CARDIFF
LOCAL DEVELOPMENT PLAN
2006–2026

Delivery Agreement
Amended 5th December 2011
CARDIFF COUNCIL

LOCAL DEVELOPMENT PLAN

DELIVERY AGREEMENT

AMENDED 5th DECEMBER 2011
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PART 1: INTRODUCTION

The purpose of this Delivery Agreement

1.1 In May 2005, following agreement with the Welsh Assembly Government, Cardiff Council resolved to cease preparation of the Cardiff Unitary Development Plan and commence work on a new Local Development Plan (LDP). Following Deposit of the LDP in April 2009, the plan was submitted to the Assembly for Examination in November 2009. However in view of significant concerns raised by the Inspectors examining the Plan, following agreement from the Welsh Assembly Government, Cardiff Council withdrew the LDP from the examination in April 2010 and is now commencing work on the preparation of a new Plan. When adopted, the LDP will replace existing structure and local plans for Cardiff.

1.2 LDPs were introduced by the Planning and Compulsory Purchase Act 2004, which requires the Council to commence plan preparation by approving a Delivery Agreement and agreeing it with the Welsh Government (WG). The Delivery Agreement must include:
   • A Community Involvement Scheme (CIS) - indicating how the Council will involve consultation bodies and the public in plan preparation; and
   • A Timetable for preparing and adopting the LDP, and for preparing and publishing the sustainability report, the Annual Monitoring Report and supplementary planning guidance (SPG).

1.3 The Delivery Agreement is an important part of the plan preparation process. It indicates how and when the Council will provide opportunities for consultees and the local community to be involved in the process, as set out in relevant legislation, regulations and WG guidance. Delivery of the plan in accordance with the Agreement will be one of the tests of the plan’s soundness examined by the Planning Inspectorate (see paragraph 1.21). Part 3 of this document contains details of the proposed plan preparation timetable and Appendix B contains a flow chart summarising the main stages of preparation.

1.4 This Agreement has been prepared in accordance with WG regulations and guidance, including:
   • The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005;
   • Local Development Plans Wales December 2005; and
   • The Local Development Plan Manual (WAG, 2006).

1.5 In preparing this Agreement the views of over 100 consultation bodies were sought through a consultation exercise undertaken during June/July 2010. Twenty two responses (see Appendix F) were received and meetings were held with a number of key consultation bodies. A summary of comments and responses will be made available on the Council’s website.
1.6 The amended Agreement was approved by Council on 17th November 2011 and agreed by the Welsh Government (WG) on 5th December 2011 (see Appendix H). The Agreement is available on the Council’s website and for public inspection at County Hall. It will be kept under continual review and, if necessary, amended in line with the LDP Regulations (see Part 4). Copies of the Agreement are available - full contact details are available on page 11.

The context for LDP preparation

1.7 The Planning and Compulsory Purchase Act 2004 requires the Council to prepare a LDP setting out its objectives for the development and use of land in Cardiff over the Plan period (2006 to 2026) and its policies to implement them. This period allows 11 years to implement the Plan following proposed adoption in 2015, thereby according with Welsh Government guidance on the duration of the Plan. The aims of the Plan are to:

- Deliver sustainable development;
- Reflect local aspirations for the City, based on a vision agreed by the local community and other stakeholders;
- Provide a basis for rational and consistent development control decisions;
- Guide growth and change, while protecting local diversity, character and sensitive environments; and
- Show how and where change will occur over the plan period.

1.8 The new system is intended to make LDPs more relevant, inclusive and engaging to local communities and to encourage a partnership approach to plan preparation involving the public, private and voluntary sectors, which should result in a strategy based on wide consensus.

1.9 In preparing the LDP, the Council must also take account of:

- A wide range of legislation, policies and other initiatives, at European, national and local levels of government; and
- Relevant social, economic and environmental considerations and demographic considerations.

1.10 The 2004 Act requires the Council, in preparing the LDP, to have regard to:

- Current national policies:
  - The Wales Spatial Plan;
  - The Council’s own Community Strategy; and
  - The resources likely to be available for implementing the plan.

1.11 The principal sources of national planning policy and guidance issued by the Assembly/ WG are:

- Planning Policy Wales (PPW) (2002);
- Technical Advice Notes (Wales) (TANs) (various dates);
- Local Development Plans Wales 2005;
- Minerals Planning Policy Wales (MPPW) (2000) and Minerals Technical Advice Note (Wales) 1: MTANS (various dates);
1.12 The Wales Spatial Plan *People, Places, Futures* was adopted by the National Assembly in November 2004 and updated in July 2008. In addition the Environment Strategy for Wales prepared by the National Assembly in May 2006 provides the framework within which to achieve an environment which is clean, healthy, biologically diverse and valued by the people of Wales.

1.13 The LDP Regulations also require the Council to have regard to:
- The Waste Strategy for Wales and Regional Waste Plans;
- The Local Transport Plan and other policies prepared under the Transport Act 2000;
- Local Housing Strategies;
- Major accident prevention and limitation.

1.14 Cardiff Council and its partners on the Proud Vision Forum published the new Proud Capital Community Strategy 2007-2017 as the overarching strategy for the city in 2006. Work has now begun on putting in place a new long-term vision to shape the development of Cardiff over the next decade to inform the review of the Community Strategy. The LDP will take full account of the emerging Integrated Partnership Strategy and appropriate linkages will also be made to other Council Strategies.

**Sustainability Appraisal, Strategic Environmental Assessment and other related assessments**

1.15 The LDP must be subject to Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment (SEA) as required by European Directive 2001/42/EC and the Planning and Compulsory Purchase Act 2004.

1.16 These are tools to ensure that policies in the LDP reflect sustainable development principles and take into account the significant effects of the plan on the environment and thereby improve the environmental performance of the plan. The Council will adopt an integrated approach to the appraisal and assessment in which economic and social issues are considered alongside environmental elements.

1.17 Guidance on how SA/SEA should be undertaken is provided in:
- The Assessment of Plans and Programmes (Wales) Regulations 2004 ("the SEA Regulations");
- A Practical Guide to the Strategic Environmental Assessment Directive (September 2005)\(^1\);

1.18 SA/SEA is an iterative process that will be undertaken throughout plan preparation. There will be six key stages:
- Establish policy context, identify and document evidence base, identify sustainability issues and develop SA/SEA objectives and indicators;
- Consult Specific consultees on Scoping Report;

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\(^1\) Issued jointly by the Office of the Deputy Prime Minister, Scottish Executive, Welsh Assembly Government and Department of the Environment
- Publish SA Report of Strategic options and Preferred Strategy;
- Publish Deposit SA Report including Environmental Report (with LDP);
- Publish the final SA report following the Inspectors Report and adoption;
- Monitoring and implementation of the SA.

1.19 At the outset of the SA/SEA process, there will be an opportunity for stakeholders to comment on the SA Scoping Report that sets out how the SA/SEA process will be undertaken. Thereafter, the Council’s Sustainable Development Unit will co-ordinate the SA/SEA assessment of the plan in liaison with Levett Therivel Sustainability Consultants. The findings of the SA/SEA work will be evidenced at key stages in the LDP preparation process; Reports will be prepared, and subject to consultation with stakeholders, in parallel with the Preferred Strategy consultation and Deposit Plan consultation. A Final SA Report will be submitted along with all other LDP documentation when submitted to the Welsh Government for examination. The statutory Environment Bodies will be consulted at all the stages referred to above and there will be wider on-going dialogue with these bodies as the process proceeds.

