse
Cllr Mike Peers
Cllr Neville Phillips
Cllr Mike Reece
Cllr Gareth Roberts
Cllr Ian Roberts
Cllr Tony Sharps
Cllr Aaron Shotton
Cllr Paul Shotton
Cllr Ian Smith
Cllr Nigel Steele-Mortimer

Cllr Carolyn Thomas
Cllr Owen Thomas
Cllr David Williams
Cllr Sharon Williams
Cllr David Wisinger
Cllr Arnold Woolley
Cllr Matt Wright

Network Rail and Train Operating Companies

Network Rail
Arriva Trains Wales
Wrexham to Birkenhead Rail Users Association
Virgin Trains

Glyndwr University (NEWI)
North Wales Energy Efficiency Advice Centre
North Wales Police Headquarters
CPDA - Eastern Divisional
One Voice Wales
Open Spaces Society
Play Wales
The Port of Mostyn
Post Office Property Holdings

Professional Bodies / Associations

Royal Institute Chartered Surveyors
RTPI Cymru
Planning Aid Wales
Chartered Institute of Housing Cymru
Institution of Civil Engineers Cymru
Chartered Institute of Waste Management Cymru,
Royal Society of Architects in Wales
The Royal Commission on the Ancient and
Historical Monuments of Wales
Minerals Products Association
Rail Freight Group

Ramblers' Association Wales
Royal Mail Properties
Shelter Cymru
Soil Association
Sports Wales
Sustrans Cymru
Wales Council for Voluntary Action
Visit Wales
Wales Tourism Alliance
Environmental Services Association
NHS Wales Shared Services Partnership -
Facilities Services
Wales Local Government Association
WRVS
Wales Council for Voluntary Action
Women's Institute NFWI Wales Office

House builders
Agents

Appendix 4 - LDP Stakeholder Forum / Planning Strategy Group / Sustainability Appraisal Group

LDP Stakeholder Forum

	Social	Economic	Environmental
Public	<ul style="list-style-type: none"> Flintshire Local Health Board / Betsi Cadwalader University Health Board North Wales Police North Wales Fire & Rescue Service Deeside College Pennaf Sport Wales 	<ul style="list-style-type: none"> WAG (Department of Economy & Transport) Taith 	<ul style="list-style-type: none"> Natural Resources Wales (NRW) Cadw AONB Joint Advisory Service Dwr Cymru/Welsh Water Scottish Power Dee Valley Water National Grid
	<ul style="list-style-type: none"> FCC CEO / Leader / Cabinet Member for Environment Wrexham County Borough Council Denbighshire County Council Cheshire West & Chester City Council Wirral Council Rep of Town & Community Councils - One Voice Wales and North Wales Association of Town and Larger Community Councils. 		
Private		<ul style="list-style-type: none"> Home Builders Federation Chester, Ellesmere Port & North Wales Chamber of Commerce Retail / Town Centres [Niall Waller – FCC Economic Dev. Manager] Key employers e.g. Airbus Flintshire Tourism Association NFU/FUW Enterprize Zone Board 	
Voluntary	<ul style="list-style-type: none"> Flintshire Local Voluntary Council 		<ul style="list-style-type: none"> CPRW Clwyd Powys Archaeological Trust North Wales Wildlife Trust Ramblers / Local Access Forum

Planning Strategy Group

- Cllr Bernie Attridge (Chair)
- Cllr Chris Bithell
- Cllr Ian Dunbar
- Cllr Carol Ellis
- Cllr David Evans
- Cllr Mike Peers
- Cllr Neville Phillips
- Cllr Gareth Roberts
- Cllr Owen Thomas
- Cllr David Wisinger

SA/ SEA Technical Working Group

- Environment Agency (Natural Resources Wales)
- Countryside Council for Wales (Natural Resources Wales)
- Cadw
- Ecologist, FCC
- Will Pierce, Energy Manager, FCC
- Niall Waller, Economic Development Manger, FCC
- Eleanor Carpenter, Senior Planning Officer, Planning Policy, FCC
- Tom Woodall, Countryside Services Manger, FCC
- Karen Chambers, Health & Wellbeing Development Officer, FCC
- Erica Mackie, Sustainable Development Officer, FCC
- Appointed consultants

Appendix 5 - Glossary of Terms

Annual Monitoring Report (AMR)	This will assess the extent to which policies in the LDP are being successfully implemented.
Baseline	A description of the present state of an area.
Community	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
Community Involvement Scheme (CIS)	Sets out the project plan and policies of the LPA for involving local communities, including businesses, in the preparation of LDPs. The CIS is submitted to the Assembly Government as part of the Delivery Agreement for agreement.
Community Strategy	Local authorities are required by the Local Government Act 2000 to prepare these, with the aim of improving the social, environmental and economic well being of their areas. Responsibility for producing community strategies may be passed to Community Strategy Partnerships, which include local authority representatives. Consensus building A process of early dialogue with targeted interest groups to understand relevant viewpoints.
Consultation	A formal process in which comments are invited on a particular topic or set of topics, or a draft document.
Consultation Report	Report of consultation required under LDP Regulation 22 when the LDP is submitted for independent examination. An initial consultation report covering the pre-deposit plan preparation stage is required under LDP Regulation 17(c).
Delivery Agreement	A document comprising the LPA's timetable for the preparation of the LDP together with its CIS, submitted to the Assembly Government for agreement.
Development control / management policies	A suite of criteria-based policies which will ensure that all development within the area meets the aims and objectives set out in the Strategy.
Engagement	A process which encourages substantive deliberation in a community. Proactive attempt to involve any given group of people/section of the community.
Environmental Consultation Body	An authority with environmental responsibilities concerned by the effects of implementing plans and programmes and which must be consulted under the SEA Regulations; i.e. Countryside Council for Wales, Environment Agency and Cadw..
Involvement	Generic term to include participation and consultation techniques.
Local Development Plan (LDP)	The required statutory development plan for each local planning authority area in Wales under Part 6 of the Planning and Compulsory Purchase Act 2004.

Local Planning Authority ('authority')	A planning authority responsible for the preparation of an LDP; i.e. County or County Borough Council, or National Park Authority.
Local Strategic Partnership	Partnerships of stakeholders which bring together service providers, private, community and voluntary sectors to identify and meet local needs more effectively and in a joined up way; usually engaged in producing Community Strategies.
Objective	A statement of what is intended, specifying the desired direction of change in trends.
Participation	A process whereby stakeholders and the community can interface with plan makers.
Service Level Agreement	An agreement with a statutory agency which sets the standards which it will aim to meet, and the costs arising. The Planning Inspectorate agrees one with the local planning authority in respect of an LDP examination, setting out the likely timescales and cost of the examination and providing the local planning authority with clear guidance on the nature of their own responsibilities.
Site specific allocations	Allocations of sites (proposals) for specific or mixed uses or development contained in a LDP. Policies will identify any specific requirements for individual proposals. Allocations will be shown on the LDP's proposals map.
Soundness	Concept against which an LDP is examined under section 64(5)(b) of the 2004 Act. Criteria for assessing soundness are at paragraph 4.35.
Stakeholders	Interests directly affected by the LDP (and / or SEA) – involvement generally through representative bodies.
Strategic Environmental Assessment (SEA)	Generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. The SEA Regulations require a formal "environmental assessment of certain plans and programmes, including those in the field of planning and land use".
Supplementary planning guidance (SPG)	Supplementary information in respect of the policies in an LDP. SPG does not form part of the development plan and is not subject to independent examination but must be consistent with it and with national policy.
Sustainability Appraisal	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. economic, environmental and social factors). Each local planning authority is required by S62(6) of the 2004 Act to undertake sustainability appraisal of its LDP. This form of sustainability appraisal fully incorporates the requirements of the SEA Directive & Regulations.

