

TORFAEN
COUNTY
BOROUGH



BWRDEISTREF
SIROL
TORFAEN



Torfaen Replacement Local Development Plan (2018-2033)

Cynllun Datblygu Lleol Newydd Torfaen (2018-2033)

Second Revised Delivery Agreement

Ail Gytundeb Cyflawni Diwygiedig

October 2020

Hydref 2020

Foreword - This Second Revised Delivery Agreement (DA), was approved by the Welsh Minister on 9th October 2020, and contains the 'Timetable' for the production of the Torfaen Replacement LDP and a 'Community Involvement Scheme' (CIS) which sets out how and when stakeholders and the community can get involved with the preparation of the Plan.

1.0 INTRODUCTION

- 1.1 The Planning and Compulsory Purchase Act 2004 requires local authorities to produce a Local Development Plan (LDP) for their area and also to prepare a Delivery Agreement which consists of a Community Involvement Scheme and a Timetable for preparing the LDP. The Delivery Agreement must be approved by the Council and then agreed by the Welsh Government before an LDP can be started.
- 1.2 A full review of the first Torfaen Local Development Plan (2006-2021) has been undertaken, the findings of which are set out in the LDP Review Report available on the Council's website via the link at <https://www.torfaen.gov.uk/en/Related-Documents/Forward-Planning/Local-Development-Plan-Review/Torfaen-LDP-Review-Report.pdf>:
- 1.3 The conclusion of the LDP Review Report is that Torfaen County Borough Council prepare a replacement LDP following the full revision procedure.
- 1.4 The adopted Torfaen LDP (2013) remains extant and will continue to provide the policy framework for the determination of planning applications until replaced by the RLDP in accordance with the Ministers letter dated 24th September 2020.
- 1.5 Work on consultation related to the Replacement LDP was paused when the Covid19 lockdown commenced in March 2020. This revised Delivery Agreement has had to be amended from the preceding agreed DA of 17th March 2020 to take account of the new timetable and CIS required by the changes necessitated by the Covid 19 pandemic.
- 1.6 The Covid-19 virus will necessitate alternative means of engagement are put in place and this DA details how these are intended to be applied. Continuing uncertainty and adaption of rules of engagement necessitated by the virus are expected to continue and so while requirements of the CIS will attempt to be complied with this may not always be practically possible. At all times consultation and engagement will be carried out so as to not likely to prejudice any person's opportunity to be involved in the process.
- 1.7 The Council will adhere to the Government Regulations regarding COVID-19; this includes social distancing and seeking innovative methods to consult during this time. Should additional opportunities arise during the plan preparation process especially where restrictions continue to be lifted, the Council will endeavour to respond to these.

Purpose of this Delivery Agreement

- 1.8 The Delivery Agreement is a succinct public statement that contains two key parts: A Timetable for preparing an LDP or a Revision of an LDP following a review (see section 2 below) and; the Community Involvement Scheme (CIS), setting out how and when stakeholders and the community can contribute in the plan preparation, development, monitoring and review (see section 3 below).
- 1.9 Torfaen County Borough Council (TCBC) adopted the existing Torfaen LDP on 3rd December 2013. Once completed and adopted by a Council resolution, the

replacement LDP will become the Adopted Torfaen LDP and form the basis for determining planning applications.

- 1.10 Delivery of the Plan in accordance with the Delivery Agreement will be one of the tests of the plan when examined by the Planning Inspectorate.
- 1.11 The Delivery Agreement is being prepared in accordance with the Welsh Governments Local Development Plan Manual - Edition 3 (2020) and The Town and Country Planning (Local Development Plan) Regulations 2005 (as amended).
- 1.12 The original Delivery Agreement has been subject to: -
 - Consultation with the specific consultation bodies in the preparation of the timetable; and
 - Consultation with general consultation bodies with an interest in land use policies, in the preparation and approval of the community involvement scheme.

Due to the unprecedented circumstances surrounding the Covid 19 virus the timetable and CIS have had to be adapted. Principles of consultation have remained the same but time periods for consultation will look to be extended.

Consultation bodies have been notified of the new delivery agreement and the potential need to amend working practices around engagement methods. Any additional requirements from consultation bodies will be attempted to be complied with. The means and methods of consultation around electronic engagement are maintained and direct methods of engagement will be continued where possible with the underlying principle that consultation will be carried out so as to not likely to prejudice any person's opportunity to be involved in the process.

Details of Specific and General Consultation bodies are included in Appendix A.

- 1.13 Following agreement of the Delivery Agreement by the Welsh Government this DA has been published and made available on the Council's website.

The Purpose of the LDP and context for its preparation

- 1.14 The Planning and Compulsory Purchase Act 2004 requires Torfaen County Borough Council to prepare a LDP which sets out the Council's objectives and priorities for the development and use of land within Torfaen and its policies for implementing them. Through the LDP the Council will seek to : -
 - facilitate Sustainable Development by preparing and monitoring the LDP through a process that integrates Sustainability Appraisal, (incorporating Strategic Environmental Assessment (SEA) requirements), with plan making;
 - base LDP production on early and effective community involvement, to consider a wide range of views, with the aim of building a broad consensus on the strategy and policies for LDPs;
 - ensure policy integration by producing LDPs that are internally consistent and integrated with other main policies and strategies at national, regional and local level;
 - deliver a fast and responsive approach to plan-making and regular strategic monitoring and review to enable plans to better reflect changing circumstances.

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

1.15 The revision of the LDP will have regard to relevant European Directives; national legislation, policy, plans and guidance; and regional and local plans and strategies. In particular, consideration will be given to how the replacement LDP can complement Torfaen's current Well-being Plan, by providing the land use expression of a shared vision of how the County Borough will change.