1.20 In addition to the SA/SEA processes, the Council will also undertake other assessments of the LDP as it is being prepared. These include a Habitat Regulation Appraisal (HRA), Health Impact Assessment (HIA), together with ensuring that equality and diversity issues are satisfactorily addressed.

Independent examination of soundness

1.21 When the Council has finalised its plan, it must place it on deposit for public inspection and the submission of representations, and then submit it to the WG for examination by an Inspector appointed by the Welsh Government. The examination of the LDP is an independent process for determining whether the plan is fundamentally sound. Having regard to the evidence submitted with the plan and the representations received at deposit, the inspector must determine whether the plan meets the following ten tests of soundness set out in guidance issued by the Assembly/WG and the Planning Inspectorate:

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 community strategy.

Coherence and Effectiveness
CE1 It sets out a coherent strategy from which its policies and allocations logically flow and, where cross boundary issues are relevant, it is compatible 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 The plan is reasonably flexible to enable it to deal with changing circumstances.

1.22 Following the examination the Inspector will produce a report recommending required changes to the LDP together with reasons for the changes. The report will focus on the issue of whether the LDP is sound and if an Inspector considers the plan is fundamentally unsound the Plan will not be recommended for adoption. The conclusions reached by the Inspector will be binding and unless the Welsh Government intervenes, the Council must accept the changes required by the Inspector and adopt the LDP as amended.

Supplementary Planning Guidance (SPG)

1.23 These are non statutory documents intended to expand upon the policies and proposals in the LDP. They set out detailed guidance on the way in which development plan policies will be applied in particular circumstances or areas and provide certainty in terms of what the LPA expects of developers. SPG must be consistent with development plan policies and national planning guidance and may be taken into account as a material planning consideration in planning decisions. They cannot introduce new policy and are not the subject of independent examination but will undergo public consultation to ensure all those with an interest can comment. A full list of SPG to accompany the LDP will be made available at Deposit stage.

1.24 The need for any new or revised SPG (related to existing Development Plan policies) as the LDP is being prepared will be considered on its merits having regard to the need for new guidance together with the adequacy of the existing policy framework as set out in the Development Plan and contained in national guidance. In such cases, the SPG will be subject to its own consultation process.

1.25 Consultation with stakeholders as the LDP is prepared may reveal the need for new SPG to be produced that directly relates to the new LDP. In such cases, it is intended that public consultation on the SPG would be undertaken in parallel with wider LDP engagement. Stakeholders will be kept informed of any such consultations.

1.26 SPG relating to proposed policies contained in the LDP cannot be formally approved until after the Inspector’s binding report has been received on the LDP and it is clear that there is no change to the policy approach.
PART 2: THE COMMUNITY INVOLVEMENT SCHEME (CIS)

Aims of the scheme

2.1 The LDP Regulations require the Council to work in partnership with a wide range of stakeholders in preparing the LDP, including specific and general consultation bodies (see Appendix A) and the general public.

2.2 This CIS indicates how and when the Council will provide opportunities for everyone with an interest in the Cardiff LDP to be involved in its preparation. In so doing, the aim is to build as much consensus as possible concerning the overall strategy of the plan.

Principles and methods of community engagement

2.3 The following consultation principles will guide the Council’s approach to involving the local community and other stakeholders in preparation of the LDP:

- **Commitment** – The Council will provide opportunities for the whole community to engage at appropriate stages in the process.
- **Inclusiveness** – The Council will encourage the active participation of everyone who has an interest in, or who may be affected by, the LDP.
- **Appropriateness** – The Council will seek to engage the community through the most appropriate methods as determined through consultation on this document.
- **Transparency and accessibility** – The Council will make publicly available all relevant information available to it and undertake engagement in a transparent and open way.
- **Accountability** – The Council will publish the results of community engagement and seek to ensure that all stakeholders are informed of the outcome of their involvement.
- **Productivity** – The Council will seek to use consultation and community engagement to secure as much consensus as possible on the content of the LDP.
- **Realism** – The Council will seek to ensure that all parties involved in the process understand and remain realistic about the challenges faced by the Council now and in the future, what can be achieved within the context of relevant legislation, Assembly/WG guidance, and resources available.

2.4 The Council intends to build as much consensus as possible during the LDP preparation process and hopes that all parties will actively engage from the outset. Paragraphs 2.5 to 2.7, give a broad outline of some of the key methods that will be used whilst paragraphs 2.17 to 2.39 outline the main stages of the LDP preparation process together with a summary of opportunities for involvement at each stage. Appendix C contains a table that summarises how the Council intends to undertake community engagement and consultation up to the deposit stage. The Agreement will be reviewed within 3 months of
deposit of the LDP and appropriate engagement from deposit to adoption will be included in that review.

2.5 Consultee Conferences will be held at key stages of plan preparation. All consultees included in the general and specific list of consultees will be invited to attend. Additionally, these events will be advertised for the general public to attend separate conferences that will be designed to be as accessible as possible to all members of the community. The Public Consultee Conferences will be held in 4 different geographical locations around the city to encourage participation. Therefore, at each stage of involvement involving Consultee Conferences, there will be 1 Stakeholder Conference plus 4 Public Conferences. The specific format may vary but in general the Conferences will consist of a presentation(s) followed by a workshop-style session relevant to that stage of the process. Measures will be put in place to ensure that those unable to attend the Consultee Conferences will still be able to contribute their views via the LDP website or through other channels appropriate to the issue being discussed. All consultees, whether attending or not, will be sent a summary of the event setting out comments raised by consultees which will also be placed on the website. Members of the public attending who leave contact details will also be sent a summary of the event. It is proposed that Consultee Conferences will take place at the following stages:

- Delivery Agreement consultation
- Consideration of issues and development of LDP vision and objectives
- Strategic options
- Strategic sites
- Preferred Strategy consultation
- Post Preferred Strategy consultation- issues raised from consultation
- Deposit LDP consultation
- Alternative Sites consultation

2.6 A Residents Reference Panel will also be set up based on a sample of Cardiff’s population established through the Citizens Panel, which will act as a sounding board to assist the preparation of options and proposals. The Citizens’ Panel is made up of a representative sample of over 1,000 local residents from across Cardiff who have agreed to give their views on a number of consultation topics throughout the year.

2.7 Information will be regularly updated on the Council’s website and regular features will be placed in the Council’s free newspaper to all residents, ‘The Capital Times’. Improvements will be made to the LDP website to make the site more accessible to the general public. Formal announcements will be made in the local press and the ‘The Capital Times’. It will also be used to promote the Preferred Strategy and Deposit formal consultation processes. Copies of the Preferred Strategy and Deposit Plan will also be made available at all libraries during the formal consultation periods. It will be possible to make representations in an electronic format (the preferred format) and also in writing. Efforts will be made to make the consultation processes as clear and accessible as possible. Staff will be available on weekdays during normal office hours to deal with any queries and can be contacted as set out below:
2.8 The Council is engaged in a wide range of partnerships enabling awareness of the LDP process to be raised and appropriate enabling linkages made. Of particular relevance is the on-going extensive partnership working in connection with the Council’s Community Strategy Review.

