

Document Pack



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WEDNESDAY, 6 DECEMBER 2017

TO: ALL MEMBERS OF THE COMMUNITY SCRUTINY COMMITTEE

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **COMMUNITY SCRUTINY COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER, 3 SPILMAN STREET, CARMARTHEN AT 2.00 PM ON THURSDAY, 14TH DECEMBER, 2017** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

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www.carmarthenshire.gov.wales

COMMUNITY SCRUTINY COMMITTEE

13 MEMBERS

PLAID CYMRU GROUP – 6 MEMBERS

- | | | |
|----|------------|-------------------------|
| 1. | Councillor | Ann Davies |
| 2. | Councillor | Handel Davies |
| 3. | Councillor | Ken Howell (Vice Chair) |
| 4. | Councillor | Betsan Jones |
| 5. | Councillor | Gareth Thomas |
| 6 | Councillor | Aled Vaughan Owen |

LABOUR GROUP – 4 MEMBERS

- | | | |
|----|------------|-----------------------|
| 1. | Councillor | Deryk Cundy |
| 2. | Councillor | Sharen Davies (Chair) |
| 3. | Councillor | Shirley Matthews |
| 4. | Councillor | Louvain Roberts |

INDEPENDENT GROUP – 3 MEMBERS

- | | | |
|----|------------|-----------------|
| 1. | Councillor | Anthony Davies |
| 2. | Councillor | Irfon Jones |
| 3. | Councillor | Hugh Shepardson |

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTERESTS
3. DECLARATION OF PROHIBITED PARTY WHIPS
4. PUBLIC QUESTIONS (NONE RECEIVED)
5. REVENUE BUDGET STRATEGY CONSULTATION 2018/19 TO 2020/21 5 - 92
6. COMMUNITIES DEPARTMENTAL DRAFT BUSINESS PLAN 2018/19 - 2021 93 - 148
7. CHIEF EXECUTIVE'S DEPARTMENTAL BUSINESS PLAN 2018/19 - 2021 149 - 174
8. ENVIRONMENT DEPARTMENTAL BUSINESS PLAN 2018/19 - 2021 175 - 214
9. CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2006 - 2021 REVIEW REPORT 215 - 342
10. REVISED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2018 - 2033 - DRAFT DELIVERY AGREEMENT AND DRAFT SITE ASSESSMENT METHODOLOGY 343 - 406
11. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT 407 - 408
12. FORTHCOMING ITEMS 409 - 410

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COMMUNITY SCRUTINY COMMITTEE

14th DECEMBER 2017

REVENUE BUDGET STRATEGY CONSULTATION 2018/19 to 2020/21

Appendix A – Corporate Budget Strategy 2018/19 to 2020/21

Appendix A(i) – Efficiency summary for the Regeneration, Leisure, Planning and non HRA Housing services

Appendix A(ii) – Growth Pressures summary for the Planning service – none for the Regeneration, Leisure and non HRA Housing services

Appendix B – Budget extracts for the Regeneration, Leisure, Planning and non HRA Housing services

Appendix C – Charging Digest for the Regeneration, Leisure, Planning and non HRA Housing services

To consider and comment on the following issues:

- Members consider and comment on the budget strategy proposals
- Members consider and comment on the proposals for delivery of efficiency savings for their service area identified in Appendix A(i)
- Members are also invited to bring forward any other proposals for efficiency savings
- Members examine the Departmental Budgets
- Members endorse the Charging Digests.

Reasons:

- The Executive Board at its meeting on 27th November 2017 will have considered the attached Revenue Budget Strategy 2018/19 to 2020/21 (Appendix A) and endorsed the report for consultation purposes. A verbal update will be given at the meeting in relation to any changes or specific proposals made by the Executive Board if appropriate.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

- Cllr. Linda Evans (Housing)
- Cllr. Emlyn Dole (Economic Development)
- Cllr. Peter Hughes-Griffiths (Culture, Sport & Tourism)
- Cllr. David Jenkins (Resources)

Directorate: Corporate Services	Designation:	Tel No. / E-Mail Address:
Name of Head of Service: Chris Moore	Director of Corporate Services	01267 224120 CMoore@carmarthenshire.gov.uk
Report Author: Chris Moore		

EXECUTIVE SUMMARY

COMMUNITY SCRUTINY COMMITTEE 14th DECEMBER 2017

REVENUE BUDGET STRATEGY 2018/19 to 2020/21

The objective of the report is to allow members to consider the corporate budget strategy for the financial years 2018/19 to 2020/21 and to consider the service delivery impact and options for the forthcoming years.

The report is set out as follows:-

Appendix A

- The attached report is a copy of the Revenue Budget Strategy 2018/19 to 2020/21 that has been presented to the Executive Board. As part of the budget consultation process the report is presented to this Scrutiny Committee for your consideration.
- The report provides members with an initial view of the revenue budget issues for the forthcoming year and also reflects departmental submissions.

Appendix B

Budget extracts for the Regeneration, Leisure and Planning Services and non HRA Housing service, which incorporates the initial Efficiencies/Service rationalisation proposals already reflected in the budget for consultation.

Appendix C

Charging Digest for the Regeneration, Leisure and Planning Services and non HRA Housing service. The charges for 2018-19 have yet to be adopted and any change to the proposed charges will impact on the budget/efficiency proposals.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Chris Moore Director of Corporate Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	NONE	YES	NONE	NONE	NONE	NONE

1. Policy and Crime & Disorder
The budget is being prepared having regard to the Improvement Plan.

2. Finance
The report provides an initial view of the Budget Strategy for 2018/19, together with indicative figures for the 2019/20 and 2020/21 financial years. The impact on departmental spending will be dependent upon the provisional and final settlements from Welsh Government, and the resultant final Budget adopted by County Council.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Chris Moore Director of Corporate Services

- 1. Local Member(s) – N/A**
- 2. Community / Town Council – N/A**
- 3. Relevant Partners** – Consultation with relevant partners will be undertaken and results will be reported during the budget process.
- 4. Staff Side Representatives and other Organisations** – Consultation with other organisations will be undertaken and results will be reported during the budget process.

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
2018/19 3 year Revenue Budget	Corporate Services Department, County Hall, Carmarthen

<p>REPORT OF DIRECTOR OF CORPORATE SERVICES</p> <p><u>Community Scrutiny Committee</u></p> <p><u>14th December 2017</u></p> <p><u>REVENUE BUDGET STRATEGY 2018/19 to 2020/21</u></p> <p>(Copy of Executive Board report 27/11/17)</p>		
HEAD OF SERVICE & DESIGNATION.	DIRECTORATE	TELEPHONE NO.
C Moore, Director of Corporate Services	Corporate Services	01267 224121
AUTHOR & DESIGNATION	DIRECTORATE	TELEPHONE NO
O Bowen, Strategic Finance Officer	Corporate Services	01267 224886

1. INTRODUCTION

- 1.1. Executive Board in July 2017 received a report on the Revenue Budget Outlook for 2018/2019 to 2020/2021 which appraised members of the financial outlook and the proposals for taking forward the budget preparation for the three year period.
- 1.2. This report provides Members with the current view of the Revenue Budget for 2018/2019 together with indicative figures for the 2019/2020 and 2020/2021 financial years. The report is based on officers projections of spending need and takes account of the provisional settlement issued by Welsh Government on 10th October 2017. It also reflects the current departmental submissions for savings proposals.
- 1.3. Whilst significant work has already been undertaken in preparing the budget, this is only an initial position statement which will be updated over the coming months as the budget is further developed as figures are reviewed, and the final settlement becomes known.
- 1.4. The report is broken down into 5 parts:
 - Funding Projections
 - Budget Requirement
 - Impact on the Authority’s budget requirement
 - Consultation
 - Conclusion
 - Recommendations

2. PROVISIONAL SETTLEMENT

- 2.1.** The provisional settlement was announced on Tuesday 10th October 2017. Indicative figures for individual Local Authorities were provided for the one financial year only, 2018/19, with an all Wales indicative figure for the following year.
- 2.2.** The provisional settlement was better than this Council and Local Government in Wales in general anticipated. However, there was a reduction on the current year's settlement which had an enhanced impact when inflationary factors, demographic and demand changes are considered there is a significant negative impact on the Council's resources.
- 2.3.** The main points of the Provisional Settlement 2018/2019 on an all Wales basis are as follows:

- 2.3.1. Local government revenue funding for 2018-19 set at £4.186 billion, a reduction of 0.5% (£19.1 million) compared to 2017-18, but this is after new responsibilities are taken into account of £6.0 million.
- 2.3.2. Within the settlement there is an indication that funding has been provided for essential public services and there is mention that the schools element of the settlement has been increased by £62m in 2018-19, rising to £108m in 2019-20. The Social Care element has been increased by £42m in 2018-19 rising to £73m in 2019-20 however this is not clearly identifiable.
- 2.3.3. £6.0 million to support delivery of local services to meet homelessness prevention duties.
- 2.3.4. £0.6 million alongside the settlement to support the elimination of charging for child burials.
- 2.3.5. £1.8 million floor funding to ensure that no authority sees a reduction of greater than 1.0% compared to its 2017-18 settlement allocation.
- 2.3.6. Council Tax Reduction Scheme funding again maintained at £244m, with arrangements for 2019-20 onwards to be determined as part of their wider considerations as to how to make Council Tax fairer.
- 2.3.7. The settlement includes 'transfers in' of £35m in respect of the waste element of the Single Revenue grant, Welsh Independent Living Grant (£26.889m), Social Care Workforce Grant (£19m), Looked After Children (£7.415m), Carer's respite grant (£3m), and Social Care for prisoners in the secure estate (£0.412m).

2.4. The Settlement figures for Carmarthenshire are:

2.4.1. After adjustments for transfers in and out, the reduction in the provisional settlement is 0.5% (£1.187m). The Aggregate External Finance (AEF) therefore reduces from £259,147k in 2017/18 to £257,960k in 2018/19.

2.4.2. New responsibilities:

2.4.2.1. £399k to support delivery of local services to meet homelessness prevention duties.

2.4.3. Transfers In

2.4.3.1. £2.124m of funding previously provided via the (Environmental) Single Revenue Grant

2.4.3.2. £3.135m Independent Living Grant

2.4.3.3. £1.114m Social care Workforce Grant

2.4.3.4. £0.388m Looked after Children#

2.4.3.5. £0.181m Carers Respite Scheme

2.5. Details of the Welsh Government Service Specific Grants were updated on 24th October 2017 for 46 of the 58 differing grant schemes not transferred into the settlement, with the majority having been maintained at a **cash standstill position**. There are however some grant streams that have seen significant reductions :

- The Education Improvement Grant – reduced from £133.282m in 2017-18 to £118.137m in 2018-19. The detail/rationale behind this change remains unclear at this stage. Broadly we understand that the grant is being reduced by £2m per annum and the £13m is said to be the transfer of the Minority Ethnic Achievement Grant (MEAG) into the Settlement. The settlement papers do not reflect this as being a transfer in, and the loss of this grant is not currently reflected in the Education Budgets. Estimated impact on Carmarthenshire is £218k for MEAG and a further £87k for Gypsy & traveller- total of around £305k
- The Single Revenue Grant (formerly the Environmental Grant) that stood at £61.790m in 2017-18. £35m of this grant has been transferred into the settlement which gives a comparative 2017-18 figure of £26.79m. The published indicative figure for 2018-19 is £20.793m giving a reduction of £5.997m. Again we understand that the grant is being reduced by £2m per annum but there is no explanation as to the remainder of the reduction. Potential loss to CCC £353k.
- School Uniform Grant - reduced from £700k in 2017-18 to nil in 2018-19. WG state that it is being made available through the settlement, but it is not listed as such. CCC allocation £36k. The loss of this grant is not currently reflected in the Education Budgets

3. BUDGET REQUIREMENT 2018-2019

3.1. Current Years performance (2017/2018)

3.1.1. As the Authority's core spending requirements remains constant year on year, a review of current year's performance is important in identifying whether there are any underlying problems within the base budget

3.1.2. The current projection for the Revenue Outturn for 2017/18 (based on the August 2017 monitoring) is as follows

Service	Approved Budget £'000	Total Expenditure Forecast £'000	Variance Forecast For Year £'000
Chief Executive	12,919	13,350	431
Communities	89,888	90,882	994
Corporate Services	23,526	23,305	-221
Education and Children's Services	161,024	162,116	1,092
Environment	49,073	49,606	533
Departmental Expenditure	336,430	339,259	2,829
Cont from Dept/Earmarked Reserves		-423	-423
Capital Charges	-11,517	-12,217	-700
Levies and Contributions	9,487	9,487	0
Transfer to/ from Reserves	-200	-200	0
Net Expenditure	334,200	335,906	1,706

The main reasons for the departmental overspends are as follows:

- Chief Executive: proposed savings in Standby (£224k) and Health and Safety (285k) not yet being delivered.
- Education and Children's Services: continues to face pressure due in the main to school based EVR and redundancy costs, Special Educational Needs Statements, shortfall in the Music service SLA income from schools and closed schools property decommissioning costs.
- Communities Department: continues to deliver savings related to packages of social care but pressures of approximately £800k remain primarily due to slippage in receiving a full year effect of actions e.g. supported living hourly rate realignment, impact of Releasing Time to Care project on domiciliary care packages. Other pressures include £127k Careline income affected by commissioning

decisions undertaken by other local authorities, £50k Day Services for Older People- review ongoing.

- o Environment Department: overspends are primarily due to non-achievement of car park income targets and a decrease in planning application income.

The Authority is currently forecasting a variance of £1.706m at the year-end that will have to be met from General Balances.

3.2. Validation

3.2.1. Validation reflects the changes in expenditure requirements to deliver the **current level** of services in future years. Primarily this is inflation, but also includes some service specific changes. The key validation factors are as follows:

	<u>2018/19</u> <u>Original</u>	2018/19 Proposed	2019/20	2020/21
General inflation	2.5%	2.3%	2.0%	2.0%
Electricity	3.0%	5.0%	5.0%	5.0%
Gas	3.0%	5.0%	5.0%	5.0%
Fuel	3.0%	5.0%	5.0%	5.0%
Pay Inflation - non teaching	1.0%	2.0%	2.0%	2.0%
Pay Inflation - Teaching	1.0%	1.6%	2.0%	2.0%
Levies	1.0%	2.5%	2.5%	2.5%
Pension Contributions	£101k	£102k	£208k	£212k
Increased pay offer	£900k	£900k	£900k	£600k
Auto Enrolment	£700k	£700k	£350k	
Capital Charges	£250k	-£472k	£250k	£250k
Main service Specifics:				
County Elections	-£300k	-£300k		

3.2.2. There is a clear risk to the Budget Strategy that departments may find it difficult to manage their expenditure within these parameters, especially where the inflationary increases have been applied by service providers. This risk is something that will require close monitoring during the year.

3.2.3. There is much debate currently regarding the on-going pay cap of 1% for public sector workers, and as yet no clarity as to whether this cap will be relaxed, and if so whether any additional funding will be made available to meet the additional costs. The Budget as constructed therefore makes provision for a pay award of 2% in each of the financial years (part year effect for teachers in 2018-19), together with higher percentages to those on lower

pay points due in part to the projected increases in the national Living Wage.

3.2.4. In total, validation adds £7.7m to the current year’s budget.

3.3. Cost reduction Programme

3.3.1. In anticipation of the settlement reductions, significant work in identifying further service efficiencies/rationalisation proposals has been undertaken.

3.3.2. The savings targets set for each financial year are as follows:

	2018/19 £m	2019/20 £m	2020/21 £m
Original targets	12.527	12.385	10.610
Updated targets (following Provisional Settlement)	8.544	11.454	11.000

3.3.3. Accordingly departments have developed a range of proposals, and these efficiencies are included in **Appendix A** of this report.

3.3.3.1. The efficiency proposals are categorised as follows:

Managerial – Efficiencies that result in no perceivable change to the overall level of service delivery but may in some instances affect quality of service provided

Policy – Efficiency or service rationalisation proposals that will directly affect service delivery.

	2018/19 £m	2019/20 £m	2020/21 £m
Managerial	5.225	3.417	2.471
Existing Policy	2.396	4.227	4.836
New Policy	725	1.393	902
Total	8.346	9.037	8.209

(Detail at **Appendix A**)

3.3.4. The summary sheet at Appendix A sets out the savings targets set for individual departments and the value of savings currently identified.

3.4. New Expenditure Pressures

- 3.4.1. New expenditure pressures are the combination of additional cost to meet existing service needs e.g. increased client base/greater service take up and the costs of meeting change in service provision e.g. policy changes.
- 3.4.2. In the setting of the current financial year’s budget, a total sum of £2.515m was allocated to services, of which £0.88m was allocated to Communities and £1.027m to Environment.
- 3.4.3. The original budget outlook for 2018-19 and 2019-20 contained a sum of £3m per annum to meet growth pressures, and the same provision for growth is currently reflected in the 2020-21 indicative budget.
- 3.4.4. Initial growth bids of £6.3m have been submitted by departments for 2018-19, and the current strategy reflects the original provision of £3m being allocated to departments as follows:

	£'000
Chief Executive	150
Communities	1,750
Education	350
Environment	750

Departments will need to prioritise their departmental allocation against their original submissions

Detail at Appendix B.

3.5. Schools Delegated Budgets

- 3.5.1. The last year of WG funding protection for schools was 2015/16, and whilst the Welsh Government provisional settlement makes no specific requirement for Local Authorities to protect school budgets, it does state *‘The school element of the settlement has been increased by £62 million in 2018-19. This ensures that we maintain the assumed Welsh Government share of core spending on schools at the level of 2017-18. In 2019-20 this rises to £108 million, reflecting our commitment to continued investment in education and to prioritise schools funding within a tighter overall settlement.’* However, whilst these statements are made it is unclear as to how these figures have been calculated and where the said money has come from given the overall reduction in the settlement.
- 3.5.2. The current budget strategy proposals adopted in February 2017 assumed no schools protection, and the effect on schools delegated budgets were:

	2018/19
--	----------------

	£m
Previous Year Budget	108.746
Validation	2.326
Savings requirement	-4.989
Net Adjustment	-2.663
Proposed Delegated Budget	106.083

3.5.3 In light of the pressures on the school budgets and the lead in time required for the Education Department and the Senior Manager – TIC Schools Officer to deliver change, the proposed strategy for 2018-19 is not to reduce the schools delegated budgets.

3.5.4 The proposed schools budget for 2018-19 will therefore stand at £108.746m which is the same as 2017/18.

3.6. Internal Funding

3.6.1. Generally speaking whilst the use of reserves to support annual budgets should not be summarily discounted, it must be treated with caution. Funding on-going expenditure from such funds merely defers and compounds difficult financial problems to the following year. One-off items of expenditure within any budget proposal lend themselves better for such funding support.

3.6.2. In deliberating this point however, members must bear in mind any **inherent risks** that may be built into the budget strategy. These include:

- Challenging Efficiency targets
- Future inflation/interest rates
- Current economic and political climate continuing
- Impact of BREXIT.
- Additional pressure on demand lead Services
- Indicative ‘all Wales’ figures for 2019-20 only have been provided by Welsh Government in respect of settlements therefore there remains the potential for significant change in the future settlements.
- No indicative figures for 2020/21

3.6.3. The following table summarises the main categories of reserves held by the Authority.

	1 st Apr 2017 £'000	31 st Mch 2018 £'000	31 st Mch 2019 £'000	31 st Mch 2020 £'000
Schools Reserves	1,710	-365	-690	-940
General Reserves	9,304	7,598	7,598	7,598
Earmarked Reserves	74,132	32,056	26,878	17,233

3.6.4. **School Reserves**

3.6.4.1. Schools have delegated responsibility for the management of their own finances. The level of reserves held by an individual school at any point in time will depend on a number of factors including the level of contingency fund that the school governing body considers appropriate, and the particular plans each school has for expenditure. Officers have yet to be informed of any transfers to/from these reserves by individual schools for future years.

3.6.4.2. Legislation allows schools to carry forward reserves from one financial period to another. The School Funding (Wales) Regulations 2010 requires schools to limit their accumulated reserves at year end to £50,000 for Primary Schools and £100,000 for Secondary and Special Schools or 5% of their budget dependant on what is greater. School Improvement officers are currently working with schools to ensure they comply with the guidance. As at 31st March 2017, 33 primary, 4 secondary and 1 special schools were in deficit and 8 primary and 4 secondary schools held surpluses in excess of the £50k/£100k threshold.

3.6.5. **General Reserves**

3.6.5.1. In the changeable and challenging environment currently facing Local Government the Authority is committed to maintaining a reasonable level of General reserves or Balances. Whilst there is no prescribed minimum level for Balances, Council has previously deemed 3% of net expenditure as being a prudent level, which has been accepted by our Auditors as being reasonable

3.6.5.2. The overall level of balances is taken into consideration each year when the annual budget is set and has on occasions been utilised to augment expenditure/reduce council tax. The 2017-2018 budget was set on the basis of no

transfers from the General Reserves. Based upon the August Budget monitoring (outlined in paragraph 3.1.2 above) there could be draw of £1,706k against General Reserves at the end of the current financial year.

3.6.5.3. Given the likely draw on this reserve in the current year therefore it is deemed imprudent at this stage to assume any further support for future years budgets from the current General Reserves.

3.6.5.4. Taking account of these changes the average level of the general reserves is forecasted to be around 2.2% of net expenditure during 2018/19 and consideration needs to be given to how these balances are built back up over future years.

3.6.6. Earmarked Reserves

3.6.6.1. The Authority holds earmarked reserves which have been set up to finance the delivery of specific projects, or in protecting the authority against future liabilities or issues. The reserves can be summarised as follows:

Reserve	31 March 2017	31 March 2018	31 March 2019	31 March 2020
	£'000	£'000	£'000	£'000
Insurance	9,945	9,795	9,845	9,895
Capital Funds	40,756	10,579	8,146	86
Development Fund	1,514	636	836	1006
IAG/OAG	9	0	0	0
Corporate Retirement Fund	2,842	2,069	1,296	506
Joint Ventures	1,168	647	782	917
Other	17,898	8,331	5,974	4,824
TOTAL	74,132	32,056	26,878	17,233

3.6.6.2.As can be seen from the table above the level of earmarked reserves fluctuates greatly year on year, and whilst the level in each fund is not an exact science it is based on an informed estimate and past experience of the likely call on the authority in future years in line with the intended purpose of each reserve. Great care must therefore be taken when considering utilising such funds for purposes other than those which they were created as this could lead to the authority being faced with substantial unfunded liabilities in the future

3.6.6.3.The budget proposals therefore assume nil contribution from reserves in support of the revenue budget in 2018/19 and a further analysis of the reserves held will be undertaken over the coming months with any further proposed utilisation being considered at the budget finalisation stage.

3.6.6.4.Taking account of the proposals within this report, the Director of Corporate Services confirms that overall the estimated level of financial reserves (as indicated above) is adequate for the financial year 2018/19, with the General Reserves being at the minimum that could be supported. However the Director is very conscious of the ongoing commitment to capital projects and of the demand on future services and therefore feels the reserves will need to be monitored closely going forward.

4. IMPACT ON THE AUTHORITY'S BUDGET STRATEGY

The table below provides an updated position on the current financial outlook taking account of the provisional settlement and also other recent validation changes.

4.1. Current Financial Outlook (updated for the Provisional Settlement):

	Current MTFP		Proposed Financial Model		
	2018/19 £'000	2019/20 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000
Previous Year's Budget	334,401	333,102	334,401	343,937	344,003
General Inflation	2,248	1,877	2,317	1,838	1,864
Pay Inflation	5,079	5,095	4,784	5,095	4,908
Other	1,199	1,399	907	1,588	1,270
Growth	3,000	3,000	2700	3,000	3,000
Transfers In/out			7,371		
Original & approved PBB Proposals	-12,525	-12,385	-8,543	-11,455	-11,000
Net Expenditure	333,102	332,087	343,937	344,003	344,045
Revenue Settlement	-247,133	-242,190	-257,960	-254,091	-249,009
Council Tax Receipts	-85,969	-89,897	-85,977	-89,912	-95,036
Council Tax Increase:	4.12%	3.88%	4.12%	3.88%	5.00%

4.2. The total cost reductions now required for 2018/19 is £8.5m and for the 3 year period are estimated at £31m.

5. CONSULTATION

Budget consultation has been planned for the coming months and a summary of the individual approaches are as follows:

- 5.1.** Members seminars. (November and December 2017)
- 5.2.** The consultation process will commence online from the 27th November 2017.
- 5.3.** Town & Community Councils and commercial ratepayers consultation in December 2017.
- 5.4.** Consultation with Scrutiny Committees during December 2017 and January 2018.
- 5.5.** 'Insight' youth conference in November 2017.
- 5.6.** Consultation with the Schools Budget Forum in December 2017

5.7. Trade Union Consultation December 2017/January 2018

6. WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015

6.1. In considering the budget proposals, members need to take into consideration the requirements of the Wellbeing of Future Generations (Wales) Act 2015. The Act requires that we must carry out sustainable development, improving the economic, social environmental and cultural well-being of Wales.

‘... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs’

6.2. In doing so, we must demonstrate the following 5 ways of working:

- Looking at the long-term so that we do not compromise the ability of future generations to meet their own needs
- Understanding the root causes of the issues to prevent them recurring
- Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners
- Collaboration – Working with others in a collaborative way to find shared sustainable solutions
- Involving a diversity of population in decisions that affect them

6.3. Carmarthenshire’s Well Being objectives:

Start Well

1. Help to give every child the best start in life and improve their early life experiences
2. Help children live healthy lifestyles
3. Continue to improve learner attainment for all
4. Reduce the number of young adults that are Not in Education, Employment or Training

Live Well

5. Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty
6. Create more jobs and growth throughout the county
7. Increase the availability of rented and affordable homes

8. Help people live healthy lives (tackling risky behaviour and obesity)
9. Support good connections with friends, family and safer communities

Age Well

10. Support the growing numbers of older people to maintain dignity and independence in their later years
11. A Council wide approach to support Ageing Well in Carmarthenshire

In a Healthy and Safe Environment

12. Look after the environment now and for the future
13. Improve the highway and transport infrastructure and connectivity
14. Promote Welsh Language and Culture

7. CONCLUSION

- 7.1. Currently the budget proposals assume the full delivery of all of the £25.6m savings proposals submitted, together with the identification and delivery of the shortfall in savings proposals of £0.198m in 2018-19, £2.4m in 2019-20 and £2.7m in 2020-21.
- 7.2. Further cost reductions need to be identified to deliver a balanced budget in each of the three years
- 7.3. The current budget proposals assume a Council Tax increase in line with the original MTFP of 4.12% in 2018-19, 3.88% in 2019-20 and 5.00% in 2020-21. A 1% movement in the Council Tax rise equates to +/-£820k

8. RECOMMENDATION

- 8.1. Note the contents of the report and approve as a basis for consultation on the three year budget strategy 3 year Budget Strategy and approve as a basis for consultation, and specifically seek comments from consultees on the efficiency proposals in Appendix A.
- 8.2. Give consideration as to what additional savings proposals can be identified to deliver a balanced budget in each of the three financial years

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	ORIGINAL TARGETS			
	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000
Chief Executive	570	563	483	1,616
Education & Children	1,285	1,270	1,088	3,643
Schools Delegated	4,989	4,933	4,226	14,148
Corporate Services	254	251	215	720
Community Services	3,646	3,605	3,088	10,339
Environment	1,783	1,763	1,510	5,056
	12,527	12,385	10,610	35,522

Original Proposals					EXISTING POLICY PROPOSALS				NEW POLICY PROPOSALS				TOTAL PROPOSALS											
	MANAGERIAL				2018/19	2019/20	2020/21	Total	2018/19	2019/20	2020/21	Total	2018/19	2019/20	2020/21	Total								
	2018/19	2019/20	2020/21	Total													2018/19	2019/20	2020/21	Total	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000													£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	453	445	285	1,183	0	0	0	0	0	0	0	0	0	0	0	453	445	285	1,183					
Education	740	260	235	1,235	70	0	0	70	250	300	50	600	1,060	560	285	1,905	1,060	560	285	1,905				
Schools Delegated	0	0	0	0	4,989	4,062	4,381	13,432	0	500	0	500	4,989	4,562	4,381	13,932	4,989	4,562	4,381	13,932				
Corporate Services	227	271	222	720	0	0	0	0	0	0	0	0	227	271	222	720	227	271	222	720				
Community Services	2,455	1,423	1,233	5,111	0	0	0	0	365	304	274	943	2,820	1,727	1,507	6,054	2,820	1,727	1,507	6,054				
Environment	1,351	1,018	496	2,865	0	165	455	620	110	289	578	977	1,461	1,472	1,529	4,462	1,461	1,472	1,529	4,462				
	5,225	3,417	2,471	11,113	5,059	4,227	4,836	14,122	725	1,393	902	3,020	11,009	9,037	8,209	28,255	11,009	9,037	8,209	28,255				

Variance ORIGINAL Target	£'000
	-434
	-1,738
	-216
	0
	-4,285
	-594
	-7,267

	REVISED TARGETS			
	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000
Chief Executive	453	502	482	1,437
Education & Children	1,060	1,175	1,128	3,363
Schools Delegated	2,326	4,562	4,381	11,269
Corporate Services	227	251	241	719
Community Services	3,007	3,334	3,202	9,543
Environment	1,471	1,630	1,566	4,667
	8,544	11,454	11,000	30,998

Current Proposals					EXISTING POLICY PROPOSALS				NEW POLICY PROPOSALS				TOTAL PROPOSALS											
	MANAGERIAL				2018/19	2019/20	2020/21	Total	2018/19	2019/20	2020/21	Total	2018/19	2019/20	2020/21	Total								
	2018/19	2019/20	2020/21	Total													2018/19	2019/20	2020/21	Total	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000													£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chief Executive	453	445	285	1,183	0	0	0	0	0	0	0	0	0	0	0	453	445	285	1,183					
Education	740	260	235	1,235	70	0	0	70	250	300	50	600	1,060	560	285	1,905	1,060	560	285	1,905				
Schools Delegated	0	0	0	0	2,326	4,062	4,381	10,769	0	500	0	500	2,326	4,562	4,381	11,269	2,326	4,562	4,381	11,269				
Corporate Services	227	271	222	720	0	0	0	0	0	0	0	0	227	271	222	720	227	271	222	720				
Community Services	2,455	1,423	1,233	5,111	0	0	0	0	365	304	274	943	2,820	1,727	1,507	6,054	2,820	1,727	1,507	6,054				
Environment	1,351	1,018	496	2,865	0	165	455	620	110	289	578	977	1,461	1,472	1,529	4,462	1,461	1,472	1,529	4,462				
	5,225	3,417	2,471	11,113	2,396	4,227	4,836	11,459	725	1,393	902	3,020	8,346	9,037	8,209	25,592	8,346	9,037	8,209	25,592				

Variance REVISED Target	£'000
	-255
	-1,458
	0
	1
	-3,489
	-205
	-5,406

* Assumes Yr 1 proposals changed

Department	2017-18 Budget	FACT FILE	2018-19 Proposed	2019-20 Proposed	2020-21 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	
Chief Executive Regeneration Regeneration							
3 T's Community Regeneration	297	The Community Regeneration Unit has historically supported local communities to develop projects that alleviate poverty and improve quality of life. This has been achieved through working in partnership with key agencies and community members to improve existing services and develop new ones. During 2015 we will continue to develop our new key account management system supporting new and existing social enterprises and those organisations delivering vital services in our communities, supporting them to grow and become sustainable. Another key aspect of our work is working with local authority departments to identify opportunities for the delivery of services via the third sector, from asset transfer to public sector outsourcing. Our core grants continue to support via one discretionary enterprise finance fund. Supporting third sector led projects that make a real difference in our communities and contribute to economic outputs and outcomes and a high return on investment. We have a successful track record of sourcing external funding for our communities, levering in over £8 million additional community investment into Carmarthenshire per year. Our Community Bureau continues to be a one stop shop for all information and funding enquiries for community, voluntary groups and third sector as a whole, supporting over 600 organisations per year. We also administer other grants for the authority and external partners including Welsh Church Fund and Mynydd Y Betws Community Benefit Fund. We also lead on the theme of digital inclusion for the authority.	48	0		48	Severance of post. Responsibilities being re distributed as part of ongoing Regeneration service realignment.
West Wales European Centre	111	The External Funding Team is responsible for overseeing CCC's external grant funding activities. It plays an instrumental role in ensuring that Carmarthenshire is able to maximise the potential benefits for its citizens and communities through its lobbying and advocacy role and through highly successful funding applications. External funding is sourced from the wide range of different European and domestic funding pots. The External Funding Team developed the new Local Development Strategy 2014-2020 for Carmarthenshire. WWEC has been responsible for developing the new Local Development Strategy for rural Carmarthenshire and will be responsible for managing the LEADER programme in Carmarthenshire for the 2014-2020 period. The unit has also secured a contract with WEFO to lead on the South West Wales Regional Engagement Team for the new European programmes. The Centre takes a leading role in advising project teams throughout the authority on project development and grants management at each stage of the project cycle.	0	40		40	Supporting of severance application
Economic Development	Specific budgets yet to be identified	Economic Development Division forms part of Carmarthenshire County Council's Chief Executive Department. Led by the Assistant Chief Executive who is also the Head of Service, it plays a fundamental role in regenerating both Carmarthenshire and the Region through investment and support. Economic Development is an extremely proactive service which has to constantly change to address the needs of Carmarthenshire's businesses and communities through the Integrated Community Strategy as well as addressing and contributing to the delivery of the policies and strategies of the newly formed Swansea Bay City Region, European Commission, UK and Welsh Governments.	0	72		72	Continue to work with external funding partners to maximise income streams. Continue to review the contributions to current programmes and activities.
Regeneration, Policy and Property	No specific budgets				50	50	Continue to review all busines units within portfolio
Total Regeneration			48	112	50	210	

Community Services

Housing

Advice & Tenancy Support

Temporary Accommodation	93	The Housing Options and Advice Team receive over 30,000 calls a year for housing related advice. One of the duties of the team is to assist homeless households with rehousing. Interim accommodation is used whilst completing an investigation into our statutory duty to rehouse. B&Bs were historically used to provide temporary accommodation while the investigation was undertaken. However, this was costly and often not the most appropriate type of accommodaton. We now procure/lease properties from the private rented sector which is better vale and allows us to place households in appropriate accommodation. Lease contracts are currently being reviewed so that they are fit for purpose and provide better value for money. There are also identified oportunities to increase the income of the section through fees and recharges.	10	0		10	Procurement of temporary accommodation
Advice & Tenancy Support - staff	174	This section helps owner occupiers, landlords and tenants to improve housing standards. This includes services such as area renewal, energy efficiency advice, general housing standards and dealing with empty homes. The 2014 Housing Act places a duty on local authorities to conduct homelessness reviews and introduce a homelessness strategy to provide help for people who are homeless or who are threatened with becoming homeless.	60	0	30	90	Additional income from Simple Lettings business model, 30k. Staffing to be part funded by a HRA recharge, 15k. Additional income from empty homes work, 20k. Additional income from advice and prevention duties, 10k. Additional income from landlord advice and enforcement, 15k.
Total Housing			70	0	30	100	

Department	2017-18 Budget	FACT FILE	2018-19 Proposed	2019-20 Proposed	2020-21 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	
Leisure							
Outdoor Recreation							
Burry Port Harbour	24	Burry Port Harbour has huge potential to develop even further as a key tourist attraction in the middle of Carmarthen Bay and as part of the regeneration plan for the harbour area. With 350 pontoons and direct access to the Wales Coastal path, it forms part of the 17Km Millennium Coastal Park situated between Llanelli Town and Pembrey Country Park. The Harbour forms part of a necklace of such facilities around the coast of Wales.	55			55	Reduction in net cost of dredging
Pembrey Country Park	57	Pembrey Country Park has been transformed into one of Wales's top visitor attractions providing a unique blend of coast and countryside. Eight miles of golden sands set against the spectacular backdrop of the Gower Peninsula and overlooking the coastal scenery of Carmarthen Bay. There is everything from caravan and camping (with electric), 550 acres of idyllic woodlands, 130m long dry ski slope to the longest toboggan run in Wales - all providing a perfect family day out or a relaxing holiday in idyllic surroundings.		40		40	Additional income as a result of Invest to Save funding for infrastructure improvements at Pembrey Caravan Park. Last repayment to the Development Fund due in 2018-2019
Pembrey Country Park	57	Pembrey Country Park has been transformed into one of Wales's top visitor attractions providing a unique blend of coast and countryside. Eight miles of golden sands set against the spectacular backdrop of the Gower Peninsula and overlooking the coastal scenery of Carmarthen Bay. There is everything from caravan and camping (with electric), 550 acres of idyllic woodlands, 130m long dry ski slope to the longest toboggan run in Wales - all providing a perfect family day out or a relaxing holiday in idyllic surroundings.	30	30	20	80	Increased Income (charges / car park / accommodation / F&B)
Pendine Outdoor Education Centre	150	Pendine Outdoor Education Centre offers residential opportunities for primary schools from Carmarthenshire and beyond to experience Outdoor recreation, catering for up to 120 children at any given time. The service has an excellent reputation with schools and often provides the first opportunity for children to spend time away from their family on a residential basis.		50	50	100	Additional income following redevelopment of services at Pendine
Waste Management procurement	57	Our Country Parks generate significant quantities of waste, especially at the caravan and campsite in Pembrey. Whilst every effort is made to minimise and re-cycle waste, there are opportunities to be more efficient in this area	5			5	Review of cesspool emptying contracts
Sport & Leisure							
Leisure Centres	682	There are 6 Leisure Centres in Carmarthenshire. Llanelli, Carmarthen, Ammanford, Llandovery, St Clears and Newcastle Emlyn. A variety of activities at your local leisure centre such as; Swimming, Diving, Canoeing, Fitness, Cycling, Badminton, Tennis, Table Tennis, Squash, Hockey, Netball, Basketball, Football, Rugby, Cricket, Gymnastics, Birthday Parties, Holiday programmes. There were over a million visits to the Leisure facilities in 2015/2016.	40	12	15	67	Increased income (higher charges / more activity)
Salix loan ending (for energy saving initiatives)	682	Salix funding has been secured to invest in more energy efficient lighting and the installation of swimming pool covers to reduce overnight heat loss at our leisure centres	9	13	7	29	Additional income as a result of Invest to Save funding for energy saving initiatives. Last repayment to the Development Fund due in 2017-2018
Dinefwr Bowls	10	The Indoor Bowls in Ammanford is being managed by a local management board on a reducing subsidy from the authority.	5			5	Last year of reducing subsidy
Bro Myrddin Bowls	8	Bro myrddin Bowls Centre transferred to the local Authority in approx 2004, reason being the management committee could no longer sustain the costs on operating the centre. After a number of years within Leisure services we negotiated an asset transfer back to the members(2015) whom created a trust with charitable status enabling opportunities to draw down grants etc. part of the agreement is a reduced subsidy over three years. We are now in the second year and accounts from the club show excellent results. The club membership is growing and signs that long term sustainability is achievable!	5			5	Last year of reducing subsidy
Llanelli Leisure Centre	152	A new Leisure Centre is planned as part of the Wellness village at Delta Lakes Llanelli. It is anticipated that additional income and reduced building running costs will improve the net revenue funding position for the centre			85	85	New Llanelli LC improved trading position
Culture							
Carbon trust energy savings	1,941	We are planning to undertake carbon trust energy assessments of all Cultural buildings, with a view to reducing costs through more efficient use and management of energy.			16	16	Carbon trust energy savings
Theatres	800	Carmarthenshire Theatres manages the Miners' Ammanford, Lyric Carmarthen and Ffwrnes Llanelli and promotes a broad range of events and productions throughout the year for all age groups and interests. During 2015/16 a total in excess of 100,000 paying customers and participants visited and made use of our facilities. As Carmarthenshire's flagship theatre The Ffwrnes is increasingly establishing itself as one of Wales's leading Cultural and Entertainment venue. 266 visiting companies and hirers 400 performances/events 74,130 attendances 33,805 participants	11	20	10	41	Reduced agency costs & Increased income in Theatres
Libraries	2,337	Carmarthenshire libraries provides an extensive choice of books, DVDs, CDs, online services, newspapers and magazines, there is something for everyone! With over half a million books on offer between 3 regional, 13 branch and mobile libraries you're never too far away from a centre of knowledge. Public access computers and Wi-Fi are available at all libraries. Keeping up to date with technology there is now the Playstation 4 available at Llanelli, Carmarthen and Ammanford library. Carmarthenshire is the 4 th busiest Library in Britain. There have been over 600,00 issues of books per year. Promoting a new mobile service in January 2017 as an out of reach service, linking up with various partners to deliver this new service.	20	57		77	Procurement, cost efficiencies and income
Total Leisure			180	222	203	605	

Efficiency Proposals

Department	2017-18 Budget	FACT FILE	2018-19 Proposed	2019-20 Proposed	2020-21 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	
Environment Planning							
Development Management	141	<ul style="list-style-type: none"> The Development Management Unit manages the statutory planning application process (including pre application and also discharge of conditions and variation of conditions post approval). The Unit deals with between 1700 and 1900 applications on average each year (roughly 150 cases per annum per Officer). The unit is also responsible for planning enforcement matters including enforcement of planning conditions and unauthorised development and built conservation matters, dealing with roughly 500 cases per annum. 	30	12.5	10	52.5	2018/19 - £20k : Savings have been identified in terms of staffing. This is part of an overall reconfiguration of posts within the Development Management section aimed at improving resiliency and efficiency and re-targeting of resources within the Business Unit; £10k : predicted income from new Pre-application service (new fee system yet to be agreed through Council). 2019/20 - £10k : additional predicted income from new Pre-application service; £2.5k : reduction in meeting costs; 2020/21 - £10k : additional predicted income from new Pre-application service.
Minerals & Waste	137	<ul style="list-style-type: none"> The Team ensure that the significant aggregate resources and waste within Carmarthenshire are provided and managed in a sustainable way. This involves dealing with applications for waste and mineral workings/sites, dealing with enforcement matters relating to such sites and also required monitoring regarding the operation of such sites. The Team also undertake the above functions in whole or in part for another 7 Local Authorities in South and West Wales. 	15	5	5	25	Increase in income through various Service Level Agreements coupled with some savings to be made through reconfiguration of the Team which is aimed at improving the resilience of the Team going forward.
Forward Planning	435	<ul style="list-style-type: none"> Division responsible for producing and assisting with implementation, including on-going monitoring of plan delivery and on-going revision of evidence base, of all development plans which cover or part cover Carmarthenshire. These plans include: <ul style="list-style-type: none"> o Spatial plans – the potential for plans to span more than one (or part of) County in future years o the Local Development Plan which was adopted for Carmarthenshire in 2014 and o Development Briefs for specific sites and areas - a number of which have now been produced for the County. Also involved in assisting with development and or disposal of Council owned land/property in relation to advising on potential uses and providing consultancy role regarding preparation of planning applications on behalf of the Council. 	6.5	3.5	0	10	General savings identified within the Forward Planning budget which are not related to the production of the LDP.
Rural Conservation	287		5	2	0	7	2018/19 - Predicted income from new Common Lands procedure for charging titles etc. ; 2019/20 - reduction in travel costs.
Planning Admin.	365		6	5.3	0	11.3	2018/19 - Increase in Street name and numbering income; 2019/20 - Reduction in translation and postage budgets.
Building Control	139		5.5	0	0	5.5	Dangerous structure - temporary payments are dealt with
Total Planning division			68	28	15	111	

Department	2017-18 Budget	FACT FILE	2018-19 Proposed	2019-20 Proposed	2020-21 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	

Community Services

Leisure

Gwendraeth Leisure Centre	11	Gwendraeth Sports Centre has a 4 court hall, 2 squash courts;and mulit function room. Management has recently been transferred to a community group generating savings of circa £16k. Future community asset transfer via long term lease will deliver further savings.		11		11	Gwendraeth LC - saving from already agreed asset transfer
Y Gât	47	Y Gât (formerly known as St. Clears Craft Centre) is an arts facility that also hosts the local library and a franchise catering operator. The facility has an open gallery / shop area along with conference rooms facilities and studio spaces for local artisits to hire.		23	24	47	Development and re-provision of Y Gât(St Clear's)

Leisure Total			0	34	24	58	
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Demographic, legislative or continuing pressures

	2018-2019	2019-2020	2020-2021	Description	Proposed Allocation
	£'000	£'000	£'000		2018-2019
					£'000
Environment Planning					
Local Development Plan	75			Additional funding required to meet the ongoing costs associated with the legislative requirements arising from the review and preparation of the Local Development Plan including ICT requirements, evidence gathering and examination costs.	75
Ecological Impact of the Environment Act 2016	43			To tackle the increased requirements brought in through Env Act 2016 on statutory duty to assess ecological implications of planning applications (now approx. covering 900 applications a year).	43
Total Planning	118	0	0		118

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COMMUNITY SCRUTINY - REGENERATION

2017/18			Statutory S/NS/Both	2018/19			2019/20			2020/21			
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Regeneration													
504	-315	189	West Wales European Centre	NS	513	-322	191	481	-402	79	490	-410	80
62	0	62	Llanelli Community	NS	63	0	63	64	0	64	65	0	65
71	-47	24	Parc Amanwy Ammanford	NS	73	-47	26	75	-48	27	1	0	1
35	-11	25	Nant Y Ci Rural Business Development Centre	NS	36	-11	26	37	-11	26	3	0	3
106	0	106	Amman Gwendraeth Community	NS	109	0	109	111	0	111	113	0	113
319	0	319	3 T's Community Dev Core Budget	NS	276	0	276	281	0	281	287	0	287
114	-111	2	Betws wind farm community fund	NS	114	-111	2	114	-111	2	114	-111	2
157	0	157	Community Grants	NS	160	0	160	163	0	163	167	0	167
128	0	128	Welfare Rights & Citizen's Advice	S	130	0	130	133	0	133	136	0	136
30	0	30	Rural Carmarthenshire	NS	31	0	31	31	0	31	32	0	32
3,604	-11	3,593	Physical Regeneration	NS	3,614	-11	3,602	3,623	-11	3,612	3,633	-11	3,622
28	0	28	Amman Gwendraeth Regeneration	NS	28	0	28	29	0	29	29	0	29
24	0	24	Llanelli Regeneration	NS	25	0	25	25	0	25	26	0	26
144	-139	5	Llanelli Coast Joint Venture	NS	147	-142	5	150	-145	5	153	-148	5
185	-130	55	The Beacon	NS	189	-133	56	194	-136	58	198	-138	60
340	-11	329	Business Services	NS	347	-11	335	353	-11	342	360	-11	349
25	0	25	GT WWEC Matchfunding for Future Schemes	NS	25	0	25	25	0	25	25	0	25
307	0	307	GT Match Funding Earmarked for Future Schemes	NS	307	0	307	307	0	307	307	0	307
Externally Funded Schemes													
406	-406	0	GT Communities First - CCC Cluster	NS	0	0	0	0	0	0	0	0	0
137	-137	0	GT Regional Engagement Team - ERDF	NS	135	-135	0	153	-153	0	0	0	0
99	-99	0	GT Regional Engagement Team - ESF	NS	98	-98	0	111	-111	0	0	0	0
30	-30	0	GT Fusion Challenge	NS	30	-30	0	0	0	0	0	0	0
93	-93	0	GT Communities First Lift	NS	0	0	0	0	0	0	0	0	0
107	-106	0	GT Communities for Work - Priority 1	NS	107	-106	0	107	-106	0	107	-106	0
57	-57	0	GT Communities for Work - Priority 3	NS	57	-57	0	57	-57	0	57	-57	0
0	0	0	GT RLP Transition	NS	0	0	0	0	0	0	0	0	0
620	-619	1	GT Workways Plus	NS	255	-253	1	1	0	1	1	0	1
0	0	0	Carmarthen town centre partnership (E)	NS	0	0	0	0	0	0	0	0	0
47	-47	0	GT Exploitation of Digital Technology in Carmarthens	NS	0	0	0	0	0	0	0	0	0
0	0	0	GT SW Wales Regional RTEF Promotion 16-17	NS	0	0	0	0	0	0	0	0	0
0	0	0	GT Destination Sirgar 3	NS	0	0	0	0	0	0	0	0	0
43	-43	0	GT Event Organisers Network	NS	0	0	0	0	0	0	0	0	0
4	-4	0	GT Mobile & Pop Up Hubs	NS	0	0	0	0	0	0	0	0	0
59	-59	0	GT RDP LEADER Running Costs	NS	69	-69	0	94	-94	0	95	-95	0
153	-152	0	GT RDP LEADER Animation Costs	NS	147	-147	0	96	-96	0	75	-74	0
250	-250	0	GT RDP LEADER Implementation Costs	NS	250	-250	0	250	-250	0	250	-250	0
92	-92	0	GT RDP LEADER Cooperation	NS	92	-92	0	92	-92	0	92	-92	0
3,378	-2,969	5,409	Total Regeneration		7,426	-2,025	5,400	7,158	-1,833	5,325	6,815	-1,504	5,311

COMMUNITY SCRUTINY - COUNCIL FUND HOUSING
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2017/18			Statutory S/S/Both	2018/19			2019/20			2020/21			
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
HOUSING (Council Fund)													
592	-2,310	282	Home Improvements (Non Hra)	S	2,604	-2,314	290	2,615	-2,317	297	2,626	-2,321	305
138	-121	18	Penybryn Travellers Site	S	141	-122	19	144	-124	20	147	-125	21
185	-64	121	Homelessness	S	587	-65	522	598	-67	531	609	-68	541
231	0	231	Investment / Re-housing / Central Support Costs	Both	234	0	234	237	0	237	240	0	240
6,754	-6,656	98	Independent Living and Affordable Homes	S	6,758	-6,656	102	6,762	-6,656	106	6,765	-6,656	110
447	-101	346	Temporary Accomodation	S	447	-103	344	456	-106	351	465	-108	358
756	-750	5	Social Lettings Agency	N	773	-829	-56	788	-846	-57	804	-893	-89
188	-187	1	Transitional Funding - Implementing the Housing (Wales) Act (E)	N	188	-187	1	188	-187	1	188	-187	1
11,291	-10,190	1,100	HOUSING (Council Fund) TOTAL		11,731	-10,277	1,454	11,787	-10,302	1,485	11,844	-10,358	1,486

COMMUNITY SCRUTINY - LEISURE

2017/18			Statutory S/NS/Both	2018/19			2019/20			2020/21			
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Sports & Leisure - County Wide													
863	-59	804	Sport & Leisure General	NS	882	-60	822	899	-61	838	917	-61	855
239	-287	-48	5 x 60 (E)	NS	239	-287	-48	239	-287	-48	239	-287	-48
127	-57	70	Dragon Sport (E)	NS	129	-57	72	129	-57	72	129	-57	72
28	-28	0	LAPA Additional Funding (E)	NS	28	-28	0	28	-28	0	28	-28	0
175	-175	1	National Exercise Referral Scheme (E)	NS	175	-175	1	175	-175	1	175	-175	1
1,432	-606	826	Total Sports & Leisure - County Wide		1,453	-607	846	1,470	-607	863	1,488	-608	880
Sport & Leisure - West													
232	-32	200	Sport & Leisure West	NS	237	-33	204	242	-33	208	247	-34	213
287	-122	164	Newcastle Emlyn Sports Centre	NS	293	-125	168	300	-127	173	306	-129	177
1,527	-1,209	318	Carmarthen Leisure Centre	NS	1,559	-1,249	310	1,585	-1,276	309	1,614	-1,305	310
214	-37	177	St. Clears Leisure Centre	NS	217	-38	179	220	-39	181	223	-39	183
88	0	88	Bro Myrddin Indoor Bowling Club	NS	83	0	83	83	0	83	83	0	83
2,348	-1,401	947	Total Sport & Leisure - West		2,390	-1,444	945	2,430	-1,475	955	2,473	-1,507	966
Sport & Leisure - East													
233	-64	168	Sport & Leisure East	NS	237	-65	172	242	-65	177	247	-65	181
777	-554	223	Amman Valley Swimming Pool	NS	794	-580	214	807	-595	212	823	-612	211
7	0	7	Brynamman Swimming Pool	NS	7	0	7	7	0	7	7	0	7
197	-79	119	Llandovery Swimming Pool	NS	203	-80	122	208	-82	126	213	-84	129
17	-4	13	Gwendraeth Sports Centre	NS	17	-4	13	6	-4	2	6	-4	2
106	0	106	Dinefwr Bowling Club	NS	101	0	101	101	0	101	101	0	101
1,336	-701	635	Total Sport & Leisure - East		1,358	-729	629	1,371	-746	625	1,397	-765	632
Sport & Leisure - South													
203	-33	170	Sport & Leisure South	NS	207	-34	173	211	-34	177	215	-34	181
1,479	-958	521	Llanelli Leisure Centre	NS	1,508	-992	516	1,532	-1,015	516	1,557	-1,126	431
49	-19	30	Coedcae Sports Hall	NS	50	-19	31	51	-19	31	52	-20	32
1,730	-1,010	720	Total Sport & Leisure - South		1,765	-1,045	720	1,793	-1,068	725	1,825	-1,180	644
6,847	-3,718	3,129	Leisure c/f		6,965	-3,825	3,140	7,064	-3,897	3,167	7,182	-4,060	3,122

COMMUNITY SCRUTINY - LEISURE

2017/18			Statutory S/NS/Both	2018/19			2019/20			2020/21		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
06,847	-3,718	3,129		6,965	-3,825	3,140	7,064	-3,897	3,167	7,182	-4,060	3,122
Leisure b/f												
Outdoor Education												
519	-319	200	NS	531	-326	205	542	-384	158	552	-442	110
519	-319	200		531	-326	205	542	-384	158	552	-442	110
Total Outdoor Education												
Countryside Facilities												
4	-9	-5	NS	4	-9	-5	4	-9	-5	4	-10	-6
393	-253	140	NS	403	-259	144	409	-264	145	416	-269	147
748	-651	97	NS	753	-696	56	759	-782	-22	766	-818	-51
1,145	-913	232		1,159	-964	195	1,173	-1,055	118	1,187	-1,097	90
Pembrey Country Park Sub Total												
1,103	-427	676	NS	1,113	-428	684	1,123	-430	693	1,133	-431	702
896	-866	30	NS	914	-886	28	932	-903	29	951	-921	30
1	-82	-81	NS	1	-84	-83	1	-86	-85	1	-88	-86
6	-27	-21	NS	6	-27	-22	6	-28	-22	6	-29	-22
3,151	-2,315	836		3,193	-2,390	803	3,235	-2,502	733	3,278	-2,565	713
Total Countryside Facilities												
Countryside Access												
5	0	5	NS	5	0	5	5	0	5	5	0	5
5	0	5		5	0	5	5	0	5	5	0	5
Total Countryside Access												
10,522	-6,351	4,170		10,694	-6,541	4,153	10,845	-6,782	4,063	11,017	-7,067	3,950
Leisure c/f												

COMMUNITY SCRUTINY - LEISURE

2017/18			Statutory S/NS/Both	2018/19			2019/20			2020/21		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
10,522	-6,351	4,170		10,694	-6,541	4,153	10,845	-6,782	4,063	11,017	-7,067	3,950
			Leisure b/f									
			Millennium Coastal Park									
1,326	-34	1,292	NS	1,329	-35	1,294	1,331	-36	1,295	1,333	-37	1,297
393	-165	228	NS	339	-168	171	341	-172	169	343	-175	167
175	-103	71	NS	178	-106	73	180	-108	72	182	-110	72
1,894	-302	1,591		1,846	-309	1,537	1,852	-315	1,536	1,857	-322	1,536
			Total Millennium Coastal Park									
			Culture & Heritage									
77	0	77	NS	78	0	78	80	0	80	81	0	81
79	0	79	NS	81	0	81	82	0	82	84	0	84
162	-97	64	NS	167	-100	67	170	-102	68	172	-104	69
130	-33	97	NS	132	-34	99	134	-58	77	136	-83	52
885	-385	500	NS	897	-405	492	907	-433	474	913	-452	461
393	-195	199	NS	405	-199	206	410	-203	207	412	-207	204
52	-15	37	NS	53	-16	37	53	-16	37	54	-16	38
828	-479	349	NS	846	-489	356	864	-499	365	882	-508	374
1,286	-928	358	NS	1,288	-928	360	1,288	-928	360	1,288	-928	360
2,888	-86	2,802	S	2,937	-88	2,849	2,934	-90	2,844	2,985	-92	2,894
611	-53	558	NS	622	-54	568	632	-55	577	640	-56	584
215	-2	214	Both	219	-2	217	221	-2	220	224	-2	223
7,606	-2,273	5,333		7,724	-2,315	5,409	7,777	-2,385	5,391	7,872	-2,449	5,424
			Total Culture & Heritage									
			Leisure Management									
414	-43	371	NS	420	-43	377	427	-43	383	433	-43	390
414	-43	371		420	-43	377	427	-43	383	433	-43	390
			Total Leisure Management									
20,435	-8,970	11,465		20,685	-9,208	11,477	20,900	-9,527	11,374	21,180	-9,881	11,299
			Leisure Total									

COMMUNITY SCRUTINY - PLANNING

2017/18			Statutory S/NS/Both	2018/19			2019/20			2020/21			
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net	
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Planning													
3,723	-1,368	355	Development Management	S	1,732	-1,379	353	1,759	-1,390	370	1,790	-1,401	389
25	-25	0	Waste planning monitoring report (E)	NS	0	0	0	0	0	0	0	0	0
315	-122	193	Minerals	S	320	-140	181	326	-147	179	332	-154	177
510	-47	463	Policy-Development Planning	S	588	-48	540	596	-48	548	608	-49	559
399	-68	331	Conservation	S	449	-74	374	455	-76	380	464	-77	387
50	-50	0	South Wales Regional Aggregates Working Party (E)	NS	0	0	0	0	0	0	0	0	0
0	0	0	Coed Cymru	NS	0	0	0	0	0	0	0	0	0
131	-130	1	Caeau Mynydd Mawr-Marsh Fritillary Project	NS	131	-130	1	131	-130	1	131	-130	1
0	0	0	Carmarthenshire Bogs 2 (E)	NS	0	0	0	0	0	0	0	0	0
27	-27	0	Building Our Heritage (Delivery Phase) (E)	NS	0	0	0	0	0	0	0	0	0
44	-44	0	ESD Grant - Natural Resource Management	NS	44	-44	0	44	-44	0	44	-44	0
11	-11	0	Morfa Berwick S.106 fund	NS	11	-11	0	11	-11	0	11	-11	0
57	-57	0	WPD - Grid Connection S.106 Project	NS	57	-57	0	57	-57	0	57	-57	0
58	-52	6	Tywi Centre	NS	58	-53	6	59	-54	5	59	-54	5
755	-534	221	Building Control	S	771	-546	224	785	-557	228	800	-568	232
8	0	8	Build Control Other Works	S	2	0	2	2	0	2	2	0	2
521	-164	357	Planning Admin Account	S	529	-170	358	531	-171	361	540	-171	369
4,633	-2,699	1,934	Total Planning		4,692	-2,652	2,040	4,757	-2,683	2,074	4,838	-2,716	2,122
44,736	-24,827	19,909	COMMUNITY SCRUTINY TOTAL		44,534	-24,163	20,371	44,603	-24,345	20,258	44,677	-24,459	20,218

APPENDIX C

CHARGING DIGEST - Housing Services

2016/17 Actual	2017/18 Budget	2018/19 Budget	Business Unit	Service Provided	2017/18 Charge Levied			2018/19 Proposed Charge			Comments
					Fee £	Discounted Fee for LAW Affiliated £	Variation Fee £	Fee £	Discounted Fee for LAW Affiliated £	Variation Fee £	
8,044	57,826	59,156	Housing Multiple Occupation	Type of Property							
				Single Let	240.00	180.00	20.00	240.00	180.00	20.00	
				2 Flats	360.00	280.00	20.00	360.00	280.00	20.00	
				3 Flats	480.00	400.00	40.00	480.00	400.00	40.00	
				4 Flats	600.00	520.00	60.00	600.00	520.00	60.00	
				5 Flats	720.00	640.00	80.00	720.00	640.00	80.00	
				6+ Flats	840.00	760.00	100.00	840.00	760.00	100.00	
				3 Sharing	380.00	300.00	20.00	380.00	300.00	20.00	
				4-6 Sharing	520.00	440.00	40.00	520.00	440.00	40.00	
				7-10 Sharing	660.00	580.00	60.00	660.00	580.00	60.00	
				11+ Sharing	800.00	720.00	80.00	800.00	720.00	80.00	
			Housing Act 2004 Notice Fees	Enforcement fee	75.00			75.00			Hourly fee
			Empty Properties/Houses into Homes	Land Registry Charge:							
				Loan Value £1-£149,999	50.00			50.00			
				Loan Value £150,000	70.00			70.00			
				Administration Fee:							
				Loan Amount							
				£0 - £50,000	295.00			295.00			
				£50,001 - £100,000	395.00			395.00			
				£100,001 - £150,000	495.00			495.00			
			Mobile Home Site Licensing	Set up Cost:							
				Initial Licence (Year 1)	300.29			300.29			
				Re-licence (Year 5)	0.00			0.00			
				Administration Cost of Licence:							
				Initial Licence (Year 1)	80.09			80.09			
				Re-licence (Year 5)	80.09			80.09			
				Cost per Pitch:							
				Initial Licence (Year 1)	9.73			9.73			
				Re-licence (Year 5)	9.73			9.73			

APPENDIX C

CHARGING DIGEST - Environment department

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
8,742	2,970	9,230	<u>Planning</u> Administration	<u>Street Naming & Numbering:</u> Single Dwelling Development up to 5 plots Development 6 - 25 plots Development 26 - 75 plots Development 76+ plots Renaming street at residents request Renaming following property conversion Re-issuing naming & numbering following amendments to site plans Confirmation of postal address Add a house name to an existing numbered property	25.00 150.00 + 25.00 per plot 150.00 + 20.00 per plot 150.00 + 15.00 per plot 150.00 + 10.00 per plot 150.00 + 25.00 per dwelling in the street 25.00 + 10.00 per flat 150.00 + 25.00 per plot 30.00 25.00	25.00 150.00 + 25.00 per plot 150.00 + 20.00 per plot 150.00 + 15.00 per plot 150.00 + 10.00 per plot 150.00 + 25.00 per dwelling in the street 25.00 + 10.00 per flat 150.00 + 25.00 per plot 30.00 25.00	Proposed new charge in 17/18 - This application did not attract a fee before that. The same process is undertaken for this as an application to change a house name which has a fee of £25
136,727	122,191	139,625	Minerals	Provision of a case officer service in relation to mineral planning applications for new sites or extensions to existing sites	The Planning Application Fee (up to a maximum of £28,500 where SLA in place)	The Planning Application Fee (up to a maximum of £28,500 where SLA in place)	Includes discussions with applicants/agents, consultees and interested parties; preparation of detailed reports to Committee including recommendations; attendance at Committee meetings and Site Inspections; preparation of the Authority's case for any subsequent planning appeal and representation at any hearing or inquiry (provided the decision accords with the case officer recommendation).