Sustainability Appraisal incorporating SEA

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

1.17 Sustainability Appraisal and Strategic Environmental Assessment will play an important part in demonstrating that the RLDP is 'sound' by ensuring that it reflects sustainable development objectives. It will contribute to the reasoned justification of policies.

1.18 A Sustainability Appraisal, incorporating a Strategic Environmental Assessment will be an integral element of every stage of plan preparation including evidence gathering, identifying issues, setting objectives, evaluating options and consultation. Together they help to achieve relevant environmental, economic, social and cultural objectives.

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

Habitat Regulation Assessment (HRA)

1.20 Part 6 Chapter 8 of the Conservation of Habitats and Species Regulations 2010 requires the screening and appropriate assessment of a plan in order to ascertain whether it is likely to have a significant effect on the integrity of European protected sites, such as a Special Area of Conservation, a Special Protection Area and a Ramsar (Wetlands) site. A screening assessment for the replacement LDP will be undertaken in the first instance, followed by an appropriate assessment if necessary. HRA will be undertaken alongside SA/SEA to ensure an integrated approach to assessment. It is intended the process will run concurrently with the plan making process and form an iterative part of plan preparation.

Well-being of Future Generations Act

- 1.21 The Well Being of Future Generations (Wales) Act (WBFG) gained Royal Assent in April 2015. The Act aims to make a difference to lives of people in Wales in relation to seven well-being goals and also sets out five ways of working. The seven well-being goals relate to; a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of cohesive communities, a Wales of vibrant culture and Welsh language, and, a globally responsible Wales. The five ways of working are long-term, integration, involvement, collaboration and prevention. Given that sustainable development is the core underlying principle of the LDP (and SEA), there are clear associations between both the RLDP and the WBFG Act. As a requirement of the Act a Local Well-being Plan (LWBP) must be produced and this has now been finalised (2018). This plan looks at the economic, social, environmental and cultural well-being of the county and will have clear links with the RLDP. Both the WBFG Act and the LWBP will be considered fully throughout the preparation of the replacement LDP, which will follow the five ways of working.

Format of the RLDP

- 1.22 The RLDP is intended to be clear, transparent, concise, accessible to the public and able to be reviewed in the future. The plan will not repeat national planning policy and will focus on the issues which are specifically relevant to the plan area. The proposed format of the RLDP is as follows: -
- Introduction;
 - Strategy (vision, strategic issues, key policies and monitoring targets etc.);
 - Area-wide policies for development, need for Section 106 agreements;
 - Allocations of land;
 - Area-Specific policies and proposals for key areas of change or protection;
 - Succinct reasoned justification to explain policies and to guide their implementation;
 - Proposals Map on a geographical base; and
 - Monitoring framework: including monitoring targets and indicators.
- 1.23 TCBC must submit the RLDP for independent examination and this involves sending the Deposit RLDP, accompanying documents and representations made to the Welsh Government and to the Planning Inspectorate. The examination of a RLDP is an independent process for determining whether it is fundamentally 'sound.' In assessing the 'soundness' of the RLDP, the inspector must have regard to the evidence submitted with the plan and the representations received at the Deposit stage. The Inspector's overall aim will be, wherever possible, to get the RLDP to the stage where it is 'sound' and can be safely adopted.

2.0 TIMETABLE

2.1 The Council has produced a timetable detailing the various stages of the preparation of the RLDP and how the process of plan preparation will be project managed and the resources required at each stage. This process has two stages:-

- **Definitive Stage** - provides information on the RLDP timetable up to and including the Deposit Plan stage. While Covid-19 has introduced some uncertainty into future arrangements this stage is under the control of the Council and every effort will be made to adhere to and avoid deviations from the approved timetable. Where deviations are necessary they will be accounted for, identified, explained and justified by the Council.
- **Indicative Stage** - is in the Post Deposit period. The Council has less control over the process at this stage as it is dependent on many factors beyond the Council's control, such as the number of deposit representations made and the requirements of the independent Planning Inspector. Offices will define the indicative timetable within 3 months of the close of the 6 week deposit period.

2.2 **Key Stage Timetable** - Figure 2.1 below outlines the Council's revised timetable for the ten key stages in preparing the RLDP. A more detailed timetable is provided in Figure 2.2 below.

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

Stage	Stage Description	Timescale
1	Review of LDP	Dec 17 - Apr 18
2	Produce Original Delivery Agreement	Jan 18 - Jun 18
	DA submission / agreement,	Jun 18
3	Review & Update Evidence Base	Mar 18 - Sep 20
4	Pre-Deposit Participation	Mar 18 - Mar 20
	Call for Candidate Sites*	Aug 18
	Engagement on RLDP Vision and Objectives*	Nov 18
	Engagement on Strategic Options*	Jul 19
5	Pre Deposit Public Consultation - Preferred Strategy	Oct 20 - Jun 21
	Consultation on Preferred Strategy*	Oct / Dec 20
6	Statutory Deposit of Proposals	Jul 20 - Nov 21
	Consultation on Deposit Plan*	Jul / Sep 2021
7	Submission to the Welsh Government	Dec 2021
8	Examination of the RLDP*	Mar / May 22
9	Receipt of Inspector's Report	Sep 22
10	Adoption of RLDP	Oct 2022
11	RLDP Annual Monitoring Report	Oct 2023

2.3 **Definitive and Indicative Stages** - As stated in paragraph 2.1 above the RLDP the timetable has two stages: the 'Definitive Stage' (Stages 1-5) and the 'Indicative Stage' (Stage 6-10).