Sustainability Appraisal Report	A document required to be produced as part of the sustainability appraisal process to describe and appraise the likely significant effects on sustainability of implementing the LDP, which also meets the requirement for the Environmental Report under the SEA Regulations. S62(6) of the 2004 Act requires each local planning authority to prepare a report of the findings of the sustainability appraisal of the LDP.
Sustainable Development	Development that meets the needs of the present without compromising the ability of future generations to meet their own needs (<i>Planning Policy Wales, para 2.1.1</i>)
Wales Spatial Plan	A plan prepared and approved by the National Assembly for Wales under S60 of the 2004 Act, which sets out a strategic framework to guide future development and policy interventions, whether or not these relate to formal land use planning control. Under S62(5)(b) of the 2004 Act a local planning authority must have regard to the WSP in preparing an LDP.
Unitary Development Plan (UDP)	The required statutory development plan for each local planning authority area in Wales under the Town and Country Planning Act 1990.

Appendix 6 - Delivery Agreement Assessment Criteria

Timetable	
Is it easy for the public to understand?	Yes. The Delivery Agreement is accompanied by an Executive Summary which seeks to explain in simple language the purpose of the Delivery Agreement and how people can comment on it.
Are the main LDP process components covered?	Yes. The Delivery Agreement contains a summary timetable as well as a more detailed timetable as part of the Community Involvement Scheme which sets out clearly the main stages of the Plans preparation.
Have the impacts of LA processes for approval (e.g. Cabinet cycles) been incorporated?	Yes. Although consideration has been given to the Council's decision making processes and schedules, provision exists for 'special' meetings to be arranged at key stages.
How will the Planning Committee be involved?	No. The role of the Planning Committee is to determine planning applications referred to it. The Delivery Agreement explains that the Plan will be progressed by the Planning Strategy Group, Cabinet and Full Council. However, certain Members of Planning Committee may be involved in the Planning Strategy Group.
Is there sufficient time for involving the community at the right stages?	Yes. The timetable gives sufficient time for involving the community at relevant stages.
Have the SA tasks being identified and included?	Yes. The SA (and SEA) are set out in summary form in the Timetable section of the delivery agreement and in more detail in the detailed timetable within the Community Involvement Scheme
Have the resources needed for each stage/task been estimated?	Yes. A general commentary on availability of resources is set out in the Timetable Section of the Delivery Agreement. In the detailed timetable within the Community Involvement Scheme, a fuller explanation of the resources required for each stage is given
Have the impact and resource sharing potential of other LA policy and strategy cycles been considered?	Yes. In the general commentary on resources in the Timetable Section, reference is made to the possibility of jointly commissioning consultants to undertake certain studies.
Is the Planning Inspectorate aware/content?	The Planning Inspectorate will be consulted on the draft Delivery Agreement alongside Welsh Government.
Is the timetable realistic and deliverable with key milestones set to meet the 4-year target?	Given the experience of other Local Planning Authorities with their respective LDP's and the Council's experience from the UDP, it is considered that a timetable of 5 years is more realistic and achievable.

If not, what are the extenuating circumstances (e.g. local elections)?	As above
Community Involvement Scheme	
Is the CIS easy for the public, voluntary organisations and businesses to relate to?	Yes. Each key stage in the Plan preparation process has been broken down into the necessary tasks and a clear explanation given for each. The CIS identifies consultees and sets out some of mechanisms that will be used to bring about early engagement in the process.
Does it set out clearly the authority's approach and standards for involvement and how these link to other relevant local consultation approaches?	Yes. The CIS identifies links to other Council strategies, particularly the Community Strategy.
Does this approach meet the Assembly Government's principles?	Yes. The CIS embodies a range of principles including early involvement, encouraging engagement and consensus building.
Are the statutory consultation periods and consultee organisations included?	Yes. The detailed timetable within the Community Involvement Scheme clearly sets out the key consultation stages and any relevant statutory consultation periods.
What has been the involvement of those affected in drawing up the CIS?	All those consultation bodies listed in Appendix 3 have been consulted on the draft Delivery Agreement
Does the CIS include relevant stakeholder groups, given the nature of the authority's area?	Yes. The provisional make-up of the Key Stakeholder Forum, Planning Strategy Group and SA Technical Working Group are detailed in Appendix 4.
Is it clear about the type of involvement proposed for each relevant stage and task, and do these techniques / processes appear appropriate to the task/stage?	Yes. The CIS sets out the type of involvement considered most appropriate for each stage.
Does the authority demonstrate the ability to resource and manage the processes?	Yes. The Timetable section of the Delivery Agreement demonstrates that the Council is committed to resourcing and managing the Plan's preparation.
Are there clear roles for Members, Executive and officers?	Yes. The CIS provides clarity on the roles of Members, Executive, Planning Strategy Group, Key Stakeholder Forum, Officers and all others involved in the process.
Is there a means of establishing a representative cross-section of views?	Yes. The Key Stakeholder Forum as well as other engagement / consultation networks and processes should ensure that a wide cross-section of views are established.
Is it clear what is expected from participants at each stage?	Yes. The Delivery Agreement clearly sets out what is expected from participants, both in terms of general principles and procedures, as well as at each key stage in the process.

<p>Does it show how the output from community involvement in each stage/task will be communicated to participants and interested parties (feedback mechanisms)?</p>	<p>Yes. The Community Involvement Schemes explains how feedback will be given to participants.</p>
<p>Is it clear how the output will be transparently recorded as influencing the plan and SA ?</p>	<p>Yes. The detailed timetable within the Community Involvement Scheme will demonstrate the outcomes from each stage. The predominant means of communicating outputs will be the Council's website.</p>
<p>Does it indicate how the authority will monitor (and change) the CIS?</p>	<p>Yes. The Delivery Agreement explains that the Council will monitor the Plan's progress against the timetable in the Delivery Agreement and will undertake a revision to the Delivery Agreement if slippage of more than 3 months occurs.</p>

Appendix 7

Flintshire Local Development Plan

Key Comments on Draft Delivery Agreement

This table sets out a summary of the key comments made on the draft Delivery Agreement. It does not include those representations that supported the Delivery Agreement or made only minor comments relating to presentation, consultation details or address changes. A fuller table setting out all comments made is available on the Council's website.