2.9 Whilst the Council is providing a wide range of opportunities to access information and become involved in the LDP process, there are clearly resource limitations to the extent of engagement that is possible. Additionally, it is important that all consultees are dealt with in a fair and equal manner. Taking account of both of these points, it is not proposed that Officers normally attend meetings organised by individual groups. However, it is stressed that Officers are available throughout the process, as outlined above, and consultees are strongly advised to use this facility should information or advice be required.

2.10 The following list provides a summary of the expectations of consultees during the LDP preparation process:
   - A commitment to the process including consensus building
   - To raise legitimate land use issues
   - To engage in the debate with an open mind
   - All parties to submit the appropriate level of information as specified
   - Responses made within prescribed periods
   - To treat Officers with due respect
   - If in any doubt about the process, to contact the LDP Team for advice

Feedback

2.11 The Council will ensure that feedback is provided as soon as possible on the outcome of engagement and consultation throughout the plan preparation process.

2.12 Feedback from the Council relating to consultation exercises will take the following forms:
   - Acknowledgement letter or e-mail providing contact details and detailing how the Council will deal with the representation
   - Details of the next steps in the plan preparation process
   - Additionally, feedback will be given from the Council to all consultees following Consultee Conferences in the form of a summary of the event which will also be placed on the council website.

2.13 Petitions received during consultation on the plan will be acknowledged by letter or e-mail to the presenter of the petition only. This will include contact
details and set out how the Council will deal with the issues raised in the petition. Specific guidance on the scope and procedures when using petitions will be established and made available prior to each formal stage of consultation.

Council decision-making process and local elected member involvement

2.14 Decisions on the plan and its proposed content will be made by the full Council normally with recommendations from the Executive. The Executive and Council meet each month. The Council has established a Local Development Plan Panel of Senior Members and Officers to manage the plan preparation process, but this has no decision-making powers. Additionally a Corporate Officer LDP Working Group will be established to assist preparing the LDP in accordance with the timetable.

2.15 The Council will establish an on-going Scrutiny process that will evidence its findings to the Policy Review and Performance Committee. Individual Members of Council will be consulted in the preparation of this Agreement and will continue to be consulted throughout the plan preparation process.

Use of Welsh language

2.16 The Council will make provisions for representations and communication to be carried out in English and Welsh. The adopted LDP will be translated into Welsh. However, due to the technical and evolving nature of earlier LDP stages Welsh translation is not proposed prior to adoption.

Key stages of plan preparation and opportunities for involvement

2.17 The LDP Regulations set out the legal requirements for participation and public consultation in plan preparation. This Section provides more details on how stakeholders can become involved in the different stages of preparing Cardiff’s LDP. Information will be constantly updated on the Council’s website and any events or consultations will be mailed out to all consultees including formal notices in the local press when required. In addition a series of Consultee Conferences will be arranged at key stages in the preparation of the plan. These will be linked to wider public engagement, including opportunities to complete on-line comments.

Stage 1: The Delivery Agreement (Apr to Oct 2010) (Reg 9)

2.18 Summary: Securing wider involvement in preparation of document that sets out the timetable for preparing the LDP and how stakeholders can become involved in the process.

2.19 Opportunities for involvement include:
• Consultation on Draft Delivery Agreement during June and July 2010
• Consultee Conference in June 2010 - Outlining the new LDP preparation process. To include discussion on Evidence Base and information required for Candidate Site process- to inform next stage

Stage 2: Evidence base - (Apr 10 – April 12) (Reg 14)

2.20 Summary: Before the Council can develop the strategic objectives that will form the framework of the LDP it is essential for it to have a clear understanding of the dynamic social, environmental and economic characteristics and issues that exist within Cardiff. Therefore the Council will collect data to review and develop the evidence base. A basic summary of the profile and characteristics of Cardiff’s population based on the 2001 census are contained in Appendix E. However, the overall Evidence Base will be an extensive collection of data from across all relevant topics. New studies will be commissioned and new data collected where necessary to ensure that the evidence database is as comprehensive as possible. The evidence base will inform the Sustainability Appraisal. New evidence that comes to light at later stages of Plan preparation will be assessed and appropriate response made.

2.21 As part of the preparation of the evidence base the Council will invite developers and landowners to submit candidate development sites for potential inclusion in the plan. This forms part of an information gathering exercise and should not be interpreted as a commitment that such sites will be taken forward in the LDP. When putting forward such sites developers and landowners will be required to include sufficient information to allow a robust assessment of the site to be made. The first Consultee Conference will include a workshop session on this topic to give consultees an opportunity to contribute to discussion on the level of information considered appropriate.

2.22 As part of the Council’s duty to undertake a SA and SEA of the Plan a SA Scoping Report will be prepared and consulted on setting out:

• The economic, social and environmental issues and objectives the Council proposes to address in helping to deliver sustainable development through the LDP; and
• The proposed framework by which the strategic options and detailed policies and proposals of the LDP will be appraised.

2.23 Opportunities for involvement (during late autumn 2010) include:

• Candidate Site submissions
• Consultation on SA Scoping Report

Stage 3: Preferred Strategy (Oct 2010 to Oct 12) (Reg 14/15/)

Pre-Deposit participation (Oct 10- Aug 12) (Reg 14)

2.24 Summary: In partnership with the specific and relevant general consultation bodies the Council will develop the LDP vision and objectives for the area based on an understanding of the relevant issues. From this base, strategic options will be identified and assessed leading to the identification of strategic
sites to feed into the Preferred Strategy. In parallel, the SA and other assessments will be undertaken.

2.25 Opportunities for involvement:
- Consultee Conferences open to all consultees and general public together with opportunity to input even if groups/public unable to attend and wider awareness raising - LDP vision and objectives
- Consultee Conferences open to all consultees and general public together with opportunity to input even if groups/public unable to attend and wider awareness raising - Strategic options
- Consultee Conferences open to all consultees and general public together with opportunity to input even if groups/public unable to attend and wider awareness raising - Strategic Sites

**Pre-Deposit consultation (Nov 12 – Dec 12) (Regs. 15)**

2.26 Summary: This stage will include consultation on the Preferred Strategy and strategic locations for new development and accompanying SA Report (statutory 6 week period).

2.27 Opportunities for involvement:
- Consultation on Preferred Strategy
- Consultee Conferences open to all consultees and general public together with opportunity to input even if groups/public unable to attend and wider awareness raising - Preferred Strategy consultation
- Consultation on Initial SA report

**Stage 4: LDP Deposit of proposals (Nov 12 – Nov 13) (Reg 17)**

2.28 Summary: In formulating this document the Council will pay due regard to the foregoing consultation exercises and stakeholder engagements when drafting policies and identifying sites.

2.29 The Deposit Plan will be made available for a period of six weeks to allow representations to be made by any stakeholder. Any representations received as a result of the consultation exercise will be made available for public inspection and on the Council’s web site. The documents to be published at this time will comprise the Deposit LDP, the SA Report (incorporating the SEA Environmental Report), a list of supporting documents and the initial consultation report.