Figure 2.2 - Timetable for the Torfaen Local Development Plan Review

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

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

Stage - Statutory Instrument		Stage	Jan-18	Feb-18	Mar-18	Apr-18	May-18	June-18	July-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	June-19	July-19	
Definitive Stage	Produce Delivery Agreement (Reg. 9)	Stage 1																				
	Prepare Draft DA - Timetable and CIS	1																				
	Council approval to consult on Delivery Agreement	2																				
	Consult on Draft DA	3																				
	Full Council Approval of DA (26.06.18)	4																				
	Submit Draft DA to WG	5																				
	Welsh Government agree DA	6																				
	Review & Update Evidence Base for RLDP & SA/SEA (Pre Reg. 14)	Stage 2																				
	Review and updating of Evidence Base	7																				
	Review of SA Baseline Information and SA Framework	8																				

Stage - Statutory Instrument		Stage	June-18	July-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	June-19	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20		
Definitive Stage	Pre Deposit Participation (Reg. 14)	Stage 3																								
	Initial Call for Candidate Sites	9																								
	Assessment of Candidate Sites - Initial Assessment / Sift (Non Starters) - Further Detailed Assessment	10																								
	Review and Identification of Vision, Objectives and Issues	11																								
	Stakeholder engagement on RLDP Vision, Objectives and Issues	12																								
	Produce Draft SA Scoping Report	13																								
	Consult Consultation Bodies on Draft SA Scoping Report	14																								
	Preparation of Strategic Options	15																								
	Consultation on Strategic Options	16																								
	Preparation of Preferred Strategy	17																								
	Preparation of Initial Sustainability Appraisal Report (ISA) and HRA	18																								
	Report Preferred Strategy to Full Council	19																								

Stage - Statutory Instrument		Stage	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Definitive Stage	Pre Deposit Public Consultation (Reg.s 15/16) - Preferred Strategy	Stage 4									
	Pre Deposit Public Consultation on Preferred Strategy, Vision, Strategic Options & Key Policies	20									
	Consultation on Initial Sustainability Appraisal Report (ISA)	21									
	Assess outcome of Preferred Strategy & CSAR, Consultation & prepare Report of pre-Deposit Consultation (Initial Consultation Report and Report of ISA Consultation)	22									
	Finalise Assessment of Candidate Sites - Stage 2 Assessment	23									
	Finalise Background Papers and evidence base	24									
	Finalise Habitats Regulation Assessment	25									
	Finalise ISA Report	26									
	Produce Deposit Plan	27									
	Report to Members	28									

Stage - Statutory Instrument		Stage	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21
Definitive Stage	Statutory Deposit of Proposals (Reg. 17)	Stage 5					
	Consultation on Deposit Plan, ISA Report & HRA	29					
	Assess outcome of consultation & prepare Recommendations Report on representations received	30					
	Report to Members	31					

Stage - Statutory Instrument		Stage	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct 22	Oct-23
Indicative Stage	Submission to the Welsh Government (Reg. 22)	Stage 6												
	Submit RLDP, Environment Report & Consultation Statement to WG/PINS	32												
	Examination of the RLDP (Reg. 23)	Stage 7												
	Pre-Examination Meeting (8 weeks after submission)	33												
	Examination Hearings into RLDP Soundness (14 weeks after submission)	34												
	Preparation of Inspector's Report	35												
	Receipt of Inspector's Report (Reg 24)	Stage 8												
	Receive & Process Inspector's Report	36												
	Adoption of RLDP (Reg 25)	Stage 9												
	Adoption of RLDP & Publication of Inspector's Report	37												
	Annual Monitoring Report (AMR)	Stage 10												
	Submit RLDP Annual Monitoring Report to WG	38												

Resources

- 2.4 The Head of Planning and Development will be responsible for the overall delivery of the replacement LDP, while the Principal Officers in Planning Policy and Implementation Team (PPI) will lead on the day-to-day project management of the plan's preparation and delivery.
- 2.5 The staff resources available within the Planning Policy and Implementation Team are set out in Figure 2.3 below. Due to the multifaceted and detailed nature of the plan this team will coordinate and secure additional support from other specialist officers within the Council to assist in developing and taking the plan through the preparation process.

Figure 2.3 - Staff Resources

Principal Planning Officers x 2
Senior Planning Officers x2
Administrative Support Officer (as required)

- 2.6 The Council recognises that additional specialist services will also be required in order to establish a robust evidence base which will inform the preparation of the plan. An assessment has been made of which elements of plan preparation are likely to need external consultant or additional internal officer support and the council will need to ensure resources are made available to deliver the plan within the specified timescale.

3.0 COMMUNITY INVOLVEMENT SCHEME (CIS)

3.1 This sets out the Council's principles, strategy and process for proactively engaging the community throughout the Replacement Local Development Plan (LDP) process. Early community engagement and consensus building will be an important element of the new RLDP, in order to meet Welsh Government (WG) principles. The five ways of working prescribed by the Well Being of Future Generations (Wales) Act are integral to the CIS, namely long term, integration, involvement, collaboration and prevention.

3.2 Due to the Covid-19 virus many public buildings have been temporarily closed, and stakeholders' ability to attend consultation events has been constrained. For these reasons, the CIS has had to be adjusted in light of the latest Government advice and social distancing principles to enable plan preparation to progress.

Welsh Government in their letter of 7th July 2020 to Local Authority Leaders and Chief Executives National Park Authority Chief Executives states:

“Regulation 9(6) of The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 states that an LPA need not comply with a particular requirement of its CIS if it has reasonable grounds to believe it is not likely to prejudice any persons opportunity in the exercise of the LPAs functions under Part 6 of the PCPA 2004 if it does not comply with that requirement. The Covid-19 virus is considered to be a reasonable reason, provided alternative means of engagement are put in place and communicated to all concerned.”

3.3 Due to the unprecedented circumstances surrounding the Covid 19 virus the CIS has had to be adapted from the original DA. Principles of consultation have remained the same but methods and time periods for consultation have been amended.