Comments by letter / e-mail

Name / Organisation	Comments / Changes Sought	Response	Recommendation
Neil Keenan	Seeks clarification as to how the Council propose to consider specific areas in / around current settlements to be included within settlement boundaries in the LDP. Concerned about need for / shortage of housing and also the future community projects the Council is considering such as new schools and hospitals and other major projects. Concerned about quality of education, health facilities and town centres.	Noted. However, the Delivery Agreement consultation is concerned with ensuring that there is consensus as to how and when the Plan will be progressed. The Council will embark on a Call for Candidate Sites following Welsh Government approval of the Delivery Agreement. Guidance on how to submit a site for consideration will be provided in due course and a subsequent paper, setting out how candidate sites will be assessed will also be made available for consultation, in order to seek agreement on the methodology proposed. Candidate sites will then be assessed in parallel with the preparation of the Preferred Strategy for the Plan. A key consideration will therefore be the availability and adequacy of infrastructure, facilities and services such as those of concern to the representor.	n/a
Planning Inspectorate	Timetable should be amended as the Council should be in receipt of Inspector's Report 12 months from the date of submission (unless problems were to occur during the examination process whereby the timeframe would be extended).	Noted.	Amend summary timetable and detailed timetable in CIS to include a 12 month period from submission to receipt of Inspector's Report
Huw Evans Planning	Welcomes preparation of LDP but makes following comments:	Noted. <ul style="list-style-type: none"> Welsh Government has recently published its 	Amend age structure chart on p38

	<ul style="list-style-type: none"> • In terms of risk assessment concerned about possibility of further WG changes to LDP process • In terms of risk assessment concerned about possible budget cuts in terms of staff and resources • Pleased to see smaller more focused Planning Strategy Group • Queries processes for Candidate Sites • Clarification required on the age structure chart on p38 (must be more than 21 people in the County between ages 45 and 59. • Concerned about meaning of some of the tests of soundness 	<p>report into the LDP refinement exercise which includes a limited number of changes to refine the LDP process. Further consideration will be given to these changes before Welsh Government consults on amended LDP guidance documents in 2014. However, Welsh Government have not identified any concerns about the DA other than the timetable.</p> <ul style="list-style-type: none"> • The LDP is a statutory requirement of the Council and is one of its key responsibilities. Adequate resources will be made available to ensure its timely and efficient progression. • The Planning Strategy Group will have a key role in progressing the Plan, acting as a middle ground between key stakeholders and the public on the one hand and the Council's formal decision making mechanisms on the other hand. A smaller number of Members will ensure a level of expertise is developed as well as taking a more strategic approach to the Plan. • Guidance on the Candidate Sites process will be issued in due course • The age structure chart on p38 will be amended. • A simplifying of the tests of soundness is one of the findings from the WG refinement exercise. However, for the time being the Council must ensure that the Plan meets all the tests of soundness and will try to ensure that the tests are conveyed to the public in as simple a manner as possible. 	
<p>Welsh Government</p>	<p>Pleased to see progress being made with the first step in producing a new development plan for the area.</p> <p>The Community Involvement Scheme, appendices and associated explanations appear to be clear and appropriate.</p> <p>However, Welsh Government does have serious reservations regarding the proposed timetable which indicates it will take over 5 years to prepare the LDP with adoption not until 2019.</p>	<p>Noted</p> <p>The timetable was drawn up in good faith in terms of a timetable that the Council considered was realistic, having regard to the experience gained from the UDP.</p> <p>However, the Council accepts that the timetable could be more ambitious and learn from good practice gained from other LDP's. The Council also welcomes the intention of Welsh Government to work closely</p>	<p>That the Delivery Agreement is amended by:</p> <ul style="list-style-type: none"> i) Drawing back the timetable with key dates being Pre deposit consultation draft Dec 2014, Deposit Dec 2015 and submission Dec 2016. ii) Amending the timetable

	<p>The proposed timetable will mean that there is a significant gap between the end date of the UDP (2015) and having a replacement adopted Plan which will increase the likelihood of planning by ad hoc appeal decisions.</p> <p>The timetable will mean that a Community Infrastructure Levy (CIL) charging schedule could not be introduced until 2019 at the earliest (pooled s106 contributions such as those for education will be restricted by Regulations well before this date resulting in the loss of a funding source for key social and other infrastructure.</p> <p>Over half of lpa's in Wales have adopted, or are in the final stages of adopting an LDP so there is a considerable amount of experience of using the system. Drawing on the lessons learned and examples of best practice, it should now be possible to prepare an LDP in 4 years.</p> <p>Flintshire has an officer team in place capable of delivering a sound plan expeditiously and a 4 year target should not be unduly ambitious. It is also anticipated that elected members would respond to the challenge given the clear benefits of having a new plan in place at an earlier date.</p> <p>When finalizing the Delivery Agreement, consideration should be given to amending the timetable so that i) the LDP is submitted for examination by the end of 2016 ii) the standard 12 month period is allocated for the examination and inspector's report.</p> <p>Consideration should also be given to amending the proposed plan period so that the start date follows on from the UDP. The extension of the Plan period to 2030 would improve the plans shelf life after adoption, and there would be a longer period over which to demonstrate delivery at the examination.</p> <p>Officials are prepared to meet regularly with officers to provide guidance on best practice.</p>	<p>with Officers to ensure that such good practice is incorporated into each stage of the Plan's progression.</p> <p>The Council recognises the implications of not having an adopted development plan following the expiry of the adopted UDP at the end of 2015 in terms of housing land supply and planning by appeal and the delay in putting in place CIL and accepts that swifter progress on the LDP will help plug that policy 'gap'.</p> <p>The Council has reconsidered the Plan period and accepts that a Plan period running from 2015 to 2030 is advantageous in terms of ensuring a clear transition from UDP to LDP Plan periods and allowing for a longer Plan period following adoption.</p>	<p>to include for a standard 12 month period from submission to receipt of Inspector's Report.</p> <p>iii) Amending the Plan period to 2015 - 2030.</p>
Clwydian	Welcomes commitment to prepare an LDP but concerns	Noted.	Amend timetable as above