APPENDIX C

CHARGING DIGEST - Environment department

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
				Provision of a case officer service in relation to mineral planning applications for variation of conditions and applications for Periodic Review of Conditions	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	
				Pre application discussions with prospective applicants/agents	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	Fee to be refunded if it results in a planning application
				Preparation of Prohibition Orders	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	Includes attendance at any Appeal hearing/inquiry
				Monitoring mineral and landfill sites in accordance with an annual programme established (by agreement) under the provisions of the Town & Country Planning (Fees for Applications and Deemed Applications) (Amendment No 2) (Wales) Regulations 2006	The established monitoring fee (currently £330 for active sites and £110 for dormant sites)	The established monitoring fee (currently £330 for active sites and £110 for dormant sites)	Includes the preparation of reports of monitoring visits, identifying breaches of planning control and advising on appropriate action in respect of breaches of planning control
				Additional site monitoring over and above that identified in the annual programme established at the beginning of each calendar year (by agreement)	27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	

APPENDIX C

CHARGING DIGEST - Environment department

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
2016/17				Taking of formal enforcement action considered to be expedient in relation to breaches of planning control identified at mineral sites	27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	
				Preparation and presentation of evidence at any Appeal hearings, inquiry or court proceedings (when not covered by a planning application fee)	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	
				Any minerals/waste work not covered by any of the above categories	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	40.67 per hour (with SLA) 44.73 (without SLA) inclusive of expenses (Manager) 27.90 per hour (with SLA) 30.70 (without SLA) inclusive of expenses (Planning Officer)	
27,315	12,362	22,876	Development Management	Chargeable Pre-application and post consent advice in relation to Developments of National Significance (DNS) (Planning Wales Act 2015) and Nationally Significant Infrastructure Projects (NSIP) (Planning Act 2008)	Subject to individual planning performance agreements/Service level agreements	Subject to individual planning performance agreements/Service level agreements	Process agreed at Full Council on the 25th January 2017
456,394	527,435	538,459	Building Control	Building Regulation Charges	Costs on a case by case basis - quotations available directly from the Building Control Section	Costs on a case by case basis - quotations available directly from the Building Control Section	

APPENDIX C

CHARGING DIGEST - Environment department

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
225	1,480	1,514	Forward Planning	Local Development Plan - Charge for Purchase	£75 per copy	£75 per copy	Fixed charge for the purchase of hard copies of the LDP
17,453	25,818	26,412		Provision of an internal Planning consultancy service through the production of Planning and Development Briefs, preparation and submission of Planning Applications (incl. supporting material) and other bespoke planning work to guide developmental considerations and assist in asset disposal.	Costs on a case by case basis - based on hourly rate of officers. Service provided in accordance with signed Service Level Agreements.	Costs on a case by case basis - based on hourly rate of officers. Service provided in accordance with signed Service Level Agreements.	Reflects the ongoing 'not for profit' consultancy arrangement.
0	0	5,115	Conservation - Common Land Fees (New charges)	Correction of a mistake made by registration Authority	0.00	No fee	
				Correction of any other mistake that would not affect the extent of Common Land or Village Green, or what can be done by virtue of a right of common	0.00	159.00	Estimated 6 hours work
				Removing duplicate entry from register	0.00	No fee	
				Updating of names and addresses referred to in a register	0.00	26.56	Estimated 1 hours work
				Updating an entry to take in to account accretion or diluvion	0.00	26.56	Estimated 1 hours work
				Non- Registration of Common Land or Village Green	0.00	No fee	
				Waste Land of the Manor not registered as common land	0.00	No fee	
				Deregistration of certain land registered as common land or as town or village green	0.00	1062.00	Estimated 40 hours work

APPENDIX C

CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges unless stated otherwise

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments		
54,718	49,578	50,718	COUNTRY PARKS Pembrey Country Park						
			Riding Centre (Leased)	Riding Centre tacked horses	Season ticket charges to be applied	Normal entry fee or Season ticket prices to be charged	Livery tenant has 2 comps then all other staff & visitors pay		
			Park hire Events Field (old archery site)	Daily hire of: full field Daily hire of: Half field Weekly hire rate: full field Weekly hire rate: half field	Fixed charges replaced with a charge set by Senior Outdoor Rec Manager, Events Manager and Event Co-ordinator to maximise events income taking into account the following (examples) , size of event, area required, event profile, expected visitor numbers, disruption, time of year, the additional work required from the service, how well established or new event, charitable or commercial etc.	500.00 To be discontinued 2500.00 To be discontinued	Rental charge will be applied for activities that do not come under the event bracket (below), for example: weddings; private functions; experiential marketing; caravan rallies with the appropriate insurances etc (in the hire agreement it will state the maximum number of campers for each field).		
			Monk's Head Field	Daily hire of: full field Daily hire of: Half field Weekly hire rate: full field Weekly hire rate: half field		To be discontinued To be discontinued To be discontinued 750.00 To be discontinued 4500.00 To be discontinued			
			Medium Area of Land	Daily Hire Size to be agreed		To be discontinued			
			Small area of land	Daily Hire Size to be agreed		To be discontinued To be discontinued To be discontinued 300.00 150.00			
			Major Events within the Park this classifies as event footfall of over 5,000	Rates negotiable depending on scale and location of event		See comments		See comments	Charge set by Senior Outdoor Rec Manager, Events Manager and Event Co-ordinator to maximise events income taking into account the following (examples): size of event, area required, event profile, expected visitor numbers, disruption, time of year, the additional work required from the service, how well established or new event, charitable or commercial etc. Charge may also include park entry and/or participant entry fee

APPENDIX C

CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges unless stated otherwise

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments
			Events within the park organised by an external organiser (less than 5,000 footfall)	Commercial		Park entry to be charged per vehicle plus £2 per entrant	New charge for events - with a footfall of less than 5000 people. Charge to cover staff time before, during or after an event Price will be dependant on event type and costs, which will be covered in event plan which will be signed off by HOS Max number of 35 per ranger Not used Plus any rent for field etc Discretionary by Senior Manager Manage public ,enviromental and film crew assistance fees to be agreed by a small group of officers as above
			Hourly Staff rate for External Events	Charity/Non profit etc		Park entry to be charged per vehicle £27 per hour	
			Events run by the events team within the park throughout the year	Member of the team to help with external events		Max ticket price of £10 per head	
			Guided Walks	Price per ticket		Trade stands charged at a maximum of £50 per event	
			Commercial (Filming)	Tradestands at events		£54 for half a day 2 hours	
			Staff Service (Filming support)	Guided Walks for groups with Rangers	see comments	To be discontinued	
				Half Day filming	see comments	500.00	
				Full Day filming	see comments	See comments	
				Promoting the park in a positive manner	see comments	£27 per hour	
				Hourly Rate per Team member	see comments		
			Firewood/Logs (Soft Wood Only)	Retail 1 Large onion sack	4.00	To be discontinued	This is not a priority function with very little work being undertaken on this currently This is not a priority function with very little work being undertaken on this currently Negotiated by Snr Outdoor Recreation Manager and 2 other senior staff if trade sale is required.
				Retail 3 large onion sacks	10.00	To be discontinued	
				Trade large onion sack	2.00	To be discontinued	
				Retail 1 Jumbo sack(sack supplied by CCC)	45.00	To be discontinued	
				Retail Equivalent to 1 jumbo sack loose logs	40.00	To be discontinued	
				Retail Equivalent to 3 jumbo sack loose logs	100.00	To be discontinued	
				Trade 1 jumbo sack(sack supplied by CCC)	35.00	To be discontinued	
				Trade equivalent to 1 jumbo sack loose logs	30.00	To be discontinued	

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CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges unless stated otherwise

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments
			PCP General Camping	Daily rate peak periods (non electric)	17.00	17.00	National School holidays and bank holidays 2 adults and upto 4 children per pitch
				Daily rate off-peak (with electric)	18.00	18.00	1/3/2018-31/10/2018 excluding school and bank holidays 2 adults and upto 4 children
				Daily rate off-peak (non electric)	15.00	15.00	1/3/2018-31/10/2018 excluding school and bank holidays 2 adults and upto 4 children
				Serviced Peak		25.00	National School holidays and bank holidays 2 adults and upto 4 children per pitch
				Serviced off peak		22.00	1/3/2018-31/10/2018 excluding school and bank holidays 2 adults and upto 4 children
				Cyclists/Walkers Peak		10.00	No Vehicle 1 man tent
				Cyclists/walkers off peak		7.50	No Vehicle 1 man tent
				Autumn daily rate (non electric) (October)	12.00	To be discontinued	No requirement for this
				Extra Vehicle	5.00	5.00	
				Per Extra Adult	5.00	5.00	
				Group bookings (bona fide charitable organisations e.g. Scouts, guides, church groups etc)	2.50 - 3.50 per head	3.00 per head	Off Peak only. Other times of year field hire will apply
				Group bookings (bona fide Caravan and Camping Clubs) with electric - summer season	20.00	to be discontinued	Marshalls/deputy marshals for rallies of 20+caravans stay free of charge.
				Group bookings (bona fide Caravan and Camping Clubs) non electric - summer season	17.00	to be discontinued	Marshalls/deputy marshals for rallies of 20+caravans stay free of charge.
				Group bookings (bona fide Caravan and Camping Clubs) with electric - outside summer season	18.00	to be discontinued	Marshalls/deputy marshals for rallies of 20+caravans stay free of charge.
			Group bookings (bona fide Caravan and Camping Clubs) non electric - outside summer season	15.00	to be discontinued	Marshalls/deputy marshals for rallies of 20+caravans stay free of charge.	

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CHARGING DIGEST - Leisure

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments
				One Man Tent peak season (non electric)	17.00	to be discontinued	pitches will be marked in future pitches will be marked in future pitches will be marked in future Volunteers to help out with maintenance of site during peak periods
				One Man Tent off peak (non electric)	15.00	to be discontinued	
				One Man Tent winter (non electric)	12.00	to be discontinued	
				Pitches for volunteer warden	0.00	0.00	
				Pitches for journalists and media positively promoting P.C.P.	Senior Managers decision	Senior manager Discretion	Signed off by HoS
				Pitches for Seasonal Campsite Staff (Site Wardens)	0.00	0.00	Wardens to stay on site to provide 24-hour security/maintenance cover during season
			Freezer pack freezing	per bag up to 5 packs	2.00	2.00	Service and charge introduced due to demand
			Beach access	Beach Key Fob Entry	35.00	£50 PER YEAR	Fisherman permit required
				Replacement beach Key Fob	35.00	to be discontinued	
			Memorial Bench	Brompton Seat	885.60	885.60	Benches will be available within the
				Grafton Seat	1189.92	1189.92	
			Llyn Llech Owain	Parking/Admission Charges	Please refer to attached	Please refer to attached	
2,600	2,255	2,307		Catering	Externally provided via tender	Externally provided via tender	
			Millennium Coastal Park	Car Parking	Please refer to attached schedule	Please refer to attached schedule	
3,900	4,505	4,609		Catering	Externally provided via tender	Externally provided via tender	
105,817	114,817	117,458	Burry Port Harbour			See comments	<u>Charges to remain the same on the basis of limited access/egress. However, if a 2m reduction in silt levels is achieved then charges maybe increased up to a maximum of 5%.</u>
			Outer Harbour	Marina pontoons	122.00/metre + VAT	122.00 metre + VAT	12 month contracts to be issued payment by DD
				Commercial Fishing Vessels	110.00/meter +vat	110.00 =VAT	12 month contracts to be issued payment by DD
				Visiting Vessels	1.50 + VAT/ metre a night for up to 14 nights	1.50 = VAT/metre a night for up to 14 nights	

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CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges unless stated otherwise

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments
			West Dock	Swing Moorings	35.00/metre +VAT	£35.00 metre =VAT	Max charges were never applied because of dredging and access limitations to the harbour. Annual charges paid by DD, single instalments or 2 instalments.
			East Dock	Marina pontoons	closed currently (£107/meter + vat	<i>Closed Currently (£107 meter +VAT)</i>	No concessions to existing mooring holders
				Water & waste charges	3.00 + VAT per month per mooring	<i>3.00 =VAT per month per mooring</i>	Charge to cover water rates - generally changed from annual charge to monthly charge
				Key Fobs	Mooring holders charged £15 non-refundable deposit for gate access fobs.	<i>Mooring Holders Charged £15 Non-Refundable Deposit For Gate Access Fobs. access +FOBS.)</i>	Max 2 Fobs/berth
				Parking Tickets	2 free seasonal MCP parking tickets issued per mooring holder	<i>2 free/seasonal MCP parking tickets issued per mooring holder</i>	
				Seasonal Lets - Summer (minimum 6 metres)			
				1 month (28days)	1.25 / metre + VAT per day	<i>1.25/ met =VAT per day</i>	Min 6 metres
				2 months (56 days)	1.05 / metre + VAT per day	<i>1.05/ met =VAT per day</i>	Min 6 metres
				3 months (84 days)	0.85 / metre + VAT per day	<i>0.85/ met =VAT per day</i>	Min 6 metres
				4 months (112 days)	0.75 / metre + VAT per day	<i>0.75/ met =VAT per day</i>	Min 6 metres
				5 months (140 days)	0.65 / metre + VAT per day	<i>0.65/ met =VAT per day</i>	Min 6 metres
				6 months (168 days)	0.60 / metre + VAT per day	<i>0.60/ met =VAT per day</i>	Min 6 metres
				7 months (196 days)	0.55 / metre + VAT per day	<i>0.55/ met =VAT per day</i>	Min 6 metres
				Winter,Oct to Mar (min 6m)(max 168 days)	0.50 / metre + VAT per day	<i>0.50metre VAT morning day</i>	Min 6 metres
			Marina Services	Replacement of severed or worn mooring ropes	10.00 + VAT per vessel & 5.00 + VAT per metre of rope	<i>10.00 5.00 = VAT/per vessel & 5.00 + VAT per metre of rope</i>	
				Baling out of vessel	20.00 + VAT per hr (min of half an hr)		
				Launch/recovery of vessel *	8.00 + VAT per metre each way (min 5m)	<i>8.00 = VAT/per metre each way (min 5m)</i>	*excl crane hire & trailer

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It should be noted that all charges included within this charging digest are maximum charges unless stated otherwise

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments
17,360	18,360	18,782	Catering	Relocate vessel within the marina Miscellaneous labour charges (2man team) Catamarans with a beam of 4.4 mts or more	20.00 + VAT 40.00 + VAT per hr (minimum half an hr) 50% surcharge on mooring fees	20.00VAT 20 marring VAT 40.00 + VAT per hr (minimum half an hr) 50 % surcharge on marring fees	
32,814	29,095	29,764	Discovery Centre Catering		Externally provided via tender Externally provided via tender	Externally provided via tender Externally provided via tender	

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CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges unless stated otherwise

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments	
44,161	46,299	47,364	Ski Slope	Recreational Skiing				
				Adult - Rec Ski	12.50	12.80		
				Junior - Rec Ski	8.50	8.70		
				Adult - Own Equipment	9.00	9.25		
				Junior - Own Equipment	6.75	7.20		
				Student	8.80	8.20		
				OAP/UB40	8.80	8.20		
81,508	81,684	83,563			Instruction			
				Adult Lesson	17.00	17.40		
				Junior Lesson	11.00	11.30		
				Kids Club	8.50	8.70		
				Adult Party	13.00	10.25		
				Junior Party	11.00	7.20		
			Junior School Group	62.00	61.40			
			Junior Group	87.00				
			Private Lesson 1 person	38.00	38.90	50mins + 30 min practice		
			Private Lesson 2 people	54.00	55.25	1 hr + practice		
			Private Lesson 3 people	68.00	71.65	1 hr + practice		
			Private Lesson 4 people	86.00	88.00	1 hr + practice		
			Private Lesson 5 people	102.00	104.35	1 hr + practice		
			Private Lesson 6 people	118.00	120.75	1 hr + practice		
11,831	11,836	12,108		Cycle Hire				
			2 hours - Adult	10.30	8.20	Reduced from 3hrs hire to 2hrs		
			2 hours - Child		5.15	New charge		
			4 hours - Adult		10.25	New charge		
			4 hours - Child		7.20	New charge		
			1 day - Adult	20.30	16.40			
			1 day - Child		10.25			
			Trailer		5.15			
			Tow along - per hr (inc helmet)	5.20	5.15			
			Child seats - per hr (inc helmet)	3.60	3.70			

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CHARGING DIGEST - Leisure

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	2017/18 Charge Levied £	2018/19 Proposed Charge £	Comments
77,756	78,213	80,012	Golf	Toboggan 1 Ride 3 Rides Pitch and Putt Child, OAP & Unwaged (9 holes) Child, OAP & Unwaged (additional 9 holes) Adult Adult (additional 9 holes) Disc Golf Child, OAP & Unwaged Adult Crazy Golf Child, OAP & Unwaged Adult	 4.20 6.70 3.00 2.00 5.00 3.00 2.50 3.00 2.50 3.00	 2.60 5.20 3.10 2.10 5.10 3.10 2.60 3.60 2.10 2.60	

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CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2017/18 Charge Levied		2018/19 Proposed Charge			Comments		
Season Tickets (£)			Pay & Display (£)			SEASON	Pay & Display Charges (£)	SEASON TICKETS			Pay & Display Charges (£)		
						Trailer Park		5.00				5.00	Burry Port Harbour Motorhomes car park being reviewed
						Trailer Park		8.00				8.00	
						Boat & Trailer Season Ticket (Burry Port only)	55.00	N/A	55.00	10.00	N/A		Change to 12 month ticket to be renewed on renewal date at the prices for that year. Also two numbers plates per pass but must live in same household Adding in lost ticket proof of purchase must be shown and reg numbers to match. Lost tickets as per lost policy

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CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2017/18 Charge Levied										2018/19 Proposed Charge						Comments					
Season Tickets (£)			Pay & Display (£)			SEASON		Pay & Display Charges (£)								SEASON TICKETS			Pay & Display Charges (£)								
						MCP general car parks	£35.00 for one vehicle	20.00																		Change to 12 month ticket to be renewed on renewal date at the prices for that year. Also two numbers plates per pass but must live in same household Adding in lost tickets proof of purchase must be shown and reg numbers to match	
						Blue Badge Scheme Holders	Get additional 1 hr free with any ticket purchased in line with CCC parking policy										Get additional 1 hr free with any ticket purchased in line with CCC parking policy										
Pendine Beach Car Parking																											
Page 55			28,338	26,804	27,420	Car Park	per year	For 6 months (Oct-March)	up to 1 hr	up to 2 hrs	up to 4 hrs			all day (max 8hrs)	per year	Lost Tickets	For 6 months (Oct-March)	up to 1 hr	up to 2 hrs	up to 4 hrs			all day (max 8hrs)	More choice for users			
							N/A	N/A	1.00	1.60	2.60			3.10	N/A	N/A	N/A	1.00	1.60	2.60			3.10	Charges last increased in 14/15			
						Blue Badge Scheme Holders	Get additional 1 hr free with any ticket purchased in line with CCC parking policy										Get additional 1 hr free with any ticket purchased in line with CCC parking policy										

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CHARGING DIGEST - Leisure

Country Parks Parking Charges

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		2017/18 Charge Levied		2018/19 Proposed Charge		Comments
<u>Pay & Display Charges</u>			<u>Vehs displaying Disabled Blue Badge</u>				<u>Pay & Display Charges</u>	<u>Vehs displaying Disabled Blue Badge</u>	<u>Pay & Display Charges</u>	<u>Vehs displaying Disabled Blue Badge</u>	
£			£				£	£	£	£	
Pembrey Country Park											
164,219	174,178	178,184				Cars & Coaches April to September (9:00am-4:30pm)	5.00	n/a	5.50	n/a	Fee fixed for a number of years due to operational issues giving change. Charge to increase when new barrier system goes in, early in 18/19
						April to September (4:30pm-9:00am)	2.00	n/a	2.50	n/a	
						October to March	2.00	n/a	2.50	n/a	
						Pay & Display (outside car park) Up to 1 Hour Up to 2 Hours Up to 4 Hours	1.00 1.60 2.60	see comment see comment see comment	1.00 1.60 2.60	see comment see comment see comment	Pay & Display (outside car park) Get additional 1 hr free with any ticket purchased in line with CCC parking policy
						Motorised 2 Wheeled Vehicles April to September (9:00am-4:30pm)	n/a		n/a		
						October to March	n/a		n/a		
						Notes: No charge for dropping off/picking up school children at parks					
75,562	82,089	83,977				Season Tickets					2 number plates per pass must live at same address.

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CHARGING DIGEST - Leisure
Country Parks Parking Charges

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		2017/18 Charge Levied		2018/19 Proposed Charge		Comments
<u>Pay & Display Charges</u>			<u>Vehs displaying Disabled Blue Badge</u>				<u>Pay & Display Charges</u>	<u>Vehs displaying Disabled Blue Badge</u>	<u>Pay & Display Charges</u>	<u>Vehs displaying Disabled Blue Badge</u>	
£			£				£	£	£	£	
						Annual - First Time Buyers			Price per year		
						12 month Annual Tickets	50.00	n/a	50.00	n/a	12 month tickets to increase income all year if there is price increase it would be in the next charge after initial 12 months
						Oct 1st - Mar 31st (Winter Ticket)	30.00	n/a	30.00	n/a	
						Change of vehicle/Lost tickets			10.00	n/a	As per lost policy
						Annual Renewals					
						Loyalty 12 month annual ticket	45.00	n/a	45.00	n/a	12 month tickets to increase income all year if there is price increase it would be in the next charge after initial 12 months.
						Oct - Mar	25.00	n/a	25.00	n/a	Loyalty will be for season tickets who were previous ticket holder in the past 12 months
Llyn Llech Owain											
27,772	25,653	26,243				Season Tickets 12 month ticket	25.00	to be discontinued	25.00	To be discontinued	12 month tickets to increase income all year if there is price increase it would be in the next charge after initial 12 months
						Season Tickets - October to March	10.00	to be discontinued	15.00	To be discontinued	
						Lost tickets change of vehicle			10.00	To be discontinued	
						1 Hour	1.00	CCC policy	1.00	CCC policy	
						up to 3 hours	2.10	CCC policy	2.10	CCC policy	
						Over 3 hours	3.10	CCC policy	3.10	CCC policy	When the car park P&D m/c can accommodate then the charges will change to the same charges as MCP/Pendine

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CHARGING DIGEST - Leisure

Penine Outdoor Education Centre

It should be noted that all charges included within this charging digest are maximum charges

2006/17 Actual £	2017/18 Budget £	2018/19 Budget £	Service	Charge Levied 2017/18 £				Proposed Charge 2018/19 £			
				Schools		Non-Schools		Schools		Non-Schools	
				Carms	Out of County	Groups	Comment	Carms	Out of County	Groups	Comment
393,024	318,807	326,140	Bed and Breakfast	20.00	20.00	20.00	'All in' packages comprise 50% cost for activity instruction & 50% Food and Board. (*) VAT will only be charged on Food and Board - 50% of total net cost.	20.00	20.00	20.00	'All in' packages comprise 50% cost for activity instruction & 50% Food and Board. (*) VAT will only be charged on Food and Board - 50% of total net cost.
			Day visit (no food) 2 activities *	>20.00	>25.00	>25.00	'Instructor led activities' are VAT exempt.	>20.00	>25.00	>25.00	'Instructor led activities' are VAT exempt.
			* Mon-Fri lunch "All in"	160.00 (112.00 to FSM)	200.00	230.00	Weekday residential costs (highlighted yellow) include a T-shirt. Minimum numbers apply	164.00 (114.00 to FSM)	204.00	235.00	Weekday residential costs (highlighted yellow) include a T-shirt. Minimum numbers apply
			4 day 'All in'	137.00 (96.00 to FSM)	174.00	200.00	Free places for leaders (ratio 1: 10) 'Introductory deals' may be offered to get a 'first time' booking. Reduced rates may be offered for 'out of season' bookings	140.00 (98.00 FSM)	177.50	205.00	Free places for leaders (ratio 1: 10) Reduced rates may be offered under the following circumstances (Signed off by Snr Outdoor Rec Mgr): • To obtain a first time booking. • To increase out of season bookings. • To encourage customer loyalty. • During periods of lower demand at POEC.
			3 day 'All in'	107.00 (75.00 to FSM)	136.00	154.00		110.00 (77.00 FSM)	139.00	157.00	
			Fri tea - Sun lunch (no activity)	69.00	83.00	84.00		70.00	85.00	86.00	
			Activities - 1/2 day rate min 8 in group or £72.00	>12.50	12.50	>20.00		>12.50	>12.50	>20.00	
			Meals	3.50	3.50 child 4.50 adult	4.00 child 5.00 adult		3.50	3.50 child 4.50 adult	4.00 child 5.00 adult	
			Camping	6.00	6.00	6.00		6.00	6.00	6.00	
			Bunkhouse	10.00	10.00	10.00	Min numbers apply / Bring own bedding	10.00	10.00	10.00	Min numbers apply / Bring own bedding
				No VAT	Plus VAT	Plus VAT (*)		No VAT	Plus VAT	Plus VAT (*)	

APPENDIX C

CHARGING DIGEST - Leisure

Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Coedcae			Gwendraeth			St Clears				Coedcae		Gwendraeth		St Clears		Comments	
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19		
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£		
17,393	18,661	19,090	6,864	4,133	4,228	31,016	37,082	37,935	Fusion Household £365 (Gym, classes, swim all times monthly DD) Adult Activity Session (encompassing all mainstream sessions)	5.50	5.60			36.00	36.90	All prices listed are INCLUSIVE of VAT	
									Direct Debit Membership for Fitness Room	22.00	22.50			22.00	22.50		
									Actif Household membership with access to bolt-on extras (Gym, classes, swim all times monthly DD)	41.00	42.00			41.00	42.00		
									Actif Towel					6.00	6.00		Resale item - stock cost held
									Actif RFID Wristband					4.50	4.60		Resale item - stock cost held
									Actif Water Bottle					2.50	2.50		Resale item - stock cost held
									Actif RFID Button					2.00	2.00		Resale item - stock cost held
									Actif Membership Card (Replacement)					2.00	2.00		Resale item - stock cost held
									Actif Locker Coin Keyring					1.00	1.00		Resale item - stock cost held
									Actif Gift Bundle (comprising towel, wristband, water bottle, button and Keyring)					14.00	14.10		

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CHARGING DIGEST - Leisure

Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Coedcae			Gwendraeth			St Clears				Coedcae		Gwendraeth		St Clears		Comments
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19		
£	£	£	£	£	£	£	£	£	£	£	£	£	£	£		
									Gym	5.50	5.60			5.50	5.60	
									Squash (per 40 mins)			6.50		6.50	6.65	
									Badminton	7.50	7.75	7.50		8.40	8.65	
									Table Tennis	6.50	6.65	6.50		6.50	6.65	
									Main Hall non block					29.15	29.90	
									Function rooms / kitchen hire					21.00	21.50	
									Outdoor area - (October - March)					19.75	20.20	
									Outdoor area - (April - September)					16.95	17.35	
									Tennis	7.50	7.75	7.50		8.40	8.50	
									Per child					9.80	10.00	
									Go Actif Card (12 months)	11.00	12.00			11.00	12.00	
									7 day leisure centre membership - Adult	15.00	15.00				15.00	New product
									7 day leisure centre membership - Child (<18)	10.00	10.00				10.00	New product
									7 day leisure centre membership - Family (up to 2 adults and 2 children)	25.00	25.00				25.00	New product
									All Jnr Activity Courses per 55 mins					3.50	3.60	
									Direct Debit 'Active Young People' sessions - linked to membership					15.00	15.00	Price retained - newly introduced product
									Direct Debit 'Active Young People' sessions - not linked to membership					15.00	15.00	Price retained - newly introduced product
									<u>Health/Fitness Class</u>							
									Induction	15.00	15.00	N/A		15.00	15.00	Market value

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CHARGING DIGEST - Leisure

Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment	
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19		
£	£	£	£	£	£		£	£	£	£		
397,470	461,770	472,391	93,440	103,305	105,681	Health & Fitness Classes					All prices listed are INCLUSIVE of VAT	
						Adult Activity Session (encompassing all mainstream sessions)	5.50	5.60	5.50	5.60		
						Junior Activity Sessions (u16)	3.50	3.60	3.50	3.60		
						Aquafit	6.00	6.15				
						Health / Fitness Club						
						Administration Fee	15.00	15.00	15.00	15.00		Price hold - many competitors don't charge admin fee so increase would deter customers from joining Not able to implement prior - new
						Online Incentive Administration Fee	10.00	10.00	10.00	10.00		
						Household Membership Administration Fee	30.00	30.00	30.00	30.00		
						Household Membership Online Incentive Administration Fee	20.00	20.00	20.00	20.00		
						Gym Session	5.50	5.60	5.50	5.60		Price hold - many competitors don't charge admin fee so increase would deter customers from joining Not able to implement prior - new
						Junior Gym Session	3.50	3.60	3.50	3.60		
						New Platinum All inclusive all times	33.00	33.50	33.00	33.50		
						OAP/Student Saver Scheme (Gym & Swim)	25.00	25.50	25.00	25.50		
						Fusion Household £365 (Gym, classes, swim all times monthly DD)	36.00	36.90	36.00	36.90		Product closed. Price increase for existing 365 members only
						Actif Household membership with access to bolt-on extras (Gym, classes, swim all times monthly DD)	41.00	42.00	41.00	42.00		

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CHARGING DIGEST - Leisure

Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£		£	£	£	£	
						Triathlon Membership monthly DD (access to specified programme)		33.50			New Product
						Triathlon Membership Bolt-on monthly DD (core subscription required)		25.00			New Product
						Synrgy Membership monthly DD (access to specified programme)		22.40			
						Synrgy Membership Bolt-on monthly DD (core subscription required)		16.80			
						Junior Synrgy Membership monthly DD (access to specified programme)		14.40			
						Junior Synrgy Membership Bolt-on monthly DD (core subscription required)		10.80			
						Actif Towel	6.00	6.00	6.00	6.00	
						Actif RFID Wristband	4.50	4.60	4.50	4.60	
						Actif Water Bottle	2.50	2.50	2.50	2.50	
						Actif RFID Button	2.00	2.00	2.00	2.00	
						Actif Membership Card (Replacement)	2.00	2.00	2.00	2.00	
						Actif Locker Coin Keyring	1.00	1.00	1.00	1.00	
						Actif Gift Bundle (comprising towel, wristband, water bottle, button and Keyring)	14.00	14.10	14.00	14.10	
						CORPORATE PLATINUM - Gym, classes, swim all times monthly DD	28.00	28.50	28.00	28.50	
						GP Referrals - per visit for 16 weeks	2.00	2.00	2.00	2.00	Nationally agreed charge
						Health-related outreach session	3.00	3.10		3.10	Not previous included in report - community session
						Induction assessment for 'Pay as you go' customers	20.00	20.00	20.00	20.00	Price held as at top of comparable products
						Fitness Test/Programmes	20.00	20.00	20.00	20.00	Price held as at top of comparable products

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CHARGING DIGEST - Leisure

Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£		£	£	£	£	
391,727	429,594	439,475				Health / Fitness Club					
						Gym & Sauna			8.25	8.50	
						Health Suite/Swim					
						Health Suite session					
						Recreation morning					
						Health Suite & Swim session	7.25	7.50			
						Swimming					
						Adult Swim Session	4.40	4.50			
						Jnr Swim Session	2.60	2.65			Price held as at top of comparable products
						School Swim Session (per child)	2.15	2.20	2.15	2.20	£2.15 implemented September 2017. £2.20 to be implemented Sept 2018.
						Additional School Swim Instructor recharge	15.00	15.00		15.00	Not previous included in report - an optional extra for schools who may desire it
						Family Swim Session (2 adults & 2 children)	11.40	11.65			
						Inflatable Session	4.40	4.50			
						BRONZE - Swim All Times monthly DD adult	23.00	23.50			
						CORPORATE BRONZE - Swim All Times monthly DD	20.50	21.00			
FAST Membership monthly DD (access to specified swim programme 2 p.week)	22.00	22.40									
FAST 'Light' Membership monthly DD (access to specified swim programme 1 p.week)				11.20							

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

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Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£		£	£	£	£	
						FAST Membership Bolt-on monthly DD (core subscription required)	16.50	16.80			
						FAST 'Light' Membership Bolt-on monthly DD (core subscription required)		8.40			
						<u>Swimming Instruction</u>					
						Junior / Adult Lessons Stage 1-7 Direct Debit	22.40	22.95			
						Stage 8 (3 - 4.5 hours)	35.00	35.81			
						Stage 9 & 10 (5 - 8 hours)	43.00	43.99			
						Stage 11-12 (12-16.5 hours)	60.00	61.38			
						20 hours training	70.00	71.61			
						One to One Lessons (Scheme) - per 30 mins	14.00	14.40			
						One to One Lessons (External) - per 30 mins	40.00	41.00			
						<u>Lifeguard Course (All Sites)</u>					
						Pool Lifeguard Qualification (per course)	260.00	265.00			
						Automated External Defibrillator Training	50.00	50.00			
						<u>Facility Hire - also see note below</u>					
						Sports Hall - Full per 55 mins	43.20	44.20	43.20	44.20	
						Small Hall/Dance Studio	34.00	34.80			
						Conference room (All day)	125.00	128.00			
						Conference room Morning/Afternoon/ Evening	65.00	66.50			
						Multipurpose Room	22.00	22.50			
						Main Swimming Pool (1 lifeguard) per 55mins	90.00	92.00			
128,445	180,358	184,506									

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£		£	£	£	£	
						Small Swimming Pool (1 lifeguard) per 55mins	33.75	34.55			
						Main Swimming Pool per Lane	11.25	11.50			
						Athletic Track (club - per hr)	43.20	44.20			
						Athletic Track (per person per hr)	4.50	4.60			
						Full Astro turf	55.30	56.60			
						Half Astro turf	33.00	33.90			
						Outside Netball Court	16.50	16.90			
						Football pitch - middle of track	34.00	35.00			
						Changing Facilities	20.00	20.50	20.00	20.50	
						Function Rooms					
						Activity Room - Standard			22.00	22.50	
						<u>Children's Birthday Parties</u>					
						Per Child	9.95	9.95	9.95	9.95	Minimum of 10 children required (not yet implemented)
						<u>Leisure Saver Scheme</u>					
						Go Actif Card (12 months)	11.00	12.00	11.00	12.00	
						Go Actif Card - Benefits (12 Months)	11.00	12.00	11.00	12.00	
						7 day leisure centre membership - Adult	15.00	15.00		15.00	New product
						7 day leisure centre membership - Child (<18)	10.00	10.00		10.00	New product
						7 day leisure centre membership - Family (up to 2 adults and 2 children)	25.00	25.00		25.00	New product

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

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Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£		£	£	£	£	
						<u>Hire Charges</u>					
						<u>Racket Sports</u>					
						Squash Racket Hire	3.00	3.00	3.00	3.00	
						Badminton Racket Hire	3.00	3.00	3.00	3.00	
						Short Tennis Racket	3.00	3.00	3.00	3.00	
						Table Tennis Bat Hire	3.00	3.00	3.00	3.00	
						Tennis Racket Hire	3.00	3.00	3.00	3.00	
						Football Hire	3.00	3.00	3.00	3.00	
						<u>Racket Sports</u>					
						Short Tennis (per court, 55 mins)	8.50	8.70	8.50	8.70	
						Squash (per court, per 40 mins)	6.50	6.65	6.50	6.65	
						Badminton (per court, per 55 mins)	8.50	8.70	8.50	8.70	
						Table Tennis (per table, per 55 mins)	6.50	6.65	6.50	6.65	
						Tennis (per court, per 55 mins)	8.50	8.70	8.50	8.70	
						<u>Children's Instructed Sessions</u>					
						All Jnr Activity Courses per 55 mins	3.50	3.60	3.50	3.60	
						Direct Debit 'Active Young People' sessions - linked to membership	15.00	15.00	15.00	15.00	
						Direct Debit 'Active Young People' sessions - not linked to membership	15.00	15.00	15.00	15.00	
						Direct Debit (Actif Club) & Learn to swim	NA		NA		To be discontinued from 17/18
2,562	11,339	11,600									

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Carmarthen LC			Newcastle Emlyn				Carmarthen LC		Newcastle Emlyn		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£		£	£	£	£	
						Softplay Adventure Area					
						Softplay (per 55 mins)	NA		2.00	2.00	Not yet available at centre
						Unlimited Softplay Direct Debit (Linked to Membership)	NA		5.00	5.00	Not yet available at centre
						Holiday Activity Programmes					
						Full Day	19.95	20.41	19.95	20.45	With food
						Weekly	89.80	91.87	89.80	92.00	With food
						Full Day			15.50	15.90	Without food
						Weekly			69.75	71.60	Without food
						Sauna					
						Sauna (per 55 minute session)			6.90	7.00	

Note on Facility Hire: Where a customer applies to hire a facility on a commercial basis, the cost can be charged at up to 2.5 times that of the normal hire rate and charitable organisations may apply for up to 50% reduction for fundraising events

Due to the commercial market that Sport & Leisure facilities operate within, it will be necessary to set offers at relevant times in the year and set 'bolt-on' options to allow customers that purchase selected combinations of products pre-set discounts. Where this is the case, this will require approval by the Sport & Leisure Management Team, will be minuted and consistent

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment	
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19		
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£		
255,291	293,889	300,648	8,201	8,731	8,932	309,227	327,398	334,928	Health & Fitness Classes							All prices listed are INCLUSIVE of VAT	
									Adult Activity Session (encompassing all mainstream sessions)	5.50	5.60	5.50	5.60	5.50	5.60		
									Junior Activity Session(u16)	3.50	3.60			3.50	3.60		
									AquaFit	6.00	6.15	6.00	6.15	6.00	6.15		
									Health / Fitness Club								
									Administration Fee	15.00	15.00	15.00	15.00	15.00	15.00		Price hold - many competitors don't charge admin fee so increase would deter customers from joining
									Online Incentive Administration Fee	10.00	10.00	10.00	10.00	10.00	10.00		Not able to implement prior - new
									Household Membership Administration Fee	30.00	30.00	30.00	30.00	30.00	30.00		Price hold - many competitors don't charge admin fee so increase would deter customers from joining
									Household Membership Online Incentive Administration Fee	20.00	20.00	20.00	20.00	20.00	20.00		Not able to implement prior - new
									Gym Session	5.50	5.60	5.50	5.60	5.50	5.60		
									Junior Gym Session (u16)	3.50	3.60			3.50	3.60		

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£	
									New Platinum All inclusive all times	33.00	33.50	33.00	33.50	33.00	33.50	Product closed. Price increase for existing 365 members only
									OAP/Student Saver Scheme (Gym & Swim)	25.00	25.50	25.00	25.50	25.00	25.50	
									Fusion Household £365 (Gym, classes, swim all times monthly DD)	36.00	36.90	36.00	36.90	36.00	36.90	
									Actif Household membership with access to bolt-on extras (Gym, classes, swim all times monthly DD)	41.00	42.00	41.00	42.00	41.00	42.00	
									Triathlon Membership monthly DD (access to specified programme)		33.50				33.50	
									Triathlon Membership Bolt-on monthly DD (core subscription required)		25.00				25.00	
									Actif Towel	6.00	6.00			6.00	6.00	
									Actif RFID Wristband	4.50	4.60			4.50	4.60	
									Actif Water Bottle	2.50	2.50			2.50	2.50	
									Actif RFID Button	2.00	2.00			2.00	2.00	
									Actif Membership Card (Replacement)	2.00	2.00			2.00	2.00	
									Actif Locker Coin Keyring	1.00	1.00			1.00	1.00	
									Actif Gift Bundle (comprising towel, wristband, water bottle, button and Keyring)	14.00	14.10			14.00	14.10	

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£	
235,313	217,528	222,531	66,829	63,960	65,431	358,085	377,266	385,943	CORPORATE PLATINUM - Gym, classes, swim all times monthly DD	28.00	28.50	28.00	28.50	28.00	28.50	Nationally agreed charge Price held as at top of comparable products Price held as at top of comparable products £2.15 implemented Sept 2017. £2.20 to be implemented Sept 2018.
									GP Referrals - per visit for 16 weeks	2.00	2.00			2.00	2.00	
									Health-related outreach session	3.00	3.10			3.00	3.10	
									Induction assessment for 'Pay as you go' customers	20.00	20.00			20.00	20.00	
									Fitness Test/Programmes	20.00	20.00			20.00	20.00	
									Health Suite/Swim							
									Health Suite session							
									Recreation morning Health Suite & Swim session					7.25	7.50	
									Swimming							
									Adult Swim Session	4.40	4.50	4.40	4.50	4.40	4.50	
									Jnr Swim Session	2.60	2.65	2.60	2.65	2.60	2.65	
									School Swim Session (per child)	2.15	2.20	2.15	2.20	2.15	2.20	
Additional School Swim Instructor recharge	15.00	15.00		15.00		15.00										
Family Swim Session (2 adults & 2 children)	11.40	11.65	11.40	11.65	11.40	11.65										

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£	
21,445	25,850	26,445				179,458	179,782	183,917	Facility Hire - also see note below							
									Sports Hall - Full per 55 mins	43.20	44.20			43.20	44.20	
									Sports Hall - Half per 55 mins					85.00	88.40	
									Small Hall/Dance Studio	34.00	34.80			34.00	34.80	
									Conference room (All day)							
									Conference room Morning / Afternoon /Evening							
									Multipurpose Room	22.00	22.50					
									Main Swimming Pool (1 lifeguard) per 55mins	56.25	57.50	40.00	41.00	67.50	69.00	
									Small Swimming Pool (1 lifeguard) per 55mins	33.75	34.55	21.80	22.30	33.75	34.55	
									Main Swimming Pool per Lane	11.25	11.50	11.25	11.50	11.25	11.50	No price increase in last couple of years
									Athletic Track (club - per hr)	43.20	44.20					
									Athletic Track (per person per hr)	4.50	4.60					New product
									Full Astroturf	55.30	56.60			43.00	44.00	
									Half Astroturf	33.00	33.90			23.00	23.50	
									Outside Netball Court	16.50	16.90					
									Football pitch - middle of track							
									Changing Facilities							
									Function Rooms					22.00	22.50	
									Activity Room - Standard							

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£	
									Children's Birthday Parties							
									Per Child	9.95	9.95	9.95	9.95	9.95	9.95	Minimum of 10 children required (not yet implemented)
									Leisure Saver Scheme							
									Actif Card Points							
									Go Actif Card (12 months)	11.00	12.00	11.00	12.00	11.00	12.00	
									Go Actif Card - Benefits (12 Months)	11.00	12.00	11.00	12.00	11.00	12.00	
									7 day leisure centre membership - Adult	15.00	15.00	15.00	15.00	15.00	15.00	New product
									7 day leisure centre membership - Child (<18)	10.00	10.00	10.00	10.00	10.00	10.00	New product
									7 day leisure centre membership - Family (up to 2	25.00	25.00	25.00	25.00	25.00	25.00	New product
						17,235	23,034	23,564	Hire Charges							
									Racket Sports							
									Squash Racket Hire	3.00	3.00			3.00	3.00	
									Badminton Racket Hire	3.00	3.00			3.00	3.00	
									Short Tennis Racket	3.00	3.00			3.00	3.00	
									Table Tennis Bat Hire	3.00	3.00			3.00	3.00	
									Tennis Racket Hire	3.00	3.00			3.00	3.00	
									Football Hire	3.00	3.00			3.00	3.00	

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Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£	
									<u>Racket Sports</u>							
									Short Tennis (per court, 55 mins)	8.40	8.70			8.50	8.70	
									Squash (per court, per 40 mins)					6.50	6.65	
									Badminton (per court, per 55 mins)	8.40	8.70			8.50	8.70	
									Table Tennis (per table, per 55 mins)	6.50	6.65			6.50	6.65	
									Tennis (per court, per 55 mins)	8.40	8.70			8.50	8.70	
									<u>Children's Instructed Sessions</u>							
									All Jnr Activity Courses per 55 mins	3.50	3.60			3.50	3.60	
									Direct Debit 'Active Young People' sessions - linked to membership	15.00		15.00		15.00	15.00	
									Direct Debit 'Active Young People' sessions - not linked to membership	15.00		15.00		15.00	15.00	
									<u>Holiday Activity Programmes</u>							
									Full Day			19.95	20.45	19.95	20.45	
									Weekly			89.80	92.00	89.80	92.00	
									Full Day	15.50	15.90			15.50	15.90	Without food
									Weekly	69.75	71.60			69.75	71.60	Without food

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Leisure Centres/Dual use sports halls/Swimming Pools/Bowls Centres

It should be noted that all charges included within this charging digest are maximum charges

Amman Valley LC			Llandovery SP			Llanelli Leisure Centre				Amman Valley LC		Llandovery SP		Llanelli Leisure Centre		Comment
2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget	2016/17 Actual	2017/18 Budget	2018/19 Budget		Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	Charge Levied 17/18	Proposed charge 18/19	
£	£	£	£	£	£	£	£	£		£	£	£	£	£	£	
									<u>Sauna</u> Sauna (per 55 minute session)			6.90	7.00			

Note on Facility Hire: Where a customer applies to hire a facility on a commercial basis, the cost can be charged at up to 2.5 times that of the normal hire rate and charitable organisations may apply for up to 50% reduction for fundraising events.

Due to the commercial market that Sport & Leisure facilities operate within, it will be necessary to set offers at relevant times in the year and set 'bolt-on' options to allow customers that purchase selected combinations of products pre-set discounts. Where this is the case, this will require approval by the Sport & Leisure Management Team, will be minuted and consistent

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CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
32,074	35,119	35,927	<u>ARTS & THEATRES</u> Lyric	Hire of Venue Community Hire Charges Monday to Sunday All Public Performances, other than full week hire. NEW 5 HR CALL Per performance rehearsals. NEW 4 HR CALL Get Ins Max 4hr session or part Get in before 10.00am Use of prems after 11pm for 'get outs'	480.00 360.00 240.00 105.00 pr hr By negotiation during the pre-production meetings plus any additional overtime agreed by the hiring companies.	Single performance hire: £1040 for a minimum 5 Hour Call. Additional hours charged at £65/hr thereafter (up to a max 5 additional hours) £585 for a minimum 4 Hour Call. Additional hours charged at £39/hr thereafter (up to a max 6 additional hours) N/A Get in before 9am by negotiation during the pre-production meetings plus any additional overtime agreed by the hiring companies. By negotiation during the pre-production meetings plus any additional overtime agreed by the hiring companies.	Charges proposed with sensitivity and knowledge of market to ensure sustainability of users New hire charge which is inclusive of technical staff, Box Office Staff, FoH and Bar staff, basic lighting pack, basic sound pack, get-in and get-out and dressing rooms. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+ New hire charge which is inclusive of technical staff, basic lighting pack, basic sound pack, get-in and get-out. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+ Now included in Basic Hire Charge

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
				Basic full week hire. Mon -Sat, max 5 performances	2,110.00	N/A	Full week hires now calculated by the new basic hire charges WITH 10% FOR MULTIPLE OF 3 PERFORMANCES
				Flyman		£20 per hour	
				Contracted services*	By quotation + 15%	By quotation + 15%	* e.g. piano tuning, special effects, equipment
				Additional charges*	By quotation + 15%	By quotation + 15%	* for special circumstances arising from the scale or nature of the event
				Box Office Charge	5%	5%	* for special circumstances arising from the scale or nature of the event
				TSG Loyalty Card Scheme	5%	5%	All tickets must be sold and accounted for through the TSG Box office system. Agency commission charges subject to separate negotiations
				Deposit	Minimum 20% of projected hire charges or minimum £250	Minimum 20% of projected hire charges or minimum £251	Minimum 20% of projected hire charges or minimum £250
				Bank Holidays Single Day Bookings Only			
				All Public Performances, other than full week hire	605.00	Double Rate	Single day bookings only - Excludes Runs
				Per performance rehearsals	450.00	Double Rate	Single day bookings only - Excludes Runs
				Get Ins Max 4hr session or part	300.00	N/A	Now included in Basic Hire Charge
				Get in before 9.00am	105.00	By negotiation during the pre-production meetings plus any additional overtime agreed by the hiring companies.	
				Use of prems after 11 for 'get outs'	80.00	By negotiation during the pre-production meetings plus any additional overtime agreed by the hiring companies.	
				Basic Full week hire. Mon -Sat, max 5 performances	2,110.00	N/A	Full week hires now calculated by the new basic hire charges
				Contracted services*	By quotation + 15%	By quotation + 15%	* e.g. piano tuning, special effects, equipment

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
148,723	175,530	179,567	Y Ffwrnes	Additional charges*	By quotation + 15%	By quotation + 15%	* for special circumstances arising from the scale or nature of the event
				Commission charges on Box office sales		5%	
				TSG Loyalty Card Scheme			
				Deposit	Minimum 20% of projected hire charges or minimum £250	Minimum 20% of projected hire charges or minimum £250	
				Hire of Venue			
				Main Auditorium - Non Perf	56.50 per hr	£585 for a minimum 4 Hour Call. Additional hours charged at £39/hr thereafter (up to a max 6 additional hours)	New hire charge which is inclusive of technical staff, basic lighting pack, basic sound pack, get-in and get-out. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+
				Main Auditorium - Public Perf	92.00 per hr	Single performance hire: £1040 for a minimum 5 Hour Call. Additional hours charged at £65/hr thereafter (up to a max 5 additional hours)	New hire charge which is inclusive of technical staff, Box Office Staff, FoH and Bar staff, basic lighting pack, basic sound pack, get-in and get-out and dressing rooms. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+
				Flyman		£20 pr hr	
				Dressing Room per unit	15.00 per day	N/A	this is now included in basic hire charge
				Main House Conference	£500 for the first 4 hours £105 per hour thereafter	£515 for the first 4 hours, £110 per hour thereafter	Conference hire charge includes projector, furniture, basic sound, basic lighting and technician/FoH staff. CCC departments qualify for 25% discount
			Lighting	Basic Lighting Pack	36.00 per hr	N/A	Now included in Basic Hire Charge
				Follow Spot	26.00 per hr	£20 per hour	Including technician (not subject to category discounts)
				Follow Spot without operator	15.00 per hr	£15 per day	Not subject to hire categories discount
				Additional Moving Lights	50.00 Day Rate 125.00 Half Week 225.00 Full Week	N/A N/A N/A	Now included in Basic Hire Charge Now included in Basic Hire Charge Now included in Basic Hire Charge
				Chameleon Star Cloth	50.00 Day Rate 125.00 Half Week 225.00 Full Week	£40 Day Rate £70 Half week £150 Full Week	Not subject to hire categories discount Not subject to hire categories discount Not subject to hire categories discount

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It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
			Sound	Basic Sound Pack	36.00 per hr	N/A	Now included in Basic Hire Charge
				Basic Sound Pack - Drama	20.00 per hour	N/A	Never used
				Orchestra/Band Mic Pack	50.00 Day Rate	£35 Day Rate	up to 10 microphones (not subject to category discounts)
					125.00 Half Week	£70 Half week	Not subject to hire category discounts
					225.00 Full Week	£150 Week Rate	Not subject to hire category discounts
				Monitors	30.00 Day Rate	N/A	Now included in Basic Hire Charge
					75.00 Half Week	N/A	Now included in Basic Hire Charge
					135.00 Full Week	N/A	Now included in Basic Hire Charge
				Radio Mics (4 Available)	17.00 Day Rate	£15 Day rate	Not subject to hire category discounts
					42.50 Half Week	£30 half week	Not subject to hire category discounts
					76.50 Full Week	£60 full weeks	Not subject to hire category discounts
				Riffle Mic Pack	20.00 Day Rate	£15 Day Rate	Not subject to hire category discounts
					50.00 Half Week	£30 half week	Not subject to hire category discounts
					90.00 Full Week	£60 full weeks	Not subject to hire category discounts
				Drum Screen	25.00 Day Rate	£20 Day Rate	Not subject to hire category discounts
					62.50 Half Week	£40 Half Week	Not subject to hire category discounts
					112.50 Full Week	£80 Full Week	Not subject to hire category discounts
				Misc	Staging Units	15.00 Day Rate	£10 Day Rate
					37.50 Half Week	£20 half week	Not subject to hire category discounts
					67.50 Full Week	£40 full week	Not subject to hire category discounts
			Chairs x 10		10.00 Day Rate	N/A	Now included in Basic Hire Charge
					25.00 Half Week	N/A	Now included in Basic Hire Charge
					45.00 Full Week	N/A	Now included in Basic Hire Charge
			Steinway Grand Piano		50.00 Day Rate	£90 Day rate	Includes 1 x tuning. Not subject to hire category discount
					125.00 Half Week	£115 half week	Includes 1 x tuning. Not subject to hire category discount
					225.00 Full Week	£185 full week	Includes 1 x tuning. Not subject to hire category discount
			Piano Tuning		By quotation + 15%	N/A	
			Main House Digital Projector & Screen		115.00 Day Rate	£80 Day Rate	Not subject to hire category discounts
					287.50 Half Week	£180 Half Week	Not subject to hire category discounts
					517.50 Full Week	£360 Full Week	Not subject to hire category discounts
			Hazer		15.00 Day Rate	£10 Day Rate	Not subject to hire category discounts
					37.50 Half Week	£20 Half week	Not subject to hire category discounts
					67.50 Full Week	£40 Full Week	Not subject to hire category discounts
			Gauze		30.00 Day Rate	£20 Day Rate	Not subject to hire category discounts
					75.00 Half Week	£40 Half Week	Not subject to hire category discounts
				135.00 Full Week	£80 Full Week	Not subject to hire category discounts	

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
			Stiwdio Stepni	Truss	2.00 per metre per day	N/A	New hire charge which is inclusive of technical staff, basic lighting pack, basic sound pack, get-in and get-out. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+
				Truss	5.00 per metre per week	N/A	
				Studio-Non Performance	40.00	£273 for a minimum 4 Hour Call. Additional hours charged at £39/hr thereafter (up to a max 6 additional hours)	
				Studio - Public Performance	60.00	Single performance hire: £520 for a minimum 5 Hour Call. Additional hours charged at £65/hr thereafter (up to a max 5 additional hours)	
				Stwdio Extra Technican	25 pr hr	By quotation	
				Stiwdio Stepni Projector	35.00 Day Rate 87.50 Half Week 157.50 Full Week	£25 Day Rate £50 Half Week £100 Full Week	
			Box Office	Stiwdio Stepni Conference	£200 for the first 4 hours £42.50 per hour thereafter	£205 for the first 4 hours, £50 per hour thereafter	Conference hire charge includes projector, furniture, basic sound, basic lighting. CCC departments qualify for 25% discount
				Box Office Charge	5%	5%	All tickets must be sold and accounted for through the TSG Box office system. Agency commisssion charges subject to separate negotiations
				TSG Loyalty Card Scheme	5%	5%	5% bonus to Individual TSG Loyalty Card Holders(Agency Ticket sales are precluded from the Individual TSG Loyalty Card Scheme. Sales by registered Ticket Agents not applicable and are subject to negotiation
			Stiwdio Stepni Bank Holiday Single Day	Studio Non Performance	50.00	Double Rate	Single day bookings only - Excludes Runs
				Studio - Public Performance	75.00	Double Rate	Single day bookings only - Excludes Runs
				Stwdio Extra Technican	32 pr hr	By quotation	Subject to hire categories