The means and methods of consultation around digital engagement are maintained and direct methods of engagement are proposed to be adapted to comply with social distancing where possible. While some previous methods of consultation have had to be curtailed or adapted, new practice detailed (which is continually evolving) will be designed with the underlying principle that consultation and engagement will be carried out so as to not likely to prejudice any person's opportunity to be involved in the process.

3.4 The Community Involvement Scheme has been adapted to respond to the COVID-19 Pandemic. The Council will adhere to the latest Government guidelines and Regulations in terms of its consultation methods such as social distancing rules. The LPA will endeavour to engage the community in innovative ways and will keep the methods under review as the plan preparation is undertaken.

3.5 Due to the current situation with COVID-19 some methods of involvement and consultation such as meetings in person and workshops may not be possible or need greater consideration of how they will be organised, to ensure that Government COVID-19 regulations are met. The Council will explore ways of doing this, and these methods will be reviewed as Government guidance changes.

3.6 Aims of Community Involvement in Local Development Plan

A main objective of the LDP system is to improve the quality of stakeholder and community involvement in plan-making. Early and continuous community involvement is important in handling contentious issues and resolving conflicts at the earliest opportunity. It can also help identify common ground and shared goals.

3.7 Torfaen's CIS will be based on the following five objectives. These objectives set out what we will aim to do to fulfil our vision of engaging people and organisations in planning Torfaen's future:

- a) to help make the planning system **transparent**, by making plans, policies, development proposals and planning decisions available in a form which is easily understood and accessible;
- b) to promote participation and involvement by presenting clear **opportunities** for people to make their views known and to take part in the planning process especially considering the constraints imposed by the covid-19 virus and the requirement for social distancing.
- c) to make the planning system **accessible**, by removing barriers to involvement and by reaching out to groups that have been less engaged in the past; and
- d) to be **accountable**, by clearly identifying decision-makers and processes and ensuring that people get feedback about progress and outcomes.
- e) To be **flexible** to the requirements of stakeholders within the context of the covid-19 virus ensuring that everyone can engage with the planning process.

3.8 Principles of Community Involvement

Some basic principles can be set out which create a foundation for good practice in public consultation. By applying these principles, Torfaen should achieve its objectives set out above.

- 1) A culture of engagement - People should know that they are welcome to take part in the planning process and that decision makers are really interested in their views.
- 2) Frontloading - The community should be involved at an early stage in the preparation of local development plan documents.
- 3) Continuing involvement - The community should continue to be involved throughout the process of preparing local development documents.
- 4) Reaching out - Methods used to encourage involvement should be appropriate to people's experience and needs.
- 5) Fit for purpose - Arrangements for consultation need to be fit for purpose and capable of being resourced.
- 6) Clarity - The planning process should be clear, so that people are able to participate in a timely and effective manner.
- 7) Formal representations - There should be opportunity to be consulted and make representations on formal proposals. It is a statutory requirement set out in regulations, representing the minimum in terms of community involvement, to provide the opportunity to be consulted and make representations on formal proposals.

- 3.9 These principles have come from the Torfaen Strategic Engagement Group and Torfaen Citizen Engagement Toolkit. This toolkit details principles, guidelines and standards in relation to managing and carrying out effective community involvement.

Easy Read Documents

- 3.10 To assist with clarity and inclusiveness, the Delivery Agreement and key consultation documents at the Preferred Strategy and Deposit Plan stages will be produced in an 'Easy Read' format. This will enable a wider section of the population to understand and get engaged in the RLDP process.

Process of Community Involvement

- 3.11 The Council is a caring and customer focused organisation and fully recognises the importance of community engagement. Through the plan preparation process we will seek to understand and respond to customer needs through continuous consultation. We will attempt to actively forge and maintain effective links and structures with all stakeholders in our aim to achieve this.
- 3.12 The CIS will provide the framework for everyone with an interest in the future of Torfaen and consequently the RLDP process to become actively involved in its preparation.
- 3.13 To ensure the process is inclusive an important part of the CIS will be to establish measures and procedures to enable every person or group, regardless of their background to have their say in the plan process and the decisions which affect them.
- 3.14 It is anticipated that the existing consultation work of the Strategic Engagement Group will help inform the RLDP. This group will assist to coordinate consultations on the Torfaen RLDP with those of the other projects, in particular, the Well-being plan.
- 3.15 A range of methods of community involvement are likely to be used through the plan preparation process and these will be designed to facilitate efficient and effective consultation and participation whilst also taking account of the new constraints imposed by the Covid-19 virus. Where practical and appropriate independent facilitators and other council officers will be utilised to run appropriate community involvement structures such as Workshops and Focus Groups as well as utilising other methods such as letters, draft documents, social media, public meetings, exhibitions and web-based consultation.
- 3.16 Through structured engagement and active involvement of the community and all interested parties in the development process the aim is to attempt to build consensus around a coherent strategy for the future of Torfaen.
- 3.17 Consensus building will be facilitated / assisted through the establishment and sharing of a common information base for the key issues from the outset.
- 3.18 Forums and methods for sharing information, establishing common ground, agreeing the requirement for further intelligence will all be part of the CIS which will foster consensus building. Where differences of opinion do occur the sharing and explicit

nature of the information provided will enable opposing viewpoints to be understood and respected.