<p>Range and Dee Valley AONB JAC</p>	<p>about the risk of unplanned development taking place as a result of out of date planning framework during the transitional period leading up to LDP adoption in 2019. Would urge the Council to speed up preparation of the LDP and to ensure that sufficient resources are made available to achieve this.</p> <p>Supports the intention to establish an LDP Stakeholder Forum to be involved in the Plan making process, and welcomes the invitation to be represented on this group.</p> <p>The Delivery Agreement should</p> <ol style="list-style-type: none"> i) use the new title 'Clwydian Range and Dee Valley AONB' ii) the statutory AONB Management Plan should be listed as one of the documents to have regard to in preparing the LDP. 	<p>A number of representations have highlighted the risks associated with a long period without an up to date adopted development plan. It is therefore proposed to amend the proposed timetable in line with the suggestions of Welsh Government.</p> <p>It is considered appropriate for the Clwydian Range AONB Management Plan to be included in the list of documents on p4.</p> <p>The correct name for the AONB on p44 should be used.</p>	<p>Include Clwydian Range AONB Management Plan in the list of documents on p4</p> <p>On p44 use correct title 'Clwydian Range and Dee Valley AONB JAC'</p>
<p>Rothschild Trust (Schweiz) AG</p>	<p>The proposed timings for the preparation of the LDP are both contrary to national guidance and could serve to exacerbate the dramatic housing shortfall currently in existence.</p> <ul style="list-style-type: none"> • The proposed six year period is forecast for plan preparation is contrary to WG's recommended four year target and has not been justified • Setting a six year target is likely to lead to even further deals due to contextual changes, consultees failing to stay engaged, and the fact that the evidence base is likely to be out of date by the time of the examination • The lack of an adopted plan will lead to a 'policy background' in the period between the end of the UDP period (2015) and adoption of the LDP in 2019 which could serve to exacerbate the current housing shortfall and lead to uncertainty among developers. • As the UDP was adopted recently in 2011, the Council should be able to build upon their existing evidence base and policies, which it is assumed are currently up to dat. This should reduce the time and effort that it will take to prepare the Plan if they act quickly and efficiently. <p>Consider it appropriate for the Council to review their Draft Delivery Agreement and reduce timescales where feasible so</p>	<p>Noted.</p> <p>A number of representations have highlighted the risks associated with a long period without an up to date adopted development plan. It is therefore proposed to amend the proposed timetable in line with the suggestions of Welsh Government.</p> <p>The Key Stakeholder Forum is a group of key consultees, organisations and businesses (such as key employers) who are able to act in a more strategic manner as a sounding board on key issues. It would be inappropriate to include individual developers (particularly if they are promoting specific development sites) on the Forum. The house building industry is represented on the Forum by the HBF.</p>	<p>Amend timetable as above</p>

	<p>that they are in line with the recommended four year period.</p> <p>Welcomes the establishment of a Key Stakeholders Forum but, given the acute shortfall in housing within the area at present, it is considered that developers should be represented within the Forum.</p>		
Cllr David Williams	<ul style="list-style-type: none"> • The process appears to be overcomplicated. Accept the reasons for the all the detail, but feel that the main areas that affect local people could be simplified. By making local aspect clearer and easier to follow, community members and representatives who are not necessarily familiar with such matters, could be in a more informed position to make a meaningful contribution to the process. • There needs to be improved clarity on exactly how local people would be involved in the process, what form of meetings, discussions and negotiations would take place. There is a real need for direct involvement in all stages in order to ensure the community has areal say in what will happen in the locality with regards to the nature of housing provision, recreation and amenities, local business opportunities etc • National demands will obviously need to be taken into account, but as the ward has made such a major contribution to these as part of the UDP, a far greater emphasis is now needed in catering for local people. 	<ul style="list-style-type: none"> • The process of preparing a LDP is prescribed by Welsh Government. Whilst the preparation process is long and complex, the Council has sought to ensure that the DA breaks it down into the individual stages and process and to explain as simply as possible what each stage involves. • The DA explains that a variety of methods can be used as part of the earlier engagement phases of the Plan's formulation. The method to be used will depend on the issue to be discussed and the nature of the participants. It is not necessary for the DA to be so prescriptive as to set out exact details of each meeting etc in advance. The DA builds some flexibility into the earlier stages thereby enabling the Plan's vision, objectives, areas of search etc to evolve in a more organic way, rather than in a pre-set regimented manner. • The representors comments are more appropriately dealt with as part of the pre-deposit participation in Stage 3. 	No change
Holywell Town Council	No comments on DA but wishes to stress that T&CC's consultation should be timely and allow a sufficient period for responses.	<p>Noted</p> <p>The consultation for the DA was extended to 8 weeks to allow sufficient time for T&CC's to submit comments due to the summer holiday recess.</p>	No change
Betsi Cadwaladr University Health Board	<p>Welcomes the opportunity to comment on the DA.</p> <p>Welcomes the opportunity to participate in discussions during the development of the LDP and to feed into the process through the Local Strategy Board and the Key Stakeholder Forum.</p> <p>Queries inclusion in Appendix 3 within the category of consultees regarding 'electronic apparatus'.</p> <p>In App 4 Key Stakeholder Forum, please note that the North Wales NHS Trust ceased to exist with the establishment of the Health Board.</p>	<p>Noted</p> <p>Appendix 3 will be revised in terms of the categorisation of BCUHB.</p> <p>North Wales NHS Trust will removed from Appendix 4</p>	Amend Appendix 3 and 4 accordingly.

Comments by Form

Represontor	Comments / Changes Sought	Response	Recommendation
General:			
Q3 Presentation / Clarity – Do you consider the DA to be clearly presented and easy to understand?			
Cllr Hillary McGuill	No Does not ask what is wanted or show what can be asked.	Not accepted. The Delivery Agreement is about the timescale and processes of preparing the LDP. It is not at this stage concerned with actual land use and planning issues. These will be discussed as work on the Plan formally commences following approval of the DA by WG	n/a
Argoed Community Council	No No clear objectives	Noted. The DA is a document which seeks to set out the timetable for preparing the Plan and the processes and principles to be followed. It is not appropriate for the DA to set out land use and planning objectives and issues as these are clearly identified in the DA as part of Stage 3 in the process i.e. pre-deposit participation and stage 4 i.e. pre-deposit consultation.	No change
Trelawnyd & Gwaenysgor Community Council	No The draft DA is clearly presented, but it is difficult to understand, especially regarding the specific process that will select members of the Key Stakeholder Forum.	Noted. The LDP process is long and complex but the DA has tried to explain it as simply as possible by breaking it down into the component stages, and explaining the purpose and mechanisms of each. The Key Stakeholder Forum is made up of those key bodies and groups who are able to perform a more strategic role in both informing and subsequently implementing the Plan. There must be a limit to the number of representatives sitting on the KSF in order to keep its role and function manageable. It would be impossible to invite residents groups to such a forum, given the likely number of such groups. However, it is proposed to add further text to this section of the DA to explain further the role of the KSF.	In 2 nd para of the 'Key Stakeholder Forum section add at the end of the first sentence 'The Forum is made of those key statutory consultees and organisations representing environment, social and economic disciplines who are able to take a more strategic role in discussing key issues'.
Penyffordd Community Council	No Clearly presented but an over complicated process to the disadvantage of local communities.	Noted The process of preparing a LDP is prescribed by Welsh Government. Whilst the preparation process is long and complex, the Council has sought to ensure that the DA breaks it down into the individual stages and process and to explain as simply as possible what each stage involves. It is not accepted that the process is to the disadvantage of local	No change