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
				Stiwidio Stepni Projector	35.00 Day Rate 87.50 Half Week 157.50 Full Week	£25 Day Rate £50 Half Week £100 Full Week	Not subject to hire category discounts Not subject to hire category discounts Not subject to hire category discounts
			Box Office	Stiwidio Stepni Conference	£250 for the first 4 hours £53.00 per hour thereafter	By quotation	Conferences rarely held on bank holidays
				Box Office Charge	0.05	0.05	All tickets must be sold and accounted for through the TSG Box office system. Agency commission charges subject to separate negotiations
				TSG Loyalty Card Scheme	5%	5%	5% bonus to Individual TSG Loyalty Card Holders(Agency Ticket sales are precluded from the Individual TSG Loyalty Card Scheme. Sales by registered Ticket Agents not applicable and are subject to negotiation
			Workshops & Classes	All Spaces	25.00 per hr	£15 per hour Day Rate / £25 per hour evenings & weekends	Day rate Mon-Fri 9am - 4pm / Evenings Mon-Fri 4pm - 10pm
			Crochan	Crochan Conference	£200 for the first 4 hours £42.50 per hour thereafter	£205 for the first 4 hours, £50 per hour thereafter	Conference hire charge includes projector, furniture, basic sound, basic lighting. CCC departments qualify for 25% discount
			Crochan	Crochan Research & Development Week	790.00 per week	£810 per week	37 Hours over 5 continuous day. Additional days charges at pro rata in Half Day blocks (4hrs)
			Y Ffwrnes	Hire of Venue Bank Holiday Single Day Booking			
				Main Auditorium - Non Perf	65.00 per hr	Double Rate	Single day bookings only - Excludes Runs
				Main Auditorium - Public Perf	110.00 per hr	Double Rate	Single day bookings only - Excludes Runs
				Dressing Room per unit	15.00 per day	N/A	Subject to hire categories and TSG policay on maximum occupation
				Main House Conference	£625 for the first 4 hours £131 per hour thereafter	£640 for the first 4 hours, £135 per hour thereafter	Conferences rarely held on bank holidays
			Lighting	Basic Lighting Pack	44.00 per hr	N/A	Now included in Basic Hire Charge
				Follow Spot	32.00 per hr	£30 per hr	Including technician (No discounts)
				Follow Spot without operator	15.00 per hr	£15 per Day	No Discount categories
				Additional Moving Lights	50.00 Day Rate 125.00 Half Week 225.00 Full Week	N/A N/A N/A	Now included in Basic Hire Charge Now included in Basic Hire Charge Now included in Basic Hire Charge

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
Page 83			Sound	Chameleon Star Cloth	50.00 Day Rate	£40 Day Rate	Not subject to hire category discounts
					125.00 Half Week	£70 Half week	Not subject to hire category discounts
					225.00 Full Week	£150 Full Week	Not subject to hire category discounts
				Basic Sound Pack	44.00 per hr	N/A	Now included in Basic Hire Charge
				Basic Sound Pack - Drama	25.00 per hour	N/A	Never used
				Orchestra/Band Mic Pack	50.00 Day Rate	£35 Day Rate	up to 10 microphones (not subject to categories discounts)
					125.00 Half Week	£70 Half week	Not subject to hire category discounts
					225.00 Full Week	£150 Week Rate	Not subject to hire category discounts
				Monitors	30.00 Day Rate	N/A	Now included in Basic Hire Charge
					75.00 Half Week	N/A	Now included in Basic Hire Charge
					135.00 Full Week	N/A	Now included in Basic Hire Charge
				Radio Mics (4 Available)	17.00 Day Rate	£15 Day rate	Not subject to hire category discounts
					42.50 Half Week	£30 half week	Not subject to hire category discounts
					76.50 Full Week	£60 full week	Not subject to hire category discounts
			Riffle Mic Pack	20.00 Day Rate	£15 Day Rate	Not subject to hire category discounts	
				50.00 Half Week	£30 half week	Not subject to hire category discounts	
				90.00 Full Week	£60 full week	Not subject to hire category discounts	
			Drum Screen	25.00 Day Rate	£20 Day Rate	Not subject to hire category discounts	
				62.50 Half Week	£40 Half Week	Not subject to hire category discounts	
				112.50 Full Week	£80 Full Week	Not subject to hire category discounts	
			Misc	Staging Units	15.00 Day Rate	£10 Day Rate	Not subject to hire category discounts
				37.50 Half Week	£20 half week	Not subject to hire category discounts	
				67.50 Full Week	£40 full week	Not subject to hire category discounts	
			Chairs x 10	10.00 Day Rate	N/A	Now included in Basic Hire Charge	
				25.00 Half Week	N/A	Now included in Basic Hire Charge	
				45.00 Full Week	N/A	Now included in Basic Hire Charge	
Steinway Grand Piano	50.00 Day Rate	£90 Day rate	Includes 1 x tuning. Not subject to hire category discount				
	125.00 Half Week	£115 half week	Includes 1 x tuning. Not subject to hire category discount				
	225.00 Full Week	£185 full week	Includes 1 x tuning. Not subject to hire category discount				
Piano Tuning	By quotation + 15%	N/A					
Main House Digital Projector & Screen	105.00 Day Rate	£80 Day Rate	Not subject to hire category discounts				
	262.50 Half Week	£180 Half Week	Not subject to hire category discounts				
	472.50 Full Week	£360 Full Week	Not subject to hire category discounts				

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments	
			Stiwdio Stepni	Hazer	15.00 Day Rate 37.50 Half Week 67.50 Full Week	£10 Day Rate £20 Half week £40 Full Week	Not subject to hire category discounts Not subject to hire category discounts Not subject to hire category discounts	
				Gauze	30.00 Day Rate 75.00 Half Week 135.00 Full Week	£20 Day Rate £40 Half Week £80 Full Week	Not subject to hire category discounts Not subject to hire category discounts Not subject to hire category discounts	
				Studio Non Performance	40.00	Double Rate		
				Studio - Public Performance	60.00	Double Rate		
				Stwdio Extra technican	25 pr hr	By quotation	Not subject to hire category discounts	
				Stiwdio Stepni Projector	35.00 Day Rate 87.50 Half Week 157.50 Full Week	£25 Day Rate £50 Half Week £100 Full Week	Not subject to hire category discounts Not subject to hire category discounts Not subject to hire category discounts	
				Stiwdio Stepni Conference	£200 for the first 4 hours £42.50 per hour thereafter	By quotation	Conferences rarely held on bank holidays	
				Box Office	Box Office Charge	5%	5%	All tickets must be sold and accounted for through the TSG Box office system. Agency commisssion charges subject to separate negotiations
					TSG Loyalty Card Scheme	0.05	0.05	5% bonus to Individual TSG Loyalty Card Holders(Agency Ticket sales are precluded from the Individual TSG Loyalty Card Scheme. Sales by registered Ticket Agents not applicable and are subject to negotiation
				Workshops & Classes Crochan	All Spaces	25.00 per hr	Double Rate	Not subject to hire category discounts
			Crochan Conference		£200 for the first 4 hours £42.50 per hour thereafter	By quotation	Conferences rarely held on bank holidays	
			Crochan	Crochan Research & Development Week	790.00	£810 per week	37 Hours over 5 continuous day. Additional days charges at pro rata in Half Day blocks (4hrs)	
			Casting Room	Room Hire	£15 per hr	£15 per hour	Not subject to hire category discounts	
			Hire Categories	Category A - Commercial & Professionally managed organisations	100%	100%	100% of hire excluding catering, conferences and box office charges and special requirements. Across all venues	
				Category B - External Statutory and publicly funded organisations	85%	N/A	Category deleted - rarely used	

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
1,978	5,163	5,282	Miner's Theatre	Category C - Internal Departments and Educational establishments and project partnership organisations funded and/or grant aided by independent public bodies	75%	N/A	Category deleted - rarely used
				Category D - Self- funded not for profit societies and amateur organisations	60%	70%	70% of room hire excluding catering, conferences, technical and staff recharges, box office charges and any other special requirements. Across all venues
				Monday to Sunday			The Miner's Theatre is developing as a 'shared' facility in conjunction with, mainly, two community led groups as part of the arts development programme. In effect programme and promotion costs are shared so that there is less demand on straightforward hires.
				Performance per session. NEW 5 HR CALL	160.00	Single performance hire: £357 for a minimum 5 Hour Call. Additional hours charged at £32.50/hr thereafter (up to a max 5 additional hours)	New hire charge which is inclusive of technical staff, Box Office Staff, basic lighting / sound, get-in and get-out and dressing rooms. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+
				Daytime non-performance hire of the main space per hr or partial hr. NEW 4 HR CALL	25.00	£195 for a minimum 4 Hour Call. Additional hours charged at £19.50/hr thereafter (up to a max 6 additional hours)	New hire charge which is inclusive of technical staff, basic lighting / sound, get-in and get-out. Streamlined costs which are standardised across the venues. 10% discount for multiple performances of 3+
				Rehearsals. NEW 4 HR CALL	130.00	£195 for a minimum 4 Hour Call. Additional hours charged at £19.50/hr thereafter (up to a max 6 additional hours)	
				Get in and get out sessions Contracted services* Additional charges*	80.00 By quotation + 15% By quotation + 15%	N/A By quotation + 15% By quotation + 15%	Now included in basic hire charges * e.g. piano tuning, special effects, equipment * for special circumstances arising from the scale or nature of the event

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
				Box Office Charges	5%	5%	All tickets must be sold and accounted for through the TSG Box office system. Agency commission charges subject to separate negotiations 5% bonus to Individual TSG Loyalty Card Holders(Agency Ticket sales are precluded from the Individual TSG Loyalty Card Scheme. Sales by registered Ticket Agents not applicable and are subject to negotiation
				TSG Loyalty Card Scheme	5%	5%	
				Deposit	Minimum 20% of projected hire charges or minimum £150	Minimum 20% of projected hire charges or minimum £151	
				Bank Holidays			
				Performance per session	220.00	Double Rate	
				Daytime non-performance hire of the main space per hr or partial hr	25.00	Double Rate	
				Rehearsals	170.00	Double Rate	
				Get in and get out sessions	120.00	N/A	
				Contracted services*	By quotation + 15%	By quotation + 15%	
				Additional charges*	By quotation + 15%	By quotation + 15%	
				Commission charges on Box office sales	5%	5%	
				TSG Loyalty Card Scheme	5%	5%	
				Deposit	Minimum 20% of projected hire charges or minimum £150	Minimum 20% of projected hire charges or minimum £151	
			Marketing	Bespoke Radio Campaign Agreements	500.00	N/A	
				Bespoke Facebook Paid Campaigns	£50.00 - £100.00	£50-£200	
				Additional brochure space	85.00	85.00	
						Recharged at cost	
							Subject to agreement Half page subject to availability and agreement Performing Rights Society - tariffs varies according to type of show

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
68,983	75,368	77,101	All Theatres	Kiosk	Mark up to RRP	Variable according to individual deals and contracts	Tickets prices set in accordance with programming strategy, and with sensitivity and knowledge of market and local audiences. Occasional special initiatives (such as 'Pay What you Decide' are offered to incentivise and develop or diversify audiences - to be determined in line with audience development plans
				Bar	Mark up to RRP, Service offered to all companies hiring venues	Mark up to RRP	
35,625	36,949	37,799	Dylan Thomas Boathouse	Entrance Fees			
				Entry Charges			
				Adults	4.30	4.50	
				Concessionary	3.30	3.50	
				Children (7 - 16)	2.00	2.00	
				Parties of 5 or more	10% discount	10% discount	
				Family Ticket (2 adults & 2 children)	10.00	10.00	
				Educational Party Visits. Winter months only	No charge	No charge	
				Access to Writing Shed to the Public during Peak holiday periods. Photography allowed.	£2.50 per adult, Concessions £1.50 Children up to 16 free.	£2.50 per adult, Concessions £1.50 Children up to 16 free.	The Writing Shed to be manned and a ticket purchased at the Boathouse
				Tickets for Events	Price set taking into account factors such as venue capacity/ artist fee/likely demand/time of year etc	Price set taking into account factors such as venue capacity/ artist fee/likely demand/time of year etc	Management discretion delegated
				Facility Hire			
				Access to the Writing Shed By professional Companies/individuals	75 per hour	£75 per hour	Access hours by negotiation
				Per hour - Access for to the Boathouse for profit making filming & photography	75.00	£100 per hour	
				Per hour - Facility fees for private hire for functions/events (out of normal hrs)	£180 up to 3 hours and £40 per hour thereafter	£200 up to 3 hours and £50 per hour thereafter	Available as a wedding venue Mon - Fri £550 and Sat - Sun £650

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
31,169	32,255	32,997	Oriel Myrddin	Bookshop	Mark up to RRP	Mark up to RRP	These will be taken to the Trustees for comment and any changes they may decide
47,776	28,255	28,905		Tearoom	Prices vary according to menu. Target 3 x wholesale costs	Prices vary according to menu. Target 3 x wholesale costs	
3,524	1,586	1,622		Exhibitions & work on sale commissions Grant Aided Exhibitions	Commission rates of 30% of sale price excl VAT	Commission rates of 30% of sale price excl VAT	
				Exhibited work	Exhibited work at 30 - 40% Commission exclusive of VAT and depending on an assessment of the costs incurred by the exhibitor	Exhibited work at 30 - 40% Commission exclusive of VAT and depending on an assessment of the costs incurred by the exhibitor	
19,549	3,863	3,952		Retail Area	RRP or mark up to 100% costs excl VAT, Promotional campaign reducing retail cost by 10%	RRP or mark up to 100% costs excl VAT	Retail mark-up at discretion of Manager with view to maximising profit whenever possible
				Exhibitions originated by gallery and made available to tour elsewhere	'market' rates	'market' rates	
				Tickets for Events	Price set taking into account factors such as venue capacity/artist fee/likely demand/time of year etc	Price set taking into account factors such as venue capacity/artist fee/likely demand/time of year etc	
65	214	219		Hire of Studio			The Studio is rarely available for Hire due to grant aided activity
				Room hire /hr or part	10.00	12.50	
				Room hire /session, morning, afternoon or evening	25.00	30.00	
				Room hire all day	40.00	45.00	

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2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
3,028	1,600	1,637		Gallery Hire Evening 5pm -9pm (include one member of Staff)	£105 for non profit making organisation, £210 for profit making organisation	110 for non profit making organisation, 220 for profit making organisation	This can vary depending on the nature of the supporting external grant
				Deposit on Gallery hire	30% of total Projected hire	30% of total Projected hire	
				School Artist Workshop Residencies	charged @ 50% of artist's fee		
				Formal education visits to gallery (schools & colleges)	No charge, often externally grant funded		
				Gallery led workshops for schools	5.00 per child	5.00 per child	
				Gallery open workshops - Adults	5.00 - 10.00	7.50 - 30.00	
9,623	13,040	13,340	Carmarthenshire Centre for Crafts - Y Gat / The Gate	Gallery open workshops - Children	2.50 - 5.00	2.50 - 5.00	This can vary depending on the nature of the supporting external grant
				Lectures	recommended donation and charge for refreshments	suggested donations 2 wine/beer 50p soft drinks	This can vary depending on the nature of the supporting external grant
				Studio Hire			Donations to the gallery are increasing
				Large Units	110.00	120.00	Option for Management Discretion
				Small Units	60.00	65.00	Option for Management Discretion
				Meeting Room Hire Community 'not for profit' organisations	Mgmt discretion in negotiating discount for regular bookings	Mgmt discretion in negotiating discount for regular bookings	
				Weekdays			
				Per hour in the day	12.00	12.00	
				Per hour in the evening	15.00 p/h		
				Session of up to 4 hours	25.00	25.00	
Full day	45.00	50.00					

APPENDIX C

CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
				Weekends Per hour in the day Per hour in the evening Session of up to 4 hours Full day	12.00 15.00 25.00 45.00	16.00 32.00 50.00	
				Meeting Room Hire Commercial Users			
				Weekdays Per hour in the day Per hour in the evening Session of up to 4 hours Full day	15.00 22.50 30.00 50.00	15.00 22.50 35.00 55.00	
				Weekends Per hour in the day Per hour in the evening Session of up to 4 hours Full day	25.00 35.00 45.00 60.00	25.00 35.00 50.00 65.00	Now let by tender
12	6,452	6,600		Tea Room	Externally provided via tender	Current provider terminates mid January 2018. Future options being drawn up	
19,055	13,042	13,342		Retail Area	Bought in stock. Mark up to RRP Exhibited work at sale or return 30% + VAT	Bought in stock. Mark up to RRP Exhibited work at sale or return 30% + VAT	Also at Management discretion
				Tickets for Events	Price set taking into account factors such as venue capacity/ artist fee/likely demand/time of year etc	Price set taking into account factors such as venue capacity/artist fee/likely demand/time of year etc	At Management discretion

APPENDIX C

CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments	
3,727	1,675	1,714	Archives	Search Fees	30.00 an hour 45.00 an hour	£30 per hour £45 per hour	Individuals Commercial Companies	
				Photocopying				Brought in line with library service charges
			Library Service	Black & White A4	0.25	0.20		
				Black & White A3	0.35	0.30		
				Coloured A4	0.75	0.70		
				Coloured A3	1.20	1.20		
				Census Prints	0.10	1.00		
7,854	8,043	8,228		Lending Fees				
				DVDs/Videos	Reduce to £2	2.00	2.00	no change as to encourage higher usage
					Reduce to £2	2.00	2.00	
				CDs/Cassettes	Reduce to £1	1.00	1.00	
				Lettings Fees				
			per hour	15.00	15.00	15.00	changes reflective of demand	
			per 2.5 - 4 hr session	35.00	38.00	38.00		
			per day 9am to 4:30pm	65.00	68.00	68.00		
			evening 5pm to 10pm	100.00	100.00	100.00		
			weekly rate for exhibitions	The greater of £250 or 40% commission fee on any sales during the exhibition	40% commission fee on any sales during the exhibition	40% commission fee on any sales during the exhibition	no changes reflective of other service areas	
			Gallery/Room Hire per week incl. public performance	£250 for non profit making organisation, £300 for profit making organisation	£250 for non profit making organisation, £350 for profit making organisation	£250 for non profit making organisation, £350 for profit making organisation	Commercial increase	
			Projector hire	£10 per hire session	£10 per hire session	£10 per hire session		
			Fines					
				15p per day up to a maximum of £10 per item (adults only)	20p per day up to a maximum of £10 per item (adults only)	20p per day up to a maximum of £10 per item (adults only)	Daily rate increase - maximum rate unaffected	
			DVD's	50p per day up to a maximum of £10 per item	£1 per day up to a maximum of £10 per item	£1 per day up to a maximum of £10 per item	rate increase	
34,471	39,050	39,948						
13,764	13,808	14,126						

APPENDIX C

CHARGING DIGEST - Leisure

It should be noted that all charges included within this charging digest are maximum charges

2016/17 Actual £	2017/18 Budget £	2018/19 Budget £	Business Unit	Service Provided	Charge Levied 17/18 £	Proposed Charge 18/19 £	Comments
21,127	21,109	21,595		Photocopying			
				Black & White A4	0.15	0.20	copy rate increase
				Black & White A3	0.25	0.30	copy rate increase
				Coloured A4	0.65	0.70	copy rate increase
				Coloured A3	1.00	1.20	copy rate increase
				Scanning	1.00 per copy	1.00 per copy	New from 17/18
				Research Fees			
				Private	£28 per hour	£30 per hour	rate increase
				Commercial	£41 per hour	£45 per hour	rate increase
14,345	10,000	10,230	Museums	Museum of Speed	2.00	2.00	Adults £2, children free (when BABS on display)
20,019	37,672	38,538		Meeting Room Hire			
				Per hour (10am- 4.30pm)	15.00	15.00	
				per half day (up to 3 hours)	35.00	39.00	
				per day (9am to 4:30pm)	65.00	67.00	
				Out of hours (morning) per hour	25.00	25.00	
				Out of hours (evening) fixed rate	100.00	102.50	
				Exclusive hire	By negotiation	By negotiation	
				Classes	£12 per hour; £25 half day £50 day	N/A	
				TV/Film location	TV £75 per hour (access hours to be negotiated) (out of hours by negotiation)	£250 day rate for small productions	
				Retail (all sites)	Various prices - mark up to RRP	Cost price x 2.4	
				Refreshments (CCM, PH, KIM)	Various prices - mark up to RRP	Various prices - mark up to RRP	
				Supply of digital images	£25 + VAT per image	£25 + VAT per image	
				Reproduction of images	By negotiation		
				Arts / crafts sales	30% commission + VAT	30% commission + VAT	Adjustment in line with industry standard

COMMUNITY SCRUTINY COMMITTEE

14TH DECEMBER 2017

COMMUNITIES DEPARTMENTAL DRAFT BUSINESS PLAN 2018/19 - 2021

(Extracts relevant to the Community Scrutiny remit)

Purpose:

To give members an opportunity to review the Department's business plan alongside the budget.

To consider and comment on the following issues:

Elements of the business plan relating to:-

- Leisure
- Housing

Reasons:

- The integration of financial and business planning to ensure the sustainability of services
- To give an opportunity for scrutiny to have oversight and development of the business plans by elected members

(This was also a proposal for improvement by Audit Office)

To be referred to the Executive Board / Council for decision: **NO**

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. Linda Evans (Housing); Cllr. Peter Hughes-Griffiths (Culture, Sport and Tourism)

<p>Directorate: Communities</p> <p>Director: Jake Morgan</p> <p>Report Author: Extracts for:</p> <p>Robin Staines</p> <p>Ian Jones</p>	<p>Designations:</p> <p>Director of Community Services</p> <p>Head of Housing & Public Protection</p> <p>Head of Leisure</p>	<p>Tel Nos. & E Mail Addresses:</p> <p>01267 224698 jakemorgan@carmarthenshire.gov.uk</p> <p>01267 228960 RStaines@carmarthenshire.gov.uk</p> <p>01267 228309 IJones@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY
COMMUNITY SCRUTINY COMMITTEE
14TH DECEMBER 2017

COMMUNITIES DEPARTMENTAL DRAFT BUSINESS PLAN 2018/19 - 2021
(Extracts relevant to Community Scrutiny remit)

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

- The full business plan outlines the priorities for the department during 2018/19 - 2021.
- This version is an extract of the aspects relevant to Community Scrutiny. It identifies the Elements of the business plan relating to:-
 - Leisure - Page 19-21
 - Housing - Page 22-25

Further work will be undertaken by the department following comments and engagement by Scrutiny and Executive Board Members. Feedback from staff groups to date, has indicated that greater emphasis on an integrated Wellbeing related actions through the divisional plans would be welcomed. Ensuring the sustainability of services through different methods in the face of growing demand was also considered important by staff.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Robin Staines**
Ian Jones

Head of Housing and Public Protection
Head of Leisure

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	YES	YES	YES

1. Policy, Crime & Disorder and Equalities

The Well-being Future Generations Act (2015) requires that functions of the council should maximise their contributions the Well-being Objectives set by the Council.

(Our Well-being Objectives maximise our contribution to the seven Well-being Goals of the Act and demonstrate the five ways of working.)

2. Legal

See 1. above

3. Finance

The Well-being Future Generations Act (2015) requires that we ensure that resources are allocated annually to meet our objectives.

5. Risk Management Issues

Key risks are identified for each department and mitigating actions are outlined

6. Staffing Implication

See Workforce Planning section of the Business Plan (Section 5)

7. Physical Assets

See resources section of each Business Plan (Section 5)

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Robin Staines**
Ian Jones

Head of Housing and Public Protection
Head of Leisure

1. Local Member(s) - None

2. Community / Town Council - None

3. Relevant Partners - None

4. Staff Side Representatives and other Organisations - None

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Well-being of Future Generations Act		Well-being of Future Generations (Wales) Act 2015
Carmarthenshire County Council's Well-being Objectives		Carmarthenshire County Council's Well-being Objectives

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Department for Communities

Departmental Business Plan for 2018/19 – 2020/21

(Draft version to accompany Budget Scrutiny, December 2017)



‘Life is for living, let’s start, live and age well in a healthy, safe and prosperous environment’

The Council's Core Values



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru
YOUR COUNCIL doitonline
www.carmarthenshire.gov.wales

Customers First – we put the needs of our citizens at the heart of everything that we do

Listening – we listen to learn, understand and improve now and in the future

Excellence – we constantly strive for excellence, delivering the highest quality possible every time by being creative, adopting innovative ways of working and taking measured risks

Integrity – we act with integrity and do the right things at all times

Taking Responsibility – we all take personal ownership and accountability for our actions

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The purpose of this plan

This departmental business plan has been produced to give staff, customers, and elected members and partners a guide to the services provided by the department. It translates strategic objectives, to service objectives, to individual staff targets. It provides an open and transparent way of showing what is to be achieved and how we plan to do this.

It shows how resources will be used to achieve objectives and the service implications of budgetary increases or reductions. It shows what we get for what we spend and if we are making the most of what we have. The plan also aims to demonstrate and provide assurance on service standards so that the service can be held to account.

This plan will be supported by more detailed Divisional Plans and Team Plans.

Executive Board Member Foreword

We have great pleasure in introducing the new Department for Communities Summary Business Plan for 2018/21. We are satisfied that this Business Plan provides a comprehensive overview of the Departmental performance. It also provides the Department's aims and objectives for 2018/21.



Cllr Jane Tremlett
Executive Board Member,
Social Care



Cllr. Peter Hughes Griffiths
Executive Board Member for
Culture, Sport and Tourism



Cllr. Philip Hughes
Executive Board Member for Public
Protection



Cllr. Linda Evans
Executive Board Member
for Housing

Sign Off

Cllr. Jane Tremlett
Cllr. Linda Evans
Cllr. Peter Hughes Griffiths
Cllr. Philip Hughes

Date:

1. Departmental Overview



As we go into a new financial year we go from a position of strength with regard to the quality and performance of our whole department. Our challenge is to sustain our high levels of performance and to continue to implement policies and programmes that will in time secure progression in outcomes for the wellbeing of the people of Carmarthenshire.

Our Business Plans for 2018/2019 sets out an exciting programme of service activity and development. The main headlines of our ambition are summarised here in this departmental overview, with more detailed actions and objectives set out in more detailed plans at divisional and service level.

2018/2019 brings new opportunities alongside financial challenges. The newly enacted Well-being of Future Generations (Wales) Act 2015 will challenge us to consider the long-term implications of our services for people and communities and to consider how we can support the sustainable development of our communities by prioritising preventative action to reduce costs in the long-term whilst raising standards of wellbeing.

Over the last year we have been preparing for the implementation of the Social Services and Wellbeing Act, raising awareness amongst staff and partners and realigning our services to respond to the new requirements. However the Act has provided us with the opportunity to develop services which promote wellbeing and independence and build on people's strengths and abilities which can significantly improve outcomes for those who use our services.

We have also introduced a new Performance Management Framework to ensure we balance the relationship between service demands, the allocation of resources and service user satisfaction. The framework has a suite of measures which are monitored at a monthly meeting which I chair. Further work is needed in adult services to improve the timeliness of reviews of care packages. This is now a key departmental priority.

Demand for adult social care provision is steadily growing across Wales. Historically the budget has overspent with requests for services from an ageing population outstripping the budgets available. With an over 85 population growing by 3% a year in the county there is an inevitability that in the medium to long term we will have to spend more on this service area.

A major contribution to managing resources better has been the implementation of our commissioning framework for domiciliary care. Carmarthenshire implemented a framework for independent providers that ensures a greater emphasis of quality over cost, monitor's providers call duration automatically and enables providers to use the hours more flexibly so calls to vulnerable people are not cut short.

We will further increase the supply of extra care and nursing care through the delta lakes development, building on the success of the Extra care developments in Ammanford and Carmarthen. We are retaining our current in house residential provision whilst considering what capital investment will be needed to improve the physical environments.

We intend to emphasise the opportunities in the county for professional staff to develop their language skills as some continue to lack confidence in the use of Welsh and frequently self-evaluate their language skills as lower than they are.

Our new information advice and assessment team gives a single number 24 hours a day for social care advice and assistance and coupled with the decision to create a dedicated out of hours social work service working across children's and adults will give us the best possible chance to get people the right help at the right time. This will be an extension of the social work day services covering the County, including hospitals at weekends. I am confident that we are at the forefront of developments in this area in Wales.

Adult Safeguarding is a priority and over the last year we have invested in a new structure for this service to improve response times and ensure that we have the capacity to prevent the abuse of vulnerable people. This has been a successful programme of change with improved response times enabling us to be confident that the most vulnerable people in the community are safer than ever.

Over the next year it is essential that we lay the foundations for delivering and developing services that places those who use our services and their families and carers at the heart of the planning process.

Difficult decisions will need to be made within a climate of financial austerity, but the Social Services and Wellbeing Act also provides us with opportunities to be more collaborative, innovative and creative in finding solutions with those who use our services and within the wider community.

The Leisure division has a key role to play in improving the well-being of our population through early intervention within the health continuum and throughout the life-course. The service aims to ensure that People live healthy, challenged, progressive, and fulfilled lives. A key focus for the service in 2018-19 will be to further increase participation and attendances, whilst building on health intervention schemes such as the National Exercise Referral Scheme.

We are committed to delivering the Carmarthenshire Homes Standard+ and Investing in tenants' homes and providing more homes. Increasing the availability of rented and affordable homes.

Finally, mention must be made of the valued contribution of the workforce to delivering a high standard of service and their role in making the required improvements and efficiencies. I receive many letters of thanks from families, members of the public and councillors every week which reflects staff dedication and commitment in delivering services every day across the community.

I look forward to another successful year for the Department for Communities services in Carmarthenshire

Jake Morgan Director of Community Services

Department for Communities Management Structure



Jake Morgan
Director of Community



Stefan Smith
Head of Children's Services



Ian Jones
Head of Leisure



Robin Staines
Head of Housing,
Public Protection &
Care and Support



Avril Bracey
Head of Mental
Health,
Learning Disability
Services
& Safeguarding



Rhian Dawson
Head of Integrated
Services



Chris Harrison
Interim Head of
Strategic Joint
Commissioning
(Pembs and Carms)



Lyn Walters
Business Support
Manager

- Leisure Centres
- Health, Fitness, and leisure health referral schemes
- Sports Development
- Aquatics
- Outdoor Recreation
- Maintenance and promotion of Public Rights of Way
- Theatres & Arts
- Libraries & Archives
- Museums
- Archives

- Deliver effective Care and Support Services
- Management of Residential Care, Day Centres and In-House Domiciliary Home Care
- Public Protection
- Housing Service

- Mental Health
- Learning Disability
- Work & New Skills
- Substance Misuse Services
- Safeguarding
- Transition Services

- Older Persons
- Physical Disabilities
- Occupational Therapy
- Residential & Nursing Care
- IAA

- Commissioning support to Adults
- Supporting People
- Prevention and self help
- Building community capacity and resilience
- Maximising people's independence

- Business Support all front line teams
- Collections
- Payments
- Transport Section
- Financial assessment team
- Blue Badge
- Audit and compliance team

The vision for Carmarthenshire.....

The Integrated Community Strategy has a vision for our county which is for a “Carmarthenshire that enables people to live healthy and fulfilled lives by working together to build strong, bilingual and sustainable communities.” It will achieve this by focusing on five strategic outcomes:

- People in Carmarthenshire are healthier
- People in Carmarthenshire fulfil their learning potential
- People who live, work and visit Carmarthenshire are safe and feel safer
- Carmarthenshire’s communities and environment are sustainable
- Carmarthenshire has a stronger and more prosperous economy

In varying degrees, our department plays an important role in delivering all of these. To ensure we know how well we are doing in delivering these, the Communities Department has adopted a performance management approach to ensure energy and effort is focused. We will deliver a good service by:

- Supporting independence
- Keeping people safe
- Promoting health and well being
- Providing sustainable and efficient services with information, advice and signposting
- Encouraging people achieve their potential (Workforce and users)
- Delivering well managed, sustainable, efficient services that contribute to a prosperous economy

The Communities Department has five Divisions providing front line services to the people of Carmarthenshire and a Business Support Unit and Performance, Analysis & Systems Team that assist and provide support to the five divisions in delivering their services.

The Leisure Services Division

The division has a net budget of around £11.5 million and as a whole employs over 400 staff. The Leisure division has a key role to play in improving the well-being of our population through early intervention within the health continuum and throughout the life-course. The service aims to ensure that people live healthy, challenged, progressive, and fulfilled lives together. We believe that people:

- Value good health & well-being;
- Value strong families, social interaction and belonging;
- Are always seeking a greater sense of being and purpose; and
- Want to learn and progress.

Our service aims are therefore aligned around these key areas.

The service is non-statutory in the main, although elements of the service are classed as statutory, namely: Library services; elements of Archives and Museums Services, and KS2 swimming provision for primary schools.

Housing, Public Protection & Care and Support

The Housing, Public Protection & Care and Support division is made up of around 800 staff and has a turnover of £78 million for the Housing Revenue Account (HRA), £32 million for the Council Fund and a Capital Programme of £20 million. The division is based in the three main residential areas of Ammanford, Carmarthen and Llanelli and serves a population of 183,000 people and over 83,000 homes across the county. As a division, we believe we will deliver a good service when it meets the following criteria:

- Providing accurate and timely housing advice
- Delivering the Carmarthenshire Homes Standard + and increasing the supply of affordable homes
- Protecting individuals from harm and promoting health improvement
- Ensuring the safety and quality of food chain to minimise risk to humans and animals
- Promoting a fair and just trading environment for businesses and citizens
- Improving the local environment to positively influence the quality of life and promote sustainability
- Getting better at what we do
- Delivering effective care and support services

Mental Health, Learning Disability Services & Safeguarding

The division is made up of 267 staff and has a net budget of around £29.5 million.

The division supports adults with learning disabilities, mental health and people with drug and alcohol problems. It also safeguards vulnerable adults and people who lack mental capacity in care homes and hospitals. The service also works with disabled children and young people aged between 16 and 25 as well as providing day services support to people in need of employment, leisure and personal development opportunities. The Community Inclusion provides and develops meaningful day opportunities for adults and young people.

Integrated Services (Older Persons & Physical Disabilities)

The division employs 143 Council staff and has a net budget of around £29 million from the Council Fund. The teams are based in the three defined locality areas of the County namely, Tywi /Teifi/Taf (also referred to as the 3Ts) Aman Gwendraeth and Llanelli. The County has an integrated Community Health & Social Care Service 'infrastructure'. This model aligns with national and local policy direction with reference to delivering Integrated Health and Social Care. The Service supports older people and people with physical disabilities to maintain their independence and wellbeing where and when possible in their own home. The case for integrated care is reinforced by the need to develop whole-system working across health and social care to address the complex needs associated with age related co-morbidity and frailty (including dementia). Enquiries to the CRTs are supported by a single point of access for service enquiries 'IAA' service and is also complimented by the Integrated Community Equipment Store.

Commissioning Services Division established in 2015, is made up of around 25 staff and has a budget of approximately £1.3 million. Externally, the department commissions over 60 million pounds worth of social care services for adults. This includes care home provision, domiciliary care provision (including community based supported living services) day care and support provision and a range of third sector preventative service contracts. Significant

among these are the care home contracts. Services provided under the Supporting People, Carers and Personalisation (direct payments) agendas also fall under the responsibility of the Commissioning Division.

Business Support provides a range of timely, effective and efficient support services to all divisions for the Department for Communities, in accordance with corporate standards and the principles of continuous improvement. The division is made up of around 80 staff and has a net budget of around £2.5 million. The division covers a diverse and wide range of services on a variety of financial and administrative tasks, these include all services relating to payments, financial assessments, income collection, audit and compliance, Blue Badge, provision of transport in addition to all administrative, democratic and general business support. The provision of support services to all sections enables them to efficiently fulfil their duties and discharge their responsibilities and functions on behalf of the all frontline services in addition to supporting managers with Learning & Development, Operational Training and Performance Management. The division provides a coordinating role on a range of corporate initiatives. In order to fulfil this supporting role, the division is structured into several clearly defined areas, each with distinct and individual aims and objectives.

Performance, Analysis & Systems Team provides support for all front line teams throughout the Department to continually improve their services. The team was established in 2016 and is made up of 9 staff and has a net budget of approximately £240,000. The services provided by the team are diverse and range from: system maintenance, support and training, process mapping, collating performance management data, provision of management information and scrutiny reports, co-ordinating complaints, access and engagement functions, business plans, Well-being Plan/Improvement Plan and Annual Report, risk management, development of measures to meet the requirements of the Social Services and Wellbeing Act. Supporting the Performance Management Framework. The Performance Analysis and Systems Team has been established to drive performance information and data across the department and support the performance management framework.

Each Division has full Business Plans containing full details within each Service Area

Links:

2. Strategic Context

2.1 National Well-being Goals

For the first time in Wales, the Well-being of Future Generations (Wales) Act 2015, provides a shared vision for all public bodies to work towards. See [Appendix 1](#) for an ABC guide to the Act.

2.2 The Council's Well-being Objectives **(The Council's Well-being Objectives)**

As a public body subject to the Act, we were required to publish Well-being Objectives that maximised our contribution to the National Goals by the 31st March 2017.

The Council's Well-being Objectives are:-

Start Well

1. Help to give every child the best start in life and improve their early life experiences
2. Help children live healthy lifestyles
3. Continue to improve learner attainment for all
4. Reduce the number of young adults that are Not in Education, Employment or Training

Live Well

5. Tackle poverty by doing all we can to prevent it, helping people into work and improving the lives of those living in poverty
6. Creating more jobs and growth throughout the county
7. Increase the availability of rented and affordable homes
8. Help people live healthy lives (tackling risky behaviour and obesity)
9. Supporting good connections with friends, family and communities

Age Well

10. Support the growing numbers of older people to maintain dignity and independence in their later years
11. A Council wide approach to supporting Ageing Well in Carmarthenshire

In a Healthy and Safe Environment.

12. Looking after the environment now and for the future
13. Improving the highway and transport infrastructure and connectivity
14. Promoting Welsh Language and Culture

In addition a Corporate Objective

15. Governance and Use of Resources

2.3 The Departments contribution to the Council's Well-being Objectives:-

The department has a lead role on the following Objectives:-

- ❖ Increase the availability of rented and affordable homes
- ❖ Help people live healthy lives (tackling risky behaviour and obesity)
- ❖ Supporting good connections with friends, family and communities
- ❖ Support the growing numbers of older people to maintain dignity and independence in their later years

The department will further strengthen the action plans behind these well being Objectives during 2018/19 by: - (x refer to Section 4 Action Plan)

The department makes significant contributions to the following Objectives:-

- ❖ Help to give every child the best start in life and improve their early life experiences
- ❖ Help children live healthy lifestyles

- ❖ Reduce the number of young adults that are Not in Education, Employment or Training
- ❖ Tackle poverty by doing all we can to prevent it, helping people into work and improving the lives of those living in poverty
- ❖ A Council wide approach to supporting Ageing Well in Carmarthenshire
- ❖ Promoting Welsh Language and Culture

① See Appendix 2 To see how Divisions 'join-up' to contribute to each Well-being Objective.

2.4 5 Ways of Working

To comply with the Well-being of Future Generations Act we must demonstrate the following 5 ways of working:

1. Looking to the **long term** so that we do not compromise the ability of future generations to meet their own needs;
2. Taking an **integrated** approach so that public bodies look at all the well-being goals in deciding on their priorities;
3. **Involving** a diversity of the population in the decisions that affect them;
4. Working with others in a **collaborative** way to find shared sustainable solutions;
5. Understanding the root causes of issues to **prevent** them from occurring.

2.5 The County of Carmarthenshire's Well-being Plan – To be published by May 2018

The Well-being of Future Generations Act puts a well-being duty on specified public bodies across Carmarthenshire to act jointly and establish a statutory Carmarthenshire's [Public Services Board](#) (PSB) **Public Services Board**. The Carmarthenshire PSB was established in May 2016 and is tasked with improving the economic, social, environmental and cultural well-being of Carmarthenshire. It must do so by undertaking an assessment of well-being in the County and then preparing a county Well-being Plan to outline its local objectives

- The assessment looks at well-being in Carmarthenshire through different life stages. The key findings can be found at www.thecarmarthenshirewewant.wales
- The PSB must publish a Well-being plan which sets out its local objectives to improving the economic, social, environmental and cultural well-being of the County and the steps it proposes to take to meet them. The first Carmarthenshire Well-being Plan will be published May 2018

The Well-being Objectives of the Carmarthenshire PSB are not intended to address the core services and provision of the individual partners, rather they are to enhance and add value through collective action. The statutory partners of the PSB (Council, Health Board, Fire & Rescue Service and Natural Resources Wales) each have to publish their own Well-being Objectives. See Carmarthenshire County Council's above.

Carmarthenshire PSB's draft Well-being Objectives are:-

- **Healthy Habits:** people have a good quality of life, and make healthy choices about their lives and environment
- **Early Intervention:** to make sure that people have the right help at the right time; as and when they need it

- Strong Connections: strongly connected people, places and organisations that are able to adapt to change
- Prosperous People and Places: to maximise opportunities for people and places in both urban and rural parts of our county

2.6 Carmarthenshire's Corporate Strategy 2015-20

- In September 2015 the Council published its [Corporate Strategy](#) and outlined its key areas of focus across seven outcome areas.
- This Strategy will need to be Consolidated with the Well-being Objectives and emerging Forward Work Plan for 2017/18
- The outcomes and focus of the strategy is attached in [Appendix 3](#)

2.7 Service Specific Strategies

Strategies with a clear interlink to the Well-being Act

Legislation introduced recently that is changing the way we work includes:

- The Well-being of Future Generations (Wales) Act
- Social Services and Well-being (Wales) Act 2014
- Housing (Wales) Act 2014

3. Review and Evaluation

Achievements and current strengths

Leisure Services

2017/18 was another incredibly busy yet productive year for the Leisure Service. Our Sport and Leisure Team continue to go from strength to strength with the acclaimed Young Ambassador Scheme being held up as an exemplar activity. The £1m investment in new fitness equipment across our sites is paying dividends with income generation paying back the borrowing much quicker than anticipated. Aquatics income is also booming with the new 0-4 years 'Splash' programme complimenting the already burgeoning learn to swim programme. The velodrome in Carmarthen Park has been totally refurbished as part of the emerging cycling strategy for the County.

In Cultural Services, we have a new Museums Development Manager in post, with an agreed strategy for the service. Plans are well underway to re-develop the Museum in Abergwili with HLF funding secured for the Tywi Gateway Historic Gardens Scheme. Library Services launched their fantastic new mobile service taking services to the most rural parts of the County. Library standards have improved with the service being seen as one of the best in the UK. A new Archive is being tendered to house the fantastic County Collection currently housed in the Glamorgan and Richard Burton Archives in Cardiff and Swansea respectively. Plans are well underway to stage an annual Cultural Awards celebration, as well as Ammanford and Llansteffan hosting the town and village of culture for 2018.

In the Outdoor Recreation Service, dredging works have been underway at Burry Port Harbour, with funding secured for the repair of the listed harbour walls. More and more events continue to come to Pembrey Country Park, building on its reputation as one of the best events destinations in the UK. Our Caravan and Camping Site is being further developed with on-line booking now available to make the customer journey more effective than ever. Plans for a new closed circuit cycling track at Pembrey Country Park are developing well, with opening scheduled for summer 2018.

New websites and welsh language initiatives are being developed across the service, and huge credit must go to our fantastic staff for delivering and developing these services during the most challenging of times.

Housing, Public Protection & Care and Support Services

We have delivered over 180 new affordable homes as part of our ambitious five year Affordable Homes Delivery Plan. Work is progressing well with establishing a new Local Housing Company. This will be a wholly owned subsidiary of the council to help deliver the much needed additional affordable housing across the county.

It is also important that access to existing social housing is as easy as possible. It is with this in mind that work is being undertaken on the possibility of moving to a choice based lettings system where applicants 'bid' for properties. This is in place in a number of other councils and gives 'bidders' a real stake in their new home. This does not change the allocation policy in terms of who gets assistance, just how we go about letting the homes.

Other work progressing well at the moment is the investment profile into our care homes and the future direction of day care services. In terms of the latter, we are looking at how we secure the sustainability of day care opportunities by making them more reflective of communities, and how they can help enhance community resilience.

Our Taxi Licensing Team are working with taxi drivers regarding the safeguarding of passengers. This is in the news with the withdrawal of the Uber licence in London and again we are one step ahead. After much success in numerous national awards and competitions in 2016, the authorities Financial Exploitation Safeguarding Scheme (FESS) has been adopted and replicated by 26 local authorities nationwide. Authorities have further agreed to provide data for formal academic research into financial abuse in a project run in conjunction with Cardiff University led by Carmarthenshire County Councils Trading Standards Services.

Mental Health, Learning Disability Services & Safeguarding

We have improved services and support for carers by appointing a carers information and assessment officer to raise the profile of carers assessments, work closely with the IAA service and the third sector. The division has been well represented on the health led Mental Health and Learning Disability transformation programmes and fully engaged in these projects and subsequent consultation.

The Mental Health Transformation recently won an NHS award for collaboration. We have contributed to the regional Market Position Statement, Local Commissioning Strategy and the Local Area Plan. We have undertaken an accommodation needs survey which is informing collaborations/projects with housing and supporting people colleagues.

We have recruited an accommodation officer to facilitate housing options for people identified by the care management teams. A TIC review in Learning Disability Service Provision has been undertaken, this has now moved into implementation stage and will result in an improved model of provision. A review of disability services has also taken place.

The Safeguarding processes have been redesigned to ensure compliance with the SSWB Act's requirements. The Local Operational Group is well established and well attended by partner agencies. As a result there is greater confidence in the multi-agency approach to safeguarding.

All senior managers are engaged in formal management development programmes. All team managers have engaged in a bespoke training programme to develop skills in managing people, performance and resources.

Integrated Services (Older Persons & Physical Disabilities)

The More Than Just Words Showcase Event recognises and celebrates the importance of Welsh language provision in health and social care services, and the exceptional achievements of individuals and teams. Careline and Dewis Sir Gâr received a special commendation under the 'Active Offer'.

Dewis Sir Gâr has been shortlisted for the Guardian Public Service awards, and that Careline and the Technology Enabled Care Service has recently been accredited with the TSA Quality Standards Framework.

Other initiatives that we are leading on are:

- Introduction of the social prescription scheme based in GP practices which supports patients with their overall wellbeing
- Development of Carmarthenshire is Kind with launch event where over 500 Carmarthenshire residents attending and was profiled on Radio Wales
- Introduction of successful pilot to improve services for those living with dementia and cognitive impairment which has been identified as a Bevan Exemplar Project.
- Successful delivery of Carmarthenshire's United Support Project (CUSP) a third sector collaboration that supports people in the community who are on the 'cusp' of needing support to stay as well as possible for as long as possible
- The preventative work in Carmarthenshire based on the PEIPIL strategy (Prevention, Early Intervention and Promoting Independent Living) identified as good practice in Wales through the Bevan Exemplar scheme.
- In October of this year Llandovery was registered as a Dementia Friendly Community.
- Introduction of a health Psychology Service which is based in 3T's CRT but works across Carmarthenshire.
- Transfer of Care Advice and Liaison Service (TOCALs) has expanded in the GGH and PPH to include community based Occupational Therapists and Social workers which ensures timely discharges.
- The development of the Complex Review Team to ensure that all people in receipt of a service receives a timely review.
- Frailty Clinic has started in Glangwili General Hospital which sees patients referred from the GP cluster in 3T's to access early diagnostic tests to improve independence and maintain well-being.

Commissioning

The Commissioning Event ran by Carmarthenshire County Council and attendance from Assistant Chief Inspector David Francis during March 2017 on the Domiciliary Care Commissioning Framework letter of recognition. The council had arranged the event in response to so much interest in the good practice we had highlighted in our inspection and our recognition that Carmarthenshire in our view were the most advanced in taking forward sustainable, outcome focussed approaches to commissioning.

Business Support Unit

The key achievement for the Business Support Unit was the introduction of a new debt management process, a dedicated solicitor has been appointed to pursue Social Care debts. This has been fairly successful with aged debt being reduced by more than £400k in the year. There has also been an increase in secured debt in the same timeframe, this will put the authority in a much better position to recover debt in future years. The division has also begun to invoice residents who are in care homes on a more frequent basis, and therefore increasing frequency of payments. The division has reduced the fleet of buses, saving money for the department. The division has undertaken a pilot for establishing paperless systems to support the agile and mobile working, this will be rolled out within the next financial year as part of the Digital Transformation Strategy.

Performance, Analysis & Systems Team

We have delivered on the management of the overall Performance Management Framework [2016-17 Departmental Performance Management Framework](#). We have taken on the role of co-ordinating all statutory complaints for Social Care since May 2017. We have developed a robust recording system for all these complaints and compliments and have put in place accurate management information reports. We have undertaken a staff survey for the whole Department for Communities in September 2017 and analysed the results. The team has organised and facilitated the People Managers Events held in March and November 2017 on behalf of the Director. Feedback received was very positive and the opportunity to network and understand what others are doing in each division has been meaningful to all people managers. We have Co-ordinated and produced the Directors Annual Report for 2016/2017. We have developed the Housing System to accommodate the New Housing Allocation policy and we have developed an audit proof recording system for the Affordable Homes Buy Back process. A Low Cost Ownership Waiting list has been created and has been implemented and is currently being supported as front end users buy back affordable homes.

What others say

The CSSIW have evaluated our services as being generally effective and that:

“ *The local authority continues to benefit from strong leadership across adults and children’s services, with good stability and effective support for its workforce.* ”

In our evaluation by the CSSIW for the last year they note that we have made:

“ *Good progress on the implementation of the Social Services and Well-Being (Wales) Act (SSWBA), and has placed significant importance and investment on ensuring new ways of working are understood by staff and partner agencies and embedded into practice. A project board is in place with a clear action plan aligned to the SSWBA, and key milestones have been and continue to be achieved.* ”

Giving our communities an active offer of language choice in assessment has been a priority and I am pleased that our progress has been recognised by the CSSIW where they judge that

“ *The Welsh Government ‘More than Just Words’ framework for the use of the Welsh language is being implemented effectively, with measures in place to ensure people have access to the services through their language of choice.* ”

Listening to staff's views

A staff survey was circulated during September 2017, the theme this year was communication, appraisal and engagement. Office staff were notified via email and hard copies/information distributed to non-office based staff.

There are 1886 staff within the department and the number of responses received were 653. This equates to 35%.

The number of respondents to the survey who have appraisals has increased by 5% from 2016.

Our goal is to ensure that everyone receives an appraisal which will benefit individuals, giving you clarity on performance, goals and support that may be needed. We have improved in the latest survey with over 80% of staff receiving reviews and it is our ambition that all staff will receive an appraisal.

Developing and supporting our people. This covers how we recruit, lead, manage, retain, support, communicate and develop our people.

Our Statement of Intent

We want our people to:

- Be professionally well trained and qualified, responsible and accountable for their actions and decisions.
- Be responsive to change and able to challenge and innovate.
- Embrace the culture, values and objectives of the department and the council.
- Have manageable workloads, effective and responsive systems and processes.
- Be empowered to make informed decisions and manage resources.

We believe that an effective service has people that:

- Are valued and respected.
- Are well trained, appropriately supported and competent.
- Have clear roles and responsibilities.
- Maintain manageable workloads.
- Are motivated and committed.
- Communicate and share information and knowledge.
- Are encouraged and supported to make decisions.
- Base their interventions and service improvement on evidence.

To strengthen the engagement within the Department two events have been held with People Managers in order to communicate key messages on our overall performance. Where we are and what our aims are as a Department. Discussions on how Well-being and Sustainability fits within our Department and what the key priorities are for the Department moving forward.

Key themes and feedback has been collated and a Well-Being and Sustainability Plan is being developed which will be embedded within each divisional business plan.

Rate Your Division as an Employer

Following on from the survey and the People Managers Event we asked a question to all staff if they would “Rate Your Division as an Employer” to understand their experience working in the department and Division. Instead of asking hundreds of online survey questions and doing in-depth calculations, we asked one powerful question:

“ *How likely would you be to recommend your division as an employer to someone you know? (rate your division by selecting a number of stars. 1 = Not at all likely and 10 = Extremely likely.* ”



So far we have had over 500 responses. Our aim is to reach 1,000 responses in order to then have a strong benchmark. Once we have reached this our intention is to repeat this exercise every 6 months to provide the core measurement for staff experience and predicts business growth.

Further Areas for Improvement

Performance Management Framework has been produced with the involvement of people from across the department, to give a clear and concise guide to:

- Our key objectives and priorities
- What we believe a good service looks like to us
- Our priorities for delivering a good service
- How we will use performance measures to continually improve

We have developed our approach to managing performance to ensure we balance the relationship between service demands, the allocation of resources and service user satisfaction. We will use measures to ensure we do the right thing and drive continuous improvement. Through this guide Managers and staff are clear about where they fit into this approach.

This approach will ultimately drive improvement and result in improved outcomes for service users. It will be managed through a monthly performance meeting chaired by the Director of Community Services.