2.30 Opportunities for involvement:
- Consultee Conferences open to all consultees and general public together with opportunity to input even if groups/public unable to attend and wider awareness raising - to discuss issues following Preferred Strategy consultation
- Consultation on Deposit LDP
- Consultation on Final SA Report
Stage 5: Alternative sites consultation (Mar 14 to Apr 14 (indicative) 13) (Reg 20)

2.31 Summary: All representations made in respect of site allocations will be the subject of a further 6 week consultation period (statutory 6 week period). This includes representations that propose new sites, or propose to alter or delete sites previously allocated in the Deposit LDP. This will allow further representations to be made in support or against these new proposals.

2.32 Opportunities for involvement:
- Consultee Conferences open to all consultees and general public together with opportunity to input even if groups/public unable to attend and wider awareness raising- Alternative Sites
- Consultation on Alternative Sites

Stage 6: Submission of LDP to WG (Aug 14 (Indicative)) (Reg 22)

2.33 Summary: At this stage the Council is required to submit the Deposit Plan, Sustainability Appraisal Report, Community Involvement Scheme, copies of all representations received, key supporting evidence, the Consultation Report, the report on the suggested changes put forward by respondents which the LPA agrees with and a Statement of the main issues to the Welsh Government and the Planning Inspectorate. Following this submission an Inspector will be appointed to examine the Deposit Plan to determine whether it satisfies the preparation requirements of the 2004 Act and whether it is "sound" (section 64(5) of the 2004 Act refers). The examination will also consider representations including objections that have been made in accordance with the LDP Regulations.

2.34 Opportunities for involvement:
- Once submitted, the examination process will be undertaken by an Independent Inspector. A Programme Officer working for the Inspector will provide the first point of contact to stakeholders. Information will be made available on the forthcoming examination process.

Stage 7: Independent examination (Jan 15 to Mar 15 (Indicative)) (Reg 23)

2.35 Summary: The Council will enter into a Service Level Agreement with the Planning Inspectorate prior to the Submission of the Deposit LDP. The Planning Inspectorate has indicated that the Independent Examination and the production of the Inspector's Report should take no more than 12 months.

2.36 Opportunities for involvement:
- Arrangements for public participation in the examination process will be advertised nearer the time (at least 6 weeks before the opening of the examination).

Stage 8: Inspector's report (Aug 15 (Indicative)) (Reg 24)
2.37 Summary: Once the Inspector is satisfied that no further information is necessary to inform their consideration of the Plan, he/she will publish a report outlining the examination’s findings, together with any changes to the Deposit Plan and reasons for those recommendations. The Inspector’s decisions will be binding upon the Council. The aim of the Independent Examination is to ensure that the Plan is at a stage where it is sound and can be safely adopted. It follows therefore that any changes made by the Inspector must themselves be demonstrably sound.

Stage 9: Adoption (Oct 15 (Indicative)) (Reg 25)

2.38 Summary: On receipt of the Inspector's Report, following a fact checking period, the Council is required to adopt the final LDP incorporating the Inspector’s recommendations within 8 weeks, unless the Welsh Government intervenes. On or before the day on which the LDP is adopted, the Council will publish the Inspector’s Report and make it available for inspection and to view on Council’s web site (www.cardiff.gov.uk). The Local Development Plan will become operative on the date it is adopted, and final publication of the Plan should follow as soon as possible (after the expiry of the six-week legal challenge period).

Stage 10: Monitoring (Oct 16 Indicative))

2.39 The Planning and Compulsory Purchase Act requires authorities to keep under review matters that may affect the planning and development of their areas. In this regard, the Council will establish monitoring procedures in accordance with guidance contained within the LDP Manual (paragraph 9.4 refers) and will produce an Annual Monitoring Report for submission to the WG by the 31st October each year.
PART 3: THE TIMETABLE

3.1 Table 1 outlines the Council’s proposed timetable for achieving the key stages of LDP preparation required by the Planning and Compulsory Purchase Act 2004 and the LDP Regulations.

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<td>Stage in Plan Preparation</td>
<td>Start Date</td>
</tr>
<tr>
<td>1. <strong>Delivery Agreement</strong> (Regulation 9)</td>
<td></td>
</tr>
<tr>
<td>• Preparation of Delivery Agreement</td>
<td>April 2010</td>
</tr>
<tr>
<td>• Consultation on Delivery Agreement</td>
<td>June 2010</td>
</tr>
<tr>
<td>• Council approval of Delivery Agreement</td>
<td>September 2010</td>
</tr>
<tr>
<td>• WAG approval of Delivery Agreement</td>
<td></td>
</tr>
<tr>
<td>2. <strong>Evidence Base</strong> (Regulation 14)</td>
<td></td>
</tr>
<tr>
<td>• Evidence gathering, development of issues and preparation of SA Scoping Report</td>
<td>April 2010</td>
</tr>
<tr>
<td>• Call for candidate sites, Consultation on SA Scoping Report</td>
<td>October 2010</td>
</tr>
<tr>
<td>3. <strong>Preferred Strategy</strong> (Regulations 14 &amp; 15)</td>
<td>October 2010</td>
</tr>
<tr>
<td>• Preparation of vision and objectives</td>
<td></td>
</tr>
<tr>
<td>• Development and assessment of strategic options</td>
<td>October 2010</td>
</tr>
<tr>
<td>• Identification of strategic sites</td>
<td></td>
</tr>
<tr>
<td>• Preparation of Preferred Strategy, Initial SA Report including HRA</td>
<td>October 2010</td>
</tr>
<tr>
<td>• Stakeholder engagement during Preferred Strategy preparation process (details in CIS)</td>
<td>October 2012</td>
</tr>
<tr>
<td>• Council approval of Preferred Strategy</td>
<td>November 2012</td>
</tr>
<tr>
<td>• Consultation on Preferred Strategy</td>
<td>October 2012</td>
</tr>
<tr>
<td>4. <strong>Deposit</strong> (Regulation 17)</td>
<td></td>
</tr>
<tr>
<td>• Preparation of deposit plan including final SA report and HRA report</td>
<td>December 2012</td>
</tr>
</tbody>
</table>

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- Council approval of Deposit LDP
- Consultation on Deposit LDP

<table>
<thead>
<tr>
<th>Indicative Timetable</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5. Alternative Sites Consultation</strong> (Regulation 20)</td>
</tr>
<tr>
<td><strong>6. Submission to the WG</strong> (Regulation 22)</td>
</tr>
<tr>
<td><strong>8. Publication of the Inspector’s Report</strong> (Regulation 24)</td>
</tr>
<tr>
<td><strong>9. Adoption of the LDP</strong> (Regulation 25)</td>
</tr>
<tr>
<td><strong>10. Annual Monitoring Report</strong></td>
</tr>
</tbody>
</table>

**Definitive and indicative stages**

3.2 Stages 1-4, leading up to and including deposit, are under the direct control of the Council, which will make every effort to adhere to this part of the timetable (see paragraphs 2.18-2.30).

3.3 The Council has less control over the process at Stages 5-9, which are dependant on a range of factors including the number of deposit representations and the requirements of the Independent Examination. The timetable for these stages is, therefore, at present indicative.

3.4 The LDP Regulations clarify that, within 3 months of the close of deposit, the timetable (i.e. the indicative stages) will need to be reviewed and resubmitted once the Council has entered into a Service Level Agreement with the Planning Inspectorate.