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

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

3.20 Local Development Plan Preparation and Consultation.

1. Delivery Agreement

2. Pre-Deposit Participation Regulation 14 - Engagement to review vision, objectives and identify potential alternative strategies and plan options and help assess these as they develop. The use of individual workshops and subgroups to look at particular topics, issues and sites. Specific and General consultation bodies will be included where their interests are affected and their input will allow the development and testing of options thoroughly. Particular efforts will be made to include a cross section of all interests including those who have not traditionally participated in plan making. Working closely with the Engagement Group of the Public Service Board appropriate methods for consulting the community on the options and policies developing will be utilised. Through this process options, policies and major sites will be subject to scrutiny and critical evaluation. As well as using the groups/partnerships which are already in place the Council will build links with new or emerging groups as the plan evolves. The intention is, in association with the Engagement Team to utilise the Torfaen Peoples Panel and relevant consultation / stakeholder bodies / groups.

3. Pre-deposit Public Consultation (Regulation 15/16) - Public Consultation of Preferred Strategy & Options and associated SA(SEA) - The plan is developed through structured consultation and engagement with the community and before finalising the deposit plan the Council will publish its proposals for general public consultation.

4. Public Consultation Representations - Assess outcome of Preferred Strategy Consultation & prepare Report of pre-Deposit Consultation (Initial Consultation Report and Report of SA Consultation).

5. Deposit of Proposals (Regulation 17) - Preparation and publication of Deposit Plan - Following consideration of representations the Council will make final amendments and hone policies and proposals. Members' agreement will be obtained prior to the publishing of the deposit proposals (including the RLDP, the sustainability appraisal report and other relevant supporting documents) for the statutory 6 week consultation period. During this time objections and supporting representations can be made.

6. Representations on Deposit Proposals of RLDPs - Collate & provide feedback on representations - To consider the formal representations received to the Deposit Plan collate the responses and provide feedback.

7. Submission of RLDP to the Welsh Government (Regulation 22) - Prepare Recommendations Report on all representations received for Submission to the

Examination - To consider representations and alternative sites and prepare submission to WG and PINS.

8. Independent Examination - Independent Inspector Examines Soundness of RLDP - To undertake Examination of the plan and to analyse, clarify and defend decisions as well as carrying out any further work requested by the Inspector.

9. Publication of the Recommendations of the Person Appointed - Receive, fact check & Publish Binding Inspector's Report - Publish Inspectors Report

10. Adoption of the RLDP - Consider & Process Inspector's Report and formally adopt the plan.

- 3.21 Decisions relating to the RLDP will be the formal responsibility of the Executive Member for Planning & Public Protection. Formal decisions of the Executive Member will be made in consultation with the Chief Officer Neighbourhood Services, Planning and Public Protection. Members will be kept informed of the process through a series of member's seminars.
- 3.22 Full Council approval will be required of all stages which will be open to public consultation including the Delivery Agreement, the Preferred Strategy and the Deposit Plan Proposals.

Welsh Language and Bilingual Engagement

- 3.23 The Welsh Language (Wales) Measure 2011 place a legal duty on Councils to ensure that people are able to access services through the medium of Welsh. The corporate requirements of the Council and Welsh Language Standards will be maintained at each stage of the replacement LDP. Bilingual engagement will be carried out in the following ways:
- We welcome correspondence in both Welsh and English. Where correspondence is received in Welsh and a reply is necessary, this will be sent in Welsh;
 - All consultation letters, comments forms, public notices (including site notices) and newsletters will be bilingual;
 - Any pages on the Local Development Plan website and social media posts published on twitter will be bilingual;
 - Any public meetings will be conducted bilingually where a request has been received 3 days prior to the meeting. Prior notification is required in order to procure interpretation services; and
 - The Adopted Replacement LDP will be available in both Welsh and English formats.

Methods of Engagement - How Will We Involve You?

- 3.24 The Community Involvement Scheme (CIS) will require adjustment to take account of the latest Government advice regarding social distancing to enable the community involvement events to progress. Community engagement events, will have the option of digital engagement options.
- 3.25 There will now be a focus on one to one sessions via computer conferencing systems, telephone calls and an appointment based system at appropriate venues for those who have not got access, or are unfamiliar with digital engagement methods. We will assess the covid situation as we progress and if it is safe to do so we will hold public consultation events utilising an appointment based system.

- 3.26 We are seeking to encourage participation and engagement in the RLDP throughout the plan preparation process. To reach as many people as possible we will seek to publicise the LDP revision process at every stage and use different methods of engagement to encourage participation from all groups. This will be done by:
- 3.27
- Direct contact (i.e. by letter or e-mail, the preference of which as indicated by the stakeholder through consultation);
 - Telephone
 - Through use of Twitter, by utilising the corporate @Torfaen council account;
 - Via Facebook on the official Facebook page for Torfaen Council;
 - Engagement with Members through member seminars, specific workshops and in reports to appropriate Council meetings. Due to Covid-19 these meetings will be virtual until ;
 - Making use of existing networks utilised by the Engagement team around the Public Service Board and Well-being Plan such as the People's Panel;
 - All RLDP information and documents will be made available on the Council's website, which will be updated regularly;
 - Deposit of formal documents at Council premises
 - Press releases for the local media, where appropriate;
 - Subject to the restrictions of Covid-19 Public information exhibitions, in accessible locations with potential appointment based meetings; and
 - Site notices will be displayed regarding proposed land allocations at relevant stages and where appropriate letters will be sent to adjacent properties (excluding Candidate Sites submitted as these relate to submissions for consideration rather than proposals).

Who is involved?