4. Departmental Priorities

We must take all reasonable steps (in exercising functions) to maximise our contribution to the 7 Well-being Goals

*[SEP](#) Strategic Equality Plan 2016-20

*[WBO](#) Well-being Objectives and [Well-being Plan](#)

Leisure Services Division

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When	By Who
	<i>Service Head</i>		
1	Health intervention and well-being plan established	March 2019	Ian Jones
2	Sickness absence and HR management review undertaken	March 2019	Ian Jones
3	Property maintenance and improvement review undertaken	March 2019	Ian Jones
4	Develop plans for new Llanelli Wellness Hub (Leisure Centre) as part of Wellness village and life sciences hub at Delta Lakes	March 2019	Ian Jones
5	Assist with delivery of Parc Howard masterplan, working closely with Environment dept. and key stakeholders	March 2019	Ian Jones
6	Feed into Pendine local regeneration master plan, including provision for Museum of Speed, and Outdoor Recreation	March 2019	Ian Jones
7	Implement Cycling Strategy for Carmarthenshire to include focus on: Events; Development and Infrastructure	March 2018	Ian Jones
	<i>Business and Project Manager</i>		
1	Robust performance management reporting system in place across the division	May 2018	Richard Stradling
2	Customer care review undertaken for division	March 2019	Richard Stradling
3	Marketing and communication review undertaken for division	March 2019	Richard Stradling
4	Undertake Health and Wellbeing departmental staff pilot and continue to provide a corporate resource	June 2019	Richard Stradling
5	Look to develop a training matrix for employees based on their job description	March 2019	Richard Stradling
6	Manage Workplace health champion to effect change in physical activity levels of staff and adults on a sustainable basis	March 2018	Richard Stradling
7	Pro-active H&S management with ongoing site / service reviews throughout the year	March 2018	Richard Stradling
8	Work with TIC team and Service managers to effect improvements in service delivery and performance across the Leisure division.	March 2018	Richard Stradling
	<i>Outdoor Recreation Services</i>		
1	Review of management arrangements at Burry Port Harbour	May 2018	Neil Thomas/ Ian Jones
2	Repair of Harbour Walls at BP Harbour	March 2019	Neil Thomas
3	Parking review completed across Country Parks	April 2018	Neil Thomas

4	Review outdoor events strategy for the County, linking with Tourism, co-ordinating the bid to stage Grand Depart of Tour of Britain Cycle Race 2018	September 2018	Neil Thomas
5	Development of £160k Carmarthen Wetlands gateway scheme	December 2018	Neil Thomas
6	Complete £2m capital investment into Pembrey Country Park, to include: <ul style="list-style-type: none"> • New Amenity block at PCP caravan site • Upgrade comms links to PCP • New restaurant and activity centre New automated entrance barrier system	July 2018	Neil Thomas
Sports and Leisure services			
1	Launch a complete 'Actif Sir Gar' website to maximise promotion of Sport & Leisure services provided in facilities and in the community, and to increase online membership sales and bookings.	May 2018	Carl Daniels
2	Ensure the workforce meets the needs of an expanding sector through by reviewing and implementing appropriate structures such as aquatics, Actif Club.	September 2018	Carl Daniels
3	Increase activity opportunities and take-up in facilities through innovation and investment such as new spin studio and play centre in Carmarthen, Activity tower in Pembrey Ski & Activity Centre.	July 2018	Carl Daniels
4	Develop and deliver strategic plans for new focus sports: Aquatics, Athletics, Cycling, Triathlon to maximise impact.	March 2019	Carl Daniels
5	Improve the customer experience at our facilities through the delivery of a robust 'Service Improvement' strategy using international benchmarking standard 'Net Promoter Score' to monitor customer satisfaction.	March 2019	Carl Daniels Carl Daniels
6	Review and implement an improved pathway of aquatics provision that enables participants to reach their full potential.	April 2018	Carl Daniels
7	Create and implement an 'Actif Accreditation' quality assurance mark for community sports clubs in order to analyse and strengthen the sporting infrastructure.	February 2018	Carl Daniels
8	Ensure a range of targeted physical activity interventions are put in place across the life course to increase the activity levels of those who are inactive or at risk of becoming inactive.	March 2018	Carl Daniels
9	Further develop National Exercise Referral Scheme (NERS)	March 2018	Carl Daniels
Cultural Services			
1	Launch the Stordy Digidol digital project widening access to our collections and cultural services.	June 2018	Jane Davies
2	Continued implementation of the Libraries Development Plan 2017 – 2022 with continuous improvement review in order to maintain excellent framework standards. Work with colleagues in customer services to deliver targeted services to rural communities through the mobile library service	March 2019	Jane Davies

	and provide a network of digital access points for services such as universal credit.		
3	<p>Implementation of the Museums Vision and Strategic Plan 2017 – 2022 and as part of that plan</p> <ul style="list-style-type: none"> - Complete a review of the staffing structure; - Build on the feasibility study for the collections centre securing an appropriate site and funding for the scheme; - Develop a masterplan for the County Museum and as part of its implementation continue with the work of the Joint Operational Group with the Tywi Gateway Trust in the delivery of the £1.6m HLF funded Tywi Gateway scheme at the Bishops Park; - Contribute to the development of the Parc Howard masterplan. 	<p>June 2018 March 2019 March 2019 March 2019</p>	Jane Davies
4	Deliver the plans for the transformation of Carmarthenshire Archive Service and its reinstatement at Carmarthen Library	March 2019	Jane Davies
5	<p>Obtain approval for the Theatres and Arts Strategic Plan 2017 – 2022 and as part of that plan</p> <ul style="list-style-type: none"> - Review for further consideration the options for development at Oriel Myrddin; - Review of Y Gat - Complete and implement the review of the theatres structure <p>Achieve full occupancy ay Ffwrnes Fach</p>	<p>June 2019 September 2019 March 2019 June 2018 March 2019</p>	Jane Davies
6	Celebrate Carmarthenshire's Culture through the establishment of an annual Cultural Awards event and by supporting the development of the Town & Village of Culture.	June 2018	Jane Davies

Risks

- Public, staff and participant safety, especially around water areas is a key consideration for the service.
- Continuing political and public support as to the value and impact of Leisure is essential in order to develop such a critical yet largely non-statutory service such as leisure.
- The service has to deliver what people want. Understanding customer demand and adapting to meet these challenges are a key risk for the service
- Unforeseen increases in energy costs. External factors such as the weather can also affect income in Outdoor Recreation facilities
- Maintaining a strong and positive public perception of services is essential in income generating areas where there is competition from the private sector

Housing, Public Protection & Care & Support Services

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When	By Who
	<i>Service Head</i>		
1	Complete the restructure of the division	June 2018	Robin Staines
2	Reduce sickness within the division	March 2018	Robin Staines
3	Ensure the Welsh Language standards are embedded in the division	March 2019	Robin Staines
4	Support the agile working agenda across the division	March 2019	Robin Staines
5	Ensure the division responds to health, well-being and sustainability	Ongoing	Robin Staines
	<i>Care and Support Services</i>		
1	Deliver an investment programme for Care Homes and Sheltered Housing Schemes to upgrade to defined standards that meet the future care and support needs.	March 2019	Jonathan Morgan
2	Review service models in line with any revised commissioning arrangements for Domiciliary, Care Home and Day Centre Services	March 2019	Robin Staines
3	Prepare for the implementation of the Regulation and Inspection of Social Care (Wales) Act	March 2019	Robin Staines
4	Develop new service models to further support dementia care both in the community and in long term placement	March 2018	Robin Staines
5	Review IT systems and equipment to assist transformation of services	December 2018	Gareth Miller
6	Complete a review and service transformation plan for day care services	March 2018	Robin Staines
	<i>Engagement and Partnership</i>		
1	Develop and produce a digital service plan to support residents to access online services	May 2018	Les James
2	Under the Renting Homes Act review and issue new tenancy agreements for Council tenants.	April 2019	Les James
3	With our tenants develop a new vision of tenant involvement and engagement	September 2018	Les James
4	Survey all our garage sites to ensure they are fit for purpose, and producing local action plans for each site	May 2018	Les James
5	Specify and introduce a new grounds maintenance (grass cutting) contract so that it reflects what matters to our tenants	December 2018	Les James
6	Prepare and understand for the Introduction of Universal Credit to mitigate the impact on our tenants	March 2018	Jonathan Willis
7	Develop and introduce a range of options which rewards tenants who look after their home	October 2018	Les James

8	Introduce a scheme targeting those in fuel poverty by installing energy efficient LED lighting to tenants' homes, which together with other schemes, will help to alleviate fuel poverty.	March 2019	Jonathan Morgan
9	Engage with tenants and key partners to get their views on potential improvements to the CHS+	March 2019	Les James
10	Promote the results from the Health Impact Study	March 2020	Les James
	<i>Advice and Tenancy Support Team</i>		
1	Deliver commitments outlined in the Affordable Housing Five Year Plan -Bring back 50 more empty homes a year as affordable housing -Develop our in-house Social Letting Agency so we manage 50 new properties a year Actions linked to Well-being Objective Plan 7– - Increase the number of homes managed through the Council's Social Lettings Agency - We will work with property owners and bring empty homes back into use	March 2019	Jonathan Willis
2	Review in conjunction New Homes Team and RSL partners the process of letting social housing	April 2018	Jonathan Willis
3	Develop a new Homelessness Strategy to include: <ul style="list-style-type: none"> • Develop housing options for single people • Develop a plan to ensure homeless people have access to health services • Review our approach to how we manage temporary accommodation 	December 2018	Jonathan Willis
4	Develop an approach for targeted area housing improvement including identifying opportunities from the Swansea Bay Region	March 2019	Jonathan Morgan
5	Evaluate local lettings policies and proposals of any amendments	September 2018	Jonathan Willis
6	Introduce a package of support and advice designed to support new tenants maintain their tenancies	March 2019	Jonathan Willis
	<i>Income and Investment Team</i>		
1	Confirm the detailed Business Plan for Local Housing Company.	June 2018	Jonathan Morgan
2	Complete the review of HRA spending and costs	September 2018	Jonathan Morgan
3	Undertake a review to determine the present condition of care homes and sheltered housing, highlighting future investment priorities to meet future care & support needs of older people	September 2018	Jonathan Morgan
4	Develop a new approach to better understand future housing and accommodation needs, particularly in rural areas and for specific client groups	March 2019	Jonathan Morgan
5	Deliver the affordable home delivery plan (March 2019) Actions linked to Well-being Objective Plan 7 – - We will increase the Council Social Housing stock by buying private sector homes - We will work with our Housing Association Partners to maximise Welsh Government Grant opportunities and	March 2019	Jonathan Morgan

	<p>increase the supply of homes where they are most needed</p> <ul style="list-style-type: none"> - We will increase the Council's Housing Stock by building new Council Homes - We will maximise the opportunities for increasing the supply for affordable homes through the LDP (Local Development Plan) by providing new homes on site or by the use of commuted sums 		
	<i>Environmental Protection</i>		
1	We will continue to monitor air quality (nitrogen dioxide) for the residents of and visitors to the County. This will be carried out by regular assessments and, where necessary, sampling programmes	March 2019	Sue Watts
2	We will develop and agree Air Quality Management Area Action plans for both Llanelli and Carmarthen and initiate implementation	March 2019	Sue Watts
3	Work collaboratively with Swansea University to agree a project plan to monitor the health effects as part of the action plan implementation. Additionally, attempts will be made to liaise with local schools to raise awareness of air pollution and instigate changes in school journey behaviours.	March 2019	Sue Watts
4	Monitor private water supplies to ensure safety for the residents in Carmarthenshire. The service will explore the possibility of extending the programme to testing for the presence of radon and remediation as necessary.	March 2019	Sue Watts
5	Explore the possibility of assessing radon levels within Local housing stock (and remediate as necessary) to map the current picture of levels within Carmarthenshire.	March 2019	Sue Watts
6	Integration of the food elements within Public Protection to provide a 'farm to fork' ethic.	March 2019	Sue Watts
7	Work to encourage businesses to attain a Food Hygiene rating of 3 or above	March 2019	Sue Watts
8	Explore the opportunity for implementing Primary Authority Principal and provision of tailored advisory services at a cost to the businesses	March 2019	Sue Watts
9	Implement the monitoring of shellfish in accordance with Welsh Government and Food Standards Agency to ensure that the beds satisfy standards for commercial gathering.	March 2019	Sue Watts
10	Explore the possibility of extending the current Pest Control services from Council stock to commercial contracts and private dwelling treatments	March 2019	
11	Prepare for the implementation of the relevant section of the Public Health (Wales) Act in relation to the registration and licensing of skin treatments, Health Impact Assessments and extension of smoking restricted areas.	March 2019	Sue Watts
12	Integration of the teams to monitor and remediate Anti-Social Behaviour issues neutral tenure	March 2019	Sue Watts
13	We will produce information relating to noise control that is readily available for developers to assist in their Planning application process. We will explore the possibility of providing an advisory service where further, in depth information may be required at the cost of which will be borne by the developer.	March 2019	Sue Watts

14	We will work with partners that are delivering the Wellness and Life Science village at Delta Lakes to ensure that the risks from potential land contamination are fully addressed and mitigated where necessary.	March 2021	Sue Watts
<i>Business and consumer affairs Team</i>			
1	Promoting financial literacy and protecting vulnerable people from financial fraud through the FESS scheme	March 2019	Roger Edmunds
2	Deliver the current national Trading Standards and Animal Health enforcement priorities for Wales and UK	March 2019	Roger Edmunds
3	Develop further partnership arrangements in respect to financial exploitation	March 2019	Roger Edmunds
4	Develop marketing and commercial boundaries with regard to income generation	March 2019	Roger Edmunds
5	Ensuring the promotion of product safety through advice and guidance to local businesses delivered via web site	March 2019	Roger Edmunds
6	We will further develop Money Wise web resource in order to enhance income generation develop product and market it	March 2019	Roger Edmunds
7	Implement proceeds of crime across regulatory services to protect people	March 2019	Roger Edmunds
8	Developing and increasing partnership approach to Licensing activity within the Council	March 2019	Roger Edmunds

Risks

- Maintain the Carmarthenshire Homes Standard (CHS) in the future
- Deliver the affordable homes plan
- Mitigate the effects of welfare reform and introduction of universal credit
- Ensure quality and adequate supply of Housing within the County
- Ensuring that the Authority effectively manages its financial resources and respond to the challenges of reduced funding

Mental Health, Learning Disability Services & Safeguarding Division

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When#1	By Who
1	Develop a strategy and delivery plan to reduce the number of individuals in residential care	March 2019	Mark Evans/Kelvin Barlow
2	Review social work resource to increase mental health, safeguarding and learning disability response at the point of entry	September 2018	Mark Evans
3	Continue to embed the performance management culture and budget management within operational teams	December 2018	Senior Managers
4	Contribute to health led transformation programmes in mental health and redesign of services within learning disability	December 2018	Mark Evans
5	Review third sector contracts to establish compliance with the SSWB Act and service transformation in mental health and learning disability	July 2018	Mark Evans
6	Embed a person centred approach to safeguarding which ensures the service user is heard and central in decision making	March 2019	Cathy Richards
7	To implement a robust strategy for successfully managing new and historical DOLS applications	March 2019	Cathy Richards
8	We will ensure that young people and adults have equal access to education, training, work and leisure opportunities	November 2018	Sharon Frewin
9	Collaborate with colleagues in commissioning and housing in order to increase the range of accommodation options	March 2019	Mark Evans/Kelvin Barlow
10	We will ensure that Community resilience will be a key objective of the Learning Disability day service transformation plan. This will include new models for service delivery	September 2018	Sharon Frewin
11	Increase Direct Payments and use of citizen directed cooperatives at operational, commissioning and contracting levels	March 2019	All Senior Managers
12	Increase capacity of Shared Lives and develop Home Share pilot	March 2019	Sharon Frewin
13	To Review and implement updated safeguarding arrangements to ensure a consistent response to Adult at Risk reports both locally and regionally	March 2019	Cathy Richards
14	Review Structure of teams e.g. Intake/front door. Gathering data to forecast and respond to demand to assist with planning	March 2019	All Senior Managers
15	Develop the strength based approach in SW teams	March 2019	All Senior Managers

Risks

- Outcomes for young people and service capacity will be compromised if we do not have a seamless pathway from transition into adult care
- Not delivering on savings will impact on future service provision
- Individuals will not be safeguarded and a risk of legal challenge and financial penalty if we do not manage the DOLs referrals
- Outcomes for individuals will be compromised and a risk of duplication and loss of funding if we do not collaborate with partner
- Individuals will not be safeguarded or independence promoted if assessments and reviews are not completed
- The number of adults going into residential care will increase and there will be an impact on financial savings if we do not develop alternative community provision
- There will be over provision/poor outcomes for individuals if care/support plans and service delivery plans are not person centred and outcome focussed
- A risk exists that the authorities (as a key partner) could be liable to repay significant amounts of grant funding to the area planning board for substance misuse with no prospect of recovering those amounts from third parties

Integrated Services (Older Persons & Physical Disabilities) Division

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When	By Who
1	To identify the strengths and resources within communities which can contribute to promoting and supporting the health and wellbeing of their population and to implement into core practice and function of the Divisional service area	March 2019	Julia Wilkinson
2	To implement the Codes of Practice within the Social Services & Well-being Act to all relevant service areas	March 2019	Jayne Thomas
3	To develop our monitoring platform and business model to implement a TEC strategy that will deliver improved outcomes for our population	March 2019	Sam Watkins
4	We will continue to develop and implement how we provide information, advice and assistance (IAA), ensuring information is available and easily accessible, and linking with the Dewis system	April 2019	Sam Watkins
5	To conduct a more detailed population needs assessment at a locality level within the 3 Locality areas <ul style="list-style-type: none"> ➤ TTT – Carmarthen Area ➤ Aman Gwendraeth Area ➤ Llanelli Area This will provide a more detailed understanding what the population needs are and will allow planning of health and social care services at Locality Level and will consider the key objectives outlined in our 'model of delivery' section in the business plan	April 2019	Locality Managers
6	To continue to promote the Welsh language and ensure compliance with the 'Active Offer' across all service areas	March 2019	Rhian Dawson
7	We will continue to modernise our workforce to support implementation of the duties under the SSWBA and the objectives outlined in 'Carmarthenshire's Vision for Sustainable Services for Older People for the Next Decade' and the Health Board's Integrated Medium Term Plan – this will be a core component of Service Priority 4 in this business plan (see above)	April 2019	Rhian Dawson
8	To continue to effectively monitor our care commissioning practice using effective professional and performance management to improve outcomes at both individual and organisational level (includes Unscheduled Care)	March 2019	Locality Managers
9	To manage the risks associated with outstanding reviews and DoLS applications	April 2018	Jayne Thomas
10	To monitor the impact of our realigned intermediate care pathway on individual outcomes and organisational resource	April 2018	Rhian Dawson
11	To implement actions within the Regional Dementia plan in line with the findings of the Older People's Commissioner report "More than just Memory Loss"	April 2019	Julia Wilkinson

12	To ensure compliance with Part 9 of the SSWBA specifically in relation to 'pooled funds' with care homes and to explore other opportunities for 'pooled funds' e.g intermediate care services	November 2018	Rhian Dawson
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Risks

- Not delivering on financial efficiencies will compromise our ability to deliver future services and progress the modernisation agenda
- Failure to respond in a timely manner to "Careline" contact calls could result in compromised client safety
- There will be over provision and sub optimal outcomes for individuals if care and support plans are not person centred and outcome focused
- Effective Management of demand for Social Care (Adults & Children)

Commissioning Services Division

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When	By Who
1	<p>To develop an overarching strategic commissioning document to guide commissioning policy and practice</p> <p>To develop a Dementia Strategy with Health/”More than just memory loss”</p> <p>To develop a Learning Disability Commissioning Strategy</p> <p>To develop a Physically Disability/Sensory Impairment Commissioning Strategy</p>	December 2018	Neil Edwards
2	<p>To continue to deliver savings through right size packaging and analysis of cost providers in the pan disability service areas as part of the Authority’s budget management. (Risk)</p> <p>To implement a supported living capped rate for the supported living sector</p> <p>To review high cost residential placements in a co-ordinated and effective manner</p> <p>To develop a system of accountability whereby care providers account for the delivery of care hours</p> <p>To undertake a series of high level contract negotiations to obtain financial savings</p> <p>To complete the accommodation care and support needs project to assist future strategic planning</p> <p>To drive change and culture working in partnership with the Assessment and care Management Teams</p>	March 2019	Trevor Stainsby/ Neil Edwards
3	<p>To help people to recover so they are able to live as independently as possible</p> <p>To refine and improve performance of the Reablement service</p> <p>To support the development of assistive technology to support people’s independence</p>	March 2019	Chris Harrison
4	<p>To promote health and wellbeing by building community capacity and developing preventative services (Risk)</p> <p>To further develop a preventative model of service building on regional work with the sector</p> <p>To continue to build effective working relationships with third sector organisations to maximise their potential in meeting the requirements of the SSWB Act 2014</p>	March 2019	Chris Harrison
5	<p>To drive Service Improvement and Quality Assurance</p> <p>To ensure compliance with the safeguarding provisions of the Act 2014 by working effectively with the Safeguarding service</p> <p>To develop, implement and review the Regional Quality Assurance Framework</p> <p>To engage with care providers in the development and consolidation of an accountable, risk competent and safe culture that safeguards service users and encourages learning</p> <p>To run strategic fora between commissioner and provider to ensure clear understanding of both parties’ respective positions and achieve service improvement</p>	September 2018	Neil Edward

	<p>To undertake health and safety audits in the learning disability and mental health care home sector and support introduction of the National Framework Agreement</p> <p>To develop a programme of “meaningful outcomes” audits for care homes for older people</p>		
6	<p>To undertake a whole system design analysis of the commissioning of domiciliary care with specific focus on:</p> <p>Interface with hospital discharge planning and reablement</p> <p>The pathway process</p> <p>Market management of the independent sector</p> <p>Workforce development</p> <p>Continuing emphasis on outcomes focussed work including dementia project</p> <p>To prepare a procurement approach to community based services</p>	<p>December 2019</p> <p>September 2018</p>	<p>Neil Edwards/ Alison Watkins</p>
7	<p>To further develop and implement within Supporting People (Risk):</p> <p>Re-tendering of substance misuse services. This to be done as a regional exercise with Pembrokeshire and Ceredigion</p> <p>Re-tendering of services for offenders. This to be done as a regional exercise with Pembrokeshire</p> <p>Young people services procurement exercise</p> <p>Re-tendering of services for women suffering domestic abuse. This to be considered as a regional exercise with Pembrokeshire and Ceredigion</p> <p>Developing new services from gap analysis work as identified by local authority strategic leads and service providers.</p>	<p>December 2018</p>	<p>Neil Edwards/ Alun Jones</p>
8	<p>To consolidate and develop services for carers in Carmarthenshire:</p> <p>To review and develop further a carers strategy for Carmarthenshire which will continue to implement the Carmarthenshire Carers Action Plan and maintain an open reporting framework on progress with the relevant bodies</p> <p>The development of a new regional strategy across HDUHB</p> <p>To develop further the CISS Outreach and advocacy for carers</p> <p>To improve the quality of Carers Assessments.</p>	<p>April 2019</p>	<p>Jon Rees</p>
9	<p>To develop a joint strategic approach between commissioning and workforce development with the development of a strategic workforce development plan</p>	<p>September 2018</p>	<p>Neil Edwards</p>
10	<p>To ensure commissioning processes and commissioned services comply with the recently introduced Welsh Language Standards, in particular the “Active Offer”.</p>	<p>September 2018</p>	<p>Neil Edwards</p>

11	<p>To develop an overarching strategic commissioning document to guide commissioning policy and practice</p> <p>To develop a Dementia Strategy with Health/”More than just memory loss”</p> <p>To develop a Learning Disability Commissioning Strategy</p> <p>To develop a Physically Disability/Sensory Impairment Commissioning Strategy</p>	December 2018	Neil Edwards
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Risks

- Achieve our priority based budgeting efficiency savings targets
- Achieve compliance with the requirements of the SSWBA
- Avoid market failure
- Respond to reduction in Supporting People grant funding and comply with grant requirements

Business Support Service Division

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When	By Who
1	To build on the success of the pilot which was undertaken in 2017-18, and introduce paperless systems and processes into both frontline and central teams to support the Digital Transformation Strategy.	March 2019	Rhys Page/Helen Smith
2	To review the key processes and update the documentation to ensure it reflects practice.	March 2019	Rhys Page/Helen Smith
3	To review debt management arrangements and to ensure that debts are properly secured, and that debt recovery arrangements are effective.	March 2019	Rhys Page/Delyth Davies
4	Develop and implement arrangements to provide 6 monthly statements to all residents having entered into a Deferred Payment agreement as required by the Social Services and Well-being (Wales) Act 2014 or any resident deferring payment against a property.	March 2019	Rhys Page/Delyth Davies
5	To review billing frequency for those service users in care homes, and establish an electronic and automated process by which service users are invoiced for residential care charges.	March 2019	Rhys Page/Delyth Davies
6	To explore and develop how electronic claims submitted as part of the domiciliary care framework process can also be used as to calculate the charge for the service users.	March 2019	Rhys Page/Tracy Lewis
7	To review how clients' money is managed, and explore which different forms of cashless technology could be used by service users.	March 2019	Rhys Page/Tracy Lewis
8	To ensure that the financial effect of transferring services funded by WILG in to core services is properly detailed to ensure that the allocation of funds to CCC by Welsh Government is maximised for the benefit of service users in Carmarthenshire.	March 2019	Rhys Page/Tracy Lewis
9	Develop a suite of performance measures that will assist us in evaluating and managing continuous improvement within the Transport service.	March 2019	Rhys Page/Richard Davies

Risks

- Staff turnover and delays in appointing to vacancies will impact on the ability to deliver on the priorities
- Changes to community services and future structure of Provider Services may delay decisions on vehicle replacement/renewal impacting on service delivery by the Transport Unit
- Allocate funding for property repairs and maintenance is insufficient to respond to current need
- Not completing care management reviews of WILG service users, will mean that we fail to achieve our priorities.

Performance Analysis & Systems Team

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When	By Who
	Performance Analysis & Systems Manager		
1	Co-ordinate and produce Annual Reports	July 2018	Silvana Sauro
2	Develop and introduce a Well-being and Sustainability Plan	March 2018	Silvana Sauro
3	Produce and co-ordinate Sickness data across the department	July 2018	Silvana Sauro
	Communication and Engagement		
1	Develop, circulate and analyse the departments staff survey	November 2018	Amy Jones
2	Co-ordinate and facilitate the Departments Staff Engagement events and ratings	March 2018	Amy Jones
3	Update internal websites for Social Care and manage the Council File Plan for Social Care	Ongoing	Amy Jones
4	Co-ordinate all Business Plans for the Department	March 2018	Amy Jones
	Information and Analysis		
1	Maintenance of PIMS. Update Actions & Measures and co-ordinate all Well-being Objective Actions for the department and the improvement plan/well-being plan		Amy Jones
2	Co-ordinate and produce the Performance Management Framework report. Production of ad hoc management information reports. Provide and co-ordinate performance data for Monthly Members Briefings for Housing, Public Protection and Service Provision.	March 2018	Team
3	WG Quantative Performance Data Returns WG Aggregate Data Collection Returns WG Qualitative Performance Measures	March 2018	Mark Bryant/Amy Jones
4	Provision of management information for departmental FOIA requests	Ongoing	Team
5	Review and reflect by capturing data on lessons learnt through the statutory complaints and compliments for Social Care	November 2018	Mark Bryant
	Systems		
1	Implement Care & Support IT system (CM2000) system following procurement. This will involve system configuration, data migration, new technology roll out, training of staff and configuring of new performance measures. Phase 2 will cover integration with payroll, resource link and carefirst.	April 2019	Jonathan Davies
2	Develop APP to introduce new risk rating schemes for Trading Standards. Including Data migration from old scheme to new and retraining of service.	September 2018	Jonathan Davies
3	Upgrade of the OHMS and App systems	March 2019	Jonathan Davies
4	Implement Choice Based Lettings. This will be a third party model integrated with the OHMS system and corporate website.	April 2018	Jonathan Davies

5	Support frontline service with effective management information on Universal Credit implementation.	April 2018	Jonathan Davies
6	Implement payment reminders via SMS and email to Housing Tenants. Encouraging people to pay their rent real time.	June 2018	Jonathan Davies

Risks

- Failure to meet the Systems
- Failure to meet the statutory Complaints time scales
- Failure to support the performance management framework

Ways of Working

Which of the 5 Ways of working have we met?		Strong Partial None	How much work do we still need to do to meet these ways of working?
A	Looking at the long term so that we do not compromise the ability of future generations to meet their own needs	Partial	<ul style="list-style-type: none"> • To manage the health and wellbeing of the population of Carmarthenshire's Localities and maintain the independence of our older adult population for as long as possible, integrated community services provide a wide range of services and interventions across the three 'offer' areas. • We want Carmarthenshire to be a place that is the most active and healthy in the UK by getting More people, More active, More often. Leisure Services aims to deliver 6 key Outcomes for residents and visitors to the County: <ul style="list-style-type: none"> - Outcome 1: Supporting independence - Outcome 2: Keeping Safe - Outcome 3: Improving Health & Well Being - Outcome 4: Information, Advice and Signposting - Outcome 5: People achieve their potential (Workforce and users) - Outcome 6: Well Managed, sustainable, efficient services that contribute to a prosperous economy • The Swansea Bay Regeneration Strategy is set for a 2013-30 timespan & Swansea Bay City Region City Deal 2016-35. • Providing homes suitable to individual needs. Meeting current and future needs. We are building what we need. Creating jobs, training and opportunities and boosting the economy. • Our new assessment process focuses on the five elements of assessment, one of which

			<p>considers the strengths and assets of the person, their support network and community to meet their own needs, thus preventing people becoming too reliant on statutory services. In addition, we are developing sustainable communities, including spice time credits and social prescription services.</p>
B	<p>Understanding the root causes of the issues to prevent them reoccurring</p>	<p>Partial</p>	<ul style="list-style-type: none"> • Developing a new Homeless Strategy will help to shape and develop services for people who are homeless, threatened with homeless, and those in need of housing advice to prevent Homelessness. • Population needs assessment has been completed which has looked at the needs of those with care and support and carers with support and to consider preventative services to reduce and delay the development of care and support needs. The next stage over the next 12 months is to produce a regional area plan to develop further preventative services to reduce and delay the development of care and support needs. • The Swansea Bay Economic Regeneration Strategy and the City Deal 2016-2035 have examined some of the fundamental issues that need to be addressed to ensure economic success in the future.

			<ul style="list-style-type: none"> • Our Wellbeing of Future Generations assessment work will help us identify some of the main areas of concern.
C	Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners	Strong	<ul style="list-style-type: none"> • A recent CSSIW inspection (July 2016) recognised <ul style="list-style-type: none"> - Multi-agency arrangements should be established to strengthen operational plans to support effective co-ordination of statutory partner's completion of Joint Assessment Frameworks. • Public Services Board • Wales Audit Report • The County has an integrated Community Health & Social Care Service 'infrastructure'. This model aligns with national and local policy direction with reference to delivering Integrated Health and Social Care. • The local authority has set up a regional partnership board made up of three local authorities, and the health board amongst others. The strategic priorities of the board are: <ul style="list-style-type: none"> - Information, Advice and Assistance - Integration of mental health and learning disabilities - Integrated systems (WCCIS) - Pooled budget arrangements - Integrated commissioning arrangements
D	Collaboration - Working with others in a collaborative way to find shared sustainable solutions	Strong	<ul style="list-style-type: none"> • The Well-being of Future Generations (Wales) Act 2015 establishes a statutory board, known as a Public Service Board (PSB), in each local authority area in Wales. • The local authority is part of the regional safeguarding board which is made up four local authorities, two health boards and one police force amongst others. The board is developing collaborative approaches to safeguarding arrangements, including but not limited to working jointly on safeguarding enquiries and setting threshold on when matters are reported to the safeguarding team within the Authority. • The West Wales Care Partnership was established under the Social Services and Wellbeing (Wales) Act, and the Partnership brings together Carmarthenshire, Ceredigion and Pembrokeshire County Councils, Hywel Dda University Health Board, colleagues from the third and independent sectors and service users and carers with a remit to transform care and support in the region and increase the pace of integration.

			<ul style="list-style-type: none"> • Part 9 of the Act required the creation of new Regional Partnership Boards (RPBs) with specific duties to promote the integration of care and support services. The RPBs cover the areas of each of the seven Local Health Boards in Wales. • The RPB has identified 5 strategic priorities and ‘pace setter’ agencies which will lead on implementation for the region. These are as follows: <ul style="list-style-type: none"> - Integrated commissioning (focusing on older adults services): (Pace setter: Pembrokeshire County Council) - Pooled funds: (Pace setter: Carmarthenshire County Council) - Remodelling mental health and learning disability services: (Pace setter: Hywel Dda University Health Board) - Information, Advice and Assistance: (Pace setter: Pembrokeshire County Council) - Implementation of the Welsh Community Care Information System (WCCIS) (Pace setter: Ceredigion County Council)
E	<p>Involvement a diversity of population in decisions that affect them</p>	Partial	<ul style="list-style-type: none"> • There is service user representation on both the regional safeguarding board and the regional partnership board. One of the focus for this year will be the development of a citizen panel who can input into changes in practice and process. • Our Well-being Assessment consultation had over 2,500 responses for Carmarthenshire residents. • Continuing a wide scale of consultation with our service users, staff, stakeholders, parents/carers and with the people of Carmarthenshire to meet the current and future needs to make Carmarthenshire a happy, safer, healthier place to live.

5. Resources

Budget Summary

The budget summary for 2018/19 will be included following the approval of the Council's budget in February 2018.

Savings and Efficiencies

Efficiency savings will be included here following the approval of the Council's budget in February 2018.

Workforce Planning

 [Workforce Planning Toolkit](#) and [Divisional Profile](#) to help complete this section

A Departmental Workforce Plan is being drafted by the Departmental Management Team with support from HR staff, this section will be updated in 2018.

Business Cycle

Action	By When
Commissioning Leadership Team agree consultation plan	July
Involve others to get their views and understand their expectations	September - November
Understand what people have told us, self-assess, plan for performance, review budgets and prepare equality impact assessments	December
First draft of business plan	January
Finalise business plan and get signed off	March
Agree individual and team actions	February/March
Implementation Plan	April

Decision Making

The following structure outlines Leadership and Governance for the Department for Communities and how we operate within the Council's decision making process. All major decisions and policies are made by the County Council.

Carmarthenshire County Council	74 elected members.
Executive Board	10 elected members, the Council's cabinet. Chaired by the leader, Cllr E. Dole
Our Executive Board members	Social Care & Health - Cllr Jane Tremlett (Independent) Public Protection – Cllr Philip Hughes (Independent) Culture, Sport and Tourism – Cllr Peter Hughes-Griffiths (Plaid Cymru) Housing – Cllr Linda Evans (Plaid Cymru)
Scrutiny Committees	The decisions that we make are also scrutinised by elected members. We have the following scrutiny committees:
Corporate Management Team (CMT)	Chaired by the Chief Executive and includes the Assistant Chief Executives and Directors
Departmental Management Team (DMT)	Communities Department, Chaired by the Director
Senior Management Service and Performance Meetings	Chaired by the Head of Services
Team Meetings	Each team within the division has team meetings which feed into the decision making process. Managers update their teams with decisions made through a combination of group meetings and individual 1-2-1's/supervision.

6. Key Departmental Measures

Leisure Services

Definition / Measure Reference (abbreviated definition is fine)	2015/2016 Our Result	2016/17 All Wales Comparative data					2017/18		2017/18	Cost Measure (£)
		Our Result	Quartile * to ****	Welsh Median	Welsh Best Quartile	Target set	Result (when available)	Target set (at EOY)		
PAM/016 The number of visits to Public Libraries during the year, per 1,000 population	7203	7646	****	4835	5828	7684				
PAM/017 The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity, per 1,000 population	6905	8289	**	8374	9056	8996				

Housing & Public Protection Services

Definition / Measure Reference (abbreviated definition is fine)	2015/16 Our Result	2016/17 All Wales Comparative data					2017/18		2017/18	Cost Measure (£)
		Our Result	Quartile * to ****	Welsh Median	Welsh Best Quartile	Target set	Result (when available)	Target set (at EOY)		
PLA/006b The number of additional affordable housing units provided during the year as a percentage of all additional housing units provided during the year	8	8	*	33	51	30	45			
PAM/023 The percentage of food establishments which are 'broadly compliant' with food hygiene standards	94.98	97.50	****	95.04	96.52	93.00				
Pam/015 The average number of calendar days taken to deliver a Disabled Facilities Grant	232	167	****	235	190	165				
PAM013 The percentage of private sector dwellings that had been vacant for	5.73	6.53	***	11.77	6.41	6.75				

Definition / Measure Reference (abbreviated definition is fine)	2015/16	2016/17				2017/18		2017/18	Cost Measure (£)
		All Wales Comparative data				Target set	Result (when available)	Target set (at EOY)	
	Our Result	Our Result	Quartile * to ****	Welsh Median	Welsh Best Quartile				
more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority.									
PS R/006 The average number of calendar days taken to deliver low cost adaptation works (including equipment) in private dwellings where the Disabled Facilities Grant process is not used	8	11				10			

Mental Health, Learning Disability Services & Safeguarding Services

Definition / Measure Reference (abbreviated definition is fine)	2015/16	2016/17				2017/18		2017/18	Cost Measure (£)
		All Wales Comparative data				Target set	Result (when available)	Target set (at EOY)	
	Our Result	Our Result	Quartile * to ****	Welsh Median	Welsh Best Quartile				
SC A/18 The percentage of adult protection enquiries completed within 7 days						75.00			

Integrated Services (Older Persons & Physical Disabilities) Services

Definition / Measure Reference (abbreviated definition is fine)	2015/16	2016/17				2017/18		2017/18	Cost Measure (£)
		All Wales Comparative data				Target set	Result (when available)	Target set (at EOY)	
	Our Result	Our Result	Quartile * to ****	Welsh Median	Welsh Best Quartile				
Pa m/025 The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over		2.30				2.40			
SC A/22 Average age of adults entering residential care homes						85			

Local Government Performance 2016-17

Annual bulletin on local authority performance. This bulletin contains information on a range of local authority services. The data highlights the overall level and range of performance across Wales. The full data set is available on our website.

<http://www.dataunitwales.gov.uk/local-authority-performance-2016-17>

There is an interactive tool which allows the public, councillors, officers and partners to easily compare councils' performance across Wales and over time. ["MyLocalCouncil"](http://www.mylocalcouncil.info) (www.mylocalcouncil.info)

The table below shows the following information on measures that all 22 councils in Wales have to collect:-																											
<ul style="list-style-type: none"> • Our 2016/17 result and whether it has improved on our 2015/16 result • Our quartile (star rating) compared to other Council's in Wales • Our Rank position for 2016/17 compared to our Rank position for 2015/16 																											
The measures published by all councils in Wales	Has our result improved from 2015/16 to 2016/17		How good is our 2016/17 result?	22 nd	21 st	20 th	19 th	18 th	17 th	16 th	15 th	14 th	13 th	12 th	11 th	10 th	9 th	8 th	7 th	6 th	5 th	4 th	3 rd	2 nd	1 st		
	Our 2016/17 result	Improved ↑ Standstill ↔ Declined ↓	★ = Bottom (Worst) ★★ = Bottom to Middle ★★★ = Middle to top ★★★★ = Top (Best)	Worst results												Best Results											
													→ Arrows start from our 2015/16 position ● to our 2016/17 position ■														
People in Carmarthenshire are healthier																											
2	Visits to Sport & Leisure facilities per 1000 population (<i>LCS/002b</i>)	8,289	↑	★★																							
3	% Food premises broadly compliant with standards (<i>PPN/009</i>)	97.50	↑	★★★★★																							
4	Days taken to deliver a Disabled Facilities Grant (<i>PSR/002</i>)	167	↑	★★★★★																							
5	Delayed transfer of Care (<i>SCA/001</i>)	2.30	not comparable with previous year	To follow																							
6	% new affordable housing units/all new housing units (<i>PLA/006b</i>)	34	↑	★★																							
7	% Private sector dwellings returned to occupation (<i>PSR/004</i>)	6.53	↑	★★★																							
People in Carmarthenshire fulfil their learning potential																											
12	Number of visits to Public Libraries per 1,000 population (<i>LCL/001b</i>)	7,646	↑	★★★★★																							

Welsh Government Returns

- WG Quantative Performance Date Returns
- WG Aggregate Data Collection Returns
- WG Qualitative Performance Measures
- WG SSDA 900 - Physical Disability Register
- WG SSDA 901 - Learning Disability Register
- WG Adult Safeguarding Return
- CSSIW DoLs Return
- Local Authority Enforcement Monitoring System (LAEMS)
- Noise Return
- Drinking Water Inspectorate
- Licensing Return
- National Fraud Initiative
- Housing Assistance/Housing Grants
- Housing Standards
- Section 70 Return
- Dogs Trust
- Homeless Return
- Rent Agreement SAP
- Rough sleepers
- Stock Rent
- WHQS Part 1
- WHQS Part 2
- Rent Income Excellence Network
- HQN
- Rents, HB, DD, Former/Current Arrears

Significant Strategies, Acts & Guidance for the Department

- The Well-being of Future Generations (Wales) Act
- Housing (Wales) Act 2014
- The Social Services and Well-being Act (2014)
- Welsh Language Standards under s 44 Welsh Language (Wales) measure 2011
- Freedom of Information Act 2000 (FOIA)
- Data Protection Act
- Equalities Act 2010
- Disability Acts
- Employment and Employee Acts
- Health & Safety at Work Act 1974 and subsequent respective legislation
- Environmental Protection Act 1990
- Clean Neighbourhood Act & Environment Act 2005
- Anti-Social Behaviour (Crime and Policing) Act 2014
- Police & Crime Act 2009
- One Wales Connecting the Nation, The Wales Transport Strategy
- Swansea Bay City Region Economic Development Strategy
- EU revised Waste Framework Directive 2008/98/EC
- Towards Zero Waste (WG's overarching waste strategy document).
- Carmarthenshire County Council Corporate Strategy 2015 – 2020
- Ageing Well in Wales Plan
- Divisional Business Plans
- Air Quality Management Areas (AQMAs)

7. Appendix 1

Well-being of Future Generations Act 2015

This is a new Act introduced by the Welsh Government, which will change aspects of how we work. The general purpose of the Act is to ensure that the governance arrangements of public bodies for improving the well-being of Wales take the needs of future generations into account. The Act is designed to improve the economic, social and environmental well-being of Wales in accordance with sustainable development principles.

A. The Sustainable Development Principle of the Act

The new law states that we must carry out sustainable development, improving the economic, social, environmental and cultural well-being of Wales. **The sustainable development principle** is

‘... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.’

B. The Five Ways of Working required by the Act

To show that we have applied the sustainable development principle we must demonstrate the following 5 ways of working:-

1. Looking to the long term so that we do not compromise the ability of future generations to meet their own needs;
2. Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their priorities;
3. Involving a diversity of the population in the decisions that affect them;
4. Working with others in a collaborative way to find shared sustainable solutions;
5. Understanding the root causes of issues to prevent them from occurring.

C. The Seven Well-being Goals of the Act

There are **7 well-being goals** in the Act. Together they provide a shared vision for public bodies to work towards. We must work towards achieving all of them.

Well-being Goals



As a public body subject to the Act we had to publish Well-being Objectives by the 31st March 2017

Appendix 2 Carmarthenshire County Councils Well-being Objectives

Key for the following table [Link to the Corporate Map of WbO and HOS](#)

1=Lead role – Key contributions identified in the Action Plan in this business plan

2= Significant Support - Significant contributing Actions identified in this plan

3- Some contributing Actions [Link to Spreadsheet- with all Well being Objectives and action plans – filtered by Department and Division](#)

Council Well-being Objective		MHL D Services	Integrate d Services	Housing, PP & Care & Support	Leisure	Commissioning
		Avril Bracey	Rhian Dawson	Robin Staines	Ian Jones	Chris Harrison
Start Well	1	Help to give every child the best start in life and improve their early life experiences.				
	2	Help children live healthy lifestyles			2	
	3	Continue to Improve learner attainment for all				
	4	Reduce the number of young adults that are Not in Education, Employment or Training	2			
Live Well	5	Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty			2	
	6	Create more jobs and growth throughout the county				
	7	Increase the availability of rented and affordable homes			1	
	8	Help people live healthy lives (tackling risky behaviour & obesity)				1
Age Well	9	Support good connections with friends, family and safer communities	2	2	3	
	10	Support the growing numbers of older people to maintain dignity and independence in their later years		1	3	
	11	A Council-wide approach to support Ageing Well in the county	3	3	3	3
In a Healthy & Safe Environment	12	Look after the environment now and for the future				
	13	Improve the highway and transport infrastructure and connectivity				
	14	Promote Welsh Language and Culture				3
	15	Governance and Use of Resources				

Appendix 3

How Services join-up to show contributions to the National Well-being Goals

The identification of well-being objectives should flow from having a clear view of the contribution a public body can make to the seven well-being goals

KEY: **L** = Lead Role / **S** = Supporting Role

The 7 Well-being of Future Generations Goals **See Appendix 3 for Definitions**

Department	Division	The 7 Well-being of Future Generations Goals						
		Prosperity	Resilience	Healthier	More Equal	Cohesive Communities	Culture and Welsh	Global Responsibility
Communities	Business Support & Service Imp.	S	S	S	S	S	S	S
	Commissioning	S	S	S	S	S	S	S
	Housing & Public Protection	S	S	S	S	S	S	S
	Integrated Services	S	S	S	S	S	S	S
	Leisure	S	S	L	S	S	S	S
	Mental Health & Learning Disability	S	S	S	S	S	S	S

Carmarthenshire's Corporate Strategy 2015-20

In September 2015 the Council published its Corporate Strategy and outlined its key areas of focus across seven outcome areas. The Corporate Strategy will be revised following the May 2017 Local Government Elections.

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Lead Role	Significant Support
Making Better Use of Resources			
1	Managing and making best use of the Council's property and assets with a focus on rationalising office accommodation and sharing with other partners as well as facilitating community ownership of assets for community benefit		
2	Providing services as efficiently as possible, ensuring value for money and supporting staff in order to reduce sickness absence rates		
3	Investigating and developing new ways of working and providing services		
4	Working in collaboration with other organisations to identify areas for shared services and economies of scale to reduce running costs		
5	Reviewing management and 'back office' costs in order where possible to safeguard 'front line' services.		
	Improved public satisfaction levels with the services provided by the Council		
	Reduction in organisational 'running costs'		
	Increased on line activity to address public queries and transactions		
Building a Better Council			
6	Promoting local democracy and transparency by further developing approaches to engaging and communicating with our residents and stakeholders including the increased use of digital technologies		✓
7	Ensuring the Council's governance arrangements and constitution are fit for purpose for future requirements in line with the findings and recommendations of the 2014 WLGA 'Peer Review'		
8	Managing and supporting our workforce to provide better outcomes for our residents through appropriate recruitment, retention and development of our staff.		

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Lead Role	Significant Support
9	Developing an integrated workforce plan that supports the Council's strategic objectives.		✓
10	Increasing collaboration with our partners and communities in order support the delivery of services		✓
11	Responding to the need to reform local government and ensuring Carmarthenshire is well positioned in any future arrangements.		✓
12	Strengthening the position of the Welsh language in Carmarthenshire by implementing the recommendations of the 'Welsh Language in Carmarthenshire's report (March 2014)		✓
	Increasing public communication, consultation and engagement		
	Improved staff satisfaction levels		
	Reduced staff sickness absence levels		
	People in Carmarthenshire are healthier		
13	Ensuring further integration of community focused Council support services with health services	✓	
14	Enhancing the range of community options to support older people to remain independent in their later years	✓	
15	Supporting disadvantaged children and families to build their resilience with early intervention through targeted intervention programmes such as Flying Start, Families First and Communities First and embedding this practice within our core services		✓
16	Increasing the availability of rented and affordable homes to support the needs of local people by building new homes, bringing empty homes back into use and ensuring an allocation of affordable homes on new developments	✓	
17	Mitigating the local impacts of welfare reform by supporting effected residents through the changes	✓	
18	Supporting residents suffering from fuel poverty and introducing renewable energy technology to our tenants homes in order to save them money on energy costs	✓	
19	Getting more Carmarthenshire people more (physically and creatively) active, more often in order to improve the health and well-being of our residents.	✓	
	Reduction in referrals to adult and children's social services		
	Increased availability of rented and affordable homes		
	Increased use of leisure facilities		
	People in Carmarthenshire fulfil their learning potential		
20	Ensuring continuous improvement in education outcomes for all children and young people across all learning phases		
21	Successfully introducing and translating the new national curriculum and qualifications into an inspiring and engaging local curriculum		
22	Developing a self-improving school system across the County making every school a good and improving school		
23	Continuing to improve school attendance		
24	Ensuring a range of youth support services to foster the engagement of young people in education, work and community life		
25	Continuing to improve the condition, suitability and resource efficiency of our schools network through the Modernising Education Plan by investing a further £170m in the improvement of school premises through the 21 st Century School Programme		
26	Further developing the 'Un Sir Gâr - Yr Hwb' service approach by simplifying access to learning and employment support services for young people and working age people.		
27	Further developing Welsh medium and bilingual education provision within the County in accordance with the Welsh in Education Strategic Plan		✓
	Improved educational attainment		
	Improved school attendance rates		
	Reduced number of young people Not in Education, Employment or Training		
	Improved condition of schools		
	People who live, work and visit Carmarthenshire are safe and feel safer		
28	Protecting and safeguarding children and adults from harm	✓	

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Lead Role	Significant Support
29	Supporting children, young people and families at times when they are facing challenging circumstances and enabling them to build their resilience to cope in the future		
30	Being good corporate parents to children and young people who come into the care of the Authority		
31	Reducing speeding and road traffic accidents		
32	Reducing anti-social behaviour by working in partnership with other agencies and communities to tackle local problems		✓
33	Reducing drug and alcohol misuse within the county		✓
	Appropriate support provided to children, young people and families as required		
	Reduction in road casualties		
	Reduction in total recorded crime		
	Reduction in anti-social behaviour		
Carmarthenshire's communities and environment are sustainable			
34	Enhancing and utilising our rich natural environment whilst at the same time adapting to future needs as a result of climate change		
35	Supporting resilience with our rural and urban communities		✓
36	Taking further steps to reduce waste and increasing recycling working towards achieving the national target of 70% recycling by 2024/25 (from 59% in Carmarthenshire in 2014)		
37	Improving digital inclusion within the county but ensuring access to IT equipment, developing digital literacy and supporting connectivity for our communities		
	Increased rates of recycling		
	Improved digital access		
	Improved transport links		
	Increased use of renewable energy		
Carmarthenshire has a stronger and more prosperous economy			
38	Creating jobs and growth throughout the County		
39	Developing training and learning opportunities for local people		
40	Improving the highway infrastructure and communication network to support further economic development and connectivity		
41	Ensuring long-term economic and social benefits for Carmarthenshire through the Swansea Bay City Region and future European and external funding avenues		
	Increased employment		
	Reduction in working age population in receipt of out of work benefits		
	Increased economic activity and productivity		

The seven Well-being goals of the Future Generations Act

<p>A prosperous Wales</p>	<p>An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change), and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work. ⓘ Contact Stuart Walters 3241 or Helen Morgan 4902 / Contact Dave Astins 6426</p>
<p>A resilient Wales</p>	<p>A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change). ⓘ Contact Rosie Carmichael 2727 or Isabel Macho 3390</p>
<p>A healthier Wales</p>	<p>A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood. ⓘ Contact Joel Martin 2619</p>
<p>A more equal Wales</p>	<p>A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances). ⓘ Contact Llinos Evans 4914</p>
<p>A Wales of cohesive communities</p>	<p>Attractive, viable, safe and well-connected communities. ⓘ Contact Kate Thomas 4202</p>
<p>A Wales of vibrant culture and thriving Welsh Language</p>	<p>A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation. Welsh Language – Active Offer principle</p>
<p>A globally responsible Wales</p>	<p>A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing makes a positive contribution to global well-being</p>

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Community Scrutiny Committee

14th December 2017

Chief Executive's Departmental Business Plan 2018/19 - 2021

(Extracts relevant to the Community Scrutiny remit)

Purpose:

To give members an opportunity to review the Department's business plan.

To consider and comment on the following issues:

Elements of the business plan relating to:-

- Economic Development
- Property and Major Projects

Reasons:

- The integration of financial and business planning.

(This was also a proposal for improvement by Wales Audit Office)

To be referred to the Executive Board / Council for decision: **NO**

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. Emlyn Dole (Leader)

Directorate:
Chief Executive's

Report Author:
Extracts for:

Wendy Walters

Designations:

Director of Regeneration & Policy

Tel Nos.

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Community Scrutiny Committee

14th December 2017

Subject and Purpose

Chief Executive's Departmental Business Plan 2018/19 - 2021
(**Extracts** relevant to Community Scrutiny remit)

To give members an opportunity to review the Department's business plan.

BRIEF SUMMARY OF PURPOSE OF REPORT.

The attached is an extract from the full Chief Executive's Department Business Plan which is relevant to the Community Scrutiny's remit. It identifies the elements of the business plan relating to :-

- Economic Development
- Property and Major Projects

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Wendy S Walters

Director of Regeneration and Policy

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	YES	YES	YES

1. Policy, Crime & Disorder and Equalities

The Well-being Future Generations Act (2015) requires that functions of the council should maximise their contributions the Well-being Objectives set by the Council.

1. Legal

See 1. above

2. Finance

The Well-being Future Generations Act (2015) requires that we ensure that resources are allocated annually to meet our objectives.

5. Risk Management Issues

Key risks are identified for each department and mitigating actions are outlined

6. Staffing Implication

See Workforce Planning section of the Business Plan (Section 5)

7. Physical Assets

See resources section of each Business Plan (Section 5)

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Wendy S Walters

Director of Regeneration and Policy

1. Local Member(s) - None

2. Community / Town Council - None

3. Relevant Partners - None

4. Staff Side Representatives and other Organisations - None

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Well-being of Future Generations Act		Well-being of Future Generations (Wales) Act 2015
Carmarthenshire County Council's Well-being Objectives		Carmarthenshire County Council's Well-being Objectives

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Chief Executive's Department

DRAFT Departmental Business Plan for 2018/19 – 2021/22

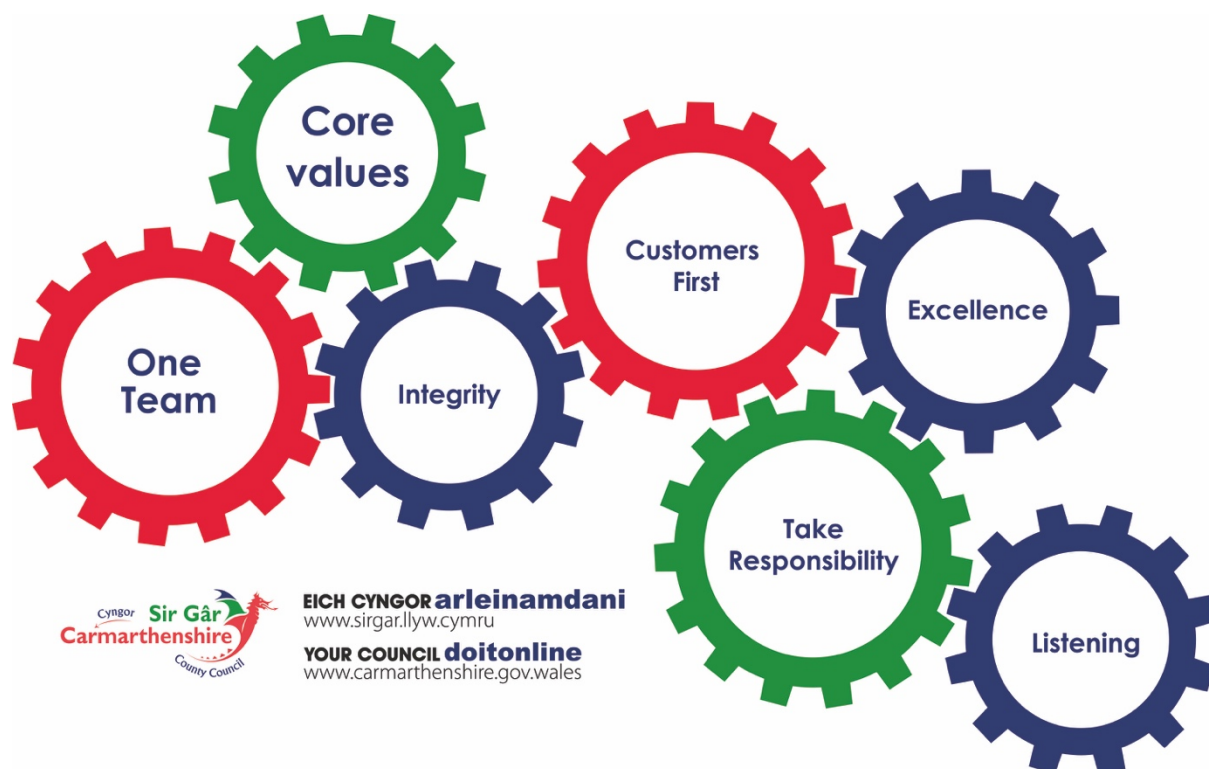
Extract to the Community Scrutiny



'Life is for living, let's start, live and age well in a healthy,
safe and prosperous environment'

December 2017

The Council's Core Values



Customers First – we put the needs of our citizens at the heart of everything that we do

Listening – we listen to learn, understand and improve now and in the future

Excellence – we constantly strive for excellence, delivering the highest quality possible every time by being creative, adopting innovative ways of working and taking measured risks

Integrity – we act with integrity and do the right things at all times

Taking Responsibility – we all take personal ownership and accountability for our actions

Contents

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1 Departmental Overview	4
2 Strategic Context	5
3 Review and Evaluation	8
4 Departmental Priorities / Risks	13
5 Resources	15
6 Key Departmental Measures	16
7 Appendices	17

The purpose of this plan

This departmental business plan has been produced to give staff, customers, and elected members and partners a guide to the services provided by the department. It translates strategic objectives, to service objectives, to individual staff targets. It provides an open and transparent way of showing what is to be achieved and how we plan to do this.

It shows how resources will be used to achieve objectives and the service implications of budgetary increases or reductions. It shows what we get for what we spend and if we are making the most of what we have. The plan also aims to demonstrate and provide assurance on service standards so that the service can be held to account.

This plan will be supported by more detailed Divisional Plans and Team Plans.

Foreword

We are satisfied that this Business Plan provides us with a comprehensive view of this Departments performance during the past year and it plans for the future years. We also feel that delivery of the outcomes contained in this Business Plan will ensure that we are making progress on the commitments in the Well-being of Future Generations Act.



Cllr Emlyn Dole – Economic Development

.....



Cllr David Jenkins - Property/Asset Management and Major Projects,

.....



Cllr Cefin Campbell – Tackling Poverty

.....



Cllr Peter Hughes Griffiths – Tourism

.....

Section 1. Departmental Overview

Introduction

My department has demanding responsibilities for the year ahead:-

For our Well-being Objective - Creating more jobs and growth throughout the county:

- The Swansea Bay City Deal – The Internet Coast proposition is a once in a generation opportunity for the region. Carmarthenshire has a key role to play as a prominent partner and as the secretariat for the region. We have 3 key projects within Carmarthenshire :-
 - the £200+million Llanelli Wellness and Life Science Village
 - the £30million Skills and Talent Initiative;
 - the £24million Yr Egin
- Brexit has caused significant political turmoil and as a Council, we await with interest all the new developments which will stem from the un-coupling of our relationship with the EU.
- To deliver the key themes within the Strategic Regeneration Plan for Carmarthenshire 2015-20 – Transformations
- Regeneration is the Council’s number one priority, as such land and property have a key role to play in delivering many of our aspirations.
- Work with key stakeholders to improve super-fast broadband for the local economy
- We will make sure that we are using our resources and working with other public bodies to jointly deliver services that meet the needs of rural communities.

For our Well-being Objective - Tackle poverty by doing all we can to prevent it, helping people into work and improving the lives of those living in poverty:

- Strengthening our action plan to tackle poverty, by preventing poverty, helping people into work and improving the lives of those living in poverty.

For our Well-being Objective - Promoting Welsh language and culture:

- To promote Welsh culture to generate tourism

Mark James – Chief Executive

.....



Section 2. Strategic Context

2.1 National Well-being Goals

For the first time in Wales, the Well-being of Future Generations (Wales) Act 2015, provides a shared vision for all public bodies to work towards. See **Appendix 1** for an ABC guide to the Act.

2.2 The Council's Well-being Objectives

As a public body subject to the Act, we were required to publish Well-being Objectives that maximised our contribution to the National Goals.

The Council's Well-being Objectives are relevant to this Scrutiny :-

Well- Being Objective	This Department...	
	Leads On:	Significantly Supports:
Start Well		
1. Help to give every child the best start in life and improve their early life experiences		
2. Help children live healthy lifestyles		
3. Continue to improve learner attainment for all		
4. Reduce the number of young adults that are Not in Education, Employment or Training		
Live Well		
5. Tackle poverty by doing all we can to prevent it, helping people into work and improving the lives of those living in poverty	✓	
6. Creating more jobs and growth throughout the county	✓	
7. Increase the availability of rented and affordable homes		
8. Help people live healthy lives (tackling risky behaviour and obesity)		
9. Supporting good connections with friends, family and safer communities		
Age Well		
10. Support the growing numbers of older people to maintain dignity and independence in their later years		
11. A Council wide approach to supporting Ageing Well in Carmarthenshire		
In a Healthy and Safe Environment		
12. Looking after the environment now and for the future		
13. Improving the highway and transport infrastructure and connectivity		
14. Promoting Welsh Language and Culture (Tourism)	✓	
In addition a Corporate Objective		
15. Governance and Use of Resources (See more in Appendix 4)		

2.3 The Department's contribution to the Council's Well-being Objectives:-

The department's lead and significant supporting roles are shown on the list above

① **See Appendix 2** To see how Divisions 'join-up' to contribute to each Well-being Objective.

2.4 5 Ways of Working

To comply with the Well-being of Future Generations Act we must demonstrate the 5 ways of working: ***Long Term, Integrated, Involvement, Collaboration and Prevention***

2.5 The County of Carmarthenshire's Well-being Plan (to be published by May 2018)

The Well-being of Future Generations Act puts a well-being duty on specified public bodies across Carmarthenshire to act jointly and establish a statutory **Public Services Board (PSB)**. The Carmarthenshire PSB was established in May 2016 and is tasked with improving the economic, social, environmental and cultural well-being of Carmarthenshire. It must do so by undertaking an assessment of well-being in the County and then preparing a county Well-being Plan to outline its local objectives

- The assessment looks at well-being in Carmarthenshire through different life stages. The key findings can be found at www.thecarmarthenshirewewant.wales
- The PSB must publish a Well-being Plan which sets out its local objectives to improving the economic, social, environmental and cultural well-being of the County and the steps it proposes to take to meet them. The first Carmarthenshire Well-being Plan will be published May 2018

The Well-being Objectives of the Carmarthenshire PSB are not intended to address the core services and provision of the individual partners, rather they are to enhance and add value through collective action. The statutory partners of the PSB (Council, Health Board, Fire & Rescue Service and Natural Resources Wales) each have to publish their own Well-being Objectives (*see Carmarthenshire County Council's above*)

Carmarthenshire PSB's draft Well-being Objectives are:-

- **Healthy Habits:** people have a good quality of life, and make healthy choices about their lives and environment
- **Early Intervention:** to make sure that people have the right help at the right time; as and when they need it
- **Strong Connections:** strongly connected people, places and organisations that are able to adapt to change
- **Prosperous People and Places:** to maximise opportunities for people and places in both urban and rural parts of our county

2.6 Carmarthenshire's Corporate Strategy 2015-20

- In September 2015 the Council published its Corporate Strategy and outlined its key areas of focus across seven outcome areas.
- This Strategy will need to be consolidated with the Well-being Objectives and the emerging County Masterplan for the next five years.
- The outcomes and focus of the Strategy are attached in **Appendix 3 (Relevant Extract for this Scrutiny)**

2.7 Other Strategies

Strategies with a clear interlink to the Well-being Act:

- Carmarthenshire County Council's Well-being Objectives
- Swansea Bay City Region Economic Regeneration Strategy 2013-30

Other strategies to be linked to the Well-being Act when they are revised:

- [Strategic Regeneration Master Plan 2015-30 – Transformations](#)

Section 3. Review and Evaluation

3.1 Progress on the 5 ways of working of the Well-being of Future Generations Act

3.1.1 External Assessment

The Wales Audit Office have examined how the Council is progressing in complying with the Act and provided a 'Year one commentary'. Feedback to the Leader and Chief Executive was favourable.



WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

3.1.2 Departmental Self-Assessment

To comply with the Act we must demonstrate the following 5 ways of working (WOW):-

<p>WOW</p> <p style="text-align: center;">1</p>	<p>Long Term - Looking at the long term so that we do not compromise the ability of future generations to meet their own needs</p>
<p>How good are we at this? Strong Partial Weak</p>	<p style="text-align: center;">Strong</p>
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶ We have set out our Strategy with 5 main objectives to promote the Welsh Language in Carmarthenshire 2016 - 21, with the long term vision of making the Welsh Language the county's main language ▶ We will be consolidating our Corporate Strategy, Well-being Objectives and Improvement Objectives for 2018 - 2023. ▶ For regeneration we have to think long term, and the Swansea Bay City Deal proposition sets a timeframe to 2035 and beyond to achieve transformational proposals on skills, innovation and infrastructure. ▶ Through partnership working, the Llanelli Wellness and Life Science Village concept will help people stay healthy and lead independent lives for longer through active preventative measures. Health services will be delivered in a community setting where it will provide the best outcomes for patients, marking a departure from traditional healthcare models. The Village will deliver transformational social and economic benefits including business research and development. This will provide economic regeneration opportunities in Llanelli that links with the Swansea Bay City Region and provides long term benefits such as health, education, employment and the availability of quality jobs. ▶ <u>The ICT Divisions Digital Transformation Strategy</u> sets out the Council's strategic digital priorities and aspirations and outlines what we plan to do to achieve our vision. Digital technology has the potential to transform the lives of residents. ▶ The Digital Skills Strategy will ensure that our staff have the skills to be able to work effectively in the rapidly advancing digital environment ▶ The Work Ready Programme offers work experience opportunities to enable those not currently in the workplace to develop skills and gain experience. 	
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Consolidate our Corporate Strategy, Well-being Objectives & the Coalition Administrations Objectives - Action 4.4 - G1 • We will review the Strategic Regeneration Master Plan 2015-30 - Transformations during 2018/19 – Action 4.4 - C3 and 4 	

WOW	2	Prevention - Understanding the root causes of the issues to prevent them reoccurring
How good are we at this? Strong Partial Weak		Strong
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶ People Management Services help employees stay well at work – physically, mentally and to help facilitate employees to return to work from ill health, through advice and guidance. It supports a culture where staff are healthy and safe whilst in work, supports the management of risks in the workplace and helps staff to develop skills to be able to operate effectively within their roles and feel confident to deliver effective services ▶ Getting people into work and preventing unemployment is one of the most fundamental and effective means of improving health and well-being. ▶ Through partnership working, the Llanelli Wellness and Life Science Village will help people stay healthy and lead independent lives for longer through active preventative measures. Health services will be delivered in a community setting where it will provide the best outcomes for patients, marking a departure from traditional healthcare models. ▶ We are tackling poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty. ▶ The Council wide approach to support Ageing Well in Carmarthenshire can make an important contribution in supporting and sustaining the independence of local people and prevent some Social Care and Health Service pressures. Things like preventing falls and working to reduce loneliness and isolation are important. 		
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Enhance our Tackling Poverty Action Plan <small>Action 4.4 – B6</small> 		

WOW	3	Integration - Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners
How good are we at this? Strong Partial Weak		Strong
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶ The strategic and well-being objectives of the Council and the other public sector partners will be incorporated as part of the Llanelli Wellness and Life Science Village project. For example, Hywel Ddu University Health Boards (HDUHB) Transforming Mental Health Strategy ▶ The Council wide approach to support Ageing Well in Carmarthenshire brings together all departments work in this field. 		
<p>18/19 we will:</p> <ul style="list-style-type: none"> • Consolidate our Corporate Strategy, Well-being Objectives and the Coalition Administrations Objectives – <small>Action 4.4 G1</small> • People Management Services will engage with statutory partners to consider opportunities of working together to deliver learning & development that supports the workforce under legal frameworks. <small>Action 4.3 8</small> • The West Wales Social Care Workforce Programme Partners will be key stakeholders in the development of a regional integrated workforce strategy for community health and care and support services, the consultation and governance for this will be led by the West Wales Care Partnership. An initial scoping phase completed in April 2017 has identified particular challenges around recruitment and retention of health and social care staff to this part of Wales and the need for creative approaches in developing integrated roles in the future. <small>Action 4.3 9</small> • The recent Population Assessment will underpin this work and inform the shape of learning and development programmes being taken forward through the Social Care Workforce Development Partnership (SCWDP). Lead by Carmarthenshire SCWDP a regional plan will be submitted to Social Care Wales. <small>Action 4.3 9</small> 		

WOW	<div style="text-align: center; border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: inline-block; margin: 0 auto 10px auto;">4</div> Collaboration - Working with others in a collaborative way to find shared sustainable solutions
How good are we at this? Strong Partial Weak	Strong
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶▶ Our record on collaborative working and the Local Services Board has been praised by the Wales Audit Office in the past ▶▶ The Well-being of Future Generations (Wales) Act 2015 established Public Service Boards (PSBs) for each local authority area in Wales. These supersede the Local Service Board. The department has a key Secretariat role to support the PSB and the board has been set up with its inaugural meeting held on the 12th May 2016. ▶▶ For the Llanelli Wellness and Life Science Village, cross Council and sector collaboration is essential. Work in partnership with 3 other local authorities, Swansea University, Abertawe Bro Morgannwg University Health Board, Hywel Dda University Health Board, third sector stakeholders and a private sector investment consortium is underway. The partnership working is recognised as essential for this transformational project to deliver maximum benefits. ▶▶ The full City Deal will be governed by the Swansea Bay City Region Joint Committee. The Joint Committee has ultimate responsibility and accountability for decisions taken in relation to the Swansea Bay City Deal, in line with the visions and interests of all participating parties ▶▶ People Management Services have worked with partners to deliver Leadership & Management Events, ensuring effective use of resources and providing an opportunity for our Leaders and Managers to learn with partners and build relationships that will provide the foundations for future collaboration ▶▶ People Management Services have had approved funding from Social Care Wales [SCWDP] to deliver a plan for workforce development for the whole sector workforce, supporting compliance with the Welsh Government Code of Practice that came into force in April 2016. 	
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Work with partners to improve rural services – <i>Action 4.4 C7</i> • Our City Deal Regional Office will collaborate efforts to deliver regional prosperity – <i>Action 4.4 C8</i> • Our Public Sector Board facilitation will continue to develop – <i>Action 4.4 B3</i> • Our two Transformation Area Teams (which consist of a cross departmental representation of key officers led by Economic Development) will continue to develop and deliver key strategic regeneration projects across the county in line with the Transformations Regeneration Plan for Carmarthenshire 2015-30. The two teams cover specific geographic areas of the county, the first covering the Rural, Ammanford & Carmarthen area, whilst the second covers the Llanelli, Crosshands and Costal Belt locality. - <i>Action 4.4 C3 and 4</i> 	

WOW	5	Involvement: Involving a diversity of population in decisions that affect them
How good are we at this? Strong Partial Weak	Strong	
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶▶ The department has taken a lead role in developing an assessment of economic, social, environmental and cultural well-being for the new Public Service Board (PSB). Nearly 2,500 residents have been surveyed in Carmarthenshire. These views will shape the PSB's plans and have informed the identification of the Council's Well-being Objectives for 2017/18. ▶▶ Engagement with core partners and third sector stakeholders is a cornerstone of Llanelli Wellness and Life Science Village. There is significant, regular interface with Community First to foster inclusivity and awareness raising with disadvantaged groups. Stakeholder Mapping has been used to tailor messages to different demographic cohorts. A consultation exercise will be undertaken to develop a shared vision for the project and attain planning consent ▶▶ In People Management we commissioned an liP survey of staff that we will use to shape our approach and as a baseline to improve staff satisfaction. 		
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Develop and improve our engagement and communication with residents - Action 4.4 B5 		

3.2 Review and Evaluation - Relevant to this Scrutiny

Current Strengths:

1. Delivery of the **6 key transformational projects** within the Strategic Regeneration Plan for Carmarthenshire 2015-2030 -
 - i. The Carmarthen Town Centre Forum is taking forward the aspirational projects of Jackson's Lane and the Carmarthenshire Quayside.
 - ii. Ammanford Town Taskforce (chaired by the Leader) is bringing forward key projects relating to the former Police Station Foundry Row and addressing key vacant premises in the retail centre
 - iii. Llanelli Town Taskforce (chaired by the Leader) work includes Opportunity Street acquiring a number of premises for redevelopment and investment.
 - iv. Crosshands Growth Zone – extending current joint ventures with the Welsh Government to capture Crosshands East strategic employment site to invest in Phase 2
 - v. Coastal activity around Pendine with the recently completed the Parry Thomas Centre which has been fully let. The Llanelli Joint Venture will bring forward key development sites for the coast line and Bury Port Harbour.
 - vi. In the rural area of Carmarthenshire, funding grants have been awarded under the Carmarthenshire Rural Enterprise Fund, with private sector investment being used to match fund Council resources. The LEADER EU Programme continues to roll out innovative projects
2. The newly established **Swansea Bay City Deal** regional team has been instrumental in developing 11 business cases for the £1.3 billion City Deal strategic projects. The Regional Office has also been tasked with developing the governance structure to run the City Deal. The Regional Learning and Skills Partnership continues to develop skills and training through the region. The Regional Engagement Team looks at synergy and interdependency between strategic projects.
3. The ambitious **Llanelli Wellness and Life Science Village** which will see an investment of more than £200million - is being led by Carmarthenshire County Council in partnership with Hywel Dda and Abertawe Bro Morgannwg University Health Boards and Swansea University.
4. The alignment of marketing and media, **tourism**, translation, customer services and the Un Sir Gar employability project, has promoted a far better way for us as a County Council to communicate and engage with our customers.

Areas for Development: Cross referenced to actions in Section 4 for Regeneration and Policy priorities for 2018/19

1. Ongoing tackling poverty agenda – Action B6
2. Improve consultation and engagement methods – Action B5
3. The continued development of the City Deal – Action C1+2+3
4. Developing the rural agenda – Action C9
5. Track BREXIT progress and its impact on Carmarthenshire - Action C3
6. Develop the Hwb, first point of contact in the 3 major towns. Action F6
7. Ensure Tourism role and activities maintain their profile both internally and externally with key stakeholders and funders and focus on business engagement and develop our relations with key account businesses. Action F4+5
8. To improve customer contact arrangements for frontline services so that customers are able to access information quickly and efficiently Action F3
9. To consolidate our Corporate Strategy, Well-being Objectives and other strategies. Action G1
10. To work with CMT, Departments and Services to improve the quality and consistency of business plans across the authority. Action G8
11. To further improve strategic and financial planning as per Wales Audit Office proposals for improvement.

Action G7

Section 4. Departmental Priorities for 2018/19 -2020/21

Regeneration and Policy – Wendy S Walters

Regeneration & Policy encompasses a number of diverse strategic priorities from the development of partnership working with the PSB, our contribution to the Swansea Bay City Region, conducting elections, Freedom of Information requests, managing the Council's modern records, our profile in marketing and media, good customer services, the regeneration of property in the County and our special project regarding the Llanelli Wellness and Life Science Village. The Division also deals with Corporate Performance Management.



	Key Actions and Outcome Measures	By When	By Who	WBO
C. Economic Development				
1.	We will fulfil the first years expectations and aspirations of the Swansea Bay City Deal and take on board any opportunities that emerge	March 2019	H. Morgan	WBO6
2.	We will investigate and monitor the impact of BREXIT on the economy of Carmarthenshire	March 2019	S. Walters/ H. Morgan	
3.	We will develop & deliver key strategic projects via the Rural Ammanford & Carmarthen Transformation Area Team	March 2019	Stuart Walters	WBO6
4.	We will develop & deliver key strategic projects via Llanelli / Crosshands Coastal Belt Transformation Area Team	March 2019	Stuart Walters	WBO6
5.	We will maximise external funding in order to realise county wide economic activities	March 2019	S. Walters/ H. Morgan	WBO6
6.	We will further progress the employability and skills agenda for the County	March 2019	H. Morgan	
7.	We will address the strategic priorities of the Rural Agenda	March 2019	S. Walters/ H. Morgan/ Gwyneth Ayers	WBO15
8.	The Swansea Bay City Deal Regional Office will maintain the Regional Joint Committee structure <small>Risk Control for CR20170014</small>	March 2019	H. Morgan	WBO15

Llanelli Wellness and Life Science Village				
9.	We will deliver phase 4 of the project plan for the Wellness and Life Science Village – (PIMS12984) To include:- <ul style="list-style-type: none"> the drawdown of City Deal funding through submission of 5 case business plan and identification of private partner/consortium to deliver the Village in partnership with CCC and stakeholders and the securing of outline planning consent <small>Risk Control for CR20170014</small>	April 2018	Sharon Burford/ Steffan Jenkins	WBO6
10.	We will deliver Phase 5 of the project plan for the Wellness and Life Science Village – (PIMS 12985) To include:- <ul style="list-style-type: none"> the development of detailed planning and space specifications the delivery of full planning and commencement of the design and build phase ensuring community and public engagement in the development of the Village and use this to promote community connectivity and participation to ensure sustainability 	June 2019	Sharon Burford/ Steffan Jenkins	WBO6

Key Measures of success		2018/19		
11.	Jobs created with Regeneration assistance (<i>EconD/001</i>) (2016/17 Result – 253.5 jobs; 2017/18 Target – 282 jobs)	TBC	Stuart Walters	WBO6
12.	Jobs accommodated with Regeneration assistance (<i>EconD/002</i>) (2016/17 Result – 28 jobs; 2017/18 Target – 49 jobs)	TBC	Stuart Walters	WBO6
13.	The number of people placed into jobs with Regeneration assistance (<i>EconD/003</i>) (2016/17 result - 344 Jobs; 2017/18 Target 280)	TBC	Stuart Walters	WBO6
14.	The level of Private Sector Investment / external funding secured (£) (<i>EconD/008</i>) (2016/17 Result – £23.5m; 2017/18 Target – £11.3m)	TBC	Stuart Walters	WBO6

F. Marketing and Media Priorities

4.	Tourism –We will implement the Ireland Wales Cooperation Scheme worth £240k.	March 2019	Deina Hockenhull/ Huw Parsons	WBO6
5.	Tourism - We will develop and deliver the Countywide Tourism Destination Management Plan 2015-2020 and support the promotion of Carmarthenshire as an attractive and quality place to visit and stay. This year’s visit Wales campaign will be Year of the Sea.	March 2019	Deina Hockenhull/ Huw Parsons	WBO6

	Key Actions and Outcome Measures	By When	By Who	WBO
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H. Property & Major Projects

1.	We will generate capital receipts through the disposal of surplus properties to support the Councils Capital Programme and develop a web based marketing platform.	2018 -20	Jason Jones	WBO6
2.	We will promote and deliver the strategic development sites including Delta Lakes, Llanelli and redevelopment schemes at Cross Hands.	2018 -20	Jason Jones	WBO6
3.	We will lead on and complete all land acquisitions required to facilitate strategic highway schemes such as Cross Hands Economic Link Road, Towy Valley Cycleway and Ammanford roundabout improvements	March 2019	Jason Jones/Richard V Evans	WBO6
4.	We will review the Council’s policy on the disposal of surplus property and ensure its alignment to regeneration priorities	March 2019	Jason Jones	WBO6
Key Measures of success		2018/19		
6.	Percentage performance against target to generate capital receipts to support the capital program (<i>2.1.2.12</i>) (2016/17 Result – 90.03%; 2017/18 Target – 100%)	TBC	Jason Jones/Peter Edwards	WBO15

Risks

Corporate Risk Register (as per March 2017 CMT)

- a) **CR20170014** - Delivery of the Wellness Project (Outcomes / Budget) See C10-13 above

Section 5. Resources

Budget Summary

TBC

Savings and Efficiencies

Workforce Planning

Section 6. Key Department Measure

Regeneration & Policy

Definition / Measure Reference		2016/17			2017/18		2018/19	Cost Measure (£)
		All Wales Comparative data			Target set	Result (when available)	Target set	
		Our Result	Quartile * to ****	Welsh Median				
Key Divisional Measures								
3	Jobs created with Regeneration assistance (<i>EconD/001</i>)	253.5 jobs	Not Applicable		282 jobs	TBC	TBC	
4	Jobs accommodated with Regeneration assistance (<i>EconD/002</i>)	28 jobs	Not Applicable		49 jobs	TBC	TBC	
5	The number of people placed into jobs with Regeneration assistance (<i>EconD/003</i>)	344	Not Applicable		280	TBC	TBC	
6	The level of Private Sector Investment / external funding secured (£) (<i>EconD/008</i>)	£23.5 m	Not Applicable		£11.3 m	TBC	TBC	
9	Percentage performance against target to generate capital receipts to support the capital program (<i>2.1.2.12</i>)	90.03%	Not Applicable		100%	TBC	TBC	

Well-being of Future Generations Act 2015

This is a new Act introduced by the Welsh Government, which will change aspects of how we work. The general purpose of the Act is to ensure that the governance arrangements of public bodies for improving the well-being of Wales take the needs of future generations into account. The Act is designed to improve the economic, social and environmental well-being of Wales in accordance with sustainable development principles.

A. The Sustainable Development Principle of the Act

The new law states that we must carry out sustainable development, improving the economic, social, environmental and cultural well-being of Wales. **The sustainable development principle is**

‘... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.’

B. The Five Ways of Working required by the Act

To show that we have applied the sustainable development principle we must demonstrate the following 5 ways of working:-

1. Looking to the long term so that we do not compromise the ability of future generations to meet their own needs;
2. Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their priorities;
3. Involving a diversity of the population in the decisions that affect them;
4. Working with others in a collaborative way to find shared sustainable solutions;
5. Understanding the root causes of issues to prevent them from occurring.

C. The Seven Well-being Goals of the Act

There are **7 well-being goals** in the Act. Together they provide a shared vision for public bodies to work towards. We must work towards achieving all of them.

Well-being Goals



As a public body subject to the Act we had to publish Well-being Objectives by the 31st March 2017

Carmarthenshire County Councils Well-being Objectives

Key for the following table

1=Lead role – Key contributions identified in the Action Plan in this business plan

2= Significant Support - Significant contributing Actions identified in this plan

3- Some contributing Actions

Council Well-being Objective		Admin & Legal	ICT	People Management	Regeneration & Policy	
		HOS	HOS	HOS	Director	
Start Well	1	Help to give every child the best start in life and improve their early life experiences.				
	2	Help children live healthy lifestyles				
	3	Continue to Improve learner attainment for all		3		
	4	Reduce the number of young adults that are Not in Education, Employment or Training				
	5	Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty			3	1
Live Well	6	Create more jobs and growth throughout the county			2	1
	7	Increase the availability of rented and affordable homes				
	8	Help people live healthy lives (tackling risky behaviour & obesity)				
	9	Support good connections with friends, family and safer communities				2
Age Well	10	Support the growing numbers of older people to maintain dignity and independence in their later years				
	11	A Council-wide approach to support Ageing Well in the county			2	2
In a Healthy & Safe Environment	12	Look after the environment now and for the future				
	13	Improve the highway and transport infrastructure and connectivity				
	14	Promote Welsh Language and Culture	2	2	2	1
	15	Governance and Use of Resources	2	2	2	2

Corporate Strategy 2015-2020

Key for the following table

1= Lead role – Key contributions identified in the Action Plan in this business plan

2= Significant Support - Significant contributing Actions identified in this plan

3= Some contributing Actions

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Admin & Legal	ICT	People Management	Regeneration & Policy
	Making Better Use of Resources				
1	Managing and making best use of the Council's property and assets with a focus on rationalising office accommodation and sharing with other partners as well as facilitating community ownership of assets for community benefit				
2	Providing services as efficiently as possible, ensuring value for money and supporting staff in order to reduce sickness absence rates			2	
3	Investigating and developing new ways of working and providing services			2	2
4	Working in collaboration with other organisations to identify areas for shared services and economies of scale to reduce running costs	All HOS	All HOS	All HOS	All HOS
5	Reviewing management and 'back office' costs in order where possible to safeguard 'front line' services.			2	2
	Improved public satisfaction levels with the services provided by the Council				
	Reduction in organisational 'running costs'			3	
	Increased on line activity to address public queries and transactions		1		
	Building a Better Council				
6	Promoting local democracy and transparency by further developing approaches to engaging and communicating with our residents and stakeholders including the increased use of digital technologies	1	2		2
7	Ensuring the Council's governance arrangements and constitution are fit for purpose for future requirements in line with the findings and recommendations of the 2014 WLGA 'Peer Review'	1			
8	Managing and supporting our workforce to provide better outcomes for our residents through appropriate recruitment, retention and development of our staff.			1	
9	Developing an integrated workforce plan that supports the Council's strategic objectives.			1	
10	Increasing collaboration with our partners and communities in order support the delivery of services	2	2	2	1
11	Responding to the need to reform local government and ensuring Carmarthenshire is well positioned in any future arrangements.				1
12	Strengthening the position of the Welsh language in Carmarthenshire by implementing the recommendations of the 'Welsh Language in Carmarthenshire's report (March 2014)	2	2	2	1
	Increasing public communication, consultation and engagement				1
	Improved staff satisfaction levels	All HOS	All HOS	All HOS	All HOS
	Reduced staff sickness absence levels	3	3	1	3

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Admin & Legal	ICT	People Management	Regeneration & Policy
	People in Carmarthenshire are healthier				
13	Ensuring further integration of community focused Council support services with health services				3
14	Enhancing the range of community options to support older people to remain independent in their later years				3
15	Supporting disadvantaged children and families to build their resilience with early intervention through targeted intervention programmes such as Flying Start, Families First and Communities First and embedding this practice within our core services				2
16	Increasing the availability of rented and affordable homes to support the needs of local people by building new homes, bringing empty homes back into use and ensuring an allocation of affordable homes on new developments				
17	Mitigating the local impacts of welfare reform by supporting effected residents through the changes				2
18	Supporting residents suffering from fuel poverty and introducing renewable energy technology to our tenants homes in order to save them money on energy costs				
19	Getting more Carmarthenshire people more (physically and creatively) active, more often in order to improve the health and well-being of our residents.			2	
	Reduction in referrals to adult and children's social services				
	Increased availability of rented and affordable homes				
	Increased use of leisure facilities				
	People in Carmarthenshire fulfil their learning potential				
20	Ensuring continuous improvement in education outcomes for all children and young people across all learning phases				
21	Successfully introducing and translating the new national curriculum and qualifications into an inspiring and engaging local curriculum				
22	Developing a self-improving school system across the County making every school a good and improving school				
23	Continuing to improve school attendance				
24	Ensuring a range of youth support services to foster the engagement of young people in education, work and community life				
25	Continuing to improve the condition, suitability and resource efficiency of our schools network through the Modernising Education Plan by investing a further £170m in the improvement of school premises through the 21 st Century School Programme				
26	Further developing the 'Un Sir Gâr - Yr Hwb' service approach by simplifying access to learning and employment support services for young people and working age people.		3		1
27	Further developing Welsh medium and bilingual education provision within the County in accordance with the Welsh in Education Strategic Plan				
	Improved educational attainment				
	Improved school attendance rates				
	Reduced number of young people Not in Education, Employment or Training			3	3
	Improved condition of schools				
	People who live, work and visit Carmarthenshire are safe and feel safer				
28	Protecting and safeguarding children and adults from harm				3

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Admin & Legal	ICT	People Management	Regeneration & Policy
29	Supporting children, young people and families at times when they are facing challenging circumstances and enabling them to build their resilience to cope in the future	3			
30	Being good corporate parents to children and young people who come into the care of the Authority				3
31	Reducing speeding and road traffic accidents				
32	Reducing anti-social behaviour by working in partnership with other agencies and communities to tackle local problems				1
33	Reducing drug and alcohol misuse within the county				3
	Appropriate support provided to children, young people and families as required				
	Reduction in road casualties				
	Reduction in total recorded crime				1
	Reduction in anti-social behaviour				1
	Carmarthenshire's communities and environment are sustainable				
34	Enhancing and utilising our rich natural environment whilst at the same time adapting to future needs as a result of climate change				
35	Supporting resilience with our rural and urban communities				
36	Taking further steps to reduce waste and increasing recycling working towards achieving the national target of 70% recycling by 2024/25 (from 59% in Carmarthenshire in 2014)				
37	Improving digital inclusion within the county but ensuring access to IT equipment, developing digital literacy and supporting connectivity for our communities		1		2
	Increased rates of recycling				
	Improved digital access		1		
	Improved transport links				
	Increased use of renewable energy				
	Carmarthenshire has a stronger and more prosperous economy				
38	Creating jobs and growth throughout the County				1
39	Developing training and learning opportunities for local people			3	1
40	Improving the highway infrastructure and communication network to support further economic development and connectivity				1
41	Ensuring long-term economic and social benefits for Carmarthenshire through the Swansea Bay City Region and future European and external funding avenues				1
	Increased employment			2	1
	Reduction in working age population in receipt of out of work benefits				1
	Increased economic activity and productivity				1

Corporate Objective 15

Better Governance and Use of Resources

1. We have aligned the corporate headings to mirror those that we use in our Annual Governance Statement. This will help us to ensure that the action plans and monitoring of both are consolidated.
2. These headings are based on the principles of good governance from [‘Delivering Good Governance in Government: Framework’](#) (CIPFA/Solace, 2016).

Better Governance & Use of Resources		Department Contribution
15 a	Integrity and Values <i>(Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law)</i>	✓
15 b	Openness and engagement <i>(Ensuring openness and comprehensive stakeholder engagement)</i>	✓
15 c	Making a difference <i>(Defining outcomes in terms of sustainable economic, social, and environmental benefits)</i>	✓
15 d	Making sure we achieve what we set out to do <i>(Determining the interventions necessary to optimise the achievement of the intended outcomes)</i>	✓
15 e	Valuing our people; engaging, leading and supporting <i>(Developing capacity and the capability of leadership and individuals)</i>	✓
15 f	Managing risks, performance and finance <i>(Managing risks and performance through robust internal control and strong public financial management)</i>	✓
15 g	Good transparency and accountability <i>(Implementing good practices in transparency, reporting, and audit to deliver effective accountability)</i>	✓

Community Scrutiny Committee

14th December 2017

Environment Departmental Business Plan 2018/19 - 2021

(Extracts relevant to the Community Scrutiny remit)

Purpose:

To give members an opportunity to review the Department's business plan alongside the budget.

To consider and comment on the following issues:

Elements of the business plan relating to:-

- Planning
- Property

Reasons:

- The integration of financial and business planning.

(This was also a proposal for improvement by Audit Office)

To be referred to the Executive Board / Council for decision: **NO**

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. Mair Stephens (Deputy Leader)

Directorate:	Designations:	Tel Nos. & E Mail Addresses:
Environment Director Ruth Mullen	Director of Environment	01267 224647 RMullen@carmarthenshire.gov.uk
Report Author: Extracts for:		
Llinos Quelch	Head of Planning	01267 228918 lquelch@carmarthenshire.gov.uk
Jonathan Fearn	Head of Property	01267 246244 JFearn@carmarthenshire.gov.uk

Community Scrutiny Committee

14th December 2017

Subject and Purpose

Environment Departmental Business Plan 2018/19 - 2021

(Extracts relevant to Community Scrutiny remit)

To give members an opportunity to review the Department's business plan alongside the budget.

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

- The full business plan outlines the priorities for the department during 2018/19 - 2021.
- This version is an extract of the aspects relevant to Community Scrutiny. It identifies the Elements of the business plan relating to:-
 - Planning
 - Property

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Llinos Quelch**

Head of Planning

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	YES	YES	YES

1. Policy, Crime & Disorder and Equalities

The Well-being Future Generations Act (2015) requires that functions of the council should maximise their contributions the Well-being Objectives set by the Council.

(Our Well-being Objectives maximise our contribution to the seven Well-being Goals of the Act and demonstrate the five ways of working.)

2. Legal

See 1. above

3. Finance

The Well-being Future Generations Act (2015) requires that we ensure that resources are allocated annually to meet our objectives.

5. Risk Management Issues

Key risks are identified for each department and mitigating actions are outlined

6. Staffing Implication

See Workforce Planning section of the Business Plan (Section 5)

7. Physical Assets

See resources section of each Business Plan (Section 5)

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Llinos Quelch

Head of Planning

1. Local Member(s) - None

2. Community / Town Council - None

3. Relevant Partners - None

4. Staff Side Representatives and other Organisations - None

Section 100D Local Government Act, 1972 – Access to Information

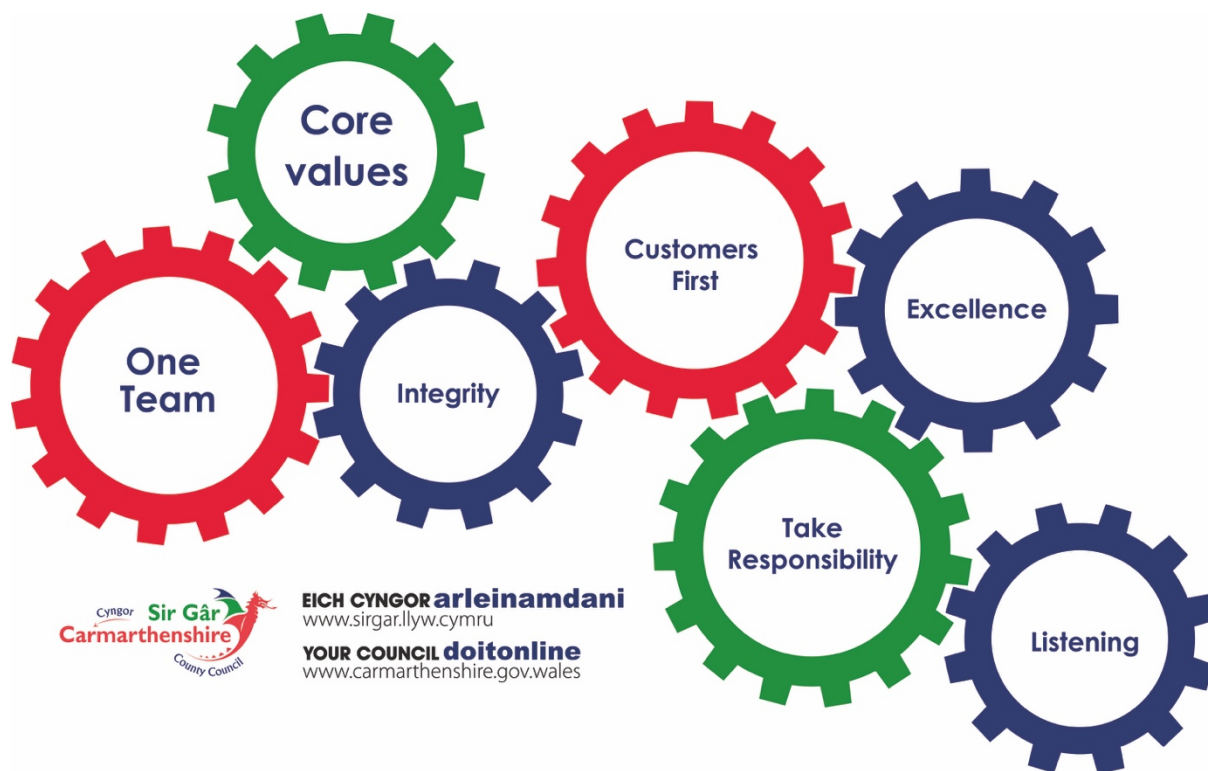
List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Well-being of Future Generations Act		Well-being of Future Generations (Wales) Act 2015
Carmarthenshire County Council's Well-being Objectives		Carmarthenshire County Council's Well-being Objectives

Department of Environment
Draft Business Plan for
2018/19 – 2020/21
Extract for Community Scrutiny



'Life is for living, let's start, live and age well in a healthy,
safe and prosperous environment'



Customers First – we put the needs of our citizens at the heart of everything that we do

Listening – we listen to learn, understand and improve now and in the future

Excellence – we constantly strive for excellence, delivering the highest quality possible every time by being creative, adopting innovative ways of working and taking measured risks

Integrity – we act with integrity and do the right things at all times

Taking Responsibility – we all take personal ownership and accountability for our actions

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The purpose of this plan

This departmental business plan has been produced to give staff, customers, and elected members and partners a guide to the services provided by the department. It translates strategic objectives, to service objectives, to individual staff targets. It provides an open and transparent way of showing what is to be achieved and how we plan to do this.

It shows how resources will be used to achieve objectives and the service implications of budgetary increases or reductions. It shows what we get for what we spend and if we are making the most of what we have. The plan also aims to demonstrate and provide assurance on service standards so that the service can be held to account.

This plan will be supported by more detailed *Divisional Plans* and *Team Plans*.

Foreword

By Councillor(s)

We have great pleasure in introducing the new Department for Environment Summary Business Plan for 2018/19. We are satisfied that this Business Plan provides a comprehensive overview of the Departmental performance over the past year. It also provides the Department's aims and objectives for 2018/19.



Cllr. Hazel Evans

Executive Board Member - Environment

Sign off



Cllr. David Jenkins

Executive Board Member – Resources

Sign off



Cllr. Mair Stephens

Executive Board Member - Human Resources, Efficiencies and Collaboration

Sign off



Cllr. Philip Hughes

Executive Board Member - Public Protection

Sign off



Cllr. Linda Evans

Executive Board Member - Housing

Sign off

1. Departmental Overview

Introduction by Director

To be updated with 2018/19 Data when available

Department Structure

Departmental Senior Management Structure

**Director of Environment
Ruth Mullen**



**Head of
Highways & Transport
Stephen Pilliner**

**Head of
Property
Jonathan Fearn**

**Head of
Planning
Llinos Quelch**

**Head of
Waste & Environmental
Ainsley Williams**



**Business
Support
Development
&
Performance**

Departmental Overview

The vision for Carmarthenshire..... ‘A Carmarthenshire that enables people to live healthy and fulfilled lives by working together to build strong, bilingual and sustainable communities’

(Source: Integrated Community Strategy – 2011/16)

The Environment Department has **four Divisions** providing front line services to the people of Carmarthenshire and a business support unit that assist and provide support to the four divisions in delivering their services:



The **Transportation & Highways Division** helps facilitate the safe movement of goods and people through the development of transport policy, transport strategy, transportation delivery and infrastructure enhancements. The Division business units consist of Strategic Planning & Infrastructure, Passenger Transport, Traffic Management, Parking & Road Safety, Fleet Services, Engineering Design, Highways Services, Network Services, Public Rights of Way, The Division also delivers a number of essential services that enable the wider population, people living in Carmarthenshire communities and the City Region to access and receive services every day.

- ▶▶ Our **Strategic Planning and Infrastructure Unit** is responsible for the development of the Local Transport Plan and wider transport policy in conjunction with neighbouring Authorities in South West Wales. It is responsible for planning our investment and strategic interventions for the development of the highway network within Carmarthenshire.
- ▶▶ **Passenger Transport Business Unit** develops and supports the movement of nearly 5 million passenger journeys on the school/college transport, public transport and community transport network every year.
- ▶▶ Our **Traffic Management, Road Safety and Parking Business Unit** investigates and strives to prevent road accidents by utilising a mix of engineering education and enforcement interventions across Carmarthenshire.
- ▶▶ **Fleet Services Business Unit** supplies and manages our fleet of 504 vehicles and 396 items of plant to the Council's front line services. The unit manages fleet risk, ensuring compliance and provides support to enable the front line services to function.
- ▶▶ Our **Engineering Design Unit** is responsible for the design and delivery of infrastructure Projects.
- ▶▶ **The Highways Business Unit** maintains the Carmarthenshire highway network, bridges and other highway structures.
- ▶▶ **The Countryside Access Team** has responsibility for the Definitive Map and Statement of Public Rights of Way in Carmarthenshire which is the conclusive legal record. Public Rights of Way include footpaths, bridleways, restricted byways and byways open to all traffic.



The **Property Division** is responsible for the management of the Council's existing and future property portfolios. This involves using our own resources or working with partners to provide property management, facilities management, asset management planning, building maintenance and property design and construction expertise for the Council.

- ▶▶ The **Property Design** Team is responsible for major capital investment projects including: the 21st Century Schools Programme; physical regeneration projects; The Carmarthenshire Homes Standard and Housing Area Renewal schemes; care home and leisure improvements and new projects; and developing new affordable homes. The Division also manages and delivers regional construction-related frameworks on behalf of adjoining Authorities and other public bodies.
- ▶▶ The **Property Maintenance** Team is responsible for the repair, maintenance and improvement of the majority of the Council's facilities and provides expert advice on the Council's property related health and safety responsibilities recommending good practice and developing policy and procedure to ensure that it complies with legislative requirements. Through our New Homes Team we manage the refurbishment and letting of the Council's homes. We employ a large team of operatives to deliver

direct property maintenance as well as working with a range of contractors to deliver the maintenance needs of the Council's buildings

- ▶▶ The **Strategic Asset Management** Team is responsible for asset management planning of the Council property portfolios and for collaborative discussions on property management. The Team manages corporate energy issues by identifying and securing energy efficiency programmes in the Council's non-domestic buildings, plus identifying and securing opportunities for renewable energy technologies for housing and non-housing properties. The Team is responsible for directly managing the Council's 400 industrial units, the commercial estate, rural estates, livestock markets and administrative buildings. We manage easements, wayleaves and other property negotiations and update the Council's property records and asset valuations. We employ a large group of facilities staff covering cleaning and caretaking functions.



The **Waste & Environmental Services Division** is

responsible for delivering front line strategic and operational services that ensure the local environment quality within our communities is maintained and enhanced through delivery of the following principal services:

- ▶▶ **Waste management** - collection, recycling and disposal of the County's municipal waste in order to meet Welsh Government's targets as set out in their Towards Zero Waste strategy. This involves producing strategies and operational plans to deliver kerbside and community based waste collection and recycling services. An important aspect of this service includes the delivery of effective communication campaigns to provide engagement with our public in relation to our recycling schemes, initiatives and facilities.
- ▶▶ **Environmental enforcement** – enforcement and education in relation to environmental blight problems, including non-compliance with waste recycling schemes, litter enforcement, dog fouling, fly-tipping, abandoned vehicles, illegal waste carriers and commercial waste disposal matters.
- ▶▶ **Street cleansing** – provision of services to meet the Council's obligations as a litter authority under the Environmental Protection Act 1990. The service covers provision of street bins, removal of litter, removal and disposal of fly-tipped materials, sweeping and cleansing of our streets, working with local communities to resolve issues that affect them in terms of local environment blight.
- ▶▶ **Grounds maintenance** – provision of direct operational grounds and soft landscape maintenance services relating to public open spaces, parks, playgrounds, housing estates and schools where contracted to do so. Provision of commercial maintenance services to internal clients and partners.
- ▶▶ **Municipal Services** – management and operation of the Council's public convenience stock and the management of activities relating to burials at Ammanford Cemetery.
- ▶▶ **Flood and coastal defence** – undertaking lead flood authority activity as part of the Council's obligations under the Flood and Water Management Act 2010, including the production and review of flood management plans. Management and maintenance of the Council's flood defence assets, undertaking responsibilities and obligations under the Land Drainage Act 1991. Providing expert drainage advice on planning applications, including sustainable urban drainage system assessments, including setting up guidance and maintenance arrangements for drainage system adoptions as appropriate. Management and execution of our coastal defence responsibilities in accordance with the principles and guidance set out in our Shoreline Management Plan.

The services provided are highly visible and feature prominently in the priorities of the residents of Carmarthenshire. The services have a significant impact on the way residents, visitors, businesses and other stakeholders perceive the Council as a whole. The Division is a significant contributor to Carmarthenshire's environmental and global responsibility agenda.



Planning Division – Planning is a positive, proactive process which is essential in order to guide and facilitate development, regeneration and improvement which provide the fabric for an inclusive, culturally diverse, safe and healthy society. It aims to ensure that development and use of land in urban and rural areas takes into account the public interest and that it sustains and enhances the natural and built environment.

- ▶▶ The Division is responsible for planning applications, enforcement regarding land use activities, listed buildings permissions, works to protected trees and hedgerows, minerals and waste activities and for maintaining Carmarthenshire's Common Land Register. It also administers adherence to Building Regulations within the County – striving to ensure that buildings are safe and fit for purpose. The Division also has the statutory responsibility for ensuring that the County has an up to date, effective and relevant development plan – and therefore the Carmarthenshire Local Development Plan was adopted in December 2014. These various functions are provided through the following business units: Development Management and Built Heritage, Forward Planning, Minerals & Waste Planning, Rural Conservation & Building Control.
 - ▶▶ All of these functions the Division undertake whilst recognising the importance of sustaining and enhancing the natural and built environment. The Division therefore has a key role in helping the Authority meet the requirements of the Environment (Wales) Act 2016 and Historic Environment (Wales) Act 2016.
 - ▶▶ The Planning (Wales) Act 2015 has resulted in a number of legislative changes for planning throughout Wales and reasserts the primacy of planning as an effective tool in delivering economic aspirations, in a proactive way that also seeks to protect other diverse and material interests, including that of taking the Welsh language into account in plan making and decision making generally. As such the planning system is one of the most powerful tools available to any Local Authority to achieve community objectives, which cover every aspect of peoples' lives. The Service has a key role to play in helping local communities to adapt to the effects of new development. To this end the use of Section 106 Agreements help towards meeting affordable housing and other infrastructure and locally specific requirements arising from a development as well as where necessary being used to safeguard habitats and species of both national and European importance.
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Business Support Development and Performance Section

provides a range of timely, effective and efficient support services to all divisions of the Environment Department, in accordance with Corporate standards and the principles of continuous improvement.

- ▶▶ The main purpose of the Division is to support and advise all sections of the Department by providing a variety of financial, systems administration, management information, administrative, democratic and business support, Health & Safety, Learning & Development and performance management services.
 - ▶▶ The provision of support services to all sections enables them to efficiently fulfil their duties and discharge their responsibilities and functions on behalf of the Council Learning & Development, Operational Training Performance Management and Business Support function.
 - ▶▶ The Division also provides the lead and a coordinating role on a range of corporate initiatives. In order to fulfil this central supporting role the Division is structured into several clearly defined areas, each with distinct and individual aims and objectives.
 - ▶▶ The Division is also responsible for ensuring that the Authority complies with its statutory duty under Civil Contingency Act 2004 by working with all Departments within the Authority and other responders such as the Emergency Services, Health bodies and Utilities to ensure that we provide a unified approach to Civil Contingencies.
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2. Strategic Context

2.1 National Well-being Goals

For the first time in Wales, the Well-being of Future Generations (Wales) Act 2015, provides a shared vision for all public bodies to work towards. See **Appendix 1** for an ABC guide to the Act.

2.2 The Council's Well-being Objectives [\(The Council's Well-being Objectives\)](#)

As a public body subject to the Act, we were required to publish Well-being Objectives that maximised our contribution to the National Goals by the 31st March 2017.

The Council's Well-being Objectives are:-

Well- Being Objective	This Department...	
	Leads On:	Significantly Supports:
Start Well		
1. Help to give every child the best start in life and improve their early life experiences		
2. Help children live healthy lifestyles		
3. Continue to improve learner attainment for all		
4. Reduce the number of young adults that are Not in Education, Employment or Training		
Live Well		
5. Tackle poverty by doing all we can to prevent it, helping people into work and improving the lives of those living in poverty		
6. Creating more jobs and growth throughout the county		✓
7. Increase the availability of rented and affordable homes		✓
8. Help people live healthy lives (tackling risky behaviour and obesity)		✓
9. Supporting good connections with friends, family and safer communities		✓
Age Well		
10. Support the growing numbers of older people to maintain dignity and independence in their later years		
11. A Council wide approach to supporting Ageing Well in Carmarthenshire		✓
In a Healthy and Safe Environment		
12. Looking after the environment now and for the future	✓	
13. Improving the highway and transport infrastructure and connectivity	✓	
14. Promoting Welsh Language and Culture		
In addition a Corporate Objective		
15. Governance and Use of Resources (See more in Appendix 4)		✓

2.3 The Departments contribution to the Council's Well-being Objectives:-

The department's lead and significant supporting roles are shown on the list above

The department will further strengthen the action plans behind these Well-being Objectives during 2018/19 by:- (refer to Section 4 Action Plans)

i See Appendix 2 To see how Divisions 'join-up' to contribute to each Well-being Objective.

2.4 5 Ways of Working

To comply with the Well-being of Future Generations Act we must demonstrate the following 5 ways of working:

1. Long Term
2. Prevention
3. Integration
4. Collaboration
5. Involvement

2.5 The County of Carmarthenshire's Well-being Plan – To be published by May 2018

The Well-being of Future Generations Act puts a well-being duty on specified public bodies across Carmarthenshire to act jointly and establish a statutory **Public Services Board** (PSB). The Carmarthenshire PSB was established in May 2016 and is tasked with improving the economic, social, environmental and cultural well-being of Carmarthenshire. It must do so by undertaking an assessment of well-being in the County and then preparing a county Well-being Plan to outline its local objectives

- The assessment looks at well-being in Carmarthenshire through different life stages. The key findings can be found at www.thecarmarthenshirewewant.wales
- The PSB must publish a Well-being plan which sets out its local objectives to improving the economic, social, environmental and cultural well-being of the County and the steps it proposes to take to meet them. The first Carmarthenshire Well-being Plan will be published May 2018

The Well-being Objectives of the Carmarthenshire PSB are not intended to address the core services and provision of the individual partners, rather they are to enhance and add value through collective action. The statutory partners of the PSB (Council, Health Board, Fire & Rescue Service and Natural Resources Wales) each have to publish their own Well-being Objectives. See Carmarthenshire County Council's above.

Carmarthenshire PSB's draft Well-being Objectives are:-

- Healthy Habits: people have a good quality of life, and make healthy choices about their lives and environment
- Early Intervention: to make sure that people have the right help at the right time; as and when they need it
- Strong Connections: strongly connected people, places and organisations that are able to adapt to change
- Prosperous People and Places: to maximise opportunities for people and places in both urban and rural parts of our county

2.6 Carmarthenshire's Corporate Strategy 2015-20

- In September 2015 the Council published its Corporate Strategy and outlined its key areas of focus across seven outcome areas.
- This Strategy will need to be Consolidated with the Well-being Objectives and emerging Forward Work Plan for 2018/19
- The outcomes and focus of the strategy is attached in **Appendix 3**


2.7 Service Specific Strategies/ Acts and guidance for the Department.

- The Well-being of Future Generations (Wales) Act 2015
- Welsh Language Standards under s 44 Welsh Language (Wales) measure 2011
- Freedom of Information Act 2000 (FOIA)
- Data Protection Act 1998
- Equalities Act 2010
- The Employment Act 2008 and Employee Acts
- Health & Safety at Work Act 1974 and subsequent respective legislation
- Highways Act 1980
- Road Traffic Act 1991
- Traffic Management Act 2004
- Flood and Water Management Act 2010
- New Roads and Street Works Act 1991
- Land Drainage Act 1991
- Local Authorities' Cemeteries Order 1977
- Environmental Protection Act 1990
- Clean Neighbourhood Act & Environment Act 2005
- Anti-Social Behaviour (Crime and Policing) Act 2014
- Police & Crime Act 2009
- One Wales Connecting the Nation, The Wales Transport Strategy
- The National Transport Plan
- All Wales Road Safety Framework 2013
- Swansea Bay City Region Economic Regeneration Strategy 2013 -2030
- EU revised Waste Framework Directive 2008/98/EC
- Waste (England and Wales) (Amended) Regulations 2012.
- Towards Zero Waste (WG's overarching waste strategy document).
- Carmarthenshire County Council Corporate Strategy 2015 – 2020
- Ageing Well in Wales Plan
- Strategic Regeneration Plan for Carmarthenshire
- Carmarthenshire's Vision for Sustainable Services for Older People for the Next Decade
- The Local Transport Plan
- Regional Bus Network Strategy
- Integrated Parking Strategy
- Walking and Cycling Strategy
- National Parking Standards
- Fleet Strategy & Fleet Road Risk Strategy
- Local Development Plan
- The Social Services and Well-being Act (2014)
- The Learner Travel (Wales) Measure
- The Active Travel Act
- Divisional Business Plans
- Planning (Wales) Act 2015, including various secondary legislation published post-January 2016
- Planning Policy Wales
- All Technical Advice Notes (TANs) and various circulars
- Historic Environment Act 2015
- Environment (Wales) Act 2016
- Air Quality Management Areas (AQMAs)
- The Civil Enforcement of Road Traffic Contravention (General Provisions)(Wales) Regulation 2013
- Countryside Rights of Way Act 2000
- Wildlife And Countryside Act 1981
- Digital Transformation Strategy
- Asset Management Plan

3. Review and Evaluation

3.1 Departmental Self-Assessment on the 5 ways of working of the Well-being of Future Generations Act

To comply with the Act we must demonstrate the following 5 ways of working (WOW):-

WOW 	Long Term - Looking at the long term so that we do not compromise the ability of future generations to meet their own needs
How good are we at this? Strong Partial Weak	
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶▶ Our present Corporate Strategy is set for 2015-20 and we will be looking to revise this Strategy following the elections in May 2017. ▶▶ The Swansea Bay Regeneration Strategy is set for a 2013-30 timespan & Swansea Bay City Region City Deal 2016-35. ▶▶ Our current Local Development Plan sets out our long-term approach to land use planning until 2021 - and impacts the direction of growth opportunities beyond that period. ▶▶ The Property Design and Maintenance Sections are currently undergoing a re-alignment of the team which will encourage efficient working processes whilst at the same time develop an improved succession planning regime. ▶▶ We are working with local and regional shared apprentice schemes and also developing our own graduate and apprenticeship programmes to encourage training and employment for the next generation of construction professionals. 	
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Continue to review our waste treatment strategy options and recycling infrastructure needs to ensure that we can continue to meet our statutory recycling targets and landfill diversion targets from April 2018. • Deliver new long term arrangements that will provide a solution to the long term treatment, recycling and disposal of our waste. Working with the contractor to maximise recycling and environmental performance. • Continue to monitor the effectiveness of the LDP and to take forward the considerations of the Review Report (subject to democratic process and approval) in considering and progressing the preparation of any Revised LDP which needs to be in place by the end of 2021. 	

WOW 2	Prevention - Understanding the root causes of the issues to prevent them reoccurring
How good are we at this? Strong Partial Weak	
<p>Self-Assessment:</p> <p>Road Safety</p> <p>▶▶ We have implemented a Road Safety Strategy to improve road safety and prevent future accidents.</p> <p>▶▶ The key actions outlined within the Road Safety Strategy relate to Education, Engineering and Enforcement. The following specific activities are being delivered.</p> <p>1. <i>Education:</i></p> <ul style="list-style-type: none"> ○ Participant Education programmes for older drivers have been delivered through 6 x 1day course ○ 36 people have completed Young drivers and 63 pupils complete National Standards Cycle. ○ 51 participants completed Motorcyclists Dragon Rider & Biker down courses Road Safety Officers are working in conjunction with the Roads Policing Unit and Rescue Service to deliver the older and younger driver programme. ○ The Road Safety kerbcraft Coordinators are delivering the young persons’ kerbside safety training to 250 children The Road safety Officers are developing a new young persons’ road safety initiative and delivering an equestrian users road safety initiative in association with Coleg Sir Gar. Multi Agency Speed Awareness initiative have been delivered at 9 Schools. <p>2. <i>Engineering:</i></p> <ul style="list-style-type: none"> ○ Two route treatments projects are being delivered in 2016/ 17, Church Street and Station Road, Llanelli. Design work is ongoing and consultation with stakeholders. <p>3. <i>Enforcement:</i></p> <ul style="list-style-type: none"> ○ Joint enforcement activities have been conducted with our partners Dyfed Powys Police, Go Safe, NWWFS at the follow location: Bigyn, Llanelli, Crosshands (twice),Ysgol Y Ddwylan, Newcastle Emlyn, Llangunmor,Ysgol Cae`r Felin, Pencader Dafen, Llanelli, Pembrey, Drefach. <p>Property</p> <p>▶▶ We have undertaken a review of property maintenance with a view to moving to a more planned, rather than reactive, service. Coupled with the already embedded asset management process and improved service asset management plans, this should ensure that future maintenance is more cost effective and takes better account of future, rather than just immediate requirements.</p> <p>▶▶ The re-alignment process within the Property design Team will aim to reduce the continued loss of well trained and developed staff to external companies and organisations , thus retaining their services through incentives such as succession planning opportunities that will enhance and support the Authority’s future property related projects aspirations in future years.</p>	
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Undertake an end to end lean systems review of the Council’s Property Design function and related processes for initiating, designing and completing property related projects with the Scheme sponsoring Departments in order to clarify and develop a better understanding of roles and responsibilities of all parties within the current process including design, internal services and external consultants whilst at the same time promoting the use of feasibility studies within the early stages of the project design and development process • Assessing the barriers that the public have in accessing services offered by the council and ensuring that we can prevent these barriers in future to maximise our recycling and environmental performance. • Assess the root causes of fly tipping within Carmarthenshire through undertaking public surveys at “hot spot” locations to better understand the issues so that we can work to prevent fly tipping in future 	

WOW 3	Integration - Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners
How good are we at this? Strong Partial Weak	
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶▶ Independently Wales Audit Office concluded that :- <i>“The improved outcomes that the Council wants to achieve in conjunction with partners are clearly expressed and understood by staff and stakeholders. A well aligned hierarchy of plans and strategies effectively cascades these outcomes from the Local Service Board’s (LSB)* Integrated Community Strategy (ICS) through a range of corporate and service strategies down to business plans and objectives for staff. “</i> WAO Annual Improvement Plan March 201 ▶▶ Our monitoring and in due course review of the Local Development Plan goals and objective will take into account the goals and objectives of other services and partners in so far as they have land use requirements. <p>*Local Service Board is now called the Public Services Board.</p>	
<p>For 18/19 we will:</p> <ul style="list-style-type: none"> • Continue to monitor the implementation of the LDP and will as part of the Review Report and Revision process (which will be subject to democratic process and approval) ensure integration with the ICS and the Carmarthenshire Local Well-being Plan. 	

WOW 4	Collaboration - Working with others in a collaborative way to find shared sustainable solutions
How good are we at this? Strong Partial Weak	
<p>Self-Assessment:</p> <ul style="list-style-type: none"> ▶▶ The Well-being of Future Generations (Wales) Act 2015 establishes a statutory board, known as a Public Services Board (PSB), in each local authority area in Wales. ▶▶ In its January 2016 Corporate Assessment of the Council, the Wales Audit Office concluded:- <i>“The Council has a long, well-established and robust approach to partnership working that is improving outcomes for its citizens. The partnership with Hywel Dda University Health Board (H DUHB) is particularly strong, collaboration has become ‘mainstreamed’ into the working relationship between the two organisations with a number of joint posts in place.”</i> ▶▶ The Council is leading on several collaborative workstreams for the Public Services Board, including Property and Transport, in conjunction with a range of public sector partners ▶▶ The Estates Collaboration workstream is reviewing property and estate practices across PSB partners and will identify efficiencies or align ways of working for the benefit of Carmarthenshire residents and service users. This will include identifying opportunities to use assets collaboratively to deliver multiple services from fewer buildings, to deliver Innovative Community Assets, as identified in the PSB’s draft Well-being Plan. ▶▶ We work with the community, Ceredigion and Pembrokeshire county councils to help sustain the delivery of the Bwcabus integrated transport services & Key strategic Services. ▶▶ We provide joint administration for the Bus Service Support Grant for the South West Wales Integrated Transport Consortium. ▶▶ Our Planning Minerals and Waste section provide a minerals and waste planning services to 7 other Local Authorities. ▶▶ We are working with a range of community groups and Community and Town Councils to facilitate local management of a range of assets to ensure they meet the needs of local communities and are sustainable in the longer term. 	

- ▶▶ Our Forward Planning Team and Planning Officers are working in partnership with stakeholders to facilitate the delivery of land allocations included in the local development plan.
- ▶▶ Collaboration remains key in taking forward future revisions to the Local Development Plan and in developing other land use plans and strategies both at county and regional level.
- ▶▶ Continue to work with community groups and external bodies to address local environmental blight.
- ▶▶ The Property Design Team leads and administers the South West Wales Regional Frameworks for both contractors and Property related professional services.

For 18/19 we will:

- Explore the potential partnership with local community third sector companies to improve the performance of the council bulky waste and re-use service.
- Continue to work with partner agencies and community groups to tackle fly tipping and environmental blight within the County.
- Keep under review existing Service Level Agreements with regards minerals and waste and further pursue additional SLAs
- Engage with landowners/developers to understand delivery/non-delivery issues in relation to land allocations – use this evidence to inform any future versions of the LDP
- Ensure effective ongoing collaboration with regards to planning policy across the region and beyond utilising long established cross border structures and examining opportunities for future joint and collaborative working.
- The Department will continue to work with various other services to deliver multi-disciplinary solutions to various issues. For example, the Department will be represented on the multi-disciplinary enforcement group and also the empty properties group.

WOW	5	Involvement: Involving a diversity of population in decisions that affect them
How good are we at this? Strong Partial Weak		
Self-Assessment:		
<ul style="list-style-type: none"> ▶▶ Our budget consultation work has been identified as best practice in Wales and we are building on this. We will be further developing the Council’s consultation and engagement approaches during 2018 ▶▶ Our Well-being Assessment consultation had over 2,500 responses for Carmarthenshire residents. ▶▶ The Local Development Plan (LDP) sets out the spatial vision for the future of Carmarthenshire (excluding that area within the Brecon Beacons national Park) and a framework for the distribution and delivery of growth and development. ▶▶ The LDP Plan has a direct effect on the lives of every resident of the County as well as major implications on investment programmes, other plans and strategies, communities and landowners alike. Community engagement continues to be a key element in producing and implementation of this plan. ▶▶ We have delivered a programme of member briefings and engagement opportunities to enhance the knowledge of council waste provision and receive feedback and recommendations for future improvement. 		
For 18/19 we will:		
<ul style="list-style-type: none"> • Undertake a public satisfaction survey to assess the public opinion of current services. Also assess the appetite for future service change to deliver enhanced recycling performance for Carmarthenshire. • We will continue to monitor the implementation of the LDP and will as part of the Review Report and Revision process (subject to democratic process approval) ensure the a wide involvement regarding any revisions to the LDP. 		

Departmental Overview:

The Citizens' Panel Survey 2014 and the 50+ forum identified *transportation, highway, recycling and refuse* related services as being of importance to the community. They were included in the top ten of service priorities for the community. Carmarthenshire residents noted their top ten Council service priorities as follows:

1. Refuse collection
2. Services and facilities for ill and disabled people
3. Services and facilities for older people
4. Road maintenance
5. Bus services
6. Primary and secondary education
7. Pavement maintenance
8. Public conveniences
9. Recycling facilities
10. Environmental health and trading standards

Current Strengths

- We deliver **6** out of the **10** Council Service Priorities
- **82%** (Q2) of Well Being Objectives are on target
- **56%** (Q2) of HPP appraisals have been completed
- **23.9%** (Q2) reduction on Staff Travel Mileage
- **15%** (Q2) reduction on Staff Travel Costs

Headlines

- Award winning New Schools buildings.
- Carmarthen West, Ammanford Highway Infrastructure Schemes, Active Travel Schemes and Road Safety Route Treatments.
- Grant funding secured for Safe Routes in the Community.
- Waste Recycling – Bring Sites and round rationalisation.
- New Fleet Vehicles – Gritters and Refuse – more fuel efficient – Fleet Rationalisation.
- Highways – Five Highways Regions and improvements in the condition of our A and B Class highways.
- Enforcement on Dog fouling and Dog control orders.
- Linc/ Bwcabus – providing an integrated rural public transport network, Improve accessibility to services, improve rural network frequency, flexibility & integration, promote sustainable travel, reduce inequalities and Support National & Regional policies.
- Recycling Targets.
- Walking & Cycling Schemes
- RTPI Wales Planning Award for the Caeau Mynydd Mawr Local Development Plan policy and SPG.