		communities. The DA stresses throughout that the Council is seeking to engage with the wider community during the earlier stages of Plan preparation rather than merely consulting as with the UDP.	
Campaign for the Protection of Rural Wales	No For the benefit of a lay person, all abbreviations / acronyms used within the document should be contained within a separate glossary to make far easier understanding and reading of the DA.	Noted. A review of the document for abbreviations / acronyms has been undertaken and the full terminology provided when first appearing in the document.	Ensure all abbreviations / acronyms are clarified in the document.
Timetable:			
Q4 Timetable - Do you consider the proposed timetable for LDP preparation to be realistic and achievable?			
Mold TC	Yes Stage 2 should have an end date. Stage 4 is 11 months and not 15 months. Stage 8 should be Nov 17 to allow for stage 7.	Noted. In the light of comments by Welsh Government it is proposed that the timetable for producing the Plan be condensed.	That the Delivery Agreement is amended by drawing back the timetable with key dates being Pre deposit consultation draft Dec 2014, Deposit Dec 2015 and submission Dec 2016
Girlguiding Cymru	No January 2019 is 5.5 years – life and expectations will have changed in that time.	It is accepted that 2019 is a long time away and that things may change. However, it must be stressed that the whole purpose of a development plan is to plan ahead for a 15 year period using the best evidence available to ensure policies and proposals are robust. Any significant changes in circumstances or new Government guidance will be picked up through monitoring and a Plan review instigated. Nevertheless, in the light of concerns about the timetable it is proposed to reduce the time taken to prepare the Plan.	That the Delivery Agreement is amended by drawing back the timetable with key dates being Pre deposit consultation draft Dec 2014, Deposit Dec 2015 and submission Dec 2016
Argoed Community Council	No No consultation taking place and not enough time given to gather data or when consultation is going to happen.	Noted The DA sets out from the Executive Summary onwards that the Plan preparation process is based on engagement and consultation. The detailed timetable in the Community Involvement Scheme identifies the purpose of each stage and sets out when, how and whom each will be involved. The evidence gathering process will continue throughout the process.	No change
Trelawnyd & Gwaenysgor Community	No The timescale to allow consultation	Noted The preparation of a Local Development Plan is a	Amend timetable

Council	with the community by community councils and subsequent preparation of community development plans is challenging and has not been taken on board by all community councils.	challenging process but the need for engagement and consultation must be balanced against the need for an adopted LDP to be in place as soon as possible. The representation by Welsh Government has identified the risks associated with the published timetable and the Council accepts that a more ambitious timetable is justified. The preparation of Community Development Plans is welcomed as it can form part of the evidence gathering process to inform Plan preparation. However, there is no requirement for each T&CC to do so. Furthermore, such CDP's will not form part of the LDP itself and must operate as stand alone documents.	
Roundhouse Properties (NJL Properties)	No See attached letter (rep by Rothschild Trust (Schweiz) AG)	Noted See response to rep by Rothschild Trust (Schweiz) AG	Amend timetable
Penyffordd Community Council	No Should the process really need to take so long?	Noted. In the light of comments by Welsh Government it is proposed that the timetable for producing the Plan be condensed.	That the Delivery Agreement is amended by drawing back the timetable with key dates being Pre deposit consultation draft Dec 2014, Deposit Dec 2015 and submission Dec 2016
Campaign for the Protection of Rural Wales	No Considers slippage inevitable due to budget cuts and significant objections to any propped policy that might be contentious to some consultees and third parties.	Noted. Despite the potential for slippage to occur as a result of a variety of circumstances, there is considered to be benefits to be derived from adopting a more ambitious timetable as set out by Welsh Government.	That the Delivery Agreement is amended by drawing back the timetable with key dates being Pre deposit consultation draft Dec 2014, Deposit Dec 2015 and submission Dec 2016
Northop Community Council	Yes, the timetable appears to be realistic and achievable and slippage has been identified as a risk.	Noted Despite the potential for slippage to occur as a result of a variety of circumstances, there is considered to be benefits to be derived from adopting a more ambitious timetable as set out by Welsh Government.	That the Delivery Agreement is amended by drawing back the timetable with key dates being Pre deposit consultation draft Dec 2014, Deposit Dec 2015 and submission Dec 2016
Aldi Stores Ltd	No The timetable appears to be too long. From preparation to adoption	Noted. In the light of comments by Welsh Government it is proposed that the timetable for producing the Plan be	Amend timetable as above

	<p>the Council could potentially lose investment opportunities due to on-going planning uncertainty through the long progression of the Plan. It is not clear when sites can be put forward – site allocations (stage 6) are programmed for comment from Feb 2017 but the proposals map (stage 4) is programmed for consideration Dec 2015. The two stages of consultation do not appear to marry and should be considered in tandem or in reverse order.</p>	<p>condensed.</p> <p>Sites can be put forward for consideration for inclusion in the LDP at the Call for Candidate Sites which is explained in Stage 2 and is scheduled to commence in November 2013.</p> <p>It is not accepted that there is any lack of clarity between stage 4 and stage 6. Stage 4 is publication of the 'Pre-deposit Consultation Plan' which is the preferred strategy and will include some key proposed site allocations. Stage 6 is the publication for consultation of those 'New or Alternative sites' which were submitted during stage 5 'Deposit Plan consultation'.</p>	
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Community Involvement Scheme

Q5 - Is it clear how and when you will have the opportunity to get involved in the Plan making process?

Cllr Hillary McGuill	<p>No The mechanism is not clear. It is important to consult with all who will be affected by the proposed change</p>	<p>Noted. The DA explains that a number of methods will be used in engaging with and consulting with a whole range of bodies, groups and individuals to ensure good coverage. However, it will not be possible to involve all persons.</p>	No change
Bryn Residents Against New Development	<p>No The mechanism is not clear regarding community involvement in respect of proposed development sites. Important to consult with not just T&CC's but also individuals and groups who represent community concerns</p>	<p>The DA is not the appropriate place for detailed guidance on the Candidate Sites process - guidance will be issued in due course on the submission of sites and the methodology for assessing sites will be the subject of a specific consultation.</p> <p>Nevertheless, the DA specifies that Candidate Sites will be published at key venues and on the website, for information. It also specifies that in Stage 3, strategic options (as part of the preparation of the preferred strategy) will be the subject of engagement and consultation. Key allocations in the pre-deposit consultation and all allocations in the Deposit Plan will also be the subject of formal engagement and consultation exercises.</p>	No change