Individuals and interest groups

- 3.28 Individuals or organisations who have an interest in any stage of the RLDP can request to be included onto the Replacement LDP Database. This database will include members of the public, interested persons and any individual organisations who have requested to be kept informed at each stage of the RLDP revision process. The primary purpose of this database is to allow for those who are not included on the Welsh Government list of consultees for Local Development Plans to be involved and informed throughout the RLDP revision process.
- 3.29 Anyone can request for their details to be included on the database. Anyone who makes representations at any of the stages of RLDP revision will be automatically added to the database in order for them to receive updates on progress and allow them to be adequately informed of further opportunities to participate at a later date. It should be noted that the General Data Protection Regulation (GDPR) is now in force from May 2018. By commenting on the RLDP, individuals and stakeholders give their consent for their details to be held by the Council throughout the RLDP revision process and for a period of 6 years following adoption.
- 3.30 It is hoped and anticipated that many individuals and groups will become involved in the RLDP process. Anyone wishing for their details to be added to the replacement LDP database should contact the Planning Policy and Implementation Team by email, phone or in writing. Contact Details are include in Paragraph 3.47.

Council Members

- 3.31 It is recognised that the involvement of Members of Torfaen County Borough Council throughout the replacement LDP preparation will be of key importance. Members have a unique position as not only do they represent the communities within their individual ward, they also represent public interest and are involved in decisions for the wider benefit of the County Borough as a whole. Accordingly, Members will play an essential role in the replacement LDP process by providing information to local residents, informing us of issues/opportunities within their local area and more fundamentally making decisions on matters affecting the Torfaen area as a whole.
- 3.32 The Executive Member for Economy, Skills and Regeneration has responsibility for the planning policy, including the replacement LDP. Liaison with the Executive Member and all other Members is essential throughout the process. All Member seminars will consequently be undertaken as and when deemed necessary, particularly at key stages of the replacement LDP including but not limited to; the Preferred Strategy, Deposit RLDP and at Adoption. Members will be fully informed throughout the process and notified prior to every participation/consultation stage.

Town and Community Councils

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

Partnership Groups

- 3.35 Existing partnership groups are seen as an important means of engaging the wider community in the preparation of the replacement LDP, particularly in the early stages of public participation when structured discussion is desirable. There are a number of existing partnerships which can be utilised such as Community Safety and Children and Young People through to Strategic Housing Forum and Local Biodiversity Partnership.

- 3.36 Liaison with the Torfaen Public Service Board and partners will be of particular importance to ensure the replacement LDP aligns with the Local Well-being Plan. We will work closely with the Council's Strategic Engagement Team who have experience in facilitating communications with partner organisations and the wider community.

Businesses, Land Owners, Developers and Agents

- 3.37 Land and investment will be needed to implement proposals in the replacement plan and efforts will be made to engage with the private sector business community at an early stage. We will engage with planning agents who are regular customers of Torfaen's planning service. Landowners, agents and prospective developers who wish to put land forward to be considered for development will therefore also be included on the RLDP revision database.
- 3.38 The Candidate Site process will provide the opportunity for those who have an interest in land to submit sites to be considered for development. A common methodology is being established across the South East Wales region for local planning authorities to utilise for their respective replacement LDPs. A Call for Candidate Sites will be undertaken and all candidate sites will need to be submitted via a standardised form. The form will contain the criteria required to assist in the assessment of the suitability of sites for inclusion as potential allocations in the replacement LDP and sites will be required to show how and when they can be delivered. A threshold for accepting candidate sites will be set in order to ensure the plan remains strategically focused. This threshold will be provided up front in order to provide clarity of the process and avoid unnecessary work being undertaken for sites that will be immediately rejected.

Additional Consultation Bodies

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

Hard to Reach Groups

- 3.40 Hard to reach groups and those that are seldom heard are those groups who have not taken part traditionally in the plan preparation process. Additional effort will therefore be required to ensure these groups are engaged in the replacement LDP process. A flexible approach will need to be undertaken in relation to engagement with these groups, albeit within the parameters of the specified participation/consultation periods. Engagement with these groups may be achieved by using existing partnerships and groups wherever possible. It is nevertheless recognised that the very principle of a hard to reach group is that they may not be involved in existing groups and that this may not therefore always be achievable. Trusted intermediaries will also be used, as appropriate, in order to gain the views of particular groups of people who do not have the confidence to engage directly in the process.

- 3.41 The following groups are identified as not having been sufficiently engaged in plan preparation previously and will subsequently be actively encouraged to participate in the replacement LDP process: Young People, Disabled People, Gypsy and Travellers. This will be through mechanisms such as the Torfaen Children and Young People's Improvement Board (CYPIB)/Torfaen Youth Council and other forums.
- 3.42 In particular reference to Children and Young People, this section of the population have a right to have a say on decisions that affect them and together with the Strategic Engagement Group it is intended to engage actively with forums and groups representing and involving this key section of the population.
- 3.43 In addition to the above hard to reach groups there are other seldom heard voices who are considered to have been under-represented previously in LDP preparation. This includes (but is not exclusive to) those seeking affordable housing in the County, small house-builders and small and medium-sized enterprises.

Late representations

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

Availability of Documents

- 3.45 The replacement LDP documents will be made available at each of the relevant stages. All documents will be available electronically on the Planning Policy pages of the Council's website:-

<https://www.torfaen.gov.uk/en/PlanningAndDevelopment/Planningpolicy/Planning-Policy.aspx>

Electronic representation forms will also be made available during periods of consultation. In addition to online availability, paper copies will be placed at the following locations although access maybe restricted due to Covid-19:-

- the Council's Ty Blaen Torfaen offices in New Inn
- the Council's Civic Centre in Pontypool; and
- the Council's public Libraries in Blaenavon, Cwmbran and Pontypool.

- 3.46 Paper copies of documents will not generally be sent out during the RLDP process as they will be made publicly available in the locations listed above, as well as being made available electronically. In exceptional circumstances paper copies may be individually provided, however this will be assessed on a case by case basis depending on the specific needs of the relevant individual. Officers will endeavour to ensure that copies of documents can be accessed by all.