3.2 Review and Evaluation for each Division of the Environment Department

Current Strengths

Property Division

- ▶ We have ensured that empty homes were refurbished and suitably allocated by Property's New Homes Team in a timely manner to reduce the waiting times of applicants on the Housing Register. The latest figures as at October 2017 shows that the average turnaround time for a standard void stands at 19.34 days. This has shown an improvement of nearly 2 days on last year's figure. The turnaround time is the amount of time between one tenancy ending and the new one commencing. Our strategy is to provide a more efficient and cost effective service by continuing to improve properties to meet the Carmarthenshire Housing Standard+ (CHS+) as part of undertaking works on void properties.
- ▶ The New Homes Team continues to deliver year-on-year improvements in reducing empty property turnover and therefore reducing the amount of rental income lost when lettable properties are left void
- ▶ The Division continues to work in collaboration with Housing Services to be an integral part of the Affordable Housing strategy by helping to deliver the Stock Increase Scheme. This involves carrying out improvement works and then letting properties that have not previously been held within the council's Housing Stock.
- ▶ The satisfaction ratings received by the New Homes Team continue to be very encouraging. 88% of tenants marked the overall service as 10 out 10 (or Excellent). 98% of tenants rated the service as good to excellent. This information is based on over 250 surveys that have been recorded from April to September 2017. Prior to the creation of the New Homes Team this was often an area with high levels of dissatisfaction voiced by ingoing tenants and elected members. A dedicated capital budget has allowed the team to carry out complete, or partial, CHS+ improvements to 60 void properties.
- ▶ We have started a new way of dealing with day to day housing maintenance with a new joint Housing Repairs Team being piloted, made up of Housing and Property officers focussed on delivering the service in specific Wards. This project has further improved tenant satisfaction with the service
- ▶ The Property Design Delivery Section has continued to develop as a multi-disciplinary in-house delivery team and have implemented appropriate training for identified individuals to facilitate the development of any skills shortages in order to develop a highly skilled professional team for the region. This has resulted in substantially less use being made of external consultants in the four main areas of Architecture, Mechanical and Electrical Design and Quantity Surveying and Project Managements and BREEAM and CDM being undertaken in-house, with the effect of substantially less fees being expended on outsourcing.
- ▶ In line with the need to investigate opportunities as a service and consider the opportunities to facilitate income generation from external sources as part of our role to lead, develop, administer and manage the South West Wales Regional Contractors Framework, a function previously undertaken at no cost to participating partners and fully borne by the Authority, we have generated an annual income for the next 4 years in the region of £160k that will offset internal costs and reduce charge rates within the section accordingly to other departments. This would result in net savings for the Authority.
- ▶ The current Office Accommodation Strategy runs until the end of 2017. A program of further office rationalisation is planned, facilitated by adapting the way we currently use the buildings to suit the needs of those providing services and to engender a new, more agile, way of working. This will further reduce the number of buildings and cost of office accommodation required to deliver the Council's services.

- ▶▶ We are continuing to implement the Councils Community Asset Transfer Programme with over 80% of parks and playgrounds now transferred, or in the process of being transferred to management by local organisations.

Planning Services Division

- ▶▶ We have continued to implement national and local policies in all land use decision making (both through delegated decisions on planning applications and those reported to Planning Committee) and in doing so ensure that we are contributing to the regeneration objectives set for the County (incl. City Deal).
- ▶▶ All teams within the Planning Division have continued to contribute to the regional policy planning forum and national planning policy debates and policy formulation as they arise throughout the year. This year it has included feeding back on matters such as housing deliverability, the national development framework and delivery of the Heritage (Wales) Act.
- ▶▶ The Rural Conservation Team is a highly adaptable, multi skilled and experienced team, and able to deliver practical solutions to a range of environmental issues, including natural resource management.
- ▶▶ The Building Control Unit have established a network of more than [70 local partners](#) including agents, consultants and other construction professionals to ensure the delivery of a high standard of service.
- ▶▶ The Division's Forward Planning prepare the Regional Waste Monitoring report for South West Wales, and have done so now for a number of years.
- ▶▶ Focus within the Forward Planning Unit is now turning towards the preparation of the LDP Review report and considerations and progress in relation to the Revision of the LDP.
- ▶▶ The Minerals & Waste Unit continues to be widely regarded as a Centre of Excellence for mineral and waste planning in South Wales. This strength is founded on the considerable experience and knowledge base of key staff within the unit. The Unit provides the Technical Secretary for the South Wales Regional Aggregates Working Party, the Regional Co-ordinator for the South West Wales Annual Waste Monitoring Report and the Chair/Secretary of the POSW Minerals and Waste Topic Group.
- ▶▶ All Units within the Division continue to work in partnership and collaboratively with colleagues across the Council and other organisations to deliver sustainable projects with multiple benefits. An example of this is the work towards providing and managing suitable habitat for marsh fritillary butterfly through the Caeau Mynydd Mawr Special Area of Conservation project is an on-going commitment and received a highly Commended Award from the RTPI Wales in November 2017. It received this award because it facilitates a structured solution for developments within the economic growth area, delivering the necessary mitigation required and ensuring that each development is compliant with the legislation.

Areas for Improvement

(Including any regulatory findings and addressing the 5 ways of working)

Departmental

- ▶▶ As a department we should further progress the use of mobile/agile working system based on improved connectivity and increased electronic ways of working, and provide staff affected with the necessary hardware/software to achieve this.

Property Division

- ▶▶ We need to invest in additional resources to improve procurement practices and ensure consistent and cost-effective purchasing to support our in-house building maintenance activity
- ▶▶ Our Property Maintenance and Property Design Teams need to be realigned and strengthened through the recruitment of additional resources
- ▶▶ We need to continue working with services across the Council to strengthen links between Service Asset Management Plans and the Corporate Plan.

Planning Services Division

- ▶▶ We need to increase the emphasis on planning for workforce development, internal succession and staff development.
- ▶▶ Planning Services need to improve on achieving a coordinated response to complaints which need to be dealt with under different legislative frameworks – therefore involving other Services and Divisions.
- ▶▶ Future Local Development Plan review requirements set within legislation will require funding provision to be put in place to ensure statutory obligations are met. These obligations will include significant evidence gathering requirements and the re-drafting of elements, or all of the current LDP to ensure it is fit for purpose moving forward. The legislative requirements in relation to the preparation of a Sustainability Appraisal/Strategic Environmental Assessment and Habitat Regulations Assessment as prescribed under European Law will be important evidential requirements.
- ▶▶ Continue to work across CCC departments to raise awareness of both the Resilience Goal in the Well Being and Future Generation (Wales) Act 2015 and the Environment (Wales) Act 2016.

Regulatory Report Recommendations and Proposals for Improvement

Corporate Asset Management

4. Departmental Priorities

Property Services Division – Jonathan Fearn

Ref #	Key Actions and Measures	By When	By Who	WbO Ref
1	Develop, implement and monitor compliant procurement exercises for the Division, working in conjunction with the Corporate Procurement Unit.	31/03/2019	Jonathan Fearn	
2	We will continue the roll out the Housing Repairs Review new working model to deliver a more timely, flexible and efficient multi-skilled repairs service and finalise an implementation plan for extending the service countywide, including appropriate multi-skilling training for all our responsive/ preventative maintenance operatives.	31/03/2019	Jonathan Fearn	
3	We will implement a cost+ costing model for responsive repairs to replace the existing costing method and reduce back office waste. Possible return to an SQR based costing approach to capture elemental changes to components and inform our asset management plan.	31/03/2019	Jonathan Fearn	
4	We will continue to develop mobile working technology and our works management systems for our workforce to enable them to work in an agile and cost effective way including implementation of the 'Total Optimise' Job scheduling and appointment module within our Works Management IT system.	31/03/2019	Jonathan Fearn	
5	We will ensure that risks relating to all premises owned or occupied by CCC are suitably & sufficiently identified & managed.	31/03/2019	Jonathan Fearn	
6	We will develop & implement a hub for all property related services, frameworks & gateway management functions for both within the Authority, regional partners & potential external clients	31/03/2019	Jonathan Fearn	
7	Reduce energy consumption (kWh) / carbon emissions (tonnes) in the Council's existing non-domestic building portfolio.	31/03/2019	Jonathan Fearn	
8	Identify and deliver energy efficiency projects within the Council's existing, non-domestic buildings.	31/03/2019	Jonathan Fearn	
9	Continue to extend the use and availability of the Authority's AssetManager property database	31/03/2019	Jonathan Fearn	
10	Continue to identify development / disposal / service opportunities as they arise and facilitate the generation of Capital Receipts by: <ul style="list-style-type: none"> Annually reviewing the Corporate Asset Management Plan. Continuing the implementation of the Councils Office Accommodation Strategy including agile working which aims to reduce the number of buildings and increase the efficiency of the portfolio. Continuing to work with Town and Community Councils and Third Sector organisations on asset transfer to allow local ownership of assets. 	31/03/2019	Jonathan Fearn	
11	Continue to work with Public Services Board partners to achieve a range of benefits through collaborative working in property management & to reduce the cost of holding & managing property through identifying short & longer term opportunities.	31/03/2019	Jonathan Fearn	

Ref #	Key Actions and Measures	By When	By Who	WbO Ref
12	We will continue to maximise rental from let properties & minimise void property turnover time. Aiming to keep occupancy levels of established properties above 85% wherever possible.	31/03/2019	Jonathan Fearn	

Risks

Departmental/ Divisional

1. Recent reviews have identified the need for more robust property data information, and the high level of properties in the property portfolio set against a reducing maintenance budget. The historical lack of robust property data has been addressed, with regular desktop reviews Centralised budgets now implemented to mitigate risk being undertaken. The quality and integration of property data is also being investigated led by the corporate TIC team. The requirement to implement a proactive approach to maintenance of pumping stations has been identified and regular inspections programme needs to be funded and undertaken.
2. A high proportion of the current Property Team are of, or nearing, retirement age with potential loss of extensive experience. Some informal succession planning is being implemented. Key staff have also been leaving the organisation for better paid positions with other employers and this has had a significant impact on delivery in recent years. Back-filling these roles has also required significant expenditure, due to the need to engage with external support. We will be reviewing structures in the Property Maintenance and Property Design Teams to improve retention and increase in-sourcing, subject to business cases.
3. There is a continuing high level of repairs backlog which could lead to reduced rental value and vacancy of managed property
4. The continuing economic situation market is likely to lead to continued pressure on rents and increased debt levels

(Please enter the risk reference , #, to the mitigating action above)

Planning Services Division – Llinos Quelch

Ref #	Key Actions and Measures	By When	By Who	WbO Ref
1	With the restructure now complete focus during the coming year will be on the implementation of agreed principles and other measures that may be needed to ensure consistency of management and decision making across the Unit.	31/03/2019	Llinos Quelch	WBO12
2	We will formalise our process for dealing with all pre-application enquiries, both statutory and discretionary, including the receipt of fee income where appropriate. This will include Built Heritage enquiries.	31/03/2019	Llinos Quelch	WBO12
3	We will continue to review the implementation and effectiveness of the Dangerous Structures Policy.	31/03/2019	Llinos Quelch	WBO12
4	We will continue to deliver the Caeau Mynydd Mawr SAC Marsh Fritillary project, consistent with SPG, which aims to ensure the management of at least 100ha of Marsh Fritillary habitat in perpetuity.	31/03/2019	Llinos Quelch	WBO12
5	We will work towards ensuring that CCC meets its Biodiversity and Ecosystem Resilience Duty under Section 6 of the Environment (Wales) Act: planning what actions it will deliver and reporting on outcomes achieved to WG. Evidencing links between this work and the requirements of the Well Being of Future Generations (Wales) Act 2015.	31/03/2019	Llinos Quelch	WBO12
6	We will implement and monitor the adopted Local Development Plan (LDP) in accordance with the statutory requirements and the content of the agreed Monitoring and Implementation Framework.	31/03/2019	Llinos Quelch	WBO12
7	We will produce and publish the Annual Monitoring Report (AMR) in relation to the LDP by the 31 st October 2018.	31/10/2018	Llinos Quelch	WBO12
8	We will commence the preparation of a Revised LDP in accordance with statutory provisions and seek to agree with the Welsh Government a Delivery Agreement (including timetable and Community Involvement Scheme). Subject to the political process and subsequently Welsh Government approval the focus during 2018/19 will be the Candidate sites process, evidence gathering and general engagement and Pre Deposit Consultation.	31/03/2019	Llinos Quelch	WBO12
9	We will continue to maintain and where possible develop the internal Planning delivery/advice service.	31/03/2019	Llinos Quelch	WBO12
10	We will work towards completing the adoption and implementation of a Local Development Order for Llanelli Town Centre as part of a co-ordinated strategic approach to regeneration within the town centre (subject to agreement through the political process post public consultation).	31/03/2019	Llinos Quelch	WBO12
11	We will continue to monitor and where appropriate manage the use of monies raised through developer contribution including s106 agreements. As a consequence we will ensure monies are appropriately used and that there is an efficient turn around in the use of funds.	31/03/2019	Llinos Quelch	WBO12

Ref #	Key Actions and Measures	By When	By Who	WbO Ref
12	We will continue to improve working relationships and develop Service Level Agreement with other Local Authority partners through the continued identification of “better ways of working”, prioritising the Minerals & Waste service in order to provide a more efficient and effective service to our customers.	31/03/2019	Llinos Quelch	WBO12
13	We will consider the opportunities of extending the provision of Mineral & Waste services to other Local Planning Authorities in South Wales under Service Level Agreements or as specific projects in order to generate additional income & to underpin a resilient business unit over the long term which can continue to provide an efficient and effective service to our customers.	31/03/2019	Llinos Quelch	WBO12
14	Development of the WG sponsored pilot project for the involvement of Members in the Pre-application process.	31/03/2019	Llinos Quelch	WBO12
15	Over the course of the next 18 months the Built Heritage function will be reviewed to consider whether there is any scope regarding fee generating opportunities (e.g. training, advisory service etc.).	31/03/2019	Llinos Quelch	WBO12

Key Performance Measures		18/19	By Who	WbO Ref
15	PAM/018 - % of all planning applications determined in time <i>(New Measure: 2017/18 Target – 75%)</i>	TBC	Llinos Quelch	WBO12
16	PAM/019 - % of planning appeals dismissed <i>(New Measure: 2017/18 Target – 69%)</i>	TBC	Llinos Quelch	WBO12

Risks

Departmental/ Divisional

1. The changeover between old back office system and the new back office system if unforeseen issues arise during the migration and set up process could adversely effect on the effectiveness and timely delivery of the planning and building control function.
2. There is an on-going concern with regard to income levels not meeting predicted budget targets in relation to both planning application and building control. The fee income generated is very much reliant on the buoyancy of the building industry and also buoyancy of the economy in relation to works undertaken by residents to their own homes.
3. New legislation and procedures continue to be produced for Wales. That with the greatest impact on the Planning Division as a whole is the Planning (Wales) Act 2015, but also with significant implications are the Environment (Wales) Act 2016, the Historic Environment (Wales) Act 2016 and also of course the Future Generations (Wales) Act. A raft of secondary and supporting legislation will continue to come out from Welsh Government over the coming years with regard to implementing the various aspects of these Acts. The impact of this on staffing, resources and workloads cannot be fully understood until all the new requirements are released and understood.
4. Failure of CCC to comply with Section 6 of Environment Act.
5. The future of the Tywi Centre is currently being considered. In the past the Centre has been funded by external grants. There is a need to secure a sustainable business case and income stream for the centre if it is to survive. There is a risk in relation to failure to identify sustainable business case for the Tywi Centre.

(Please enter the risk reference , #, to the mitigating action above)

5. Resources

Budget Summary

To be confirmed

Savings and Efficiencies

Proposed budget savings: to be confirmed following the budget consultation process.

Workforce Planning

[Workforce Planning Toolkit](#) and [Divisional Profiles](#) to help complete this section

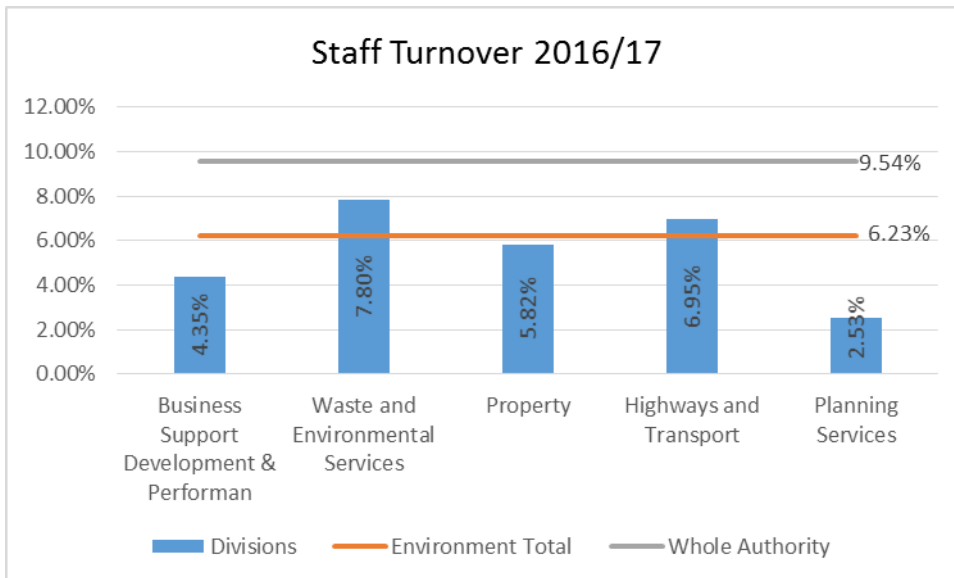
The Corporate Strategy (2015 -2020) and the People Strategy (2014 – 2019) define the Council’s drive for a flexible organisational structure that will invariably affect the shape of the workforce and alter the skill requirements across the Council. Effective leadership needs to demonstrate the 6 key leadership behaviours in order to engage our workforce to deliver high standards of service. Our People Strategy describes our intentions as we progress towards a period of increasing change, including Local Government re-organisation, and sets out the vision for our staff:

“A workforce that is innovative, skilled, motivated, well informed, high performing, proud to work for Carmarthenshire County Council and committed to delivering high quality services to the public”

The current financial pressures are likely to increase, driving the need to plan and use our resources to maximise impact.

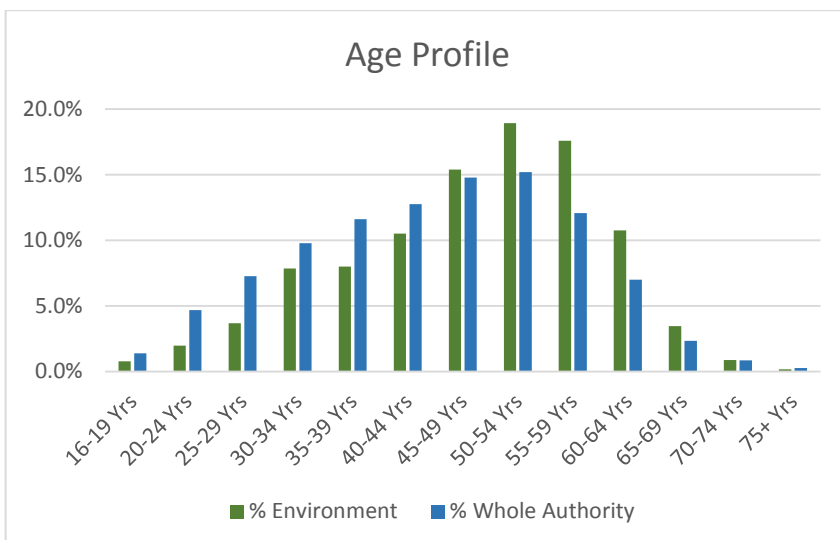
Each of the divisions are looking at their structures and staffing in preparation for succession planning and determining future workforce requirements.

What is the Turnover of our Workforce?



What is the Diversity profile?

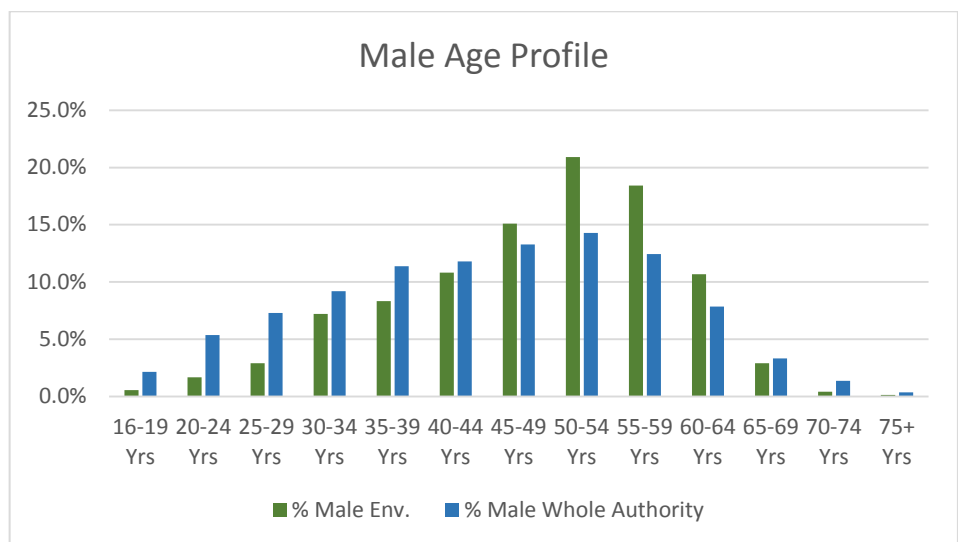
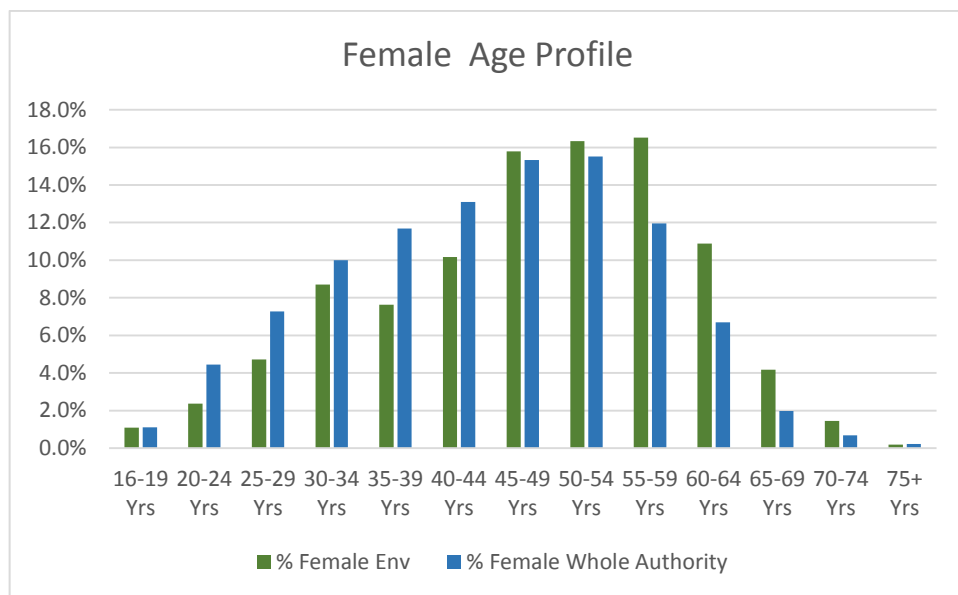
Year 2016/17



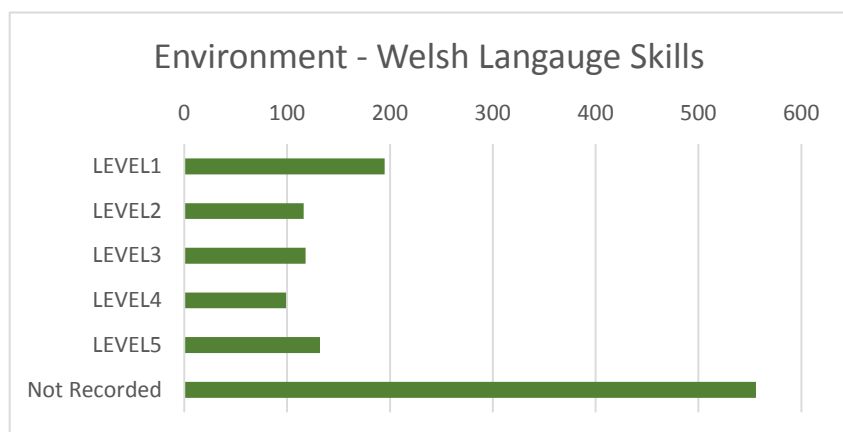
The Environment Workforce has a gender split of 57% Male / 43% Female compared to the Whole Authority split of 26.5% Male/ 73.5% Female. The Whole Authority figures include the schools workforce.

67.2% of the Environment Workforce are over 45+ years compared to the Whole Authority Workforce figure of 52.5% who are over 45+ years.

Year 2016/17



Welsh Language Skills

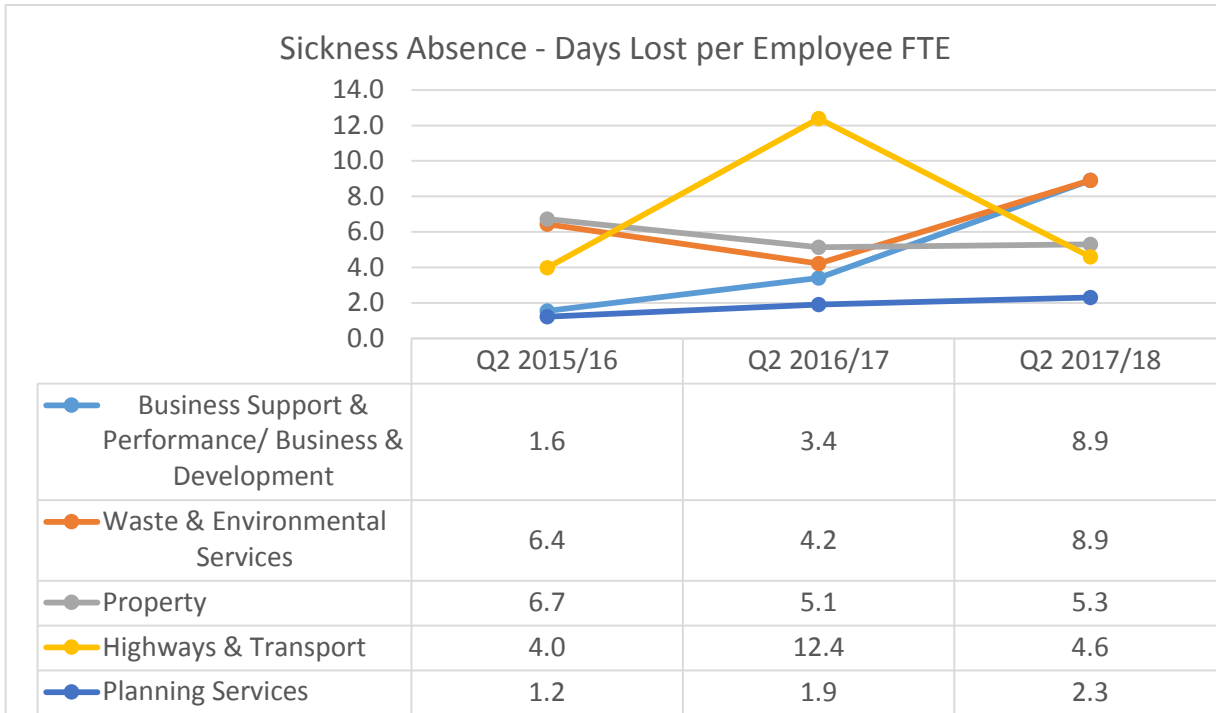


* Our non-office based staff are still completing Welsh Language

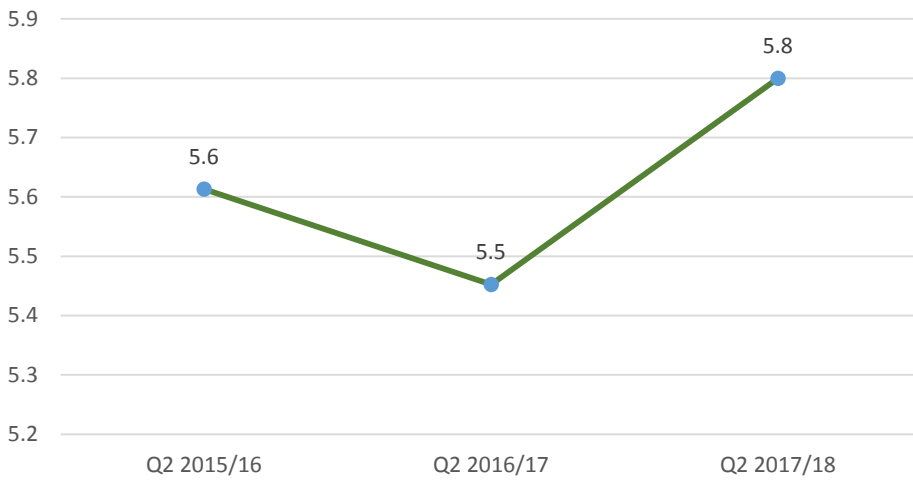
* questionnaires.

Sickness Absence

The mean average FTE days lost per employee FTE for the Environment Department is **5.8** days. The joint highest average sickness is **8.9** days per employee FTE is in the Waste & Environmental Division and Business Support.



Environment



6. Key Departmental Measures by Division

Environment Departmental Measures

Definition / Measure Reference (abbreviated definition is fine)	2015/16	2016/17					2017/18		2018/19	Cost Measure (£)
		Our Result	Our Result	All Wales Comparative data			Target set	Result (when available)	Target set (at EOY)	
	Quartile * to ****			Welsh Median	Welsh Best Quartile					
Environment Department										
1	Departmental Number of (FTE) days lost due to sickness absence - CHR/002	9.36 days	10.1 days	N/A	N/A	N/A	11.2 days	5.8 (Q2) Target 4.6 (Q2)	TBC days	
Property Services Division										
11	Energy Consumption (kWh)	68,452,917	66,883,735	N/A	N/A	N/A		Annual	TBC	
12	CO2 emissions (tonnes)	20,855	20,546	N/A	N/A	N/A		Annual	TBC	
13	Cost (£) of Energy Consumption	£4,440,880	£4,032,916	N/A	N/A	N/A		Annual	TBC	
14	Renewable electricity generated (kWh)	280,742	670,401	N/A	N/A	N/A		Annual	TBC	
15	CAM/037 - % change in the average Display Energy Certificate (DEC) score within local authority public buildings over 1,000 square metres	7.2%	-0.3%	**	3.1%	4.1%		Annual	TBC	
16	CAM/043 Total useable office accommodation per Full Time Equivalent office based employee (Net Internal Area)	8.7	11.4	Data currently being collected by Welsh Data Unit for evaluation				Annual	TBC	
17	CAM/045 Office accommodation costs per square metre (Net Internal Area)	£110.03	£95.84	Data currently being collected by Welsh Data Unit for evaluation				Annual	TBC	
18	CAM/050 Office accommodation costs per Full Time Equivalent office based employee	£955	£1094	Data currently being collected by Welsh Data Unit for evaluation				Annual	TBC	

Definition / Measure Reference (abbreviated definition is fine)	2015/16	2016/17			2017/18		2018/19	Cost Measure (£)
	Our Result	All Wales Comparative data			Target set	Result (when available)	Target set (at EOY)	
		Our Result	Quartile * to ****	Welsh Median				
Planning Services Division								
25	PAM/018 - % of all planning applications determined in time	NEW MEASURE			75%	64.18 % (Q2) 72% Target (Q2)	x.x%	
26	PAM/019 - % of planning appeals dismissed	NEW MEASURE			69%	50% (Q2) 67% Target (Q2)	x.x%	

Well-being of Future Generations Act 2015

This is a new Act introduced by the Welsh Government, which will change aspects of how we work. The general purpose of the Act is to ensure that the governance arrangements of public bodies for improving the well-being of Wales take the needs of future generations into account. The Act is designed to improve the economic, social and environmental well-being of Wales in accordance with sustainable development principles.

A. The Sustainable Development Principle of the Act

The new law states that we must carry out sustainable development, improving the economic, social, environmental and cultural well-being of Wales. **The sustainable development principle is**

‘... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.’

B. The Five Ways of Working required by the Act

To show that we have applied the sustainable development principle we must demonstrate the following 5 ways of working:-

1. Looking to the long term so that we do not compromise the ability of future generations to meet their own needs;
2. Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their priorities;
3. Involving a diversity of the population in the decisions that affect them;
4. Working with others in a collaborative way to find shared sustainable solutions;
5. Understanding the root causes of issues to prevent them from occurring.

C. The Seven Well-being Goals of the Act

There are **7 well-being goals** in the Act. Together they provide a shared vision for public bodies to work towards. We must work towards achieving all of them.

Well-being Goals



As a public body subject to the Act we had to publish Well-being Objectives by the 31st March 2017.

Carmarthenshire County Councils Well-being Objectives

Key for the following table [📄 Link to the Corporate Map of WbO and HOS](#)

1=Lead role – Key contributions identified in the Action Plan in this business plan

2= Significant Support - Significant contributing Actions identified in this plan

3- Some contributing Actions

[📄 Link to Spreadsheet- with all Well being Objectives and action plans – filtered by Department and Division](#)

Council Well-being Objective		Highways & Transport Division	Property Division	Waste & Environmental Division	Planning Division	
		Stephen Pilliner	Jonathan Fearn	Ainsley Williams	Llinos Quelch	
Start Well	1	Help to give every child the best start in life and improve their early life experiences.	3	3		
	2	Help children live healthy lifestyles	3		3	3
	3	Continue to Improve learner attainment for all	3	3		
	4	Reduce the number of young adults that are Not in Education, Employment or Training		3		
	5	Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of those living in poverty	3	3		
Live Well	6	Create more jobs and growth throughout the county	3	3	3	3
	7	Increase the availability of rented and affordable homes		2	3	3
	8	Help people live healthy lives (tackling risky behaviour & obesity)	3		3	3
	9	Support good connections with friends, family and safer communities	2			
Age Well	10	Support the growing numbers of older people to maintain dignity and independence in their later years	3	3		
	11	A Council-wide approach to support Ageing Well in the county	2	3	2	2
In a Healthy & Safe Environment	12	Look after the environment now and for the future	3		2	1
	13	Improve the highway and transport infrastructure and connectivity	1			
	14	Promote Welsh Language and Culture	3		3	3
	15	Governance and Use of Resources	2	2	2	2

Corporate Strategy 2015-2020

Key for the following table

1=Lead role – Key contributions identified in the Action Plan in this business plan

2= Significant Support - Significant contributing Actions identified in this plan

3- Some contributing Actions

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Highways & Transport	Property Division	Waste & Environmental	Planning Division
		Steve Pilliner	Jonathan Fearn	Ainsley Williams	Llinos Quelch
Making Better Use of Resources					
1	Managing and making best use of the Council's property and assets with a focus on rationalising office accommodation and sharing with other partners as well as facilitating community ownership of assets for community benefit		1	2	
2	Providing services as efficiently as possible, ensuring value for money and supporting staff in order to reduce sickness absence rates	2	2	2	2
3	Investigating and developing new ways of working and providing services	2	2	2	2
4	Working in collaboration with other organisations to identify areas for shared services and economies of scale to reduce running costs	2	2	2	2
5	Reviewing management and 'back office' costs in order where possible to safeguard 'front line' services.	2	2	2	2
	Improved public satisfaction levels with the services provided by the Council	2	2	2	2
	Reduction in organisational 'running costs'	2	2	2	2
	Increased on line activity to address public queries and transactions	2	2	2	2
Building a Better Council					
6	Promoting local democracy and transparency by further developing approaches to engaging and communicating with our residents and stakeholders including the increased use of digital technologies	2	2	2	2
7	Ensuring the Council's governance arrangements and constitution are fit for purpose for future requirements in line with the findings and recommendations of the 2014 WLGA 'Peer Review'	2	2	2	2
8	Managing and supporting our workforce to provide better outcomes for our residents through appropriate recruitment, retention and development of our staff.	2	2	2	2
9	Developing an integrated workforce plan that supports the Council's strategic objectives.	2	2	2	2
10	Increasing collaboration with our partners and communities in order support the delivery of services	2	3	2	
11	Responding to the need to reform local government and ensuring Carmarthenshire is well positioned in any future arrangements.	2	2	2	2
12	Strengthening the position of the Welsh language in Carmarthenshire by implementing the recommendations of the 'Welsh Language in Carmarthenshire's report (March 2014)	3	3	3	3
	Increasing public communication, consultation and engagement	2	2	2	2
	Improved staff satisfaction levels	2	2	2	2
	Reduced staff sickness absence levels	2	2	2	2
People in Carmarthenshire are healthier					
13	Ensuring further integration of community focused Council support services with health services	2	2	2	
14	Enhancing the range of community options to support older people to remain independent in their later years	2	2	2	3

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Highways & Transport	Property Division	Waste & Environmental	Planning Division
		Steve Pilliner	Jonathan Fearn	Ainsley Williams	Llinos Quelch
15	Supporting disadvantaged children and families to build their resilience with early intervention through targeted intervention programmes such as Flying Start, Families First and Communities First and embedding this practice within our core services		3		
16	Increasing the availability of rented and affordable homes to support the needs of local people by building new homes, bringing empty homes back into use and ensuring an allocation of affordable homes on new developments		2		3
17	Mitigating the local impacts of welfare reform by supporting effected residents through the changes				
18	Supporting residents suffering from fuel poverty and introducing renewable energy technology to our tenants homes in order to save them money on energy costs		2		
19	Getting more Carmarthenshire people more (physically and creatively) active, more often in order to improve the health and well-being of our residents.	3			3
	Reduction in referrals to adult and children's social services				
	Increased availability of rented and affordable homes		2		3
	Increased use of leisure facilities		3	3	
People in Carmarthenshire fulfil their learning potential					
20	Ensuring continuous improvement in education outcomes for all children and young people across all learning phases				
21	Successfully introducing and translating the new national curriculum and qualifications into an inspiring and engaging local curriculum				
22	Developing a self-improving school system across the County making every school a good and improving school				
23	Continuing to improve school attendance				
24	Ensuring a range of youth support services to foster the engagement of young people in education, work and community life				
25	Continuing to improve the condition, suitability and resource efficiency of our schools network through the Modernising Education Plan by investing a further £170m in the improvement of school premises through the 21 st Century School Programme	3	2		
26	Further developing the 'Un Sir Gâr - Yr Hwb' service approach by simplifying access to learning and employment support services for young people and working age people.				
27	Further developing Welsh medium and bilingual education provision within the County in accordance with the Welsh in Education Strategic Plan				
	Improved educational attainment				
	Improved school attendance rates				
	Reduced number of young people Not in Education, Employment or Training				
	Improved condition of schools		2		
People who live, work and visit Carmarthenshire are safe and feel safer					
28	Protecting and safeguarding children and adults from harm				
29	Supporting children, young people and families at times when they are facing challenging circumstances and enabling them to build their resilience to cope in the future				
30	Being good corporate parents to children and young people who come into the care of the Authority				
31	Reducing speeding and road traffic accidents	2			
32	Reducing anti-social behaviour by working in partnership with other agencies and communities to tackle local problems			3	
33	Reducing drug and alcohol misuse within the county				

Ref	Corporate Strategic Expected Outcomes and Strategic Focus	Highways & Transport	Property Division	Waste & Environmental	Planning Division
		Steve Pilliner	Jonathan Fearn	Ainsley Williams	Llinos Quelch
	Appropriate support provided to children, young people and families as required				
	Reduction in road casualties	2			
	Reduction in total recorded crime			3	
	Reduction in anti-social behaviour	2		3	
Carmarthenshire's communities and environment are sustainable					
34	Enhancing and utilising our rich natural environment whilst at the same time adapting to future needs as a result of climate change		3	3	1
35	Supporting resilience with our rural and urban communities	3	3		2
36	Taking further steps to reduce waste and increasing recycling working towards achieving the national target of 70% recycling by 2024/25 (from 59% in Carmarthenshire in 2014)			1	
37	Improving digital inclusion within the county but ensuring access to IT equipment, developing digital literacy and supporting connectivity for our communities				
	Increased rates of recycling			1	
	Improved digital access				
	Improved transport links	1			
	Increased use of renewable energy		1		2
Carmarthenshire has a stronger and more prosperous economy					
38	Creating jobs and growth throughout the County	3	3	3	3
39	Developing training and learning opportunities for local people				
40	Improving the highway infrastructure and communication network to support further economic development and connectivity	1			
41	Ensuring long-term economic and social benefits for Carmarthenshire through the Swansea Bay City Region and future European and external funding avenues	3	3		3
	Increased employment	3	3	3	3
	Reduction in working age population in receipt of out of work benefits				
	Increased economic activity and productivity	2			

COMMUNITY SCRUTINY

14TH DECEMBER 2017

CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2006 – 2021 REVIEW REPORT

To consider and comment on the following issues:

- To consider the Carmarthenshire Local Development Plan Review Report and its outcomes and recommendations including undertaking a full revision of the Plan.

Reasons:

- To comply with statutory obligations in terms of the preparation and progress of the Revised Local Development Plan (LDP) for Carmarthenshire in accordance with statutory procedures.
- To ensure the adoption of a revised (replacement) LDP in a timely manner ahead of the expiration of the current LDP.

To be referred to the Executive Board / Council for decision: YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr Mair Stephens

Directorate : Environment	Designations :	Tel Nos. 01267 228659
Name of Head of Service:		E Mail Addresses:
Llinos Quelch	Head of Planning	LQuelch@carmarthenshire.gov.uk
Report Author: Ian Llewelyn	Forward Planning Manager	IRLlewelyn@carmarthenshire.gov.uk

EXECUTIVE SUMMARY
COMMUNITY SCRUTINY
14TH DECEMBER 2017

**CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2006 – 2021
REVIEW REPORT**

1. Brief Summary of Purpose of Report.

The purpose of the report is to seek Council's approval of the Carmarthenshire Local Development Plan (2006 – 2021) Review Report. The production of this report follows resolution of the County Council on the 20th September wherein consideration was given to the second LDP Annual Monitoring Report (AMR) and its recommendations.

The Review Report (Appended) sets out the extent of changes required to the LDP and the revision procedure to be followed in preparing a replacement LDP for a plan period up to 31st March 2033 (the end of a 15 year plan period that commences on the 1st April 2018).

The recommendations of the Review Report, have been informed by the findings of preceding AMRs, liaison (including feedback regarding the implementation of the current LDP), evidence base and ongoing surveys.

In this respect the Review Report concludes and recommends that the 'full revision' procedure in preparing a replacement Local Development Plan (LDP) is followed. In recommending that a 'full revision' of the Plan be undertaken the Review Report highlights the following principle reasons:

- To ensure that a revised plan is adopted ahead of the expiration of the current LDP at the end of 2021;
- To recognise the outcomes of the AMRs, notably where it indicates failures in the delivery of the LDP strategy, the settlement framework and the spatial distribution of growth. In this respect both the level and spatial distribution of growth needs to be considered in order to establish whether the current strategy is the most appropriate for delivering growth up to 31st March 2033; and,
- To ensure that the implications of the 2014-based Local Authority Population and Household Sub-National Projections and the significant variance in population change and household requirements which are indicated are robustly considered. There is a need to understand the implications of these revised projections, and to consider them within the context of Carmarthenshire and of job creation, growth and inward investment (including Regeneration through the City Deal). To achieve this will require a review of the strategic approach set out within the LDP.

In addition, contextual changes, amendments in legislation, national policy and a range of plans and strategies, and changes to the evidence base also indicate that certain policies and allocations within the LDP need to be revised. A consequential re-consideration of the LDP's vision, primary aims and objectives is therefore also necessary given the basis for the revision as set out above.

It should be recognised that the Review Report also concludes that many aspects of the current adopted LDP are functioning effectively and delivering as expected. Consequently many elements and components of the current LDP will not require anything other than non-substantive changes.

A copy of the draft Review Report is appended as part of this report. It should be noted that the content of the attached Review Report represents a progressive draft which will be refined and developed as it progresses through reporting to Council in January 2018.

2. Background

The Carmarthenshire Local Development Plan (LDP) was adopted at the meeting of County Council on the 10th December 2014. It sets out the Authority's policies and proposals for the future development and use of land, guiding and managing development by providing the foundation for consistent and rational decision making. It also forms a central role in guiding future opportunities for investment and growth.

The LDP's policies and proposals include land-use allocations for different types of development (i.e. housing, employment, retailing, education, open space etc.) as well as criteria for assessing individual proposals. The Plan has a direct effect on the lives of every resident of the County as well as major implications on investment programmes, other plans and strategies, communities and landowners alike. In doing so, it provides a measure of certainty about what kind of development will, and will not, be permitted in particular locations during the Plan period.

3. LDP Revision and Review Process

In accordance with statutory requirements the Council has prepared and published two Annual Monitoring Reports (AMRs) to date. The purpose of each AMR is to assess the extent to which the LDPs strategy, policies and development sites are being delivered. In this respect an AMR forms an important component in ensuring the LDP remains up-to-date.

In order to ensure that there is a regular and comprehensive assessment of whether an LDP remains up-to-date, Councils are required to undertake a full review of their adopted LDP. The intervals for such reviews are not longer than every 4 years from the date of adoption. However, it is also essential that monitoring recognises and responds to any exceptional circumstances which may elicit an early review of the Plan. In this respect, following consideration of the second AMR at the meeting of County Council on the 20th September 2017, it was resolved that a review report in respect of the Carmarthenshire LDP be prepared to determine whether a full or partial review of the Plan is necessary and the extent of changes required to the LDP. It also considers the revision procedure to be followed in preparing a replacement plan. The review report has drawn upon: the content of the published AMRs; updated evidence and surveys; and, pertinent amendments or issues relating to contextual indicators, including relevant changes to national policy.

4. Review Report and Key Findings

The Review Report sets out the extent of the changes required to the LDP and the revision procedure to be followed in preparing a replacement plan.

In this respect the report recommends that a 'full revision' of the Plan be undertaken. Such a revision essentially requires the preparation of a replacement Plan similar to that associated with the full preparation of an LDP. Reference will therefore be made to statutory provisions in its preparation and in particular the requirements of the LDP Regulations (Wales) and the provisions of the Local Development Plan Manual (Edition 2) in undertaking its preparation.

The Review Report highlights a number of principle reasons for the review and in concluding that a 'full revision' of the Plan is necessary, these reasons are discussed below.

Firstly to ensure that a revised plan is adopted ahead of the expiration of the current LDP at the end of 2021. Reference should be made to the provisions of the emerging Delivery Agreement and the regulatory procedures set out in legislation. In this respect the projected timetable for preparation of the revised LDP would need to ensure the LDP is adopted before the expiration of the current LDP at the end of 2021.

Secondly to recognise the outcomes of the AMR notably where it indicates failures in the delivery of the LDP strategy, the settlement framework and the spatial distribution of growth. In this respect both the level and spatial distribution of growth needs to be considered in order to establish whether the current Strategy is the most appropriate for delivering growth through the Plan period.

Furthermore the Report recognises the failure to deliver a 5 year housing land supply, as required within PPW and Technical Advice Note 1 within the past four annual Joint Housing Land Supply Studies. Housing permissions granted have not been sufficient to meet the requirements for growth and distribution in accordance with the LDPs strategy. In this respect a gap exists between actual housing completions and the LDP housing requirement. The level of growth and the spatial distribution of that growth will require reconsideration in revising the LDP in order to address the lack of a five year supply.

The need to ensure that the strategy, particularly in terms of spatial distribution of growth and the performance of the tier 2 and 3 settlements requires re-consideration particularly in light of contextual changes around household requirements and any changes to the strategy emerging through the Plan revision process.

There is a need to ensure that the strategy and the identified growth requirements are robust and that the spatial framework, distribution of growth and the allocated sites within the Plan are deliverable.

There will be a need to ensure the implications of the 2014-based Local Authority Population and Household Projections and the significant variance in population change and household requirements are robustly considered. In this respect there is a need to understand the implications of these revised projections, set them within a Carmarthenshire context and against a context of job creation growth and inward investment requires a review of the strategic approach set out within the LDP.

IMPLICATIONS

In addition, contextual changes and changes in the form of legislation, national policy and a range of Plans and strategies and to the evidence base also indicate that certain policies and allocations within the LDP need to be revised. A consequential re-consideration of the LDP's Vision, Primary Aim and Objectives is therefore also necessary given the nature of the other matters raised above.

It should also be recognised that the Review Report also finds that many aspects of the current adopted LDP are functioning effectively and delivering as expected. Consequently many elements and components of the current LDP will not require anything other than non-substantive changes.

5. Next Steps: the Review Process and the Revision of the LDP

The Review Report is being placed before Council for approval of its contents and to commence work on the preparation of the Revised LDP following the full statutory processes associated with a full revision to the Plan.

This process is broadly reflective of the procedure followed in the preparation of the current adopted LDP, and will involve the preparation of a revised Re-deposit Preferred Strategy and Deposit Plan the latter of which will be examined by an independent planning inspector.

It is anticipated that the replacement LDP will be prepared within a four year period; the details of which will be set out in a revised Delivery Agreement which is subject to a separate report also before this meeting for consideration.

The Review Report will be published and will form part of the documents published at the LDP pre-deposit stage with any comments or observations on its content taken into consideration as part of the pre-deposit Plan (Preferred Strategy).

Note: The Review Report is in draft form and will continue to be developed and refined as it proceeds through the reporting process with reporting to full Council scheduled for 20th January 2018. Following formal approval at the meeting of full Council, the Review Report will be published on the Council website and sent to the Welsh Government. The Review Report will form part of the documents published at the LDP pre-deposit stage. This will allow early engagement as part of the Pre-deposit process associated with the revision of the LDP. It will also form part of the deposit documentation and the submission package.

DETAILED REPORT ATTACHED?	YES
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I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: L Quelch

Head of Planning

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	YES	NONE	YES	YES

Policy, Crime & Disorder and Equalities

The AMR in monitoring the implementation of the LDP's policies and provisions builds on the links and strategic compatibility between it and the **Integrated Community Strategy for Carmarthenshire 2012-17**. In this respect the Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) as components of the LDP, are key factors in the delivery of the outcomes, particularly **Supporting Opportunities for the Building of Economically Viable and Sustainable Communities**. Through land use planning policies, the LDP seeks to promote the principles of sustainability and sustainable development by facilitating the creation of communities and local economies which are more sustainable providing access to local services and facilities and reducing the need to travel.

The integration of sustainability as part of the preparation of the LDP is reflected in the undertaking of a SA/SEA reflecting national and international legislative requirements. The formulation of the revised LDP will closely consider matters of sustainability and will be prepared with the outcomes of the Plan measured in light of the Sustainability Appraisal indicators.

The Review Report recognises the requirements emanating from the Wellbeing of Future Generations Act and the implications for the LDP in general. In this respect the LDP will have full regard to the national legislative provisions and will relate and have regard to the Carmarthenshire Well-being Plan. The LDP will assess compatibility of the LDP and the National and local Well-being Objectives. It is noted that the revised LDP will ensure the requirements emanating from the Act are fully and appropriately considered with the Plan reflective of its duties.

Legal

The preparation of the LDP reflects the provisions of the Planning and Compulsory Purchase Act 2004 including the requirements of the section 76 of the Act in keeping all matters under review that are expected to affect the development of its area.

The preparation of this Review report is a required statutory report under S69 of the 2004 Planning and Compulsory Purchase Act and/or Reg41 of the LDP Regulations; to conclude on the LDP revision procedure to be followed based on a clear assessment of what has been considered and what needs to change and why, based on evidence.

The preparation of the Delivery Agreement is in accordance with Section 63 of the 2004 Planning and Compulsory Purchase Act. It is also in line with national regulations and guidance in relation to its scope and content.

Finance

Financial costs to date are covered through the financial provisions in place - including reserves. The Planning Division Budget is unlikely to be able to cover the funding necessary to meet all the statutory requirements to review and prepare a development plan and therefore applications will be made for a growth bid when identified to be necessary. Such bids may cover costs such as additional financial provision will be required to meet the ongoing costs associated with legislative requirements arising from its production, including ICT requirements (see below) evidence gathering and examination costs.

The Delivery Agreement (DA) in making reference to such matters outlines the Council's commitment to prepare and adopt an up-to-date LDP in accordance with the Council's statutory duty. The DA forms a separate CMT report being reported alongside this report on the Review Report.

The identified requirements around the undertaking of a Sustainability Appraisal and Strategic Environmental Assessment as well as a Habitat Regulations Assessment as part of the preparation of the LDP is subject to consideration. In this respect identified reserves may be set aside to meet anticipated costs.

ICT

Requirements in relation to ICT will seek to utilise existing resources. There will however be additional and revised data management requirements to ensure the plan preparatory process is conducted in a speedy, efficient and transparent manner in accordance with regulatory requirements. This may require a new front facing consultation tool and its integration with back office systems.

Physical Assets

The review of the LDP will impact on Council land and property holdings through their inclusion or otherwise for potential development purposes. This will have implications on potential disposal and land valuations and consequently capital receipts.

Staffing Implications

It is anticipated that the review of the LDP be accommodated mainly by utilising the existing staff structure. This will be reviewed subject to the nature and scope of the review. It is proposed to recruit a Support Officer to support and undertake specialist elements in relation to the Sustainability Appraisal and Strategic Environmental Assessment as well as a Habitat Regulations Assessment.

Provision will also be required for a Programme Officer for the Examination into the LDP (anticipated employment for the period 2020/21).

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: L Quelch

Head of Planning

1. Scrutiny Committee

14th December 2017 – Community Scrutiny.

2. Local Member(s)

The content of the Review Report will be reported to Council for consideration. Members will be engaged throughout the LDP revision process. The content of the Review Report will be subject to a consultation at subsequent LDP stages. Planning Committee - A briefing/ discussion based session has been held with comments informing the content of the Review Report. The LDP Advisory Panel will also have a continual role in the process and will have met on a number of occasions between now and the report being taken to Council in January.

3. Community / Town Council

Town/Community Councils(s) will be a specific consultee at statutory stages throughout the LDP revision. The content of the Review Report will be subject to a consultation at subsequent LDP stages (see Delivery Agreement which forms a separate CMT report for details)

4. Relevant Partners

A range of partners will be specific and general consultees throughout the LDP revision. The content of the Review Report will be subject to a consultation at subsequent LDP stages (see Delivery Agreement which forms a separate CMT report for details).

5. Staff Side Representatives and other Organisations

Internal contributions will be sought throughout the revision process. Internal partners have been engaged and informed elements of the Review Report.

Section 100D Local Government Act, 1972 – Access to Information

**List of Background Papers used in the preparation of this report:
THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Carmarthenshire Local Development Plan		http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/
Supplementary Planning Guidance		http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.V06h-JwrKUK
Annual Monitoring Report 2015/16		http://www.carmarthenshire.gov.wales/media/1643860/Annual-monitoring-report-201516-AMR-Document-for-web.pdf
Annual Monitoring Report 2016/17		http://www.carmarthenshire.gov.wales/media/2172900/amr-16-17-eng.pdf

1. Introduction

The provisions of the Planning and Compulsory Purchase Act 2004 and the Local Development Plan (LDP) Regulations 2005, places a requirement on Carmarthenshire County Council as the Local Planning Authority to prepare a Local Development Plan for its administrative area¹.

The Carmarthenshire Local Development Plan (LDP) was adopted at the meeting of County Council on the 10th December 2014. It sets out the Authority's policies and proposals for the future development and use of land, guiding and controlling development by providing the foundation for consistent and rational decision making. It also forms a central role in guiding future opportunities for investment and growth.

The LDP's policies and proposals include land-use allocations for different types of development (i.e. housing, employment, retailing, education, open space etc.) as well as criteria for assessing individual proposals.

The Plan has a direct effect on the lives of every resident of the County as well as major implications on investment programmes, other plans and strategies, communities and landowners alike. In doing so, it provides a measure of certainty about what kind of development will, and will not, be permitted in particular locations during the Plan period.

2. Requirement for LDP Monitoring and Review

The Planning and Compulsory Purchase Act 2004 (The Act) requires each LPA to prepare an Annual Monitoring Report (AMR) on its LDP following adoption, and to keep all matters that are expected to affect the development of its area under review. In addition, under section 76 of the Act, the Council has a duty to produce information on these matters in the form of an AMR for submission to the Welsh Government (WG) each year following the Plan's adoption.

The undertaking of such monitoring is essential in ensuring that an LDP is kept up-to-date. In this respect, and to ensure that there is a regular and comprehensive assessment of whether plans remain up to date, or whether changes are needed, the LPA is required to

¹ The Plan area excludes the part of the County contained within the Brecon Beacons National Park. The National Park Authority should be contacted in respect of the development plan and development proposals in that area.

undertake a full review of its LDP at intervals not longer than every 4 years from its initial adoption. It is also essential that monitoring recognises and responds to any exceptional circumstances which may elicit an early review of the Plan.

Any such review should draw upon:

- the content of the published AMRs;
- updated evidence and survey; and,
- pertinent contextual indicators, including relevant changes to national policy.

3. Aims of this Review Report

Whilst the LPA is only required to commence a full review of its LDP at intervals not longer than every 4 years from the Plan's initial adoption, it may as outlined above, respond to exceptional circumstances where they may elicit an early review of the Plan. In this respect, at its meeting on the 20th September 2017, Council resolved to respond to the conclusions of the second AMR (2016/17) by agreeing to the production of a Review Report into the LDP.

This Review Report consequently sets out areas where the current LDP is delivering and performing well, in addition to those areas where changes may be required. It will also consider issues and the implications in respect of the LDP strategy, strategic and specific policies, along with spatial and site specific matters. It should be noted that it is not the purpose of the Review Report to detail any changes that may be made to the Plan. It will not, and does not pre-empt the outcome of the revised Plan and its preparatory process.

This Review Report will set out and consider the evidence base by summarising the outputs from the published AMRs and any evidence. It will also consider pertinent contextual indicators, including relevant legislative changes, national, regional and local policies, guidance and strategies.

In concluding that a full revision of the LDP is required, this report has reference to future procedures which will be required in undertaking a revision of the LDP. Reference is made to the processes set down within statutory regulations, and the need to ensure that the Plan meets the required tests of soundness.²

² To be adopted, a Local Development Plan must be determined 'sound' by the examination Inspector (Section 64 of the 2004 Planning and Compulsory Purchase Act). Tests of soundness and checks are identified in Planning Policy Wales Edition 8, January 2016, Chapter 2 and the Local Development Plan Manual Chapter 8. <http://gov.wales/docs/desh/publications/151007local-development-plan-manual-edition-2-en.pdf>

4. Preparing this Report

In developing this Review report, the following inputs and considerations were taken into account:

- Review of latest and emerging evidence, for example the outcome of the Joint Housing Land Availability Studies;
- Content of the LDP's Annual Monitoring Reports;
- Thematic policy and steering groups including those centred on evaluating and understanding aspects around the effectiveness of the Plan's delivery;
- Reviewing the National Planning Policy and national legislation context;
- Member engagement;
- Engagement and input from stakeholders; and
- Reviewing contextual changes at a regional and local level, including the emergence of new and revised plans and strategies.

5. Annual Monitoring Report Outcomes and Indicators

As a central component of monitoring and the implementation of an LDP, the AMR considers how the Plan's strategic and general policies are performing against the identified key monitoring targets, and crucially whether the LDP strategy and objectives are being delivered. In this respect, the outcomes of both AMRs are key evidential elements for a Review Report to draw upon.

The LDP monitoring framework identifies 44 Monitoring Indicators, each of which measure the LDP's delivery and implementation against a series of policy targets. The AMRs utilise a traffic light system for monitoring its policies (see below). This allows a readily available visual interpretation of their performance. The following table represents a visual extract of the AMR indicators and its use should be qualified through an understanding of the content of the AMR and any accompanying explanatory narrative.