		It is accepted that engagement and consultation must take place with a wide spectrum of persons not just T&CC's.	
Mold TC	Yes. However, T&CC's only referred to once in the process	Noted. However, the 'Consultation bodies' section on p15 of the DA explains that town and community councils are a 'specific' consultation body and these are listed at each relevant stage in the Community Involvement Scheme. T&CC's are also listed individually in Appendix 3. It is not necessary for 'T&CC's' to be separately listed throughout the document.	No change
Cllr Amanda Bragg	No Does not feel that the DA clearly reflects the diverse number of representatives in the local communities who should be consulted. Town and Community Councils appear to be the only ones.	Noted. The representor does not specify who these representatives are. T&CC's have a key role to play in the Plan's progression as they represent an important democratically elected link between the County Council and the local population. Nevertheless, Appendix 3 sets out a broad range of consultees who will be equally important in the process and no doubt more will come to light as the Plan progresses.	No change
Argoed Community Council	No The mechanism is not clear regarding community involvement, especially in respect of proposed development sites. It will be important to consult with not T&CC's but also individuals and groups who represent community concerns,	The DA is not the appropriate place for detailed guidance on the Candidate Sites process - guidance will be issued in due course on the submission of sites and the methodology for assessing sites will be the subject of a specific consultation. Nevertheless, the DA specifies that Candidate Sites will be published at key venues and on the website, for information. It also specifies that in Stage 4, strategic options (as part of the preparation of the preferred strategy) will be the subject of engagement and consultation. Key allocations in the pre-deposit consultation and all allocations in the Deposit Plan will also be the subject of formal engagement and consultation exercises. It is accepted that engagement and consultation must take place with a wide spectrum of persons not just T&CC's.	No change
Trelawnyd & Gwaenysgor Community	No The involvement of T&CC's on the	Noted See response to Q3.	See Q3.

Council	Key Stakeholder Forum is not automatic, and the means of selection not described. There should be as a minimum, clusters of community councils represented by a person selected by a cluster.	<p>The 'Consultation bodies' section on p15 of the DA explains that town and community councils are a 'specific' consultation body and these are listed at each relevant stage in the Community Involvement Scheme. T&CC's are also listed individually in Appx 3.</p> <p>The views of T&CC's as well as other stakeholders will be fed into the Key Stakeholder Forum for discussion and to achieve broad consensus, prior to being reported to the Council's decision making bodies. With 34 T&CC's the process of identifying clusters as well as selecting representatives to sit on the KSF would be fraught with difficulties.</p>	
Penyffordd Community Council	No In the 'How and When the Community will be involved' section p14 there is no indication of how the discussion process will be organised, who exactly will be involved and the forum for this stage. There is no clear time set out for this stage.	<p>Noted.</p> <p>The text referred to on p14 explains that there will be several opportunities for community involvement throughout the process. Reference is also made to the detailed table later in the document which provides a more detailed explanation of each of the stages set out in the summary timetable. The DA on p15 also provides a commentary on existing engagement and consultation methods and then sets out a range of methods that may be used as part of the LDP preparation, depending on the particular task at hand.</p>	No change
Aldi Stores Ltd	No Aldi Stores wishes to be included in the plan making process and therefore would wish to be informed at all stages within the process. As an operator in Flintshire with two stores, ownership of a development site for a new store, and interest in developing in other locations, Aldi would wish to be involved in the Stakeholder Forums.	<p>Noted</p> <p>Aldi Stores Ltd will be kept informed at each stage of the Plan making process.</p> <p>In terms of the Key Stakeholder Forum please see response to Q10.</p>	No change

Q6 - Is it clear what the Council will expect of stakeholders throughout the process?			
Cllr Hillary McGill	No Community Council's best know their area and, if asked at the start where to develop and why is it needed, will reply.	Noted. However, the DA recognises that T&CC's are a 'specific consultation body' and will play a key role in progressing the Plan through each stage. Stage 3 of the preparation process will enable T&CC's to contribute to working up the Plan's vision, objectives, areas of search, key development sites etc.	No change
Bryn Residents Against New Development	No Given the welcome emphasis on involvement, none of the key stakeholders described in Appendix 4 represent local communities. Although T&CC's input is recognized their role should be primarily in relation to development proposals for their area.	Noted. It is accepted that engagement and consultation must take place with a wide spectrum of persons not just T&CC's. The Key Stakeholder Forum is made up of those key bodies and groups who are able to perform a more strategic role in both informing and subsequently implementing the Plan. There must be a limit to the number of representatives sitting on the KSF in order to keep its role and function manageable. It would be impossible to invite residents groups to such a forum, given the likely number of such groups However, it is not accepted that the role of T&CC's should primarily be in relation to development proposals for their area. T&CC's have a key role to play throughout all aspects of the Plan's preparation.	No change
Cllr Amanda Bragg	No The details are too vague and not enough information in the DA.	Noted. The representor does not provide what details and information the DA should include. The DA has sought to provide some key principles as to what is expected of stakeholders throughout the process. If the representor disagrees with these then details should have been provided.	No change
Argoed Community Council	No Given the welcome emphasis on community involvement none of the stakeholders described in Appendix 4 can be said to represent local communities. Although T&CC's input is recognised their role should primarily be in relation to development proposals for their	Noted. It is accepted that engagement and consultation must take place with a wide spectrum of persons not just T&CC's. The Key Stakeholder Forum is made up of those key bodies and groups who are able to perform a more strategic role in both informing and subsequently implementing the Plan. There must be a limit to the number of representatives sitting on the KSF in order to keep its role and function manageable. It would be	No change

	area. It is not clear who are the stakeholders.	impossible to invite residents groups to such a forum, given the likely number of such groups However, it is not accepted that the role of T&CC's should primarily be in relation to development proposals for their area. T&CC's have a key role to play throughout all aspects of the Plan's preparation. 'Stakeholders' is the collective name of anyone involved in the Plan.	
Trelawnyd & Gwaenysgor Community Council	No The desirability of community councils preparing their own development plan, and the scope and possible format of such plans is not covered. The availability of such local plans would materially assist in the development of the LDP.	Noted. The DA is a requirement of Welsh Government in setting out how and when the LDP will be prepared. It can only include guidance on the preparation of the LDP itself. See also the response to earlier questions.	No change
Q7 - Is it clear what the stakeholders will expect of the Council throughout the process?			
Cllr Hillary McGuill	No Need more guidelines so we do not end up with a free for all.	The DA sets out a number of expectations of the Council in terms of how it will conduct itself in preparing the Plan. It is not clear what the representor means by a 'free for all' or what guidelines might be introduced to address any deficiencies.	No change
Cllr Amanda Bragg	No Considers the details to be vague	Noted. The representor does not provide details as to how this section of the DA is vague. The DA has sought to provide some key principles as to what stakeholders can expect of the Council throughout the process. If the representor disagrees with these then details should have been provided.	
Argoed Community Council	No There is no clear view of what the Council wants from the community and therefore how the community can know what to expect.	Noted The Council sets out in the DA its expectations of the community and the community's expectations of the Council. The representor does not provide any detail as to what principles should be included.	No change