3.47 **Contact Details**

Details will be provided on how to contact the Council in relation to any consultation phase. Comments are welcome in Welsh or English and can be e-mailed to ldp@torfaen.gov.uk or made in writing to:-

- Planning Policy and Implementation Team, Ty Blaen Torfaen, Panteg Way, New Inn, Pontypool, Torfaen, NP4 0LS.

3.48 **Data Protection Notice** - Please note that all formal comments received cannot be treated as confidential and will be available for public inspection (with your personal details redacted). We will also hold your contact details on our RLDP consultation database for the duration of the Replacement LDP preparation process; unless your request in writing to be removed from the database and no longer receive correspondence from the Council on the RLDP Review.

The Council as a data controller is committed to protecting your privacy when you use our services. Details of the Council's privacy policy and how it protects and processes the personal data are available on the Council's website.

<https://www.torfaen.gov.uk/en/AboutTheCouncil/DataProtectionFreedomofInformation/DataProtection/Privacy-Notice/PrivacyNotice.aspx>

4.0 MONITORING AND REVIEW

- 4.1 The Delivery Agreement (Timetable and CIS) is a public document and the Council's Executive Member for Economy, Skills and Regeneration will have overall responsibility in monitoring progress against the Delivery Agreement throughout the preparation of the RLDP, to ensure that the aims and principles of the Community Involvement Scheme (CIS) are met in line with the Timetable.
- 4.2 Following Submission of the Deposit RLDP, Environment Report and Consultation Statement to the Welsh Government (expected June 2021), the 'indicative stages' of the Timetable will need to be reviewed and resubmitted as 'definitive stages' to the Welsh Government once the Council has entered into a Service Level Agreement with the Planning Inspectorate.

Annual Monitoring Report

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

Review of the Local Development Plan

- 4.4 Following the adoption of the RLDP, it is intended that the review of the plan should take place within a 4 year cycle. Although the requirement is to commence a full plan review within 4 years of adoption, the AMR may highlight a need to do this sooner. In particular with the potential introduction of a Strategic Development Plan (SDP) for the Cardiff Capital Region may require an earlier review of the plan. A review of the SA/SEA baseline information and trends will also take place and feed into the 4 year cycle.

Appendix A - List of Specific and General Consultation Bodies

B2 - Specific Consultation Bodies

Welsh Government	Dwr Cymru / Welsh Water
Cyfoeth Naturiol Cymru / Natural Resources Wales	Network Rail Infrastructure Ltd (Western & Wales - Property)
Wales and West Utilities	Aneurin Bevan University Health Board
Western Power Distribution	Blaneau Gwent County Borough Council
Caerphilly County Borough Council	Brecon Beacons National Park Authority
Newport City Council	Monmouthshire County Council
Cwmbran Community Council	Blaenavon Town Council
Community or Town Councils whose area adjoins the County Borough boundary	Croesyceiliog & Llanyrafon Community Council
Henllys Community Council	Ponthir Community Council
Pontypool Town Council	Airwave (A Motorola Solutions Company)
Hutchison 3G UK Limited	BT Local Business/Openreach
CTIL (Cornerstone Telecommunications Infrastructure Limited (Vodafone/O2 UK))	EE (Everything Everywhere includes Orange/ T-Mobile (UK) Ltd)
Mono Consultants Limited (Vodafone/O2 UK)	National Grid
Virgin Media	CADW

B3 - UK Government Departments

Department for Transport	Office of the Secretary of State for Wales
Home Office	Ministry of Defence
Department for Business, Energy & Industrial Strategy	

B4 - General Consultation Bodies - Representing voluntary bodies, racial, ethnic, religious, disabled, business, culture interests

Age Cymru Gwent	
British Liaison Group	Scope
Disability Wales	Downs Syndrome Association
Disabled Persons Transport Advisory Committee	Comisiynydd y Gymraeg / Welsh Language Commissioner
Ethnic Minority Foundation	Friends of Llanfrechfa Action Group
Gwent Association for the Blind	Mencap Cymru
Mind Cymru	Pantygasseg Residents Association
Action on Hearing Loss	South East Wales Racial Equality Council
Friends, Families and Travellers	Wales Council for Deaf People
Wales Council for the Blind	Disability Wales
50+ Forum	Torfaen Voluntary Alliance
Future Generations Commissioner	Equality and Human Rights Commission
Children's Commissioner	Police and Crime Commissioner
Assembly Members - Torfaen	MPs - Torfaen
Torfaen Young People's Forum	Schools Councils
Torfaen Gypsy and Traveller Forum	Local Housing Association Youth Forums
Young Carers Forum	Torfaen Play Service

B5 - Other Consultees

Arriva Trains Wales	British Aggregates Association
British Geological Survey	Bron Afon
	Canal and River Trust
Chartered Institute of Housing Cymru	Chartered Institute of Waste Management Wales
Citizens Advice Cymru	CLA Cymru
Community Land Advisory Service Cymru	Coleg Gwent
Community Housing Cymru	Confederation of British Industry (Cymru)
Campaign for the Protection of Rural Wales	Crown Estate Office
Design Commission for Wales	Energy Saving Trust Wales
Country Landowners Association	
Farmers Union of Wales	Federation of Small Businesses
Fields in Trust Cymru	
Glamorgan Gwent Archaeological Trust Ltd	Gwent Police
Gwent Wildlife Trust	Health and Safety Executive (Cymru)
Home Builders Federation (Cymru)	Institute of Civil Engineers (Cymru)
Institute of Directors (Cymru)	Johnsey Estate
Joint Council for Wales, SYNIAD	Keep Wales Tidy
Linc Cymru	M & G Real Estate
Melin Homes	Mineral Products Association
	National Farmers Union Cymru
Pobl Group	Monmouth, Brecon and Abergavenny Canals Trust Limited
Natural Resource Body for Wales	Newport & Gwent Enterprise Agency
One Voice Wales	Open Spaces Society
Planning Inspectorate	Planning Aid Wales
Public Health Wales	Pontypool Park Estate Office
Ramblers Cymru	Rail Freight Group
Royal Commission on Ancient and Historic Monuments	Royal Institute of Chartered Surveyors
Royal Voluntary Service	Royal Society for the Protection of Birds
Royal Town Planning Institute (Cymru)	South Wales Regional Aggregates Working Party
Society for the Protection of Ancient Buildings	South East Wales Energy Agency
South Wales Fire Service	Sports Wales
Stagecoach Wales	Sustrans Cymru
RenewableUK	The Coal Authority
The National Library of Wales	The Open Spaces Society
The Planning Inspectorate	The Theatres Trust
The Woodland Trust Wales (Coed Cadw)	Torfaen Friends of the Earth
Torfaen Leisure Trust	Viridor Waste Management
Wales Council for Voluntary Action	Wales Environment Link
Workers' Educational Association Cymru	Welsh Environmental Services Association
Welsh Health Estates	Welsh Historic Gardens Trust
United Welsh Housing Association	Welsh Local Government Association