**Achievability and risk management**

3.5 The definitive part of the proposed timetable is considered to be realistic and achievable having regard to:
- The scope of work the Council understands to be involved in plan preparation, having regard to the regulations and guidance published by the Assembly/Welsh Government;
- The resources (essentially staff and revenue) the Council is able to commit to plan preparation;
- The current structure of the Council, its decision making structures, meeting cycles and future elections.

3.6 While every effort will be made to avoid deviation from this timetable, Appendix D identifies a number of potential risks, together with the Council’s proposed approach to managing them.
Resources

3.7 In terms of staff resources, there is a small team of officers in the Council’s Strategic Planning Section dedicated to LDP preparation. In addition a range of other officers in that section as well as in other Service Areas will also be involved in various aspects of plan formulation including SA and SEA.

3.8 If necessary, to supplement its own resources, the Council may employ consultants to undertake appropriate work and advise on the Sustainability Appraisal and Strategic Environmental Assessment of the plan.
PART 4: MONITORING AND REVIEW

Delivery Agreement

4.1 The Council will monitor progress against the Delivery Agreement throughout preparation of the LDP, to ensure that the aims and principles of the Community Involvement Scheme (CIS) are met in line with the target timetable. As and when necessary, reports will be made to the Council’s Executive and Full Council.

4.2 Circumstances in which the Agreement may need to be reviewed and amended include:

- If any significant changes are required to the CIS;
- If there is significant change in the resources available to the Council;
- If new European, UK or Welsh Government legislation, regulations or guidance should require new procedures or tasks to be undertaken; or
- If any other change of circumstances should materially affect the delivery of the plan in accordance with the Agreement.

4.3 Should the Agreement require review prior to or after the indicative stage review (outlined below) a revised Agreement will be sent to the Welsh Government for agreement. Once agreed this will be made available on the Council’s website.

LDP Post-adoption

4.4 After it has been adopted the Council will monitor the plan on an annual basis and report the findings in an Annual Monitoring Report (AMR). Future reviews or amendments to the plan, will go through the same stages of preparation as the original plan and within 6 months of the decision to undertake a review the Council will publish a timetable for review of the plan. The Council will also apply the general principles outlined in the CIS when it reviews and carries out any amendments to the plan. A full review of the plan will be undertaken at least once every 4 years.
APPENDIX A: LIST OF SPECIFIC AND GENERAL CONSULTEES

Internal Consultees
To be consulted at all stages in the preparation of the LDP

- Cardiff County Councillors
- Cardiff Council Service Areas

External Consultees

Specific Consultation Bodies

The Council will consult the following specific consultation bodies at all stages in the preparation of the LDP:

- Welsh Government
- Countryside Council for Wales
- Environment Agency Wales
- Secretary of State for Transport (in relation to previous Strategic Rail authority functions)
- Cardiff & Vale University Local Health Board
- Community Councils
  - Lisvane Community Council
  - Old St Mellons Community Council
  - Pentyrch Community Council
  - Radyr & Morganstown Community Council
  - St Fagans Community Council
  - Tongwynlais Community Council
- Adjoining Local Authorities
  - Bristol City Council
  - Caerphilly County Borough Council
  - Newport City Council
  - Rhondda Cynon Taf County Borough Council
  - Vale of Glamorgan Council
- Mobile Phone Operators
  - Hutchinson
  - O2 UK
  - Orange
  - T-Mobile (UK) Ltd
  - Virgin Media
  - Vodaphone
- Service Providers
  - Network Rail Infrastructure
  - British Gas
  - BT Group Plc
  - Virgin Media
  - Dwr Cymru Welsh Water
  - National Grid
  - Npower
General Consultation Bodies

The following is a list of general consultation bodies to be consulted at all stages in the preparation of the LDP. This list is not intended to be exhaustive and other organisations and bodies who wish to be involved can be added and consulted where appropriate:

- Adamsdown Environmental Action Group
- Aboricultural Association
- Age Concern Cardiff & Vale
- Age Concern Cymru
- All Wales Ethnic Minority Association
- Arriva Trains Wales
- Arts Council of Wales
- Associated British Ports
- Association of Inland Navigation Authorities
- Bebb Travel Plc
- Black Environment Network
- British Trust for Conservation Volunteers
- British Wind Energy Association
- Business in Focus
- Business in the Community Wales
- Butetown Communities First
- Cadw
- Cadwyn Housing Association
- Caerau and Ely Communities First FIO Local Partnership Group
- Caldicot & Wentlooge Levels Drainage Board
- Campaign for Real Ale
- Campaign for the Protection of Rural Wales
- Canton Uniting Church
- Cardiff & District Allotments Association
- Cardiff & Vale Coalition of Disabled People
- Cardiff & Vale Mental Health Development Project
- Cardiff & Vale Parents Federation
- Cardiff Access Group
- Cardiff Bus
- Cardiff Business Safe
- Cardiff Chamber of Commerce, Trade and Industry
- Cardiff Civic Society
- Cardiff Communities First
Cardiff Communities First Adamsdown FIO Partnership Group
Cardiff Communities First FIO Local Partnership Group
Cardiff Communities First, EMC
Cardiff Community Health Council
Cardiff Community Housing Association
Cardiff Crime Limited
Cardiff Cycling Campaign
Cardiff Friends of the Earth
Cardiff Gypsy and Traveller Project
Cardiff Heliport
Cardiff International Airport Ltd.
Cardiff Local Access Forum
Cardiff Minority Ethnic Partnership
Cardiff Prison
Cardiff Transitions Project
Cardiff University
Cardiff YMCA
Care & Social Services Inspectorate Wales
CBI Wales
CCAB
Cemex UK
Church in Wales
CILT (UK) Cymru
Citizens Advice Bureau
Civic Societies of Cardiff and Penarth
Civic Trust for Wales
Civil Aviation Authority
Coal Authority
Coed Cadw (the Woodland Trust)
Coleg Glan Hafren
Commission for Racial Equality
Confederation Of British Industry
Confederation of Passenger Transport
Country Land and Business Association
Cylch Wales
Defence Estates
Design Circle - RSAW South
Design Commission for Wales
Disability Wales
Energy Savings Trust Ltd
Equal Opportunities Commission
Fairwater/Pentrebane PACT
Farmers Union Wales
Federation of Small Businesses
Fields In Trust
Forestry Commission Wales