Trelawnyd & Gwaenysgor Community Council	No Formal briefings with T&CC's possibly as part of the Council Forum meetings should be included in the process.	Noted	Briefings can be built into the County Forum arrangements.
Q8 - Are there any particular methods of engagement or consultation that you consider should be used in the Plan's preparation?			
Cllr Hillary McGuill	Yes Learn from the mistakes of the UDP and consult with groups and individuals before decisions are made.	Noted The DA explains that the Council is seeking to engage with the public as the Plan is prepared, rather than consulting on the deposit Plan, as with the UDP. The intention is to seek consensus about the vision, objectives, strategy, areas of search for growth and possible allocations before sites are allocated in the Plan.	No change
Mostyn TC	Yes Any method which would encourage active involvement of community councils.	Noted. The 'Existing and proposed consultation methods' section of the DA sets out a number of methods of engagement and consultation that can be used. T&CC's are a key consultee in the Plan preparation process and will have opportunities to help shape the Plan. However, T&CC's can also play a role in assisting the Council in reaching local groups and people.	No change
Cllr Amanda Bragg	Yes Consultation with the local areas and residents prior to decisions being made about proposed sites preventing delays and objections later on.	Noted The DA explains that the Council is seeking to engage with the public as the Plan is prepared, rather than consulting on the deposit Plan, as with the UDP. The intention is to seek consensus, as far as possible, about the vision, objectives, strategy, areas of search for growth and possible allocations before sites are allocated in the Plan. However, it should be recognized that all development sites will attract objections and in this context the Plan should be prepared on the basis of identifying the most sustainable locations and sites for development rather than merely the level of opposition to them.	No change
Argoed Community Council	Yes If the UDP mistakes are to be avoided it will be important to consult with the elected representatives of the community council and should not affect the	Noted The DA explains that the Council is seeking to engage with the public as the Plan is prepared, rather than consulting on the deposit Plan, as with the UDP. The intention is to seek consensus about the vision, objectives, strategy, areas of search for growth and	No change

	rights of any other groups or individuals. Public meetings should be used as a consultation method.	possible allocations before sites are allocated in the Plan. The DA sets out a number of methods of engagement and consultation and includes seminars and exhibitions. However, public meetings are not a good way of bringing about sensible debate on issues as they can encourage unruly behaviour and can be taken over by the vocal few.	
Trelawnyd & Gwaenysgor Community Council	Yes Local community development plans based on local surveys and prepared by local T&CC's should be a major part of the LDP preparation.	Noted The preparation of local community plans is encouraged and clearly of benefit. However, even though they can inform the LDP, they are separate from the LDP itself. It would be misleading and inappropriate for the DA to give guidance on the preparation of local community plans.	No change
Roundhouse Properties (NJL Properties)	Yes Supports setting up of Stakeholders Forum and feel that developers should be consulted throughout the process.	Noted. It is accepted that developers have a key role to play in the process and it is anticipated that the majority of these will become known to the Council through the Candidate Sites process. Once in the system, such developers will be consulted throughout.	No change
Penyffordd Community Council	Yes More local involvement and negotiation.	Noted. The representor does not specify any particular methods of engagement or consultation that would assist.	No change
Q9 - Are there any other groups or bodies that you consider the Council should add to the consultation list?			
Cllr Hillary McGuill	Yes Anyone affected by the proposals.	Noted. The DA explains that a number of methods will be used in engaging with and consulting with a whole range of bodies, groups and individuals to ensure good coverage and consensus. However, it will not be possible to involve or consult all persons.	No change
Roundhouse Properties (NJL Properties)	No Satisfied with list but developers should also be consulted.	Noted. It is accepted that developers have a key role to play in the process and it is anticipated that the majority of these will become known to the Council through the Candidate Sites process. Once in the system, such developers will be consulted throughout.	No change
Penyffordd Community Council	Yes Local voluntary organizations and committees, sports scouts and guides, institute, pubs and clubs etc	Noted. Appendix 3 already lists a comprehensive consultation list. It would not be possible to list every single sporting or other local group within the document given the size and complexity of the County and the costs associated with consulting each. Wherever possible national or regional	No change

		representations have been included such as Scouts. If there are particular local groups which T&CC's consider should be consulted then these should be brought to the attention of the Council. It is also considered that T&CC's themselves can have a role to play in cascading information down to such local groups as they are aware of their existence and presumably have working relationships with them.	
Q10 - Do you think those bodies provisionally earmarked for the Key Stakeholders Group is appropriate?			
Cllr Hillary McGuill	No Health, local schools headteachers, doctors in area etc	The Key Stakeholder Forum is made of up of key bodies, organisations, statutory consultees, private sector representatives who can play a major role in acting as a sounding board on key issues. The DA specifies that Betsi Cadwalader Health Trust will be invited to attend and colleagues from Education will be a key internal consultee within the Council. It would be impractical to invite headteachers and doctors from across the County to such a forum.	No change
Argoed Community Council	Yes Local schools / doctors / chemists / BRAND Remove One Voice Wales	Noted The Key Stakeholder Forum is made of up of key bodies, organisations, statutory consultees, private sector representatives who can play a major role in acting as a sounding board on key issues. The DA specifies that Betsi Cadwalader Health Trust will be invited to attend and colleagues from Education will be a key internal consultee within the Council. It would be impractical to invite headteachers and doctors from across the County to such a forum and it is not clear what role chemists would play in a Key Stakeholder Forum. Whilst BRAND have a role to play throughout the Plan process it would be inappropriate to include a single interest group who, by their very name, are opposed to development in a small part of the County. To include them would create a precedent any number of other such groups. The representor provides no explanation as to why One Voice Wales should be removed from the Key Stakeholder Forum.	No change

Roundhouse Properties (NJL Properties)	No Individual developers should also be represented on the Group.	Noted. The Key Stakeholder Forum is a group of key consultees, organisations and businesses (such as key employers) who are able to act in a more strategic manner as a sounding board on key issues. It would be inappropriate to include individual developers (particularly if they are promoting specific development sites) on the Forum. The house building industry is represented on the Forum by the HBF.	No change
Penyffordd Community Council	Local voluntary organizations and committees, sports scouts and guides, institute, pubs and clubs etc	Noted The Key Stakeholder Forum is a group of key consultees, organisations and businesses (such as key employers) who are able to act in a more strategic manner as a sounding board on key issues. It would be inappropriate to include individual clubs and societies given the size and complexity of the County. The Forum must act in a strategic rather than 'parochial' manner.	No change
Aldi Stores Ltd	No Investors including employers and land owners with interest in Flintshire that fall within the 'private' category in App4 appear to be limited and should therefore be expanded.	Noted The Key Stakeholder Forum is a group of key consultees, organisations and businesses (such as key employers) who are able to act in a more strategic manner as a sounding board on key issues. It would be inappropriate to include individual developers (particularly if they are promoting specific development sites) on the Forum. The house building industry is represented on the Forum by the HBF. Similarly, it would be difficult to include Aldi as part of the KSF as to do so, would open up the need to include other food retailers.	No change
Q11 - Are there any other comments you wish to make on the Delivery Agreement?			
Cllr Hillary McGuill	Yes Please specify sites to be considered – choose brownfield sites near to communities	Noted It is inappropriate for the DA to include information about actual land use planning issues. There will be ample opportunity as the Plan is prepared to look at this issue. Planning Policy Wales sets out a clear preference for brownfield land as part of a sequential site search process and the Plan will be prepared having regard to this guidance.	