Appendix B - Key Stages in Plan Preparation

Definitive Stage

1. **Delivery Agreement**
2. **Review and Update Evidence Base for RLDP & SA/SEA**
3. **Pre-Deposit Participation - RLDP Key Stakeholder Engagement to generate strategic issues and alternatives**

Key RLDP Actions

- Review and update RLDP Evidence Base - Undertake / Commission research / surveys
- Prepare technical background / issues papers to inform stakeholder discussions
- Call for candidate sites
- Engage with consultees to develop consensus on issues and strategy options

Key SA/SEA Actions

- Gather baseline information
- Produce and then undertake consultation on scoping report alongside key issues
- Undertake SA/SEA of the options identified
- Officers will produce and consult on the SA scoping report - Members will agree the initial sustainability appraisal report when they agree the RLDP Preferred Strategy and Deposit Plan respectively. In addition officers will undertake the SEA and HRA screening exercises and produce the relevant assessments if required.

Who will be involved?

- Sub-groups of relevant interested parties (Specific Consultation Bodies)
- Relevant Community Groups (General Consultation Bodies)
- Citizens Panel - Use of Public Service Board / Well-being consultation structures

Methods of Involvement / Engagement

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

Role of Members

- A Members seminar will be held during this stage of the RLDP process and is intended to inform members of their roles in the RLDP process at each stage. (Further members seminars will be held throughout the process)

4. **Pre-deposit Public Consultation - Preferred Strategy - Public Consultation of Preferred Strategy & Options and associated SA/SEA**

Key RLDP Actions

- Obtain Council Approval of the strategic options and preferred strategy
- Publish, advertise and distribute the Preferred Strategy and options for consultation (This will be for the minimum Statutory 6 Weeks but due to the restrictions due to Covid-19 it is intended to extend this period to 8 weeks).
- Provide feedback and comments in form of initial consultation report
- Produce Draft SPG programme

Key SA/SEA Actions

- Publicise the SA/SEA evaluation report to support the decision making process in identifying a preferred option

Who will be involved?

- All identified consultees / organisations (Specific and General)

- Citizens Panel - Use of Public Service Board / Well-being consultation structures
- General public

Methods of Involvement (subject to CV19 restrictions)

- Press and public relations - Social-Media, and Web based
- Written Consultations including 'Easy Read' document
- Where and if possible Public Appointments / Exhibitions* utilising social distancing and appointment based meetings
- Citizens Panel - Use of Public Service Board / Well-being consultation structures

Role of Members

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

5. **Statutory Deposit of Proposals** - Preparation and publication of Deposit Plan.

Key RLDP Actions

- Obtain Council approval for the Deposit Plan
- Publish, distribute and advertise the RLDP including supporting documents (This will be for the minimum Statutory 6 Weeks but due to the restrictions due to Covid-19 it is intended to extend this period to 8 weeks).

Key SEA/SA Actions

- SA/SEA report (including Environmental Report) included with Deposit Plan

Who will be involved?

- All consultees / organisations (Specific and General)
- General public

Methods of Involvement (subject to CV19 restrictions)

- Press and public relations - Social-Media, and Web based
- Written Consultations including 'Easy Read' document
- Where and if possible Public Appointments / Exhibitions* utilising social distancing and appointment based meetings
-

Role of Members

- The deposit plan will be submitted to members for approval prior to going out for statutory consultation.

Indicative Stage

6. **Submission of RLDP to Welsh Government** - Prepare Recommendations Report on all representations received

Key RLDP Actions

- Finalise feedback and comments in form of consultation report
- Submit SA/SEA Report, Community Involvement Scheme, Consultation Report, Representations and Supporting Documents to the Welsh Government

Role of Members

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

7. **Examination of the RLDP** - Independent Inspector Examines Soundness of RLDP

Key RLDP Actions

- Advertise and notify all interested parties of details relating to Examination

Who will be involved?

- Parties who have unwithdrawn formal representations

Methods of Involvement

- Examination by Inspector

8. Receipt of Inspector's Report - Receive & Publish Binding Inspector's Report

Key RLDP Actions

- Publish Inspector's report
- Notify interested parties of publication of Inspector's report

9. Adoption of the RLDP

Key RLDP Actions

- Within 8 weeks of receipt of Inspector's report adopt RLDP
- Republish SA/SEA report (including the Environmental Report) with any identified adjustments arising from the Examination
- Make available RLDP and SA/SEA report
- Publish, distribute and advertise adoption statement

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

Key RLDP Actions

- Report AMR to Council
- AMR to be submitted to WG on or before 31st October each year
- Instigate an early review in required