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• Freight Transport Association
• Friends of Nantfawr Community Woodland
• Friends of St. Mary’s Church at Caerau
• Friends of the Earth Cymru
• Friends of Plymouth Great Wood
• All other Cardiff Friends Groups
• Glamorgan Gwent Housing Association
• Glamorgan-Gwent Archaeological Trust
• Great Western Trains Company Limited
• Greenspace
• Gwalia
• Gwent Levels Flood Defence Alliance
• Health & Safety Executive
• Home Builders Federation
• Home Office Crime Team in Wales
• Howardian Local Nature Reserve
• Inland Waterways Amenity Advisory Council
• Institute of Cemetery and Crematorium Management
• Jehovahs Witness Mid Glamorgan No. 1 Circuit
• Job Centre Plus
• Keep Wales Tidy
• Landscape Institute Wales
• Lisvane Baptist Church
• Lisvane Community Association
• Lisvane Graig Protection Society
• Living Streets Cardiff
• Llamau
• Llandaff Society
• Mineral Products Association
• Mobile Operators Association
• National Car Parks Limited
• National Childminding Association
• National Express Ltd
• National Grid
• National Grid Property Holdings
• National Museum Wales
• Network Rail
• Network Rail Infrastructure Ltd
• NFU Cymru
• NPFA Cymru
• Pantmawr Resident’s Association
• Planning Aid Wales
• Planning Inspectorate
• Promo Cymru
• Quarry Products Association
• Ramblers Cymru
• Ramblers Cymru Cardiff Group
• Reservoir Action Group
• Residents Action Committee
• Riverside Market
• Riverside Development trust
• Rhiwbina Civic Society
• Road Haulage Association Ltd
• Rounded Developments
• Royal Commission on the Ancient & Historical Monuments of Wales
• Royal Mail Group plc
• RSPB Cymru
• Rumney Community Development Association
• Salvation Army
• SE Wales Local Energy Support Team
• South Riverside Community Development Centre
• South Wales Fire & Rescue Service
• South Wales Police
• Splott and Tremorfa Communities First FIO Local Partnership Group
• Sports Council for Wales
• St David's Partnership
• Stagecoach in Wales
• Sustrans Cymru
• The Ely Garden Villagers
• The Federation of Community Gardens and City Farms
• Trajectory
• Trowbridge Mawr Neighbours & Residents Action Group
• University of Wales Institute Cardiff
• Voluntary Action Cardiff
• Voluntary Action Cardiff FIO Local Partnership Group
• Voluntary Action Cardiff Environmental Action Group
• Wales & West Housing Association
• Wales Council for Voluntary Action
• Wales Environment Link
• Welsh Ambulance Services NHS Trust
• Welsh Environmental Services Association (WESA)
• Welsh Federation of Housing Associations
• Welsh Health Estates
• Welsh Historic Garden Trust (Mid and South Glamorgan Branch)
• Welsh Historic Gardens Trust
• Welsh School of Architecture
• Wildlife Trust for South and West Wales
• Consultants/Agents who were on the previous LDP database
• Developers/Housebuilders who were on the previous LDP database
• Landowners who submitted candidate or alternative sites in connection with the previous LDP

In addition to the above specific and general consultees, members of the public who were on the previous LDP database (by virtue of making representations to the previous Preferred Strategy, Deposit Plan and/or the Alternative Site consultation process) and AMs/MPs/MEPs will be consulted at each formal consultation stage of the Plan preparation process. This principle will be continued as the new LDP process commences so any members of the public responding to an early consultation will be automatically notified of future consultation stages.
# APPENDIX B: FLOW CHART SUMMARISING LDP PREPARATION

## 1. DELIVERY AGREEMENT
1. Preparation of Delivery Agreement
2. Consultation on Delivery Agreement
3. Council Approval of Delivery Agreement
4. WAG Approval of Delivery Agreement

## 2. EVIDENCE BASE
1. Evidence gathering, development of issues and preparation of SA Scoping Report
2. Call for candidate sites, Consultation on SA Scoping Report

## 3. PREFERRED STRATEGY
1. Preparation of vision and objectives
2. Development and assessment of strategic options
3. Identification of Strategic Sites
4. Preparation of Preferred Strategy, Initial SA Report including HRA
5. Stakeholder Engagement during Preferred Strategy preparation Process
6. Council Approval of Preferred Strategy
7. Consultation on Preferred Strategy

## 4. DEPOSIT
1. Preparation of deposit plan including final SA Report and HRA Report
2. Council Approval of Deposit LDP
3. Consultation on Deposit LDP

## 5. ALTERNATIVE SITES CONSULTATION

## 6. SUBMISSION TO WAG

## 7. INDEPENDENT EXAMINATION

## 8. PUBLICATION OF INSPECTORS REPORT

## 9. ADOPTION OF LDP
## APPENDIX C: TABLE SUMMARISING INVOLVEMENT IN LDP STAGES

<table>
<thead>
<tr>
<th>Consultation Stage</th>
<th>Purpose</th>
<th>Timescale</th>
<th>Summary of Involvement</th>
<th>Reporting Mechanism</th>
</tr>
</thead>
</table>
| Delivery Agreement | Set out timetable for plan preparation and process of involvement. | April to October 2010 | - Consultee Conference #1- Will include workshop on information required to be submitted at candidate site stage and evidence base.  
- 6 week consultation on content of Delivery Agreement in June/July 2010. | - Summary of Consultee Conference to be sent to all specific and general consultees and made available on website.  
- Final Delivery Agreement will include summary of changes made to draft Delivery Agreement following consultation.  
- All information available on website. |
| Evidence base      | To have a clear understanding of the dynamic social, environmental and economic characteristics and issues that exist within Cardiff. As part of this information gathering the Council will invite developers and landowners to submit candidate development sites for potential inclusion in the plan. | April 2010 to April 2012 (with necessary updates thereafter) | - 6 week consultation on SA Scoping Report and invitation for Candidate Site submissions. | - Updated information on both processes will be available on website. |
| Preferred Strategy | To develop the LDP vision and objectives for the area, based on an understanding of the relevant issues. From this base, strategic options will be identified and assessed leading to the identification of strategic sites to feed into the Preferred Strategy. In parallel, | October 2010 to October 2012 | - Consultee Conferences and wider public engagement #2 - LDP vision and objectives.  
- Consultee Conferences #3 and wider public engagement - Strategic options.  
- Consultee Conferences #4 and wider public engagement - Strategic Sites. | - Summary of Consultee Conferences to be sent to all specific and general stakeholders and made available on website.  
- A report will be prepared setting out the Council’s response to all comments made on the Preferred Strategy and Initial SA Report.  
- All information available on website. |
<table>
<thead>
<tr>
<th>Consultation Stage</th>
<th>Purpose</th>
<th>Timescale</th>
<th>Summary of Involvement</th>
<th>Reporting Mechanism</th>
</tr>
</thead>
</table>
| Deposit           | To pay due regard to the foregoing consultation exercises and stakeholder engagements and formulate and consult on a Deposit Plan. | November 2012 to September 2013 | - 6 week consultation on Preferred Strategy and Initial SA report.  
- Consultee Conferences #5 - Preferred Strategy consultation. | - Summary of Consultee Conferences to be sent to all specific and general consultees and made available on website.  
- A final consultation report will be prepared setting out the Council's response to all comments made on the Deposit Plan and Final SA Report.  
- All information available on website. |
| Alternative sites consultation | To consult on alternative site representations | March to April 2014 (Indicative) | - Consultee Conferences #8 and wider public engagement - Alternative Sites.  
- 6 week consultation on Alternative Sites.  
- All information available on website. | - Summary of Consultee Conferences to be sent to all specific and general consultees and made available on website.  
- A final consultation report will be prepared setting out the Council's response to all comments made on the alternative sites. |
<p>| Submission of LDP to WG | To submit the Deposit Plan, Sustainability Appraisal Report, Community Involvement Scheme, copies of all representations received, key supporting evidence, the Consultation Report, the report on the LPA's suggested changes and a Statement of the main issues to the WG and the Planning Inspectorate. | August 2014 (Indicative) | - Once submitted, the examination process will be undertaken by an Independent Inspector. An independent Programme Officer employed by the Council will provide the first point of contact to stakeholders providing a link between the authority and the Inspector. Information will be made available on the forthcoming examination process. | - All information available on examination website and library. |</p>
<table>
<thead>
<tr>
<th>Consultation Stage</th>
<th>Purpose</th>
<th>Timescale</th>
<th>Summary of Involvement</th>
<th>Reporting Mechanism</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independent examination</td>
<td>Following this submission an Inspector will be appointed to examine the Deposit Plan to determine whether it satisfies the preparation requirements of the 2004 Act and whether it is &quot;sound&quot;. The examination will also consider representations including objections that have been made in accordance with the LDP Regulations.</td>
<td>January 2015 to March 2015 (Indicative)</td>
<td>• Arrangements for public participation in the examination process will be advertised nearer the time (at least 6 weeks before the opening of the examination).</td>
<td>• All information available on examination website and library.</td>
</tr>
<tr>
<td>Inspectors Report</td>
<td>The Inspector will publish a report outlining the examination’s findings, together with any changes to the Deposit Plan and reasons for those recommendations. The Inspector's decisions will be binding upon the Council.</td>
<td>August 2015 (indicative)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adoption</td>
<td>The Council is required to adopt the final LDP incorporating the Inspector’s recommendations within 8 weeks of receiving it, unless the Welsh Government intervenes.</td>
<td>October 2015 (indicative)</td>
<td>On or before the day on which the LDP is adopted, the Council will publish the Inspector's Report and make it available for inspection and to view on Council's web site. The Local Development Plan will become operative on the date it is adopted, and final publication of the Plan should follow as soon as possible (after the expiry of the six-week legal challenge period).</td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX D: RISK MANAGEMENT