Policy target is being achieved or exceeded.	
Policy target not currently being achieved as anticipated but it does not lead to concerns over the implementation of the policy.	
Policy target is not being achieved as anticipated with resultant concerns over implementation of policy.	
No conclusion to be drawn – limited data available.	

Spatial Strategy

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
% of overall housing permissions which are on allocated sites.	85% of all housing developments permitted every year should be located on allocated sites.	The proportion of dwellings permitted on allocated sites deviates 20% +/- the identified target.	54% of all housing developments permitted were located on allocated sites.	38.3% of all housing developments permitted were located on allocated sites.

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 – 31 March 2016	Performance 1 April 2016 – 31 March 2017	
% of overall housing permissions which are on allocated sites.	85% of all housing developments permitted every year should be located on allocated sites.	The proportion of dwellings permitted on allocated sites deviates 20% +/- the identified target.	Growth Areas Target 62%	Actual 67.3%	
			Service Centres 10%	3.6%	9.5%
			Local Services Centres 12%	17.1%	0.7%
			Sustainable Communities 15%	15.2%	46%

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Permissions for, or availability of on site or related infrastructure which facilitates delivery of strategic employment sites (ha) as listed in Policy SP4.	By 2018, all the strategic employment sites are considered to be immediately available or available in the short term i.e. the sites either benefit from planning consent or the availability of on site or related infrastructure to facilitate development.	By 2018 all the strategic employment sites are not immediately available or available in the short term.		

Sustainable Development

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Permissions for residential development on previously developed housing allocations.	29% of dwellings permitted on allocated sites should be on previously developed allocations. Information gathered on an annual basis. The annual monitoring figure noted above takes into consideration the number of dwellings already completed on	Less than 29% (with an additional variance of 20% under the target figure to allow for flexibility) of dwellings are permitted through housing allocations on previously developed land over a period of two years.	10% of dwellings on housing allocations have been permitted on previously developed land.	19.7% of dwellings on housing allocations have been permitted on previously developed land.

	previously developed allocated sites.			
Amount of highly vulnerable development (by TAN15 paragraph 5.1 development category) permitted in C1 and C2 flood risk zones not meeting all TAN15 tests (paragraph 6.2 i-v).	No applications permitted for highly vulnerable development in C1 and C2 flood risk zone contrary to NRW advice.	1 application permitted for highly vulnerable development in C1 or C2 flood risk zone contrary to NRW advice. Note: The LPA will be required to refer all applications which they are minded to approve for the development of emergency services or highly vulnerable development, where the whole of the land where the development is proposed to be located, is within C2 flood zone, to the Welsh Ministers. In the case of residential development, the threshold for notifying the Welsh Ministers is set at 10 or more dwellings, including flats.	No applications were permitted for highly vulnerable development in the C1 or C2 flood risk zone contrary to NRW advice.	No applications were permitted for highly vulnerable development in the C1 or C2 flood risk zone contrary to NRW advice.
Production of SPG on SUDS.		SPG not produced within 5 months of adopting the Plan.	SPG produced.	SPG adopted

Housing

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 - 31 March 2017
The housing land supply taken from the current Housing Land Availability Study (TAN1).	Maintain a minimum 5 year housing land supply.	Housing land supply falling below the 5 year requirement.	4.1 years	4.2 years
The number of dwellings permitted annually.	1,405 dwellings permitted annually.	20% +/- 2,810 dwellings permitted in the first two years after adopting the Plan.	1,483 dwellings.	584 dwellings
The number of dwellings permitted on windfall sites.	186 dwellings permitted annually on windfall sites.	20% +/- 372 dwellings permitted on windfall sites in the first 2 years after adopting the Plan.	784 dwellings.	407 dwellings
The number of Gypsy and Traveller pitches required.	Identify a Gypsy and Traveller site to meet identified need in the Llanelli area by 2016. Provide a Gypsy and Traveller site to meet identified need in the Llanelli area by 2017.	Failure to identify a site by 2016. Failure to provide a site by 2017.		
The annual number of authorised and unauthorised Gypsy and Traveller caravans in the County.	No Gypsy and Traveller site recorded in one settlement for 3 consecutive years.	1 unauthorised Gypsy and Traveller site recorded in one settlement for 3 consecutive years.		
The number of affordable dwellings permitted.	226 affordable dwellings permitted in the first year of the Plan after adoption.	20% +/- 452 affordable dwellings not permitted in the first 2 years of the Plan after adoption.	217.3 units.	101 units

	452 dwellings permitted in the first 2 years of the plan after adoption.			
Affordable Housing percentage target in Policy AH1.	Target to reflect economic circumstances.	Should average house prices increase by 5% above the base of 2013 levels sustained over 2 quarters then the Authority may conduct additional viability testing and modify the targets established in Policy AH1.		
The number of affordable dwellings permitted on housing allocations per sub-market area.	The proportion of affordable dwellings permitted on residential allocations should be in accordance with Policy AH1 as follows:	The proportion of affordable dwellings permitted on residential allocations not in accordance with Policy AH1.		
	<ul style="list-style-type: none"> Llandovery, Llandeilo and North East Carmarthenshire – 30% 		No housing allocations within this submarket area were approved	No housing allocations within this submarket area have been approved.
	<ul style="list-style-type: none"> St Clears and Rural Hinterland – 30% 	<ul style="list-style-type: none"> W/31130 – Land to the rear of Caeffynnon, Bancyfelin. 	Two allocations approved. One at 14.4% affordable and the other a commuted sum payment	2 units from 13 to be affordable. Equates to 15.3%
	<ul style="list-style-type: none"> Carmarthen and Rural 30% 	<ul style="list-style-type: none"> W/26987 – Land opposite village Hall, Llanddarog W/33934 – Former MOD land and adjoining Wood End, Llanmiloe, Pendine 	Two allocations were approved. One at 14.28% and the other at 20%	<ul style="list-style-type: none"> 20% of units to be affordable. Indicative 16 units resulting in 3.2 affordable units. 4 affordables granted reserved matters, however it is part of a much larger allocation with the affordable units to be built following the completion of the 14 open market unit on the site. The remainder of the site does not have detailed permission.
	Carmarthen West (20%)		One allocation was granted planning permission with 12% affordable housing targets.	No permissions
	<ul style="list-style-type: none"> Newcastle Emlyn and Northern Rural Area – 20% 		Two housing allocations were granted planning permission. One at 14.28% and the other at 20%.	No permissions
	<ul style="list-style-type: none"> Kidwelly, Burry Port, Pembrey and Lower Gwendraeth Valley – 20% 		Commuted Sum payments permitted.	No permissions
	<ul style="list-style-type: none"> Llanelli – 20% 	<ul style="list-style-type: none"> S/33659. Land at Harddfán, Bryn, Llanelli 	Outline permission granted at the 20% target for GA2/h45 and h46.	Outline planning permission for approximately 6 dwellings. Affordable Housing figure set at 20%.
	<ul style="list-style-type: none"> Ammanford / Cross Hands and Amman Valley – 10% 			No permissions

Economy and Employment

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
<p>Permissions granted for development on employment land listed in Policy SP7.</p> <p>Permissions for, or availability of, on site or related infrastructure which facilitates delivery of employment sites (ha) as listed in Policy SP7.</p>	<p>25% of employment land allocated by Policy SP7 either attains planning permission or is available for development within the first 2 years of the Plan after adoption.</p> <p>For the purposes of monitoring employment land, 'available' shall be taken to indicate that the sites either benefit from planning consent or the availability of on site or related infrastructure to facilitate development.</p>	<p>Less than 25% of employment land allocated by Policy SP7, with an additional variance of 20% under the target figure to allow for flexibility, is permitted or available within 2 years of adoption. Annual narrative to describe progress towards delivery.</p>	90% of the annual/ interim monitoring target has been met.	98% of the annual/ interim monitoring target has been met.
Production of SPG.		SPG not produced within 9 months of adopting the Plan.	SPG produced.	SPG adopted

Retail

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Annual vacancy rates of commercial properties within the Primary and Secondary Retail Frontage areas of the Growth Area towns.	Vacancy rates of commercial properties in the town centres of Carmarthen, Ammanford and Llanelli.	Monitor for information.		
Proportion of units in A1 retail use located in the Primary Retail Frontage as designated by Policy RT2.	65% or more of units within the Primary Retail Frontage are in A1 use.	Less than 65% of units within the Primary Retail Frontage are within A1 use with an additional variance of 10% under the target figure to allow for flexibility.		

Transport

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Progress towards implementing the road schemes identified in Policy SP9 in accordance with delivery timetables.	Implementation in accordance with delivery timetables.	The road schemes identified in Policy SP9 are not delivered in accordance with delivery timetables.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.	Progress has been made on the implementation of the schemes listed in Policy SP9 which are within the control of the Local Authority.
Progress towards implementing the cycle schemes identified in Policy TR4.	Implementation in accordance with delivery timetables by 2021.	Non implementation of the cycle schemes identified in the Local Transport Plan and forthcoming Local Transport Plan. If finance has not been secured for a project by first plan review.		

Minerals

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Aggregates landbank for Carmarthenshire County Council.	To maintain a minimum 10 year landbank of hard rock.	Less than 10 years hard rock landbank.	The current hard rock landbank for Carmarthenshire is 55 years.	The current hard rock landbank for Carmarthenshire is at least 68 years.
Combined aggregates landbank for Carmarthenshire County Council with neighbouring authorities of PCC, PCNP & Ceredigion CC.	To maintain a minimum 7 year landbank of sand and gravel.	Less than 7 years sand and gravel landbank.	The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is 18 years.	The current combined S&G Landbank for Carms CC, Ceredigion CC, PCC & PCNPA is at least 17 years.
Number of planning permissions for permanent, sterilising development permitted within a mineral buffer zone.	No permanent, sterilising development will be permitted within a mineral buffer zone contrary to Policy MPP2.	5 permanent, sterilising developments permitted within a mineral buffer zone contrary to Policy MPP2 over 3 consecutive years.	No sites contrary to Policy MPP2.	No sites contrary to Policy MPP2.
Number of planning permissions for permanent, sterilising development permitted within a mineral safeguarding area.	No permanent, sterilising development will be permitted within a mineral buffer zone contrary to Policy MPP3.	5 permanent, sterilising developments permitted within a mineral buffer zone contrary to Policy MPP3 over 3 consecutive years.	No sites contrary to Policy MPP3.	No sites contrary to Policy MPP3.
Number of prohibition orders issued on dormant sites.	Ensure that those dormant sites deemed not likely to be re-worked in the future (as part of the annual review) are served with prohibition orders within 12 months.	LPA fails to serve prohibition orders on sites that are deemed not likely to be re-worked in the future.		

Renewable Energy

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Permitted capacity of renewable electricity and heat projects within the County (by MW).	Annual increase in the permitted capacity of renewable electricity and heat projects through the Plan period.	Monitor for information purposes.	45.79 MW of renewable energy has been permitted during the monitoring period.	17.306 MW of renewable energy has been permitted during the monitoring period.
Production of SPG.		SPG not produced within 9 months of adopting Plan.		

Waste Management

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Production of SPG.		SPG not produced within 5 months of adopting Plan.		

Environmental Qualities – The Built and Natural Environment

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Hectares of suitable habitat in management.	An ongoing increase in provision of suitable habitat in management.	No increase in any given year.	4.24ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project. (this figure was net of NRW managed designated sites)	A further additional 6.56ha of additional provision of suitable habitat for the Marsh Fritillary Butterfly is being managed within the Caeau Mynydd Mawr project (this figure is net of NRW managed designated sites). When taken alongside AMR 1 – the total increase over the Plan period to 31/3/17 is 10.8ha.
Number of planning applications granted which have an adverse effect on the integrity of a Natura 2000 site.	No planning applications approved contrary to the advice of NRW.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.	No planning applications have been approved which affects the integrity of Natura 2000 sites during the AMR period.
Number of planning applications granted which may potentially adversely affect the features of a protected site for nature conservation.	No planning applications approved contrary to the advice of NRW or the authority's ecologist.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW or the authority's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	
Number of planning applications granted which results in detriment to the favourable conservation status of European protected species or significant harm to species protected by other statute.	No planning applications approved contrary to the advice of NRW or the authority's ecologist.	1 planning permission granted by the Local Planning Authority contrary to the advice of NRW or the authority's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.	No planning applications were approved contrary to the advice of NRW or the Council's ecologist.
Number of planning applications permitted with the potential to adversely affect a Special Landscape Area.	No planning applications approved contrary to the advice of NRW or the authority's landscape officer.	5 planning permissions granted by the Local Planning Authority contrary to the advice of NRW or the authority's landscape officer over a period of 3 consecutive years.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.	No applications approved contrary to the advice of NRW or the Council's Landscape Officer.
Occasions when development permitted would have an adverse impact on a Listed Building; Conservation Area; Site / Area of Archaeological Significance; or Historic Landscape, Park and Garden or their setting.	No planning applications approved where there is an outstanding objection from the Council's Conservation Officer, Cadw or DAT (Dyfed Archaeological Trust).	5 planning permissions granted by the Local Planning Authority where there is an outstanding objection from the Council's Conservation Officer, Cadw or DAT over a period of 3 consecutive years.	Target was achieved in the first AMR period.	Target was achieved in the second AMR period.
Production of SPG.		SPG not produced within 7 months of adopting the Plan.	SPG produced.	SPG adopted.

Production of SPG.		SPG not produced within 7 months of adopting the Plan.	SPG produced.	SPG adopted.
Production of SPG.		SPG not produced within 12 months of adopting the Plan (continually monitored pending ongoing designations).	SPG produced.	SPG produced.
Production of SPG on Design.		SPG not produced within 5 months of adopting the Plan.	SPG produced.	SPG adopted
Production of SPG on Locally Important Buildings.		SPG not produced within 15 months of adopting the Plan.	SPG not produced during the first AMR.	SPG not produced during the second AMR.
Production of SPG on Trees, Landscaping and Development.		SPG not produced within 15 months of adopting the Plan.	SPG not produced during the AMR.	SPG not produced during the second AMR.

Recreation and Community Facilities

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Number of applications approved for the provision of new community facilities. Number of applications approved which would result in the loss of an existing community facility.	No applications approved contrary to Policy SP16 and RT8.	1 application approved contrary to Policy SP16 and RT8.	No applications approved contrary to the provisions of Policies SP16 and RT8.	No applications approved contrary to the provisions of Policies SP16 and RT8.
Amount of open space lost to development (ha)	No open space should be lost to development except where in accordance with Policy REC1.	Open space is lost to development contrary to the provisions of Policy REC1 which results in a net loss of open space.	No applications approved contrary to the provisions of Policy REC 1.	No applications approved contrary to the provisions of Policy REC 1.
Production of SPG.		SPG not produced within 15 months of adopting the Plan.	SPG produced.	SPG Adopted

The Welsh Language

Indicator	Annual / Interim Monitoring Target	Assessment trigger	Performance 1 April 2015 - 31 March 2016	Performance 1 April 2016 – 31 March 2017
Planning permissions granted for residential developments of five or more dwellings in Sustainable Communities and planning permissions granted for residential developments of ten or more dwellings in Growth Areas, Service Centres and Local Service Centres.	All planning permissions granted for residential developments of five or more dwellings in Sustainable Communities and planning permissions granted for residential developments of ten or more dwellings in Growth Areas, Service Centres and Local Service Centres to include a requirement to phase development, in accordance with policy on the Welsh Language and the guidance contained within SPG on The Welsh Language.	One planning consent granted for residential development of five or more dwellings in a Sustainable Community or one planning consent granted for residential development of ten or more dwellings in a Growth Area, Service Centre or Local Service Centre which fails to require that the development is phased contrary to the LDP's policy on the Welsh Language and the guidance contained within SPG on The Welsh Language.	No planning permissions contrary to LDP Policy SP18.	No planning permissions contrary to LDP Policy SP18.

6. Key AMR Findings

Housing Land Supply

The 2017 Joint Housing Land Availability Study (JHLAS) is the fourth Study in succession where the housing land supply for the Plan area has been below the 5 year requirement identified within Technical Advice Note 1. This is reflected in AMR1 and AMR2 which shows 4.1 and 4.2 years supply respectively.

The 2017 JHLAS reported the completion of 426 new homes on large sites during the monitoring period. This represents a drop from the 516 homes completed during AMR1.

Residential Permissions

The second AMR has shown a decrease in the number of dwellings permitted annually. The monitoring period for the second AMR stated that 584 dwellings were permitted as opposed to the 1,483 dwellings in AMR1. Of the total permitted dwellings during AMR2, 374 were on sites of 5 or more dwellings whilst the remainder were on small sites. The distribution of these planning permissions showed a significant focus on Growth Areas (Tier 1) and Sustainable Communities (Tier 4) with 43.8% and 46% respectively.

Affordable Housing Permissions

In relation to affordable housing, 101 dwellings have been permitted during the AMR2 period, as opposed to 217 affordable dwellings permitted within AMR1.

Employment Sites

The monitoring outcomes demonstrated progress in the delivery of employment sites allocated within the LDP. A combined total of 27.35ha of employment land has been granted planning permission.

Retail

The vacancy rates within the identified Retail Frontages of the three Principal Retail Centres of Carmarthen, Llanelli and Ammanford indicate continued success in meeting the policy's monitoring target. It is clear however, that each centre has distinctly different characteristic and challenges, and any Plan must remain responsive.

Gypsy and Traveller Sites

As a result of the requirement of the Housing (Wales) Act 2014, a Gypsy and Traveller Accommodation Assessment (GTAA) has been undertaken to identify whether there is a need for Gypsy and Traveller sites. The Local Authority received confirmation from the Welsh Minister that the content of the GTAA was accepted on 28th March 2017. The GTAA will now need to be considered and signed off by the Authority. Its outcome will have a bearing on future policy requirements, and will be a matter for further consideration within this report.

Welsh Language

In relation to the Welsh Language policies, the AMRs have not raised any issues in relation to the determination of applications within linguistic sensitive areas. Whilst this remains a positive monitoring outcome, the recent publication of the latest Technical Advice Note (TAN) 20: Planning and the Welsh language will, as with all changes to national policy, require a reassessment of policy provisions.

7. Joint LDPs and Joint Working

The Planning (Wales) Act 2015 gives power to Welsh Ministers to direct local authorities to prepare joint LDPs. In preparing this Review Report, and in considering options for the preparation of a revised LDP, the Council recognises the prospective value that may be offered through the preparation of joint LDPs with neighbouring authorities. Careful consideration needs to be given to the timing of any joint LDP, this reflects the continually evolving regional context and local government re-organisation. This could potentially impact on its preparation, and the ability of the respective authorities to produce adopted Plans before the expiration date of current LDPs.

As part of the process of preparing this Review Report, the advantages and disadvantages of preparing a joint revised/replacement Plan with one or more neighbouring local planning authorities has been considered and is set out below.

- In considering the position of each authority and their respective LDPs, it is clear that both the City and County of Swansea and Neath Port Talbot are incompatible by virtue of their timetables for Plan preparation and review. In this respect, Swansea at this time are yet to have an adopted LDP and are approaching examination, whilst Neath Port Talbot have a recently adopted Plan. As such the review timing is not consistent with that of Carmarthenshire.

- Powys County Council also have compatibility issues in relation to the timing of their Plan, with an Inspector's Report anticipated towards the end of this year. This coupled with limited shared relationship would currently preclude any joint arrangement.
- Whilst covering part of the County, the Brecon Beacons National Park Authority is not considered a viable option in order to prepare a joint plan. This reflects not only that a relatively small part of their geographical area covers Carmarthenshire, but also that it would logistically require potential policy integration across a number of other Council areas.
- Whilst Ceredigion has similarities to parts of Carmarthenshire in terms of the rural context, there is a divergence in terms of the authorities' economic collaborations, particularly in terms of the City Deal.
- Similarly, Pembrokeshire County Council has significant differences in the economic and cultural nature that would make a joint plan potentially more complicated and lengthy to deliver. These include differences in economic drivers, Welsh language levels in communities, differences in the role of tourism, the particular relationship of Pembrokeshire to the National Park, and the economic base of the different areas. This, together with the additional delay likely in developing and implementing a joint working arrangements, it is considered to outweigh any advantages of preparing a joint LDP.

It is however clear that putting governance and compatibility issues aside, in the longer term a joint Plan between the three authorities and the Pembrokeshire Coast National Park Authority is a possibility. However this would be best considered once the revised LDPs of the respective authorities come up for review, allowing a forward programme of integration and collective working to be established in a period leading up to their review timetables.

Given the considerations above, the most effective focus and use of resources would be to build on joint working opportunities on cross boundary issues and key areas of evidence. Such areas of work include Minerals and Waste, and the potential for a Larger than Local Employment Survey. Consequently, in assessing the potential for the preparation of joint plans, it is also worth recognising that the south west Wales region has traditionally had a

strong relationship based on shared experiences, and where appropriate, feasible joint working. Irrespective of any potential joint LDPs this model would still form a robust basis for cross border and regional working. In this respect it is proposed that the authorities will where appropriate, work closely to prepare joint and shared evidence, including potential Statements of Common Ground (SoCG) where shared interests exist.

8. Conclusion

In concluding that a revision of the LDP is required the identification of the appropriate process should be established. In this respect the options open relate to a short form revision, or a full revision of the Plan. Having reference to the reasons for preparing a revised LDP below, it is clear that the scale and implications of the issues highlighted are such that these can only be accommodated through a full revision process. This would ensure that in developing a plan to replace the current LDP that it is able to have full regard to the issues whilst undergoing due scrutiny and engagement.

- The review should commence to ensure that a revised plan which replaces the current LDP is adopted ahead of its expiration at the end of 2021;
- The findings of the AMRs identify areas where the Plan is failing to deliver in the manner anticipated. In this respect, the outcomes of the AMR highlights the aspects of the Plan which have a fundamental impact on the delivery of the LDP strategy;
- There is a need to understand the implications of the 2014-based Local Authority population and Household Projections which identify a significant variance in population change and household requirements from that which formed the basis for the LDP. There is a need to understand the implications of these revised projections, within a Carmarthenshire context, through considering factors such as job creation, growth and inward investment. This will require a review of the strategic approach set out within the LDP.

The Authority is preparing a Delivery Agreement (DA) in relation to a revised LDP. This will set out the timetable for the preparation of the Plan, together with the Community Engagement Scheme (CIS) detailing when, and how the Council will consult on its preparation and with whom.

9. Consideration of Current LDP and Potential Revisions

The following section considers and details how the various components of the LDP are performing. In doing so, it considers the implications in light of the potential impact of the LDP strategy and the tests of soundness³. In this respect it will identify issues that need to be addressed. It is not the purpose of the following section, or indeed this report to identify specific changes to the Plan, but rather to identify the areas where a revision or change is likely to be necessary. It sets out clearly what has been considered, where changes are required, and what needs to change and why⁴. It should be noted that the following are not exhaustive, and that potential changes may emerge as the Plan progresses through the preparatory process. Reference is also made to Appendix 1 which identifies each policy, with a brief discussion in relation to its potential for change.

- **Key Issues, Vision and Strategic Objectives**

Context

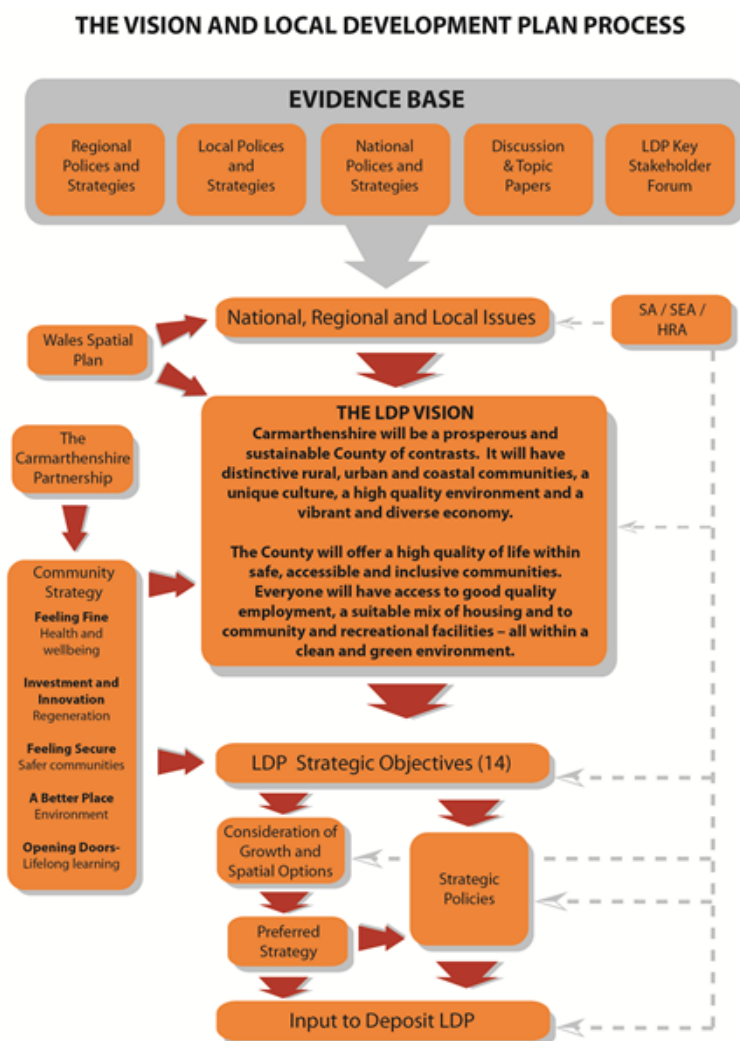
The key issues and objectives developed in respect of the LDP sought to provide a context and appreciation of how national and regional issues, policies and strategies related to the LDP, and its formulation and its deliverability apply. Similarly along with engagement, background evidence contributed to the identification and understanding of local issues. How these issues informed and translated into the LDP Vision and its strategic objectives was essential in this regard.

In preparing a revised LDP, it is accepted that a re-evaluation of the issues which inform the Plan's Vision and Strategic Objectives is necessary if the Plan, is to deliver a strategy for the County that will remain relevant up until 2033. The base date of the revised plan will begin in 1st April 2018, to reflect the prevalence of evidence being produced at this point. Consequently, the end of the plan period will be 31st March 2033. This re-assessment will continue to reflect the partnership approach exhibited through the preparation of the current LDP, with the Key Stakeholder Forum and its cross sector members performing a central role to realise the Vision and Strategy.

³ Tests of soundness and checks are identified in Planning Policy Wales Edition 8, January 2016, Chapter 2 and the Local Development Plan Manual Chapter 8. <http://gov.wales/docs/desh/publications/151007local-development-plan-manual-edition-2-en.pdf>

⁴ Local Development Plan Manual 2 – para 10.1.5

Whilst the LDP and its vision is compatible with, and has regard to the Carmarthenshire Integrated Community Strategy (ICS), there were notable differences. The LDP vision differed from the ICS and its mission statement as the latter lacked clear spatial relevance. Nevertheless, its importance was recognised, and regard was had to content of the ICS when formulating the Vision for the LDP. Its role, along with those of other inputs in informing the current LDP Vision and Objectives is captured within the following diagram.



The current LDP sets out 14 strategic objectives which are statements of a condition, or situation which the authority aims to achieve. These reflect and relate to the Vision and issues identified within the Plan, and are crucial in ensuring that the Plan’s Vision is deliverable.

Whilst the compatibility between the LDP's Vision and the ICS is robust, critical changes in the national and local context, notably in relation to preparation of the Carmarthenshire Local Well-being Plan: The Carmarthenshire We Want – 2018 - 2023 (LWP), will require some revision to the LDP. This requirement of the Well-being of Future Generations Act (2015) will need to be integral to aspects of the LDP's revision, reflective of the duty placed on local authorities.

The Act requires public bodies, including local authorities, to carry out sustainable development and to set objectives which maximise its contribution to achieving each of the seven well-being goals. Each public body must take all reasonable steps in exercising its function to meet those objectives. The Act also establishes Public Service Boards (PSB) for each local authority area in Wales who must improve economic, social, environmental and cultural well-being of its area by working to achieve the well-being goals.

Following a period of engagement and consultation the Council published the Carmarthenshire Well-being Assessment in March 2017. The Assessment looked at the state of economic, social, environmental and cultural wellbeing in Carmarthenshire through different life stages, and provides a summary of the key findings. The findings of this assessment form the basis of the objectives and actions within the Carmarthenshire LWP.

The PSB must publish a Well-being plan which sets out its local objectives to improving the economic, social, environmental and cultural well-being of the County and the steps it proposes to take to meet them. Although in its formulative stages, the first Carmarthenshire LWP has been developed for the period 2018 – 2023, with the objectives and actions identified by looking at delivery on a longer term basis of up to 20 years. A review of the emerging well-being objectives at a local and national level against the LDP and its strategic objectives is appended to AMR2, and will form part of an iterative evaluation of their impact and the potential for consequential change.

The Authority will in light of the above and other contextual indicators, be they the emergence of revised plans and strategies, or legislative changes, will be required to ensure they are adequately reflected in any revised and relevant set of issues, Vision and Objectives. Whilst many of the issues and elements of the objectives may remain relevant, it is essential for the Plan in moving forward that they, remain responsive to the changing context. It is also clear that in undertaking some of the other outcomes highlighted within this review report, further iterations in terms of the strategic components around the issues, Vision and Objectives will be inevitable. In this respect, changes in growth requirements, or

how the role and function of settlements is manifested within the preferred strategy will have a direct bearing on the shape of the Vision.

LDP Strategic Implications

Failure to revise and develop the Issues, Vision and Objectives will have a direct impact on the formulation of a deliverable strategy. In this respect, the relationship between these early and formulative stages and the subsequent Plan making stages, to develop a LDP strategy is essential. The LDP strategy will be directly influenced by any changes in direction from the Vision and Objectives set out within the current adopted LDP.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

- **LDP Strategy**

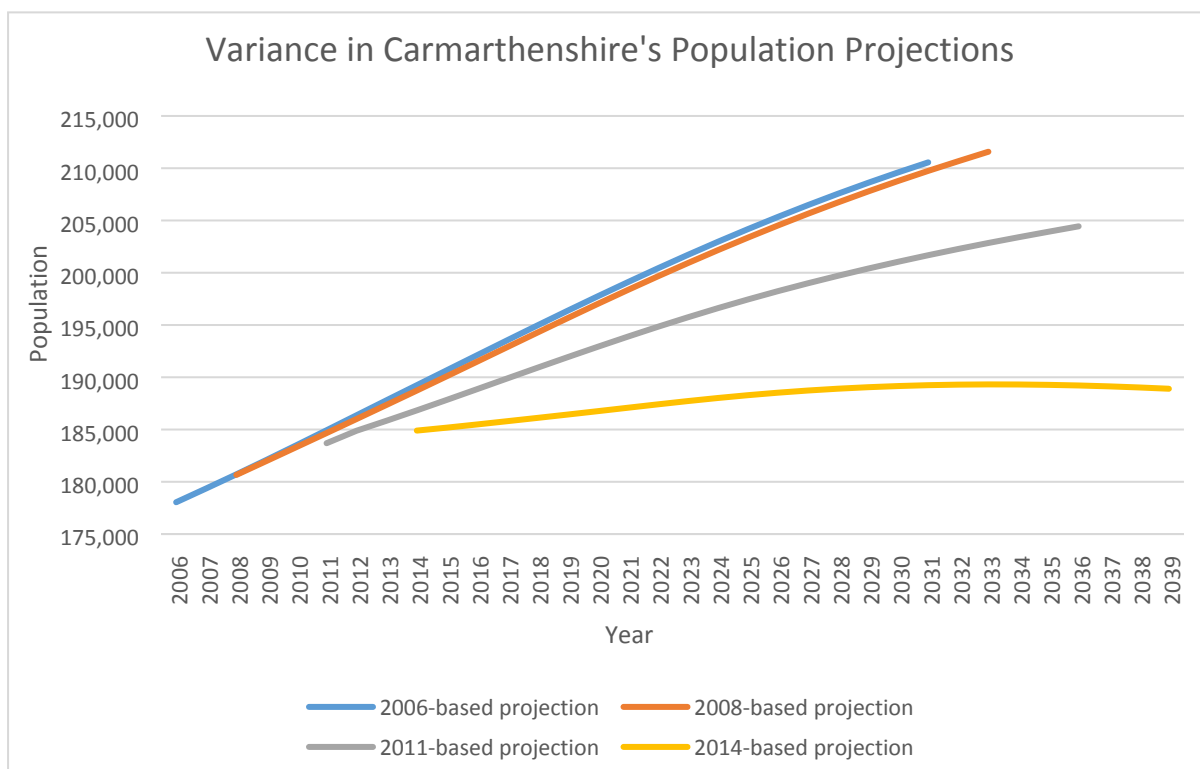
Context

The adopted LDP proposes a strategy based on the principles of sustainability, with growth distributed in a manner which builds on the spatial characteristics and diversity of the County. In this respect, it sought to consolidate on the existing settlement pattern, reflecting and promoting accessibility to essential service and facilities. Essentially, this aimed at achieving self-supporting and viable settlements and communities. In delivering this strategic approach, the LDP identified a hierarchy of settlements by recognising the diversity of settlements across the County, but with a reference to their context and services.

Population

In understanding the future requirements for growth, the LDP sought to establish a local set of population and household projections for the Plan period. This challenged the level projected within both the 2006 and 2008- based sub national projections. At the base date for preparing the LDP, the population for Carmarthenshire stood at 178,043, with the 2006 and 2008 based projections suggesting a population increase to 199,080 and 198,330 respectively by 2021. This compares to projected population change within the LDP of 192,740 by 2021.

It is noted that the 2011-based population projections indicated a downward trend in population growth, whilst the 2014-based population projections showed an even further reduction in population growth. The 2011 and 2014 based projections indicated a projected population of 193,874 and 187,079 respectively at 2021. This limited level of population change is projected to continue through the lifetime of the revised LDP with 2033 indicating a County population of 189,295.



In considering the revised LDP period of 2018-2033, the principal projections within the 2014 based projection suggests an increase in the population of 3,499 persons. The notable differences between this population change component and that which underpins the LDP suggests that the revised LDP strategy will require further detailed consideration. Undoubtedly, the prospect of rolling forward the LDP strategy in light of the latest projections would appear unlikely.

Reference is made to the provisions of PPW para 9.2.2 which relates to the need for Local Authorities to have a clear understanding of the factors influencing housing requirements over the plan period. In this regard, consideration will be given to the robustness of the 2014-based projections. It is noted that the projections follow an assumption for future growth based on a set preceding period (5 years). The production of variant population projections will be considered, which will potentially take into account considerations such as

longer based trends and supporting economic and social policy interventions, including the City Deal.

Household Projections

As part of the preparation of the LDP, the Council, considered the appropriateness of the WG projections, (2006 and 2008 based household projections) by commissioning Edge Analytics to undertake an assessment of these projections. The report produced a number of other population and household projection scenarios for the County within the plan period. As a result of this reassessment, a scenario based on future net migration assumptions (based upon the 5 years of evidence 2005-2009) and the 2009 Carmarthenshire mid-year estimate was selected as the most appropriate basis for consideration within the LDP.

In applying the above, a housing requirement of 15,197 dwellings for the plan period was identified for the LDP.

The subsequent 2011-based Local Authority Household Projections identified a significant reduction in the forecasted numbers of dwellings required within Carmarthenshire during the remainder of the plan period 2011-2021, and were subject to consideration through the Examination.

At that point it was too early to establish whether the 2011-based Local Authority projections represented an ongoing downward trend, or if they were a reflection of the prevalent economic context (for the period during which they were prepared), the publication of 2014-based sub-national projections further emphasised the projected downward trend (see figure X below).

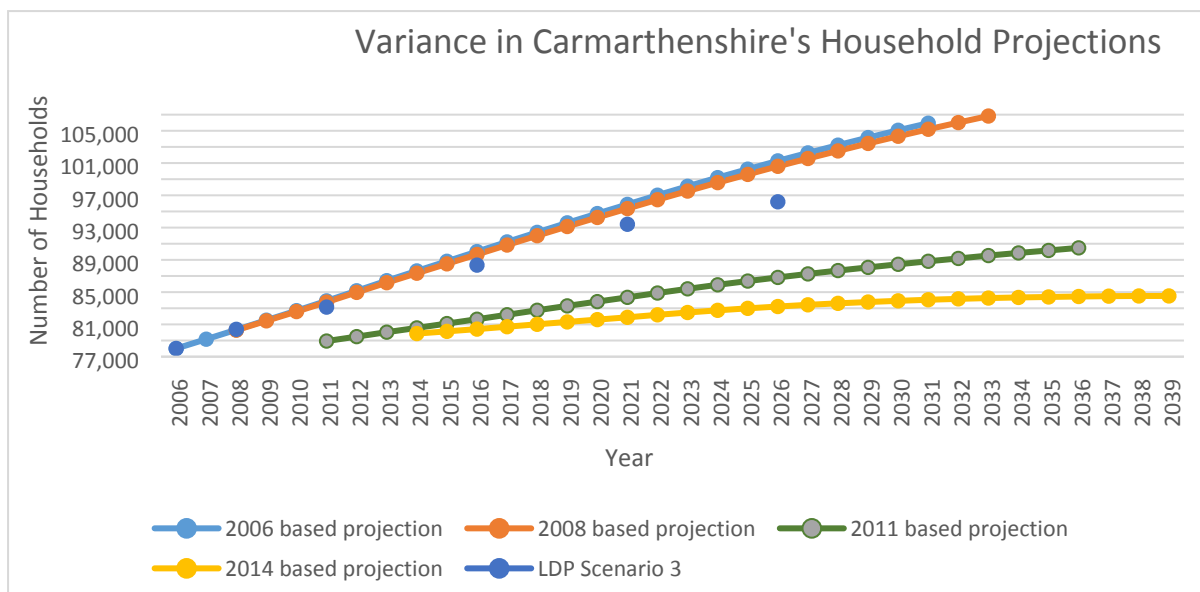


Figure X shows the difference in the number of households within the County utilising the 2006, 2008, 2011 and 2014 based projections. What is clearly apparent is the difference in the values between the 2006-based and the 2014-based projections. Similarly, the difference between the 2011 and 2014 based projections shows a continual year on year variance. Scenario 3 which forms the basis for the LDP housing requirement (highlighted by the dots on the graph) shows the growth projected through to 2021.

Whilst the above projections indicate a significant reduction in household numbers from that projected within both the 2006 and 2008 based projections, their use, in development plan terms should, as with population projections, be considered within the context of the provisions of paragraph 9.2.2 of PPW. There will need to be a clear understanding of the factors influencing housing requirements in the area over the plan period, with the latest Welsh Government sub national Household Projections forming part of the evidence base, together with other key issues.

It is also clear that household projections provide estimates of the future numbers of households and emerge through population projections and assumptions about household composition and characteristics. Consequently, the Council will need to assess whether the various elements of the projections are appropriate for County, and if not, undertake modelling based on robust evidence, which can be clearly articulated and evidenced, to identify alternative options.

In this respect, the relevant evidence for any deviation must also be considered in the context of viability, and ensure that any change in growth requirements is deliverable. The

Council will consider the relevant evidence highlighted above, together with other key issues such as what the plan is seeking to achieve, links between homes and jobs, the need for affordable housing, Welsh language considerations, the provisions of corporate strategies, and the deliverability of the plan in identifying the future housing requirement for the revised LDP.

LDP Strategic Implications

Matters relating to population and household change form an important component of the LDP evidence base, with the projections for future growth derived from their content central to the LDP strategy. The formulation of any variant projections will inform the considerations around growth requirements, with a direct relationship to the Plan’s spatial expression through the settlement framework and site specific allocations (reference should be had to the consideration under Strategic Policies SP3 and SP5 below).

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

- **Strategic Policies**

SP1 Sustainable Places and Spaces

Context

Formulated with regard to the delivery of the Plan’s Vision, Strategic Objectives and Strategy, the policy reflects the Plan’s direction of travel in seeking to provide for the building of inclusive communities. Reflecting the sustainable foundation of the Plan is a core principle which will need to be developed and reflect the changing contextual backdrop and the requirements emerging from the Well-being of Future Generations Act and the Environment (Wales) Act.

In this respect, the emerging Carmarthenshire LWP will be an important informant along with other contextual indicators, such as the emergence of revised plans and strategies, or legislative changes. Although in its formative stages, this first Carmarthenshire LWP has been developed for the period 2018 – 2023 with the identified objectives and actions looking at the delivery on a longer term basis of up to 20-years. A review of the emerging well-being objectives at a local and national level against the strategic objectives of the LDP is

appended to AMR2, and will form part of an iterative evaluation of their impact and the potential for consequential change. In this respect the Plan and its strategy will need to respond and develop to these changes. The content of Policy SP1 will develop and express the Plan's strategic direction and its objectives as these are formulated and finalised .

LDP Strategic Implications

The Policy as it stands is robust in that it reflects the strategic direction of the current LDP, and accords with the provisions of the ICS. The changes at a national level and the emerging Carmarthenshire LWP along with other matters relating to the effective implementation of the LDP, or otherwise, will have an impact on the policy's future iterations.

Which Tests of Soundness would these revisions to the LDP address?	
4. Does the Plan have regard to national policy?	✓
5. Does it seek to meet the assessed needs?	✓
6. Will development be viable?	✓

SP2 Climate Change

Context

The LDP recognises the potential impacts of climate change by acknowledging the unique qualities of the County and assisting in making it, and its communities more sustainable. The LDP looks to tackle the causes and effects of climate change within our communities through the adoption of sustainable principles and development. Whilst the LDP as a development plan is founded on robust evidence and sets a firm policy framework it also incorporates an element of horizon scanning which allows for the recognition of existing communities and the importance of resilience.

Reflecting on the sustainable foundation of the Plan is a core principle of this policy and its future iterations will need to reflect the changing contextual backdrop. Most notably, it will need to consider the requirements emanating from the Well-being of Future Generations Act and the Environment (Wales) Act.

The LDP categorises settlements into a hierarchy which reflects their relative sustainability according to the availability of services or facilities, or through general accessibility benefits. The Plan's aspiration of minimising the need to travel, particularly by private motor car, and its

contributory role towards the facilitation of an integrated transport strategy seeks to direct development to appropriate locations.

The consideration of any proposals in respect of flooding have regard to the provisions of PPW and TAN 15: Development and Flood Risk. Due regard will need to be given to any revision of TAN 15 and the policy position in relation to the potential mandatory standards for Sustainable Drainage Systems.

LDP Strategic Implications

The Policy as it stands is robust in that it reflects the strategic direction of the current LDP and accords with the provisions of the ICS. The changes at a national level and the emerging Carmarthenshire LWP, along with other matters relating to the effective implementation of the LDP, or otherwise, will have an impact on the policy's future iterations.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP3 Sustainable Distribution – Settlement Framework and SP5 Housing Context

The following considers matters relating to Policies SP3 Sustainable Distribution – Settlement Framework and SP5 Housing. This reflects the intrinsic relationship between policies and their measurements of success or otherwise.

Settlement Framework

In spatial terms, the LDP strategy identified a settlement framework which recognised the importance of sustainability, whilst acknowledging the role and potential contribution of identified settlements to its implementation. The policies had regard to factors such as size, location and other sustainable credentials, such as accessibility of services and facilities. Supported through evidence, the role and function and subsequent distribution of growth of the following multi-tiered hierarchy was established:

- Growth Areas;
- Service Centres;

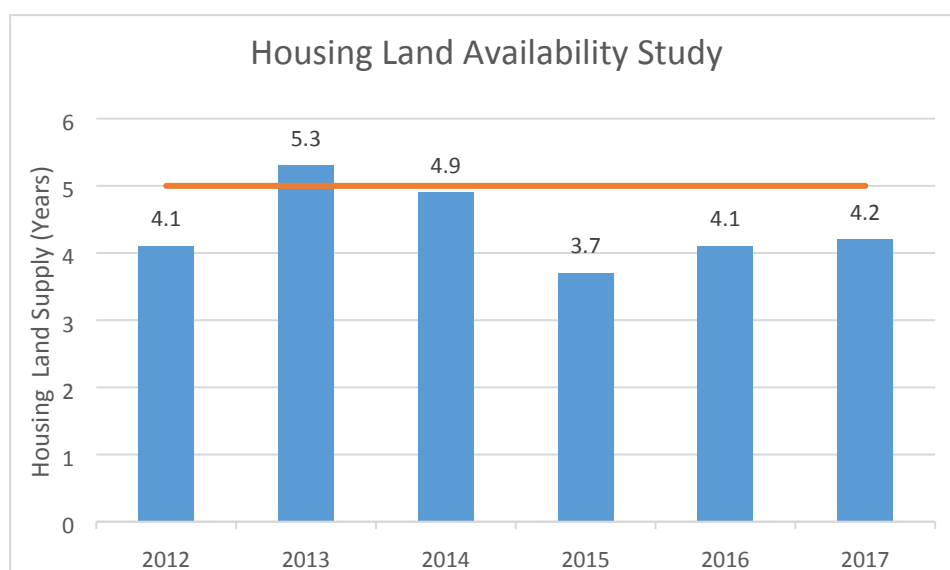
- Local Service Centres; and
- Sustainable Communities.

How the success of this hierarchy measures up in terms of the delivery of growth forms a key outcome in respect of both AMR's, particularly in relation to the Service Centres and Local Service Centres. This is further considered below.

Housing Land Supply

National planning policy requires LPAs to ensure that sufficient land is genuinely available to provide a five year supply of land for housing, as set out in TAN 1: Joint Housing Land Availability Studies (January 2015). The first Joint Housing Land Availability Study (JHLAS) to use the adopted LDP was the 2015 Study, which revealed a land supply of 3.7 years. The 2016 Study showed an increase to 4.1 years of land available whilst the latest Study, the 2017 Study, again showed a slight increase to 4.2 years of land available.

As illustrated in **figure X** below, whilst housing land supply has increased during recent years, this is the fourth study since 2013 where the five year supply requirement has not been met.



TAN 1 states that where a shortfall in the housing land supply is identified, the LPA, in its AMR, should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole, or in part. The implications of the high growth requirements that underpin the LDP have been discussed in the second AMR. Whilst these projections have proved to be challenging in terms of delivering housing numbers, they were deemed to be robust given the information available at that time, particularly given that the preceding period was one of

a buoyant economy. The economic recession and a slow housing market has had a significant effect on the delivery of housing allocations.

In calculating housing supply in line with TAN 1, the residual method is used. This method is calculated by comparing the quantity of land agreed to be genuinely available with the remaining housing requirement in the adopted LDP. As the LDP population projections are high, the remaining housing requirement is also high. Another method of calculating housing land supply has been used in the past under previous TANs, based upon past build rates. LPAs were able to use this method if they did not have an adopted Development Plan, however, this calculation was also undertaken for information and comparison purposes. If this method was still in use, the land supply for the past few years would be in excess of 5 years.

The AMRs provide further discussion and considerations for the lack of a five year supply of housing land. However, there is clearly an issue needing to be addressed, as the lack of a five year housing land supply along with a downward trend in projected housing requirements will result in a review of all undeveloped housing allocations within the current LDP as part of the Plan revision process. Whilst this may result in certain housing allocations being removed from the revised LDP, and new sites potentially coming forward and included, it will allow for the Plan to better reflect and deliver the required housing requirements through to 2033.

Housing Permissions and Distribution

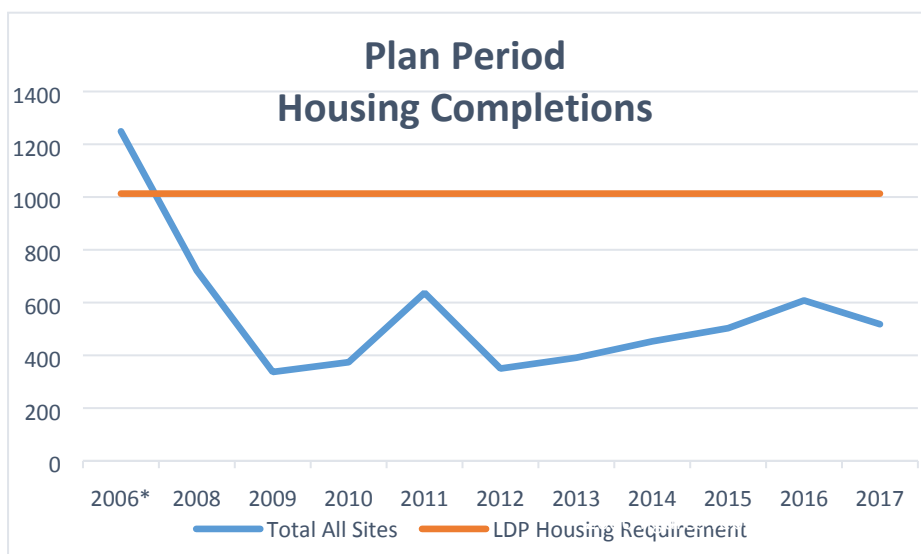
The rate of permissions across the settlement hierarchy on LDP allocated sites shows that during AMR2, only the service centres were within the 20% tolerance. Growth Areas and Local Service Centres underperformed with the Sustainable Communities over performing in percentage terms. Of particular note is the under performance of the Local Service Areas in AMR2 with just one unit granted permission. This contrasts with the strong performance within AMR1 - it is noted however that this was largely on the basis on a single site obtaining permission for 91 units.

The above 137 units on allocated sites contrasts with the total 584 dwellings (374 of which are on +5 sites) permitted. It is also noted that windfall permissions has dropped from 784 to 407 dwellings. This may be due to the reduction in the number of Unitary Development Plan (UDP) legacy sites with a valid permission coming forward, which would reflect the transference from the previous Plan to the LDP.

Housing delivery has generally fallen over Wales in recent years, which has had an impact within Carmarthenshire. This can be put down partly to the economic recession and a slow market. Build rates on large sites have fallen slightly this year but the general trend shows a general increase over the past few years, but have not peaked to the levels seen in 2008.

Large Site Completions since the LDP base date

2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
426	516	429	379	317	276	563	300	263	647



AMR2 indicates that the housing permissions granted have not been sufficient to meet the requirements for growth and distribution in accordance with the LDP strategy. Figure X illustrates the wide gap that exists between actual housing completions and the LDP housing requirement. The level of growth and the spatial distribution of that growth will require reconsideration when revising the LDP, in order to address the lack of a five year supply of housing land and potentially a reduced household requirement. The evidence in relation to the role and function of settlements will be refreshed to ensure that the understanding of a settlement’s contributions to the County and its communities, along with their potential to provide for growth, is appropriately understood. Reference will also be made to the role of rural and urban centres in serving the wider communities. This evidence work will form an important role in reviewing the LDP strategy, and in particular for the spatial distribution of growth and sites

The housing land requirement in the LDP identifies the need for 15,197 dwellings, however the Plan allocates land for 15,778 dwellings, providing 3.7% flexibility (or 581 dwellings). The revised Plan will consider the appropriate level of flexibility, in line with any changes in relation to the amended household requirement.

LDP Strategic Implications

The implications of this review on delivery, the distribution of growth and allocated sites will impact across the Plan area and will not be limited to individual areas. As such this also requires a full revision to the Plan.

The outcome of evidence gathering in relation to role and function of settlements along with an assessment on the sites best placed to meet the settlements and communities needs, will have potential impacts on the revised Plan Strategy.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

Specific Policies – Housing

The specific housing policies identified within the adopted LDP seek to build upon the spatial strategy and settlement framework set out within Chapter 5 of this Plan. These include policy SP3 - Sustainable Distribution - Settlement Framework, as well as the housing land requirement identified through policy SP5 - Housing. In this respect, the policies will develop as the understanding of the strategy, the settlement framework and the housing requirements progresses. The role rural areas and their contribution in delivering the potential housing requirement will be subject to further consideration. Appendix 2 of this review report outlines and considers the housing allocation sites listed within Policy H1 Housing Allocations.

Whilst subject to review in light of changes arising from the revision process and contextual changes, much of the policies within this section of the Plan remain fundamentally sound.

It is recognised that evidence in relation to the provision for GTAA will facilitate a change to the Plan. Whilst the policy remains robust in terms of the criteria for identifying sites for Gypsies and Travellers, the allocation, or otherwise of a site will need to be considered.

SP4 Strategic Sites

Context

The sites identified within policy SP4 (either individually, or cumulatively) reflect those which are identified as making a significant contribution to the delivery of the LDP strategy. The following table reflects the progress, or otherwise, in the delivery of the sites within the context of their strategic role. Whilst the commentary and the colour coding are not definitive in terms of their future allocation within the revised LDP, some sites will require re-consideration either:

- As a reflection of concerns over their delivery; or
- As a recognition that progress or changes in circumstance no longer require their identification as a strategic site.

The future inclusion of these sites will be subject to the site assessment methodology.

Strategic Site	Proposed Use	Site Ref	Comment
Site 1 – West Carmarthen	Mixed Use	GA1/MU1	<p>The site forms the Planning & Development Brief for West Carmarthen. Progress has been made on housing elements with construction of part of the development site underway. That part of the site completed before the commencement of the Plan period (2018) will not contribute to meeting housing land requirement.</p> <p>The site forms part of the Planning & Development Brief for West Carmarthen. Whilst there has been no activity in relation to the specific employment allocation, progress is underway with the first phase of construction at Yr Egin. A core project within Carmarthenshire as part of the Swansea Bay City Deal, Yr Egin is a new media and culture hub predicted to have a significant positive impact on Carmarthen. Based on the office and workspace as well as further potential development, around 200 full-time posts will be generated. It can also be noted that some progress has been made on housing elements of the site with the West Carmarthen Link Road under construction.</p> <p>The progress to date and its intensification over recent years indicates that delivery during the period of the revised LDP will be achieved. Detail on the phasing of delivery will be developed.</p>

Site 2 – Pibwrlwyd, Carmarthen	Mixed Use	GA1/MU2	<p>Planning permission granted for a small portion of the site. Corporate backing for the site is likely to see the site come forward through a masterplan approach reflecting the emerging proposals of the college and its campus. The site's long term allocation within previous development plans is noted and as such clarity around its delivery will be required.</p> <p>Further consideration on the mix of potential uses and re-consideration through the candidate site and/or pre-deposit stages will be required.</p>
Site 3 – South Llanelli Strategic Zone			
Delta Lakes	Mixed Use	GA2/MU9	Hailed as the 'largest ever regeneration project in South West Wales', this site is earmarked to provide a 'world class' Wellness and Life Science Village. This is a key project for the Swansea Bay City Region and is earmarked to receive £40million as part of the £1.3billion City Deal funding. An outline planning application is being formulated, the EIA scoping is proceeding and a community consultation event has been undertaken. Initial ground works / site preparation / levels have been undertaken.
Machynys	Residential Residential Mixed Use	GA2/h12 GA2/h14 GA2/MU3	<p>Site GA2/h14 is completed. GA2/h12 is substantively completed - any units / capacity remaining will be considered for the revised LDP. The future strategic contribution of this site can be assessed as part of any wider review of the South Llanelli Strategic Zone moving forward.</p> <p>GA2/MU3 – Site allocation to be reviewed in light of pending planning application for 35 residential units. Also, whilst it is understood that the site will be outside of the outline application area, its potential strategic contribution to the Wellness and Life Sciences Village as part of wider masterplan proposals can be recognised.</p>
The Avenue	Residential Residential	GA2/h13 GA2/h15	<p>Part of GA2/h13 (circa 50%) has been completed, there is no firm indicator as to remainder – however there is capacity for +5 units and evidence of deliverability established. The future strategic contribution of this site can be assessed as part of any wider review of the South Llanelli Strategic Zone moving forward.</p> <p>GA2/h15 – The site is likely to form part of the Wellness and Life Sciences Village outline planning application. Further consideration will be required to ensure allocated use is reflective of the wider masterplan and that its potential strategic contribution is reviewed.</p>
North Dock	Mixed Use	GA2/MU7	<p>The area remains a focus for regeneration and has seen the incremental delivery of a mix of uses. North Dock forms part of the South Llanelli SPG.</p> <p>A previous phase of residential development has long since been completed. There is therefore a requirement to monitor the progress being made in bringing forward further residential development (with the former Pontrilas building and adjacent land of note in this regard).</p>
Old Castle Works	Mixed Use	GA2/MU1	Whilst the site forms part of a broader set of regeneration proposals and is included within the Adopted SPG for South Llanelli, there are no known firm proposals, albeit there has been exploratory interest.

Site 4 – Dafen, Llanelli	Employment	GA2/E1	Approximately 2.49 hectares of land delivered. The remainder of site is deemed to be deliverable with strong accessibility and infrastructural attributes.
Site 5 – Cross Hands Strategic Zone			
Cross Hands West	Mixed Use	GA3/MU1	Initial phase of the residential development completed. That part of the site completed before the commencement of the Plan period (2018) will not contribute to meeting housing land requirement. Progress to date provides a strong indication in terms of the delivery of the remainder of the residential element of the allocation. Retail development on part of the site is substantively complete with road infrastructure etc. also in place. Whilst element such as the Health Resource Centre is still pending the substantively complete nature of the site is unlikely to require its ongoing inclusion as a strategic site.
Cross Hands East	Employment	GA3/E7	Outline planning permission for the whole site. Site benefits from improved highway access afforded by the new Cross Hands link road. The sites' identification within the context of the Swansea Bay City Region confirms its ongoing importance in strategic terms.
Cross Hands West Food Park	Employment	GA3/E8	The site forms part of the Cross Hands Strategic Zone. Approximately half of the site has been developed and there are estate spine roads into parts of the remaining available site Plateaus. The site has proved successful in delivering on Cross Hands strategic location and context. The reduced availability of developments on the site (given the level of take up) will be considered in assessing its future status as a strategic site.

LDP Strategic Implications

The identified strategic sites have, in the main, proved successful in delivering the key elements of the plans land use aspirations. Whilst a number of sites have not progressed in a manner anticipated, these are largely reflective of the challenging economic environment and evolving site considerations. The Strategic allocations will be reviewed in light of any changes in growth requirements and to the form of the spatial strategy. In this respect, revisions to residential, employment and mixed use allocations within the revised Plan will be undertaken. The necessity for a full revision of the LDP is essential, given the necessity to review housing supply to ensure that it is sufficient and reflective of the amended growth requirements evidence.. It will also be necessary to ensure that allocated sites are deliverable. The implications of this review of allocated sites will impact across the Plan area, and will not be limited to individual areas. As such this also requires a full revision to the Plan.

Which Tests of Soundness would these revisions to the LDP address?

1. Does the Plan have regard to national policy?

✓

2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP6 Affordable Housing

Context

The policy seeks to identify the number of affordable housing which will be delivered during the Plan period through various mechanisms. These methods include on-site provision, off-site provision and commuted sums through Policy AH1, and Exception Policies in Policy AH2 and AH3.

The LDP sought to contribute at least 2,121 affordable houses during the plan period. 545 units from committed affordable dwellings (as at March 2014) whilst 1,546 affordable dwellings from potential uncommitted housing allocations. This is in addition to the 30 affordable houses from rural exception sites.

As part of the monitoring framework of the LDP, the monitoring target was to seek 226 affordable dwellings be permitted in the first year of the Plan after adoption, whilst it targets 452 affordable dwellings in the first 2 years after adoption.

For AMR1 (15/16), the performance was relatively successful with 217 units being permitted. In AMR2, this target reduced to 101 units for a combined 318 units during the first 2 years. This falls far lower than the target set in the monitoring framework.