		As stated above, guidelines will be issued to inform the submission of candidate sites. A subsequent detailed paper on the assessment of candidate sites will be the subject of a separate consultation exercise to ensure that there is broad agreement as to the methodology to be followed.	
Bryn Residents Against New Development	<p>Yes</p> <ul style="list-style-type: none"> • Site appraisal criteria need to be specified and discussed • Brownfield sites should be given more consideration and priorities when looking to accommodate new development • It would not be appropriate, or democratic, to deny individual objections on issues of wider concern by requiring them to be expressed collectively. 	<p>Noted</p> <p>It is inappropriate for the DA to include information about actual land use planning issues. There will be ample opportunity as the Plan is prepared to look at this issue. Planning Policy Wales sets out a clear preference for Brownfield land as part of a sequential site search process and the Plan will be prepared having regard to this guidance.</p> <p>As stated above, guidelines will be issued to inform the submission of candidate sites. A subsequent detailed paper on the assessment of candidate sites will be the subject of a separate consultation exercise to ensure that there is broad agreement as to the methodology to be followed.</p> <p>The Council is not seeking to deny the democratic right of persons to submit objections. Rather it seeks to clarify the position to be adopted in respect of petitions and pre-printed letters. The UDP attracted a large number of petitions and standard pre-printed letters which proved to be a huge administrative task in responding to at each stage in the Plans progression. As part of each successive maildrop there were also doubts raised by residents about the validity of such submissions with residents in some cases identifying that signatures had been forged.</p> <p>It is a well-established principle that it is the validity of a planning argument that is important, rather than the number of times it is made. In the light of these considerations, and to ensure that the Plan making process is progressed efficiently, it is proposed that petitions and standard letters will only be accepted and recorded on the system when it is clear that there is a</p>	No change

		single point of contact. The Council will openly attribute the number of persons on behalf of which the petition is made.	
Girlguiding Cymru	Yes Wondering how this will be implemented	Noted. An important aspect of the Plan's preparation will be for the Council to demonstrate that the Plans policies and proposals are realistic and can be delivered. The Plan will also contain monitoring arrangements to ensure that its performance can be evaluated and a review triggered if necessary.	No change
Cllr Amanda Bragg	Yes Could brownfield sites be looked at thoroughly as a priority in the Plan. Transparency at all stages and welcome objections.	Noted. It is inappropriate for the DA to include information about actual land use planning issues. There will be ample opportunity as the Plan is prepared to look at this issue. Planning Policy Wales sets out a clear preference for brownfield land as part of a sequential site search process and the Plan will be prepared having regard to this guidance.	No change
Argoed Community Council	Yes <ul style="list-style-type: none"> • Site appraisal criteria need to be specified and discussed • Brownfield sites should be given more consideration and priorities when looking to accommodate new development • It would not be appropriate, or democratic, to deny individual objections on issues of wider concern by requiring them to be expressed collectively. 	Noted It is inappropriate for the DA to include information about actual land use planning issues. There will be ample opportunity as the Plan is prepared to look at this issue. Planning Policy Wales sets out a clear preference for brownfield land as part of a sequential site search process and the Plan will be prepared having regard to this guidance. As stated above, guidelines will be issued to inform the submission of candidate sites. A subsequent detailed paper on the assessment of candidate sites will be the subject of a separate consultation exercise to ensure that there is broad agreement as to the methodology to be followed. The Council is not seeking to deny the democratic right of persons to submit objections. Rather it seeks to clarify the position to be adopted in respect of petitions and pre-printed letters. The UDP attracted a large number of petitions and standard pre-printed letters which proved to be a huge administrative task in responding to at each stage in the Plans progression. As part of each	No change

		<p>successive maildrop there were also doubts raised by residents about the validity of such submissions with residents in some cases identifying that signatures had been forged.</p> <p>It is a well-established principle that it is the validity of a planning argument that is important, rather than the number of times it is made. In the light of these considerations, and to ensure that the Plan making process is progressed efficiently, it is proposed that petitions and standard letters will only be accepted and recorded on the system when it is clear that there is a single point of contact. The Council will openly attribute the number of persons on behalf of which the petition is made.</p>	
Trelawnyd & Gwaenysgor Community Council	<p>Yes It is clear that local communities and groups desire greater input to matters affecting their community and area. The close involvement of their T&CC's is vital, but at present is restricted by the DA.</p>	<p>Noted. It is not accepted that the DA seeks to restrict the involvement of T&CC's. See response to other questions.</p>	No change

Appendix 8 Changes to DA

Changes to Delivery Agreement:

In addition to the changes arising from those comments in Appendix 7 the following changes were made to the Delivery Agreement:

- Editing and updating of Executive Summary
- Inclusion of table of contents
- Minor correction to description of 'specific consultation bodies'
- Inclusion of text regarding Health Impact Assessment

Appendix 9 WG letter of approval

Adran Tai ac Adfywio
Department for Housing and Regeneration

Head of Planning
Planning Policy Section
Environment Department
Flintshire County Council
County Hall
Mold
CH7 6NF

Ein cyf/ Our Ref: qA1008220
Eich cyf / Your Ref: 4111/DA



Llywodraeth Cymru
Welsh Government

12 February 2014

Dear Andrew,

**Flintshire Local Development Plan: Delivery Agreement
Regulation 9 and 10 of the Town and Country Planning (Local Development Plan)
(Wales) Regulations 2005**

Thank you for your email and attached letter, 23 January 2014, requesting the Welsh Government's agreement to the Delivery Agreement for the Flintshire Local Development Plan. We are pleased that revisions have been made in response to the earlier consultation version and encouraged to see first step being taken in producing a new development plan for the area.

On behalf of the Welsh Ministers I **confirm agreement to** the Delivery Agreement as provided for by the section 63(4) of the Planning and Compulsory Purchase Act 2004 along with regulation 9 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005.

The Delivery Agreement should now be made available publicly in accordance with the requirements indicated in regulation 10 including updating the LDP web-site. I understand that hard copy of the final Delivery Agreement has been sent separately to the Welsh Government (Planning Division).

The Delivery Agreement timetable is challenging but necessary in view of the need for a new plan to be in place as soon as possible after the Flintshire UDP expires in 2015 and to facilitate the introduction of a Community Infrastructure Levy (CIL). As the Delivery Agreement is a whole Council commitment it is expected that it will be followed conscientiously and delays or amendments to the timetable must be avoided. On-going corporate responsibility for the plan preparation exercise is essential and it is vital that



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momentum is maintained throughout plan preparation to deliver an adopted plan which will help steer development and assist in maximising the benefits to the community.

Without prejudice to the Minister's discretion the Welsh Government is committed to helping local planning authorities' secure sound plans as quickly as possible. Officials are prepared to meet regularly with you and your colleagues to provide advice and guidance on best practice.

If you wish to discuss this or any other development plan matters then please do not hesitate to contact the Development Plan team.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mark Newey', written in a cursive style.

Mark Newey
Head of Plans Branch
Planning Division