The proposed timetable for plan preparation is considered to be realistic and achievable having regard to the scope of work the Council believes to be involved having regard to existing Welsh Government regulations and guidance, and the resources the Council is able to commit to plan preparation. While every effort will be made to avoid deviations from the proposed timetable, the Council has identified a number of potential risks which are set out below, together with the Council’s proposed approach to managing them. The timetable, together with the anticipated work programme and available resources will be kept under continual review to monitor possible slippage or other impacts resulting from the risks identified or other causes. Where necessary, progress reports will be made to the Council’s Executive.

<table>
<thead>
<tr>
<th>Risk</th>
<th>Potential Impact</th>
<th>Mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Additional requirements arising from <strong>new legislation, national guidance and/or new evidence</strong></td>
<td>• Additional work required, causing programme slippage</td>
<td>• Monitor emerging legislation/guidance/evidence and respond early to changes</td>
</tr>
<tr>
<td>• Programme/timetable proves too ambitious for resources available due to greater than anticipated workload e.g. number of representations</td>
<td>• Programme slippage</td>
<td>• Realistic timetable prepared with some flexibility • Consider additional resources when required</td>
</tr>
<tr>
<td>• <strong>Insufficient information</strong> to enable preparation of a sound plan (e.g. up to date population projections) to undertake SEA of proposals</td>
<td>• Programme slippage</td>
<td>• Identify expectations of consultees in Delivery Agreement • Use Consultee Conferences to clarify needs</td>
</tr>
<tr>
<td>• Delays caused by Council delaying approval of documents</td>
<td>• Programme slippage</td>
<td>• Undertake Scrutiny process together with wider Member Briefing to raise awareness</td>
</tr>
<tr>
<td>• Delay caused by scheduling of Executive Business, Planning or Scrutiny Committee meetings</td>
<td>• Programme slippage</td>
<td>• Monitor progress against Delivery Agreement • Book target meetings in Council’s Forward Plan</td>
</tr>
<tr>
<td>• Significant Objections from Statutory Consultation Bodies</td>
<td>• LDP cannot be submitted for examination without significant work</td>
<td>• Ensure the views of statutory bodies are sought and considered as early as possible</td>
</tr>
<tr>
<td>• Planning Inspectorate unable to meet the timescale for examination and reporting</td>
<td>• Examination and/or report is delayed • Key milestone in programme not met</td>
<td>• Close liaison with the Planning Inspectorate to ensure early warning of any problems (e.g. Consultation on LDP)</td>
</tr>
<tr>
<td>• <strong>LDP fails test of soundness</strong></td>
<td>• LDP cannot be adopted without additional work</td>
<td>• Ensure LDP is sound, founded on a robust evidence base with sustainability appraisal and well audited community and stakeholder engagement</td>
</tr>
<tr>
<td>• Legal challenge</td>
<td>• Adopted LDP quashed • Significant slippage/ additional work</td>
<td>• Ensure procedures, Act, Regulations etc, are complied with and no undue risks taken</td>
</tr>
</tbody>
</table>

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# APPENDIX E: PROFILE AND CHARACTERISTICS OF LOCAL POPULATION

<table>
<thead>
<tr>
<th>Population</th>
<th>Economic Activity (Continued)</th>
<th>Economic Inactivity (Continued)</th>
<th>Marital Status (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>% males 16 - 74 yrs (econ. act)</td>
<td>% inactive females 16 - 74 yrs:</td>
<td>All people aged 16+ 242,178</td>
</tr>
<tr>
<td>Males</td>
<td>145,771</td>
<td>Retired 13.0</td>
<td>Single (never married) 37.7</td>
</tr>
<tr>
<td>Females</td>
<td>159,569</td>
<td>Student 10.0</td>
<td>Married 39.0</td>
</tr>
<tr>
<td>Age Structure (%)</td>
<td></td>
<td>Looking after home/ family 10.4</td>
<td>Re-married 5.6</td>
</tr>
<tr>
<td>0 - 4 years</td>
<td>6.2</td>
<td>Permanently sick/ disabled 5.7</td>
<td>Separated (but still married) 2.0</td>
</tr>
<tr>
<td>5 - 15 years</td>
<td>14.5</td>
<td>Other 3.8</td>
<td>Divorced 8.0</td>
</tr>
<tr>
<td>16 - 17 years</td>
<td>2.5</td>
<td></td>
<td>Widowed 7.7</td>
</tr>
<tr>
<td>18 - 29 years</td>
<td>20.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 - 44 years</td>
<td>21.7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>45 - 64 years</td>
<td>20.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>65 years and over</td>
<td>14.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>75 years and over</td>
<td>7.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethnic Group (%)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White</td>
<td>91.6</td>
<td>% of people with limiting</td>
<td></td>
</tr>
<tr>
<td>Black</td>
<td>1.3</td>
<td>long term illness 18.8</td>
<td></td>
</tr>
<tr>
<td>Asian</td>
<td>4.0</td>
<td>% of working age with limiting</td>
<td></td>
</tr>
<tr>
<td>Chinese or other</td>
<td>1.2</td>
<td>long term illness 14.2</td>
<td></td>
</tr>
<tr>
<td>Mixed Ethnicity</td>
<td>2.0</td>
<td>% of people whose health was:</td>
<td></td>
</tr>
<tr>
<td>Welsh</td>
<td>13.2</td>
<td>Good 69.0</td>
<td></td>
</tr>
<tr>
<td>Economic Activity</td>
<td></td>
<td>Fairly good 20.8</td>
<td></td>
</tr>
<tr>
<td>Total males</td>
<td>105,421</td>
<td>Not good 10.2</td>
<td></td>
</tr>
<tr>
<td>16 - 74 years</td>
<td>105,421</td>
<td>All people who provide</td>
<td></td>
</tr>
<tr>
<td>Retired</td>
<td>10.2</td>
<td>unpaid care 31,172</td>
<td></td>
</tr>
<tr>
<td>Student</td>
<td>9.4</td>
<td>% of people who provide</td>
<td></td>
</tr>
<tr>
<td>% inactive males 16 - 74 yrs:</td>
<td></td>
<td>unpaid care:</td>
<td></td>
</tr>
<tr>
<td>1 - 19 hours per week</td>
<td>65.1</td>
<td>1 - 19 hours per week 65.1</td>
<td></td>
</tr>
<tr>
<td>20 - 49 hours per week</td>
<td>11.3</td>
<td>20 - 49 hours per week 11.3</td>
<td></td>
</tr>
<tr>
<td>50 hours or more per week</td>
<td>23.5</td>
<td>50 hours or more per week 23.5</td>
<td></td>
</tr>
<tr>
<td>Household size</td>
<td></td>
<td>Persons per household 2.41</td>
<td></td>
</tr>
<tr>
<td>Total females</td>
<td>114,934</td>
<td>With dependent children 8.7</td>
<td></td>
</tr>
<tr>
<td>Looking after home/ family</td>
<td>0.9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Permanently sick/ disabled</td>
<td>7.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>3.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economic Inactivity</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% males 16 - 74 yrs who are:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working full-time</td>
<td>47.8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working part-time</td>
<td>3.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self employed</td>
<td>9.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unemployed</td>
<td>4.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-time student</td>
<td>3.7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health &amp; Provision of Unpaid Care</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% females 16 - 74 years who are:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working full-time</td>
<td>29.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Working part-time</td>
<td>17.8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self employed</td>
<td>3.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unemployed</td>
<td>2.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-time student</td>
<td>4.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tenure (%)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owned outright</td>
<td>28.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mortgaged</td>
<td>41.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part rented/ mortgaged</td>
<td>0.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council rented</td>
<td>10.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Housing Assoc. rented</td>
<td>6.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Private rented</td>
<td>10.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other rented</td>
<td>3.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welsh speakers (%)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aged 3+</td>
<td>10.9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Car ownership (H'holds) (%)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Car</td>
<td>29.7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Car</td>
<td>44.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Cars</td>
<td>21.3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Cars</td>
<td>3.5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 Cars</td>
<td>1.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cars (No.)</td>
<td>126,052</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Source: 2001 Census of Population</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX F : LIST OF RESPONDENTS TO CONSULTATION ON DRAFT DELIVERY AGREEMENT

- Caldicot & Wentloog Levels Internal Drainage Board
- Campaign for Real Ale
- Campaign for the Protection of Rural Wales
- Cardiff Bus
- Cardiff Civic Society
- Cardiff Cycling Campaign
- Cardiff Gypsy and Traveller Project
- Cardiff Independent Councillors
- Cardiff Labour Group
- CCW
- Coal Authority
- Communities First
- Environment Agency Wales
- Fairwater Pact
- Kinch, V
- Liddle, J.
- RSPB Cymru
- Saunders, M
- South Wales Police
- St Fagans Community Council
- Trustees for the Plymouth Estates
- Vale of Glamorgan Council
APPENDIX G: SUMMARY OF MAIN CHANGES MADE FOLLOWING CONSULTATION

The following main changes were made to the Delivery Agreement in light of the comments received during consultation:

- **Context for LDP preparation** – References to ‘The Environment Strategy for Wales’ (WAG) and to Integrated Partnership Strategy’ (Cardiff Council) added in.

- **Supplementary Planning Guidance (SPG)** – Further explanation given on role of SPG

- **Community Involvement Scheme:**
  - More information given on proposed Consultee Conferences, including that they were also open to the general public.
  - References added to mention the Council’s free newspaper and LDP website improvements.

- **Appendix A** – Some name changes and some new consultees added to list.
APPENDIX H: COPY OF LETTER OF AGREEMENT FROM THE WELSH GOVERNMENT (Dated 5th December 2011)

Cardiff Local Development Plan - Delivery Agreement
Regulation 9 of The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005

I refer to your letter dated 22 November 2011.

You have sought the agreement of the Welsh Government for a proposed amended Delivery Agreement timetable which was approved by the Cardiff Council on 17 November 2011. You have provided a copy of the Report which includes revised key dates for the proposed amended timetable.

A new Delivery Agreement was agreed in October 2010 following withdrawal of the previous draft LDP in March 2010. The Council now proposes a formal extension to the plan preparation timetable of 12 months resulting in an indicative submission date of August 2014 and an adoption date of October 2015 instead of October 2014. This level of slippage is outside the 4 month limit of tolerance set out in the Delivery Agreement. As indicated in the LDP Council Report, the Council consider that the additional 12 months is required to carry out what it considers to be necessary work to provide an adequate evidence base to support a Preferred Strategy with a plan period to 2026. The work is ongoing and comprises:

- ‘City-region’ dialogue with other local planning authorities, the private sector and other interests
- Further work in developing a solid transport evidence base
- More detailed studies together with dialogue with the Environment Agency and Drainage Board relating to flood-risk potential and mitigation
- More evidence to underpin the selection of major sites
- Having recognised the inevitable need for a significant release of greenfield land, more detailed work is proposed on potential brownfield contribution and implications for other land uses.
- Further work in relation to addressing gypsy & traveller needs up to 2026.
- More detailed work to underpin the parallel SA/SEA/HRA assessments.

It is the Welsh Government’s aim to have a plan-led system, with formally adopted new style plans in place, as soon as possible. Your proposed timetable exceeds the 4-year LDP preparation target. The timetable slippage is disappointing and regrettable, especially given that the Council was one of the earliest authorities to move to LDP preparation under the 2004 transitional provisions. It is also regrettable with regard to any implications in relation to the EC Waste Framework Directive.

We have considered this request very carefully and consider the Council should progress plan preparation whilst ensuring the evidence base is adequate to support a Deposit plan that it considers sound. Therefore, on behalf of the Welsh Ministers I am able to confirm agreement to the amended timetable 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.

As you will appreciate the Delivery Agreement is a commitment on the part of the authority and as such it is to be expected that it will be followed conscientiously. Further variation should not be necessary and must be avoided. Effective project management is essential to ensure there...
will be no further slippage; the original provision in the Delivery Agreement for 4-months slippage will no longer be available for the revised timetable.

This timetable revision should now be incorporated into, or attached to, the published version of the Delivery Agreement made available publicly in accordance with the requirements indicated in regulation 10; it should be plainly evident to all who inspect the documentation online or in hard copy that the timetable is amended. It would assist clarity if you could notify all stakeholders and those who responded to the regulation 15 consultation that the Delivery Agreement timetable has been amended. Please note that 4 copies of the revised timetable / delivery agreement should be forwarded to the Welsh Government (Planning Division).

I would take this opportunity to draw your attention to the need to define the indicative timetable within 3 months of the close of the formal 6-week deposit period in accordance with paragraph 4.11 of LDP Wales and paragraph 4.6.2 of the LDP Manual.

I am copying this letter to the Chief Executive, Jon House, and the Chief Officer City Development, Neil Hanratty, as it is essential that there is no further slippage to the agreed LDP timetable.

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