In terms of the proportion of affordable dwellings being developed on residential allocations, the percentage target achieved has varied across affordable housing submarket areas, and even within the submarket areas themselves. This is due to variables within the housing market themselves, in particular the viability of these sites being developed. Secondly, many of the sites (which are highlighted in other sections of the review) are being landbanked.

Since there is a strong correlation between developing housing allocations and the delivery of affordable housing through the planning system, these issues have contributed to a lower number being achieved.

LDP Strategic Implications

The context above has shown that the delivery of affordable housing has been slower than that set out within Strategic Policy SP6. The LDP will need to reconsider the target set out within the policy framework.

Furthermore, the publication of the 2014-based sub national population and household projections have shown a significant decrease in the number of dwellings required within the revised LDP. Whilst the future strategy and housing requirements will be determined through the background evidential work, it is noted that it will impact on the number of affordable dwellings which will be delivered during the revised LDP period.

Regard will need to be had to the Affordable Homes Delivery Plan⁵ which is being implemented by the Housing Section of the Local Authority. This strategy identifies the requirement to provide 1,000 affordable homes for the period 2016 - 2020. This strategy considers all forms of mechanisms to provide affordable homes, of which the planning system plays its role.

Specific Policies – Affordable Housing

Whilst in general terms, the policies on affordable housing are considered sound, the need to respond to changing economic circumstances will need to be considered, particularly on the affordable housing targets and the threshold for on-site affordable housing contributions. This will involve updating evidential work to support the target levels. Secondly, consideration will need to be given to the role of commuted sum contributions in supporting the delivery of affordable housing.

For local need and affordable housing exception sites, consideration will need to be given to other strategic policies within the plan, in addition to the criteria assessment set out as part of the policy framework.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP7 Employment – Land Allocations

⁵ Affordable Homes Delivery Plan 2016 – 2020: Delivering More Homes for the People of Carmarthenshire

Context

The planning system is central to ensuring continued economic growth and providing jobs and investment in an environmentally sustainable way. Economic growth generates wealth and raises living standards, and is driven by an increase in employment and productivity which in turn is determined by higher levels of investment, innovation, competition, skills and enterprise. In this respect, the LDP represents a central component in establishing and setting out the opportunities for growth and the framework to guide and facilitate investment.

In terms of the adopted LDP, the role of employment and the economy represents a central consideration in supporting the Plan and its Strategy. In this regard, there is a need to ensure that sufficient, suitable and deliverable land for employment purposes is designated in accordance with sustainability principles and the Spatial Strategy.

The Council has a statutory responsibility to ensure that sufficient employment land is available to meet identified need. In particular, it is a reflection of the requirements of the current edition of PPW and TAN 23 *Economic Development*. Paragraph 7.5.1 of PPW states that development plans should:

- be underpinned by an up to date and appropriate evidence base to support policy choices and land allocations for economic development;
- provide targets on land provision for the employment uses (Classes B1-B8), showing net change in land/floorspace for offices and industry/warehousing separately, and protect these sites from inappropriate development;
- seek to provide the right amount of land and qualitative mix of sites to meet the market demand for economic development uses.

The evidence in relation to economic policy and the requirements for employment land within the Plan were informed by the Carmarthenshire Employment Land Study 2010. Together with further updates produced for the LDP Examination, the amount of employment land to be allocated in the Plan was set at just over 111 hectares.

Subsequent studies have been produced since adoption of the LDP in 2014. Two AMRs and two Employment Land Reviews (ELRs) have been published which address the take up of employment land over this period, and highlight that just over 27 hectares of land allocated for employment purposes in the LDP has been delivered over the Plan period. Further land

amounting to nearly 5 hectares has been taken up for employment uses on land annotated as existing employment land within the Plan, as well as over 8 hectares of planning permissions for employment uses on land not identified for employment purposes.

An Employment Sectoral Study for the County was recently commissioned; this reflects the commitment to continually review of evidence in support of the LDP, and other corporate documents and strategies. The findings set out within the Study will provide additional evidence as part of the ongoing monitoring and revisions to the LDP.

The Study will enhance the Council’s understanding of employment need by sector and how this will manifest itself over the coming years. As well as setting out the economic context for the County, including general economic characteristics and the key growth sector and growth areas, the Study will cover the future requirements for employment space and will discuss the “demand / supply balance” (e.g. a comparison of estimated land requirements with the current supply of employment space).

The following reflects and considers those sites identified as contributing to the delivery of employment provision within the County. Whilst the commentary and the colour coding are not definitive in terms of their future allocation within the revised LDP, it provides an indication of a sites relative progress in terms of delivery.

The future inclusion, or otherwise of these sites will be subject to re-assessment reflecting onto only the appropriateness and deliverability of the site, but also the nature of need within the County, as well as the requirements emanating from the Plan’s Strategy.

LDP Ref	Site Name	Location	Ha	Status
GA1/E1	Cillefwr Industrial Estate	Carmarthen	4.38	The allocation forms an extension to the existing, well-established industrial estate, however no planning applications have been received in recent years.
GA1/MU1	West Carmarthen	Carmarthen	5.45	The site forms part of the Planning & Development Brief for West Carmarthen. Whilst there has been no activity in relation to the specific employment allocation, progress is underway with the first phase of construction at Yr Egin. A core project as part of Carmarthenshire’s contribution to the Swansea Bay City Deal, Yr Egin is a new media and culture hub predicted to have a significant positive impact on Carmarthen. Based on the office and workspace as well as further potential development, around 200 full-time posts will be generated. It can also be noted that some progress has been made on

GA1/MU2	Pibwrlwyd	Carmarthen	15.50	Planning permission granted for a small portion of the site. Corporate backing for the site is likely to see the site come forward through a masterplan approach.
GA2/MU9	Delta Lakes	Llanelli	9.78	Site subject to proposals for the Wellness and Life Sciences Village as part of the City Deal – see site South Llanelli Strategic Zone as previously reviewed under policy SP4 Strategic Sites.
GA2/E1	Dafen	Llanelli	22.80	Approximately 2.49 hectares of land delivered. Remainder of site deliverable with strong access and infrastructure attributes.
GA3/E1	Cross Hands Business Park	Ammanford/ Cross Hands	0.79	Planning permission granted for whole site.
GA3/E2	Meadows Road, Cross Hands	Ammanford/ Cross Hands	1.16	No planning applications received, however the site is situated at a strategic location surrounded by existing employment uses within the Cross Hands Strategic Zone.
GA3/E3	Parc Menter, Cross Hands	Ammanford/ Cross Hands	1.04	This remaining portion of a much larger existing employment site has seen further take up in recent years. An estate road provides access to the as yet undeveloped area.
GA3/E7	Cross Hands East	Ammanford/ Cross Hands	9.22	Outline planning permission for the whole site. Site benefits of site infrastructure with highway access onto the new Cross Hands link road. The sites' identification within the context of the Swansea Bay City Region confirms its ongoing importance in strategic terms.
GA3/E8	Cross Hands West Food Park	Ammanford/ Cross Hands	8.91	The site forms part of the Cross Hands Strategic Zone. Approximately half of the site has been developed and there are estate spine roads into parts of the remaining available site plateaus.
GA3/E10	Capel Hendre Industrial Estate, Capel Hendre	Ammanford/ Cross Hands	4.05	There has been on-going incremental small scale delivery on parts of the remaining areas of this large industrial estate. The as yet undeveloped parts of the allocation are serviced by estate roads.

GA3/E11	Parc Hendre, Capel Hendre	Ammanford/ Cross Hands	11.73	No recent planning history on the allocation, however the whole site is serviced by an estate road, lies adjacent to existing employment uses and is located along a strategic transport route within a short distance of the M4.
GA3/E12	Heol Ddu, Tycroes	Ammanford/ Cross Hands	0.34	Outline planning permission has been granted on this site.

LDP Ref	Site Name	Location	Ha	Status
T2/1/E1	Dyfatty	Burry Port	3.28	The whole site has planning permission for the delivery of site infrastructure.
T2/2/E1	Beechwood Industrial Estate	Rhosmaen/ Llandeilo	2.33	A small portion of the site has been delivered. There has been interest in the large remaining site over recent years but no scheme has yet been delivered.
T2/4/E1	Sunny Bank	Newcastle Emlyn	1	This sizeable allocation is situated between two existing employment sites within the development limits of the settlement. It is noted the site has been a longstanding allocation and no planning applications have been received.
T2/5/E1	Land adjacent Station Yard	St Clears	0.33	No planning applications to date.
T2/5/E2	Land adjacent A40	St Clears	1.23	This site is located adjacent to the strategic A40. Over half of this site has already been delivered.
T2/5/MU1	Old Butter Factory	St Clears	0.36	The site has planning permission for a mixed use development, with part employment use.
T2/6/E1	West Street	Whitland	0.27	This site has been delivered. Annotation will be amended to reflect its status as an existing employment site.
T2/6/E2	Whitland Industrial Estate	Whitland	1.07	Approximately half of this site has been delivered.
T2/6/E3	Whitland Creamery	Whitland	1.7	Whilst it is noted that there have been discussions over recent years, there has to date been no employment related planning applications. It is also noted that interest remains in part of the site being brought forward for residential use.

T3/8/E1	Land east of Station Road	Glanamman/ Garnant	0.7	No planning applications to date.
T3/11/E1	Old Foundry	Llanybydder	0.51	No recent planning applications.
SC34/E1	Pantyrhodyn Industrial Estate	Cilyrychen	1.5	This site has been delivered. Annotation will be amended to reflect its status as an existing employment site.
SC34/E2	Cilyrychen Industrial Estate (north)	Cilyrychen	1.7	Whilst no planning applications have been received in recent years, the allocation comprises the two remaining portions of an established, serviced industrial estate.

LDP Strategic Implications

The role of employment in understanding the role and function of settlements and their consequential contribution to its residents and the wider community is recognised. Consequently, whilst it is considered that the employment policies within the Plan are robust in strategic terms, future plans, programmes and strategies on employment will need to be fully considered and where appropriate reflected.

The implication on the strategy of changes in employment patterns will be monitored and reflected. This recognises that the employment market is constantly changing and that the need to respond to this developing context is essential in long term planning.

Specific Policies – Economy and Employment

Whilst in general terms the policies on employment are considered sound, the need to respond to changing economic circumstances will be considered, particularly the differing demands and requirements of the rural and urban areas of the County.

In this regard, evidence in the form of the LDP Annual Monitoring Reports, the Employment Land Reviews and the Sectoral Needs Study, together with the changes in relation Chapter 10 PPW and TAN 23: Economic Development will be key informants in any revisions to the specific LDP employment policies.

The provisions of policy EMP5 and the mixed use sites identified will be amended to reflect any changes in the selection of sites arising from changes in the strategy and amount of employment land required and where.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP8 Retail

Context

The evidence in relation to convenience and comparison retail requirements for the Plan were informed by the Carmarthenshire Retail Study 2005 which was further developed through an update undertaken in 2009. The study provided:

- An assessment of future needs for additional retail facilities during the Plan period;
- An analysis of the role, function and network of existing centres;
- An assessment of the centres' capacity to accommodate growth; and
- The potential to redistribute retail expenditure.

In relation to convenience, the Council's approach in the LDP centred on the promotion of greater retention of convenience trade in smaller settlements. This indicated the potential for additional convenience floor space for between 6,212sq.m and 18,118sq.m. The higher figures indicate floorspace capacity if occupied by convenience discounters, whereas the lower figures indicate capacity if occupied by one of the then 5 main convenience operators. It was not considered necessary to identify any sites to accommodate this need. This approach has been borne out through the changing market dynamic within the retail sector, with the growth in discounters and the rise in smaller local stores. The 2015 update to the retail study indicates that in quantitative terms, there is adequate provision for convenience goods floor space, however given the significant trade currently attracted to the discount retailers, there may be scope for these existing stores to be extended or new discount stores in areas where there is limited existing provision.

The 2015 Retail Study indicated that in terms of comparison goods, expenditure had decreased since the 2009 study. It also recognised that there will be floor space requirements in all the principal and smaller centres within the Plan. However, based on the current pattern Carmarthen has the greatest capacity for further retail development. The need within other centres may be accommodated through re-occupation of vacant floor space or within existing commitments.

Given the above, there is no indication that a significant change is needed to retail policy, both in terms of convenience or comparison provision. It is unlikely that any specific allocation will be required in response to identified need.

Llanelli Retail Provision

Consideration will need to be given to the emerging Local Development Order (LDO) for Llanelli Town Centre. The LDO is part of a co-ordinated response to regeneration initiatives. It is a reflection of the challenges faced by centres within a changing retail environment. Llanelli, as a long-standing retail centre, has exhibited issues of concern in relation to vacancy rates and as a result of the challenges from out of town shopping provision in the form of Parc Trostre and Parc Pemberton. **Some of the considerations affecting Llanelli Town Centre are of a localised nature and not necessarily systemic across the whole area. In this respect the Draft LDO seeks to reflect such challenges.** Reference can be made to the Statement of Reasons being prepared in support of the emerging LDO. The role of the Llanelli Town Centre Task Force which was established after the adoption of the LDP will be reflected in any revised policy considerations for Llanelli Town Centre.

In this respect, the Council has been successful in securing funding through the Welsh Government's Vibrant and Viable Places which has introduced a new regeneration fund with prioritised targeted investment:

As part of the successful Vibrant and Viable Places, £1 million of funding was secured along with circa £1.12 million available through a successful bid for pipeline funding and Council contributions. This has seen 7 properties purchased, and 1 property renovated, with its retail floor space occupied, whilst 2 properties were secured where works have commenced. The occupied retail unit has proved successful by linking into the deprivation aspects of the Vibrant and Viable Places agenda, with links to Communities First and the Steps Projects offering experience and opportunities within the community. Consideration will be given to a Town Centre Masterplan which could inform any interventions e.g. - redevelopment opportunities and future acquisitions.

Regard will be had to the specific challenges faced by the Town Centres of Carmarthen, Llanelli and Ammanford and the responsiveness of the respective policies to their particular needs and any issues that may arise. Reference is made to the Carmarthenshire Town Centre Audits and the AMRs which indicate positive outcomes in relation to tackling

vacancy, and in maintaining the retail integrity of the Primary Retail Frontage. They also indicate a degree of inconsistency with elements of the town centres performing better in proportional terms than others. **This may indicate that potential ‘solutions’ and/or planning policy interventions need not take the form of a ‘one size fits all’ and may be tailored to the specific requirements of that centre.**

LDP Strategic Implications

It is considered that the retail policies within the Plan are robust in strategic terms. However, any indirect consequences in terms of the location and nature of retail provision will be matters for consideration in a revised LDP.

The implication on the strategy of changes in retail patterns will be monitored and reflected. This recognises that the retail market, and how consumers access provision and buy goods is rapidly changing, and that the need to respond to this developing context is essential in long term planning.

Specific Policies – Retailing

In general terms the policies on retail are considered sound. However, the need to respond to a changing retail market will be considered as necessary.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP9 Transportation

Context

The provisions of the Active Travel (Wales) Act 2013 places a legal requirement for local authorities in Wales to map and plan for suitable routes for active travel, and to build and improve their infrastructure for walking and cycling every year. It creates new duties for highways authorities to consider the needs of walkers and cyclists and make better provision for them. It also requires both the Welsh Government and local authorities to promote walking and cycling as a mode of transport.

In this respect by connecting key sites such as workplaces, hospitals, schools and shopping areas with active travel routes, the Act will encourage people to rely less on their cars when making short journeys. The LDP will seek to reflect the obligations of the Act. Reference is also made to the provisions of the LDP's specific policies in relation to Transportation and Accessibility.

Elements of the contextual background underpinning the Policy and its supporting text requires a level of amendment to reflect the changes in priorities of schemes, routes, strategic documents and supporting information. It also needs to reflect any implications arising from a change in strategic approach. In this respect, the developing evidence, including that in relation to the role and function of settlements will require consideration in informing any future revisions of the policy.

The policy makes reference to identified highway infrastructure and improvements. Consideration will need to be given to any amendments to the Trunk Roads Forward Programme by the WG. Most notably, the commencement and implementation of the improvements on the A483 at Llandeilo and Ffairfach, and A40 Llanddewi Velfrey to Penblewin will need to be considered

Regard will be had to the Joint Local Transport Plan (LTP) for South West Wales 2015 – 2020. Replacing the RTP (prepared by the SWWITCH consortia) the four authorities in South West Wales have worked collaboratively in preparing the LTP as an overarching City Region LTP, with four local programmes of projects.

The LDP seeks to reflect the provisions of the emerging LTP, however it was prepared within the context of the RTP and the Carmarthenshire Priorities for Transport 2009 - 2014. Further consideration needs to be given to the policy and land use implications of the schemes identified within the LTP. These will be identified within the provisions of the Policy. The Proposals Map will be amended to reflect known and defined routes.

The existence of the Air Quality Management Areas at Llanelli and Carmarthen are not reflected in the LDP, given their designation in August 2016. These are in addition to that area already designated in Llandeilo.

LDP Strategic Implications

It is not anticipated that any of the above impacts directly on the delivery of the Plan’s Strategy. It is noted that future Plans, programmes and strategies on infrastructure improvements will need to be fully considered, and reflected upon where appropriate.

The provisions of the Active Travel (Wales) Act are already reflected within the LDP and its policies, however regard will be required to its provisions in Plan preparation.

Specific Policies – Transport and Accessibility

Consideration will be required in respect of the provisions of the Active Travel (Wales) Act 2013. In this respect, the policy provisions set out in relation to Location of Development and Highways in Developments, (TR2 and TR3 respectively) will require review to ensure they are fully reflective of contextual changes. Similarly, the emphasis on cycling and walking within TR4 may require further consideration. It is recognised that the policy currently provides a positive framework, particularly in relation to the new duty under the above act. It considered the needs of walkers and cyclists, and how to make better provision for them.

Regard will be had to the latest strategy in relation to improvements to the cycle network. Programmed improvements referenced within the Plan will be reviewed in light of any progress in delivery and revisions to the cycle strategy. In this respect, both AMRs have indicated clear and substantive progress in relation to the delivery of both the Towy Valley and Amman Valley routes, with the latter only requiring the completion of a small remaining section. The absence of any proposals to proceed with the Whitland to Llanglydwen route is also recognised.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP10 Sustainable Mineral Development

Context

Land use planning policy guidance for mineral extraction and related development in Wales is set out in PPW and supplemented by Minerals Technical Advice Notes (MTANs). There are currently two MTANs in respect of minerals - MTAN 1: Aggregates (2004) and MTAN 2: Coal (2009).

In most cases, mineral planning is an appropriate subject for collaboration between local authorities. In terms of aggregates, the regional consideration of demand and supply is carried out by the two Regional Aggregates Working Parties (RAWPs) for North and South Wales. The role of the RAWPs is to examine issues of aggregates provision and to draw up a Regional Technical Statement (RTS) setting out the strategy for the provision of the aggregates in each region for a specified period.

The RTS determines the contribution each authority should make towards meeting regional needs. LDPs should therefore show evidence that the local authority has the necessary landbank of mineral reserves to meet the identified need. Evidence set out in the first two LDP AMRs indicate that Carmarthenshire has an adequate landbank for the required period for both hard rock, and sand and gravel. Whilst this means that no new mineral allocations are required at the present time, the situation will need to be continuously monitored throughout the revision of the LDP.

Further evidence set out within the AMRs indicate that the LDP is meeting all its targets in respect of minerals. One indicator relates to the continued review of dormant sites and the serving of Prohibition Orders on those sites considered not likely to be re-worked in the future. The importance of this process is set out in PPW as the removal of such sites would lead to a consequential reduction in an Authority's mineral landbank.

Areas to be safeguarded have been identified on the LDP proposals maps and a policy within the Plan protects potential mineral resources from other types of permanent development which would either sterilise them or hinder extraction. Whilst the targets relating to this policy issue have been met, their continued monitoring will inform the revision of the LDP.

LDP Strategic Implications

The role of minerals in any strategy is recognised. However, whilst it is not anticipated that any of the above impacts directly on the delivery of the Plan's Strategy, it is noted that future

plans, programmes and strategies on minerals will need to be fully considered, and where appropriate reflected.

The provisions of PPW and the MTANs are already reflected within the LDP and its policies, however, regard will be required to be made to their provisions in Plan preparation, including at a strategic level, where the evidence and recommendations set out within the RTS and the annual SWRAWP reports will inform.

Specific Policies – Minerals

Whilst in general terms the policies on minerals are considered sound, the need to respond to changing circumstances will need to be considered.

In this regard, evidence in the form of the LDP AMRs, together with the changes in relation Chapter 14 PPW, MTANs 1&2 and the RTS will be key informants in any revisions to the specific LDP minerals policies.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP11 Renewable Energy and Energy Efficiency

Context

Policy SP11 seeks to support development proposals which incorporate energy efficient measures and renewable energy technologies in appropriate locations. The policy was drawn up in line with the national guidance set out in PPW and TAN 8: Renewable Energy (2005).

The AMRs show that 63MW of renewable energy has been permitted within the two monitoring periods. The Reports also illustrate a significant decrease in the amount of permissions granted for wind energy from the first to the second AMR.

Since the adoption of the policy, the Welsh Government has published Practice Guidance: Planning for Renewable and Low Carbon Energy – A Toolkit for Planners. The Toolkit

requires the production of a Renewable Energy Assessment which will provide and develop a robust evidence base to assess the potential for renewable and low carbon energy generation in the County. The Assessment will underpin the renewable energy policies contained within the Plan.

PPW states that local planning authorities should facilitate the development of all forms of renewable and low carbon energy by considering the contribution that their area can make; creating development plan policies that enable this contribution to be delivered; and, ensuring that development management decisions are consistent with national and international climate change obligations, including contributions to renewable energy targets and aspirations.

Since the adoption of the LDP, the Authority has seen an increase in the number of applications for solar farms. Renewable energy technology advances along with a change to feed-in-tariffs has seen a move to different forms of technology in recent years, this trend is anticipated to continue in the coming years. Plan policies should be flexible to allow for technological advances and new technologies.

Contextual changes have occurred in respect of renewable and low carbon energy since the adoption of the LDP. This will be a key issue for a revised LDP and policy changes are anticipated.

LDP Strategic Implications

Renewable energy and energy efficiency are integral components to achieving sustainable development, however, it is considered that it will not have a significant effect on the overall strategy of the Plan.

Specific Policies – Renewable Energy

The specific policies in relation to Renewable Energy will need to reflect the changes discussed above, in particular in relation to changing technologies. The policies will also be informed by the Renewable Energy Assessment.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓

2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP12 Waste Management

Context

The Waste Framework Directive requires member states to establish an integrated and adequate network for the disposal of wastes. PPW supplemented by TAN 21: Waste (2014) requires that progress towards this is monitored to identify whether sufficient landfill capacity is being maintained; sufficient treatment capacity is being maintained; whether the spatial pattern of provision is appropriate to fill identified needs; and, whether any further action is needed by local planning authorities to address unforeseen issues. The implications resulting from Brexit will need to be taken into consideration over the coming years, but for the time being the requirements set out within the EU Directives still apply to waste management at the national level.

Information on the region's waste management / resource recovery facilities is required in order to monitor implementation of the National Waste Strategy for Wales – 'Towards Zero Waste, 2010' (TZW) – both in terms of the facilities that are being planned for in local authority development plans and in terms of the facilities that are currently operating.

TAN 21: Waste establishes a requirement for each of the three regions in Wales (North, South East and South West) to prepare a Waste Planning Monitoring Report (WPMR) on an annual basis. Central to the process of preparing the Report is the collection and analysis of information regarding the waste situation within each region. The principle role of the WPMR is to collate and present all available data to enable the effective monitoring of both the region's waste arising's and waste management facilities and to assess the region's performance against the targets set out in TZW.

WPMRs are new and were not available when a large number of local planning authorities were producing their first LDPs. The information and analysis presented in the WPMRs should inform LDP formulation and should provide a basis for local authorities and other organisations to take action on the waste arising's within each local authority area and by implication the region as a whole.

LDP Strategic Implications

The role of waste management in any strategy is recognised. However, whilst it is not anticipated that any of the above impacts directly on the delivery of the Plan's Strategy, it is noted that future plans, programmes and strategies on waste will need to be fully considered and where appropriate reflected.

The provisions of PPW and TAN21 are already reflected within the LDP and its policies, however continued regard will be had to these provisions in preparing a revised plan. The evidence and recommendations set out within the annual WPMRs for the South West Wales region will also be considered.

Specific Policies – Waste Management

Whilst in general terms the policies on waste are considered sound, the need to respond to changing circumstances will be considered, particularly the potential issues surrounding future landfill capacity within the South West Wales region and the potential need for alternative residual treatment facilities.

In this regard, evidence in the form of the LDP AMRs, the South West Wales WPMRs, together with the changes in relation Chapter 12 PPW and TAN 21: Waste will be key informants in any revisions to the specific LDP waste policies.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP13 Protection and Enhancement of the Built Historic Environment

Context

The monitoring policy target for the built and historic environment within the AMRs indicate that there are no concerns over the effectiveness of the policy’s implementation. Since the adoption of the LDP, there has been some notable contextual changes at a national level. In this respect, whilst it is not the role of the Plan to replicate national policy or primary legislation, relatively minor and factual changes to the LDP policies or supporting text may be required. Such changes are anticipated to relate to contextual matters and to ensure consistency with national policy - including the Historic Environment (Wales) Act 2016, Chapter 6 of PPW and TAN 24: The Historic Environment.

LDP Strategic Implications

There are not considered to be any notable issues in relation to its compatibility and consistency with the LDP strategy. Regard will be had to the requirements arising from contextual changes and implications on the future Plan strategy.

Specific Policies – Environmental Qualities – Built Environment

Reference should be made to the consideration of strategic policy SP13 above. As part of ensuring the Plan is based on up-to-date evidence and information, the content of the policies and supporting text will be reviewed and monitored.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP14 Protection and Enhancement of the Natural Environment

Context

Whilst the Plan recognises the need for new development for both social and economic purposes, the Council also seeks to safeguard Carmarthenshire’s environmental quality by enhancing areas of landscape or nature conservation interest. The Policy seeks to ensure the protection and enhancement of the natural environment, and in doing so, contributes towards moderating the potential adverse effects of other policies that infer physical development.

Carmarthenshire has a rich and diverse natural environment with a number of designated sites for nature conservation and biodiversity importance. The protection and enhancement

of those natural and man-made elements that interact and contribute to the quality of Carmarthenshire's landscape, natural environment and biodiversity is a key issue for the LDP.

The first and second AMRs do not indicate any significant monitoring issues in relation to this policy area (both strategic and specific policies). The AMR does however set out some contextual changes that are directly relevant.

The Planning (Wales) Act 2015 has clear implications, and it is noted that amongst other matters, it will provide opportunities to protect and enhance our most important built and natural environments. The Well-being of Future Generations Act 2015 has an overarching aim of requiring all public bodies in Wales that are subject to the Act to work in a way that improves economic, social, environmental and cultural well-being with a view to helping create a Wales that 'we want to live in now and in the future'. The Environment (Wales) Act 2016 delivers against the WG commitment to introduce new legislation for the protection and enhancement of the environment. The critical nature of these pieces of legislation in contextual and implementation terms will be important in the preparation of the revised LDP.

Work is nearing completion by consultants on a Seascape Character Assessment that covers the Carmarthen Bay, Gower and Swansea Bay area. Whilst the policy currently makes reference to designated areas of seascape quality, the policy and specific policies should have regard to the outcomes of this Assessment. Neighbouring authorities intend adopting this assessment as SPG, therefore consideration will be given as to how this will fit in with the policies of the Plan.

In light of the above, there is a need to evaluate and consolidate the ongoing contribution that the LDP is making to the natural environment. This is particularly pertinent due to the interrelation of the protection and enhancement of the natural environment across these three pieces of legislation⁶.

LDP Strategic Implications

The Habitats Regulations Assessment (HRA) of the LDP identified the potential for a likely significant effect on the marsh fritillary butterfly metapopulation of the Caeau Mynydd Mawr Special Area of Conservation (CMMSAC). The HRA therefore recommended the inclusion of

⁶ <http://gov.wales/docs/desh/publications/160610-three-bills-diagram-en.pdf>

a strategy to provide an area, or network of areas, for the management and provision of suitable condition habitat for the marsh fritillary butterfly. It should be noted that the CMMSAC is located within the Cross Hands area which is identified as a key area of growth for the LDP. Failure to reconcile these various demands would have strategic implications for the Plan and raise serious concerns in regards to its delivery.

The required mitigation was prepared in the form of Supplementary Planning Guidance (adopted concurrently with the LDP in December 2014)⁷. This elaborates upon the provisions of LDP Policy EQ7. The second AMR indicates that the SPG is now established and working effectively in terms of delivering an increase in suitable habitat as well as facilitating the delivery of development. The Plan revision may provide opportunities to review this mechanism and its' underpinning evidential facets. In this respect the Policy and any future iterations of the SPG will have regard to and respond to any changes in the conservation objectives for the CMMSAC.

Specific Policies – Environmental Qualities – Natural Environment

In developing the policies the potential future provisions of the Environment Act and the general importance attached to the protection and enhancement of the environment were fully considered. This is demonstrated by the emphasis on enhancement as well as protection.

In terms of local and regional designations, it is noted that there are at present no Sites of Importance for Nature Conservation (SINCs) defined within the plan area. It remains an objective to undertake the identification process and as such the revision would allow for the opportunity for this process to take place. The Council will review and prepare an appropriate evidence base in support of the potential designation of SINCs as part of the revised LDP.

There are opportunities to build upon the considerable emphasis placed on the importance of connectivity in the Plan by exploring and consolidating upon linkages with other policy areas, particularly those that promote green infrastructure. An appropriate review of evidence and the role of the Placemaking and Design SPG, prepared in support of LDP Policy GP1, will be undertaken as part of developing an understanding of the benefits and value of such an approach within a Carmarthenshire context There are also opportunities to

⁷ Caeau Mynydd Mawr Special Areas of Conservation – Supplementary Planning Guidance 2014
<http://www.carmarthenshire.gov.wales/media/598014/Caeau-Mynydd-Mawr-SPG-ADOPTED.pdf>

review the evidence base, this will be further discussed in the supporting paper on background evidence.

The Plan identifies Special Landscape Areas (SLAs) within Policy EQ6. These were identified following a formal assessment of the landscape qualities of the County and are a non-statutory designation. It is noted that this policy places an emphasis on enhancement and improvement. There may be opportunities to supplement and/or review the supporting evidence for this policy and explore those wider linkages (e.g. the renewable energy policies and those design related policies).

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP15 Tourism and the Visitor Economy

Context

Tourism is important to the Carmarthenshire economy. The County’s outstanding natural and cultural characteristics provide the basis for further growth. Sustainable tourism developments are, where appropriate, encouraged and supported where they increase quality and viability and contribute towards enhancing the diversity and economic sustainability of the County’s tourism offer. Proposals should not however adversely affect the area’s landscape, nature conservation or built environment qualities and should be consistent with the settlement hierarchy.

The LDP acknowledges that tourism plays an important role in Carmarthenshire –with the County being home to large scale regional attractions such as the Millennium Coastal Park, Ffos Las Racecourse, the National Botanic Gardens and the Brechfa Forest, which is renowned for high quality outdoor activities such as mountain biking.

Tourism and the Visitor Economy is not subject to a monitoring indicator within the Plan’s monitoring framework. The Monitoring Framework does however provide some contextual changes that are relevant. Reference will also be made to emerging evidence being prepared, most notably the Employment Sectoral Study which considers the role of tourism

within the wider Carmarthenshire economy. Further consideration is also being given to the ongoing and potential future contribution of the rural economy and rural tourism.

In terms of contextual changes, it is noted that Transformations: A Strategic Regeneration Plan for Carmarthenshire – 2015-2030 identifies the County as an integral component of the Swansea Bay City Region. It sets out a vision for the tourism economy which is *“To develop a prosperous visitor economy in Carmarthenshire based on its unique strengths and character, which generates higher spend and local income, enhances its image and reputation and improves the quality of life for local communities.”*

In delivering the above Vision it is recognised that there are a range of issues that will need to be addressed. These include countering seasonality, increasing spend and duration of stays, unlocking service sector / job creation opportunities and maximising upon emerging markets. The role of the policies and provisions of the Plan in delivering the ambitions as part of an integrated approach will be essential. In this respect the revised Plan will integrate with other plans and strategies to ensure the opportunities for delivery are maximised.

LDP Strategic Implications

Policy SP15 provides the overarching framework for the consideration of tourism related development and provides the key principles to which the Plan will adhere to in terms of location, scale and impact of any development proposal. It also provides the means to consider any proposals within the context of the County’s tourism hierarchy.

In this regard the inter-relationship between the tourism hierarchy and that of the Plan’s spatial strategy and settlement hierarchy is readily apparent. Any revision to the Plan’s spatial strategy which would have implications for tourism should be undertaken within the context of national policy and the sustainability framework. Such a review could lead to an increased appreciation of an area’s role and function in relation to tourism as opposed to simply identifying its position in a hierarchy.

Regard will be had to the potential tourism opportunities of the Pembrey Peninsula.

Specific Policies - Tourism

There is an opportunity to elaborate upon the existing policy framework to develop a contemporary awareness of market trends (and local distinctiveness) without rendering the Plan unsound and/or contrary to the sustainability framework. Consideration will be given to

the development of SPG which provides an opportunity to elaborate upon the policies and provisions of the Plan. The potential for regional co-operation will be explored where there may be matters of common interest.

There is presently an evidence gap in terms of current and future demand / trends (both in accommodation and attractions) and where such uses could be broadly accommodated on a spatial basis. There are also opportunities to review those linkages and opportunities that emerge from the corporate emphasis on exploring the future contribution of the rural economy as well as at a regional level.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP16 Community Facilities

Context

The LDP's evidence base included an audit of existing community facilities with their location reflected in the LDP's settlement hierarchy and through the distribution of growth. The current LDP Strategy is underpinned by the principles of sustainability and as such in considering the distribution of growth and settlement hierarchy in Carmarthenshire, the availability of facilities was a significant influence due to its ability to contribute towards the sustainability and well-being of Carmarthenshire's communities, as well as minimising the need for car journeys and consequential impact upon climate change.

The nature, range and level of community facilities present, along with a number of other pertinent factors, informed the identification of the settlement hierarchy. Revised evidence in relation to the role and function of settlements will assist in informing any re-evaluation of a respective settlements role.

The availability and access to facilities and services can be significant contributors towards the achievement and delivery of the Well-being of Future Generations (Wales) Act 2015 well-being objectives. Most notably this would include contributing towards delivering 'A

Wales of cohesive communities’, ‘A resilient Wales’ and more notably achieving social resilience.

LDP Strategic Implications

There are not considered to be any notable issues in relation to compatibility and consistency with the LDP strategy. The Strategy needs to reflect the current role which various facilities play within the communities and the impact these have upon the sustainability of the communities. It is therefore considered appropriate to review our understanding of the role and function of settlements and their various facilities.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP17 Infrastructure

Context

The LDP evidence base provides a foundation of information including the Infrastructure Background Paper (July 2013) which specifically discusses the infrastructure required in Carmarthenshire in order to facilitate the delivery of the LDP. This Paper principally addresses the infrastructure needed to enable the delivery of development and to consider possible mechanisms for delivering the infrastructure identified (e.g. highway / utility infrastructure).

Since the adoption of the LDP further work has been undertaken to consider the suitability of adopting a Community Infrastructure Levy (CIL) in Carmarthenshire. In September 2016, a CIL Infrastructure Assessment Paper was produced to update the existing infrastructure evidence, and to consider a wider range of infrastructure types, including the infrastructure needed to support growth as well as to facilitate development. Where possible, the Paper also identified the infrastructure costs and potential sources of funding.

Further to this, an assessment of infrastructure provision and needs is being undertaken and will be utilised to support the revision of the LDP.. This assessment will identify the existing capacity of the services within these areas and any planned improvements to be undertaken by infrastructure providers. The Plan’s Strategy and the distribution of growth will need to reflect the availability of existing and planned infrastructure. The selection of sites will need

to consider the infrastructure available, the requirement for improvements programmed improvements and where there are likely to be insurmountable issues in relation to delivery of the site as a result of infrastructure provision and the potential implication on the financial viability of the site.

The LDP will have regard to the utility providers' most recent plans for improvements and the availability of funding so that infrastructure and development will be aligned. Where there is limited capacity and no improvements programmed, there will be a need to work closely with infrastructure providers during the production of the Plan to identify solutions collaboratively to ensure that the Plan and its allocations are deliverable.

LDP Strategic Implications

The LDP's Strategy and Settlement Hierarchy will need to recognise the inter-dependency of delivering allocated sites and the need for an infrastructure network which is fit for purpose to facilitate the delivery of the LDP. The revised LDP will be developed to ensure its content including the distribution of growth is deliverable.

Specific Policies – Infrastructure

Policies GP3 Planning Obligations and GP4 Infrastructure and New Development aim to ensure the delivery of suitable infrastructure necessary to facilitate appropriate development. There are no notable issues relating to these policies. Provided that there is ongoing liaison and cooperation between the LPA and the infrastructure providers then the policies should remain sufficiently flexible and effective.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

SP18 The Welsh Language

Context

The LDP was informed by trends relating to the use of the Welsh language. In particular this considered the changes in the proportion and number of Welsh speakers in Carmarthenshire. This data was further supplemented with demographic data and trends in Carmarthenshire.

With 78,048 Welsh speakers amongst its population, Carmarthenshire has the highest number of Welsh speakers in Wales and the fourth highest proportion of Welsh speakers at 43.9% (2011 Census data). However, the Census data also indicated that there is a significant variation in the proportion of Welsh speakers across the communities of Carmarthenshire.

Since the adoption of the LDP section 31 of the Planning (Wales) Act 2015 has amended section 70(2) of the Town and Country Planning Act 1990 to clarify that considerations relating to the use of the Welsh language may be taken into account when determining applications for planning permissions, so far as they are material to the application.

In addition to this legislative amendment, the Well-being of Future Generations (Wales) Act 2015 sets out 7 well-being goals which Carmarthenshire County Council as a local authority must seek to achieve in order to improve well-being both now and in the future. One of the well-being goals is 'A Wales of vibrant culture and thriving Welsh language'.

The LDP will need to have regard for well-being and should reflect national and local well-being objectives and priorities and align with the LWP. It will also need to acknowledge the status of the language as a consideration in the determination of planning applications.

The evidence informing the revision of the LDP will need to consider the likely effects of the LDP on the Welsh language and will be a requirement of the SA. The SA will need to consider the effects of the Plan on local communities as well as on a countywide level.

TAN 20: Planning and the Welsh Language was published in October 2017 which outlines the development in legislation relating to the language as well as changes relating to the use of language impact assessments. The TAN also outlines guidance relating to the consideration of the Welsh language in the SA of the LDP.

LDP Strategic Implications

The SA will need to consider the effects of the LDP's Strategy and its policies and site allocations on the Welsh language. The LDP will have regard to the LWP, emerging evidence and any other local strategies which will inform and guide the LDP's approach to supporting the Welsh language in the local communities and on a countywide basis.

Specific Policies – Welsh Language

There are no specific policies which relate solely to the matter of the Welsh language and development. However, Policy GP5 Advertisements makes provision for the safeguarding and enhancement of the Welsh language. There are no notable issues with this policy. Whilst there are currently no other specific policies which relate to the Welsh language, it is noted that there may potentially be a requirement to address the need for mitigation and / or language impact assessments given the changes in legislation. The Plan will also need to be responsive to up to date and available evidence as well as the outcomes of the sustainability appraisal of the revised LDP.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

- **Specific Policies, Proposals Map and Site Specific**

The following section considers the potential implications of the review process in respect of the following specific policy areas. Further reference should also be made to those policy areas considered above where they relate to strategic policies and other strategic matters. The following is not intended to be an exhaustive list of potential issues, rather it provides an overview of known and emerging considerations and an indication of matters to be reviewed through the revision of the Plan.

General Policies

Context

On 7 June 2016 the UK Government published the Wales Bill with the intention to amend the Government of Wales Act 2006. The Bill received Royal Assent as the Wales Act 2017 on 31 January 2017. As part of the Wales Act 2017 CIL became a devolved matter with powers anticipated to be transferred to the Welsh Government in April 2018. A Transfer of Functions Order will be necessary to allow Welsh Ministers to modify existing secondary legislation. If the Welsh Ministers then consider it appropriate to rewrite the CIL Regulations, it is possible that further legislation may be required to enable this, however, this has not been confirmed.

Consequently, given the absence of clarity, the Council has resolved to hold its preparation of a CIL in abeyance. With this in mind the future progress of CIL within a Welsh context will be monitored and responded to accordingly.

In preparing the revised LDP, reference will be made to evidence prepared as part of the preparation of CIL. In this respect reference will be made to the report by the District Valuer Service – Valuation Office Agency on economic viability study for Carmarthenshire (November 2015)⁸ and the CIL Background Paper: Infrastructure Assessment⁹. Both studies will be reviewed and where applicable and appropriate updated to support the revised LDP.

The LDP, in setting out and delivering policies in relation to Planning Obligations, will ensure compliance with the requirements of the CIL Regulations 2010. Consideration will, in light of the provisions of these regulations and that pertaining to viability and deliverability, be given to the potential for the prioritisation of any obligations sought. The requirements in relation to the CMMSAC are noted, with the current LDP prioritising this contribution accordingly.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

Environmental Protection

Context

In relation to the Carmarthen Bay / Burry Inlet Special Area of Conservation (CBEEMS), there remains a multi-agency approach to addressing those concerns in relation to water quality and localised flooding. Dŵr Cymru/Welsh Water (DCWW), Natural Resources Wales, City and County of Swansea and Carmarthenshire County Council remain signatories to the Memorandum of Understanding (MoU)¹⁰. Progress has been made in relation to reviewing the MoU, with the signatory local authorities agreeing a revised draft. Reference is made to the HRA that accompanied the LDP. Consideration will be given to the requirement for a specific policy in relation to the Burry Inlet MoU in any revised LDP. This would be in

⁸ <http://ilocal.carmarthenshire.gov.uk/media/96628/Study-into-the-Viability-of-Charging-CIL-Background-Document.pdf>

⁹ <http://ilocal.carmarthenshire.gov.uk/media/96610/Infrastructure-Assessment-Report-Background-Document.pdf>

¹⁰ Memorandum of Understanding – Burry Inlet (2011)

recognition of the role of the MoU in mediating developmental aspirations with environmental considerations at a strategically important location.

In contextual terms, reference is made to the fact that, in March 2014, DCWW published its Water Resources Management Plan. This outlines a 25-year strategy for managing water resources across the supply area and maintaining the balance between supply and demand. It identifies deficit zones where demand is exceeding, or forecast to exceed, supply and identifies appropriate measures to either increase supply or to manage demand in each water resources zone. Reference is made to LDP Policy SP17 and DCWW's planned investments through their Asset Management Programme (AMP).

Due regard will need to be given to the potential mandatory standards for Sustainable Drainage Systems and the opportunities to reflect the content of the Design and Placemaking SPG. Consideration will also need to be given to any revision of TAN 15. There is a need to reflect the fact that Air Quality Management Areas (AQMA) have been designated in Llanelli, Carmarthen and Llandeilo and reference made to evidence in relation to air quality including the Carmarthenshire Air Quality Progress Report¹¹.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

Recreation and Leisure

Context

The specific policies of the LDP relate particularly to the retention and provision of open space. The presence of existing parks and leisure facilities were considered as part of the assessment of community facilities referred to under SP16 Community Facilities above. The information was collated as part of the Carmarthenshire Greenspace Assessment (2010) which informed the production of the LDP. In order to provide additional guidance, SPG was also produced in 2016 on the Leisure and Open Space Requirements for New Developments.

¹¹ http://www.carmarthenshire.gov.wales/media/1035672/2014_Air_Quality_Progress_Report_ENG.pdf

Given that the parks and open space evidence is largely based upon a study undertaken in 2010, it is considered prudent to review the assessment to ascertain its ongoing relevance and accuracy; it is considered likely that the information may require updating. The Greenspace Study previously focused on the larger settlements located in the higher tiered settlements. However, given that the Sustainable Communities play a significant role in delivering the LDP's aims and objectives, it is considered appropriate to extend the greenspace assessment to incorporate these settlements too.

Which Tests of Soundness would these revisions to the LDP address?	
1. Does the Plan have regard to national policy?	✓
2. Does it seek to meet the assessed needs?	✓
3. Will development be viable?	✓

Proposals Map

The LDP Proposals Map includes a range of designations and notations which are identified specifically through the LDP but nonetheless add value in its use. Examples include notations such as areas of international and national nature conservation etc. The LDP Manual states that such designations no longer have to be included on the LDP Proposals Map and, as an alternative, can be identified on a Constraints Map (see Section 2.4, page 16 of LDP Manual). Whilst a Constraints Map is not a statutory requirement and is not part of the LDP, the LDP should reference it and list the designations it includes. The use of a Constraints Map has merits in terms of improving the legibility of an LDP Proposals Map and would allow amendments to be made readily to take account of changes that are not determined by the LDP, thus creating a more responsive basis for informing decisions. This would ensure that the most up to date information is readily available. Consideration will be given to the use of a Constraints Map as part of a revised LDP.

Regard will also be had to matters of accuracy in relation to the identification of the specific boundaries to ensure they are consistently interpreted and replicated within the LDP.

Site Assessment and Selection

In relation to the process for the selection of sites, a revised Site Assessment Methodology will be developed and published as part of the LDP Pre-deposit stage. This will ensure that selection is reflective of the changes to, and content of PPW and the LDP Manual Edition 2.

It will also ensure that site selection ensures that appropriate levels of deliverability are identified as early as possible in the Plan making process. The Authority will need to review the housing land supply and the availability of sites having reference to the strategy and growth requirements and ensuring that a deliverable and genuinely available supply is in place to meet the new Plan timescale (2033). The site assessment process will seek to ensure that there are no fundamental impediments to the development of the sites allocated in the revised Plan and that they are reinforced by the necessary evidence to support their allocation. The authority will also seek to provide clarity in relation to the timescales within which constraints can be overcome and sites are available to come forward.

Reference should also be made to the commentary in relation to SP3 and SP5 above and to the Draft DA which further considers matters on site selection.

In undertaking the review of its LDP, the Council will consider the content of the Longitudinal Viability Study of the Planning Process and its recommendations. This report commissioned by the WG identifies reasons why proposed housing developments that are assessed as deliverable during the LDP preparation process are stalling due to viability issues at later planning stages. Regard will be had where appropriate to its recommendations in seeking to develop a deliverable housing land supply.

10. Sustainability Appraisal and Habitat Regulations Assessment

Sustainability Appraisal – Strategic Environmental Assessment

The requirement to undertake a SA is an integral part of the process of plan preparation and is mandatory under the Planning and Compulsory Purchase Act 2004.

European Directive 2001/42/EC is enacted in the United Kingdom through the Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 requires the the undertaking of a Strategic Environmental Assessment (SEA). The first and second AMRs set out a review of the SA-SEA monitoring framework.

There have been no significant concerns relating to the impact of the LDP's implementation in relation to the SA-SEA emerging from both AMRs. The outcomes confirmed the designation of three separate AQMAs in Llandeilo, Carmarthen and Llanelli respectively. The limitations in SA-SEA monitoring are acknowledged, and whilst none of the SA-SEA indicators were deleted, there were instances when information was unavailable and/or deemed not applicable.

It is noted that many of the plans, policies and programmes reviewed as part of the SA-SEA process are some years old and that the identification and consolidation of a contemporary pre-change baseline is key to effective plan-making. Due consideration will be given to a review of the scoping report with a view to supporting the development of a relevant sustainability framework. Such a framework should inform pre-deposit proposals and the identification of strategic options.

There have also been some contextual changes that are relevant. These include the Planning (Wales) Act 2015, The Well-being of Future Generations Act 2015 and The Environment (Wales) Act 2016. In relation to the Well-being of Future Generations Act 2015 there is an opportunity to develop a corporate and integrated framework and monitoring regime as part of the production of the LWP (). TAN 20 was published in October 2017 - It outlines further guidance relating to the consideration of the Welsh language in the SA of the LDP and is a relevant consideration in relation to any review of the SA.

Habitats Regulations Assessment

European Directive 92/43/EEC is enacted in the United Kingdom through the Conservation of Habitats and Species Regulations 2010 (HRA). These regulations clarify the responsibilities

of the Plan Making Authority and set out the framework under which it should document the process.

There are no indications from the first and second AMR reports that the implementation of the LDP is having a significant effect (alone or in-combination) on the European Sites.

Notwithstanding the above, due consideration will be given to pertinent legislative directives and any requirement to revisit the screening process.

Glossary

Affordable Housing	<p>Housing provided to those whose needs are not met by the open market. Affordable housing should:</p> <ul style="list-style-type: none"> • meet the needs of eligible households, including availability at low enough cost for them to afford, determined with regard to local incomes and local house prices; and • include provision for the home to remain affordable for future eligible households, or if a home ceases to be affordable or staircasing to full ownership takes place, any subsidy should generally be recycled to provide replacement affordable housing. <p>This breaks down into two sub-categories:</p> <ul style="list-style-type: none"> • social rented housing - provided by local authorities and <i>registered social landlords</i> where rent levels have regard to the Assembly Government's <i>guideline rents</i> and <i>benchmark rents</i>; and • Intermediate housing - where prices or rents are above those of social rented housing but below market housing prices or rents. This can include equity sharing schemes (for example <i>Homebuy</i>). Intermediate housing differs from low cost market housing, which the Assembly Government does not consider to be affordable housing for the purpose of the land use planning system. (TAN 2: Glossary)
Annual Monitoring Report (AMR)	This will assess the extent to which policies in the local development plan are being successfully implemented (Regulation 37 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005).
Baseline/Pre Change Baseline	A description of the present state of an area against which to measure change.
Community	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
Community Infrastructure Levy (CIL)	The Community Infrastructure Levy is a planning charge, introduced by the Planning Act 2008 as a tool for local planning authorities to help deliver infrastructure to support the development of their area. It came into force on 6 April 2010 through the Community Infrastructure Levy Regulations 2010.
Community Involvement Scheme (CIS)	Sets out the project plan and policies of the LPA for involving local communities, including businesses, in the preparation of local development plans. The CIS is submitted to the Welsh Government as part of the Delivery Agreement for agreement.
Candidate Site	Candidate Sites are those nominated by anyone for consideration by the LPA as allocations in an emerging LDP.
Candidate Sites Register	Register of candidate sites prepared following a call for Candidate sites by the LPA.

Consultation	A formal process in which comments are invited on a particular topic or set of topics, or a draft document.
Contextual Indicator	An indicator used to monitor changes in the context within which the plan is being implemented or prepared.
Delivery Agreement (DA)	document comprising the LPA's timetable for the preparation of the LDP together with its Community Involvement Scheme, submitted to the Welsh Government for agreement.
Deposit Documents	These include the deposit LDP, the Sustainability Appraisal report, the initial consultation report, the candidate sites register, the Review Report (if appropriate), any relevant supporting documents.
Development Limits	A line drawn in order to define the area of a settlement within which development is acceptable in principle subject to detailed consideration of environmental, amenity, access, public service provision and other considerations. Areas outside the limits are regarded as the open countryside.
Development management policies	A suite of criteria-based policies which will ensure that all development within the area meets the aims and objectives set out in the Strategy.
Engagement	A process which encourages substantive deliberation in a community. Proactive attempt to involve any given group of people/section of the community.
Evidence Base	Interpretation of Baseline or other information/data to provide the basis for plan policy
Habitats Regulations Assessment (HRA)	<p>The screening and appropriate assessment of options required under Part 6 Chapter 8 of the Conservation of Habitats and Species Regulations 2010 (as amended) (the Habitats Regulations) - a recognised iterative process which helps determine the likely significant effect on a plan or programme and (where appropriate) assess adverse impacts on the integrity of a European site.</p> <p>The assessment is required to be undertaken by a competent authority in respect of plans or projects which are likely to have a significant effect (alone and in combination with other plans and projects) on a "European site" (see paragraph 5.1.2 of TAN 5), or as a matter of policy a proposed "European site" or Ramsar site, under the provisions of Article 6(3) of the EC Directive 92/43/ECC (the Habitats Directive), regulations 61 and 102 of the Conservation of Habitats and Species Regulations (as amended) 2010, and, regulation 25 of the Offshore Marine Conservation (Natural Habitats &c) Regulations 2007.</p>
Integrated Community Strategy	Required by the Local Government (Wales) Measure 2009 (Part 2: Sections 37-46) with the aim of improving the social, environmental and economic well-being of their areas. Also referred to as a "Single Integrated Plan".
Local Development Plan (LDP)	<p>The required statutory development plan for each local planning authority area in Wales under Part 6 of the Planning and Compulsory Purchase Act 2004.</p> <p>A land use plan that is subject to independent</p>

	examination, which will form the statutory development plan for a local planning authority area for the purposes of the Act. It should include a vision, strategy, area-wide policies for development types, land allocations, and where necessary policies and proposals for key areas of change and protection. Policies and allocations must be shown geographically on the Proposals Map forming part of the plan.
Local Planning Authority (LPA)	A planning authority responsible for the preparation of an LDP.
Local Well-being Plan	Under The Well-being of Future Generations (Wales) Act 2015 Public Service Boards will be established for each local authority area; it is intended that each will prepare a Well-being Plan to replace the SIP by April 2018 (s.39).
Marine Plan	The Welsh National Marine Plan prepared under the Marine and Coastal Access Act 2009.
Mitigation	Measures to avoid, reduce or offset significant adverse effects.
National Development Framework (NDF)	Provision is made under Planning (Wales Act) 2015 for the preparation of an NDF. Prepared by the Welsh Government the NDF will set out a 20 year land use framework for Wales and will replace the current Wales Spatial Plan.
Objective/Strategic Objective	A statement of what is intended, specifying the desired direction of change in trends.
Partners	Other local/NP authority departments and statutory bodies where the LDP will help to deliver some of the objectives of their strategies. Partners may be expected to contribute to formulating relevant parts of the LDP.
Planning Obligation	A legal agreement between an applicant and the local planning authority to ensure a development is carried out in a certain way. Also referred to as a Section 106 Agreement.
Planning Policy Wales (PPW)	Planning Policy Wales sets out the land use planning policies of the Welsh Assembly Government. It is supplemented by a series of Technical Advice Notes. Procedural advice is provided through circulars and policy clarification letters.
Pre-deposit documents (LDP)	These include the vision, strategic options, preferred strategy, key policies, the Sustainability Appraisal report, the candidate sites register, Review Report (if appropriate).
Pre-deposit stage	The participation and consultation stages prior to deposit; the Manual refers to the Strategic Options and Preferred Strategy stage which relate to the full plan procedure; reduced requirements relate to the short form plan revision procedure.
Ramsar	A wetland site of international importance for nature conservation. Designation is enabled by the Ramsar Convention 1971 whereby participating European Governments undertake to protect such areas.
Review Report	The required statutory report under S69 of the 2004 Act and/or Reg41; to conclude on the LDP revision procedure to be followed based on a clear assessment of what has been considered and what needs to change and why, based on evidence.
Short form revision	May be appropriate for circumstances where the issues

procedure	involved are not of sufficient significance to justify undertaking the full plan revision procedure.
Single Integrated Plan (SIP)	Discharges statutory duties identified by Welsh Government (“Shared Purpose – Shared Delivery”, WG 2012), including Community Strategies; prepared by a Local Service Board. See “Local Well-being Plans” which are to replace SIPs”.
Site specific allocations	Allocations of sites (proposals) for specific or mixed uses or development. Policies will identify any specific requirements for individual proposals with the allocations shown on the LDP’s proposals map.
Soundness	In order to be adopted, an LDP must be determined ‘sound’ by the examination Inspector (S64 of the 2004 Act). Tests of soundness tests and checks are identified in PPW.
Special Area of Conservation (SAC)	Sites of international conservation importance designated by the Welsh Ministers under the European Directive on the Conservation of Natural Habitats and Wild Flora and Fauna. In addition there are candidate SAC’s which should, as a matter of Government policy, be viewed as full SAC’s when examining land use impacts.
Special Protection Area (SPA)	Special Protection Areas For Wild Birds under The E.C. Council Directive On the Conservation of Wild Birds (79/4C9/EEC) provides for the protection, management and control of all species of naturally occurring wild birds.
Stakeholders	Interests directly affected by the LDP (and/or SEA) - involvement generally through representative bodies.
Statement of Common Ground (SocG)	The purpose of a SOCG is to establish the main areas of agreement between two or more parties on a particular issue.
Strategic Development Plan (SDP)	Provision is made under the Planning (Wales) Act 2015 for the preparation of SDP’s at a regional level. SDP will have regard to the NDF and responding at a regional level to strategic issues.
Strategic Environmental Assessment (SEA)	Term used internationally to describe environmental assessment as applied to plans and programmes. SEA process is derived from European legislation and defined at European level – Directive 2001/42/EC. The Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 (SEA Regulations) require a formal “environmental assessment of certain plans and programmes, including those in the field of planning and land use”.
Supplementary Planning Guidance (SPG)	Forms a supplementary document/information in respect of the policies in an LDP. SPG does not form part of the development plan and is not subject to independent examination but must be consistent with the Plan and with national planning policy. Can be developed to consider individual or thematic aspects of the Plan and site allocations including masterplans.

Sustainability Appraisal (SA)	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors). Each LPA is required by S62(6) of the 2004 Act to undertake SA of the LDP. This form of SA fully incorporates the requirements of the SEA Regulations.
Sustainability Appraisal Report (SA Report)	document required to be produced as part of the SA process to describe and appraise the likely significant effects on sustainability of implementing the LDP, which also meets the requirement for the Environmental Report under the SEA Regulations. S62(6) of the 2004 Act requires each LPA to prepare a report of the findings of the SA of the LDP. - The SA Report is first produced at the Preferred Strategy stage (the Interim SA Report), expanded at the Deposit LDP stage and finalised alongside the Adoption Statement.
Technical Advice Notes (TAN)	A topic-based document published by the Welsh Assembly Government to supplement Planning Policy Wales.
Wales Spatial Plan (WSP)	A plan prepared and approved by the National Assembly for Wales under S60 of the 2004 Act, which sets out a strategic framework to guide future development and policy interventions, whether or not these relate to formal land use planning control. Under S62(5)(b) of the 2004 Act a local planning authority must have regard to the WSP in preparing an LDP.

Appendix 1 – LDP Policy Review

Strategic Policies		Comments
SP1	Sustainable Places and Spaces	<p>The policy will be amended to reflect developments and changes emanating from revisions to the LDP strategy. Reference will also be had to evidence and contextual changes in ensuring the policy reflects such matters and remains relevant.</p> <p>Specific reference will be had to the emerging provisions of the Local Well-being Plan</p>
SP2	Climate Change	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p>
SP3	Sustainable Distribution- Settlement Framework	<p>The policy will be amended to reflect developments and changes emanating from revisions to the LDP strategy. The implications of the growth requirements and the spatial framework will be notable informants in this regards.</p> <p>Reference will also be had to evidence and contextual changes in ensuring the policy reflects such matters and remains relevant.</p>
SP4	Strategic Sites	<p>The policy will be amended to reflect developments and changes emanating from revisions to the LDP strategy. The implications of the growth requirements and the spatial framework will be notable informants in this regards.</p> <p>Evidence in terms of site delivery and their strategic contributions as well as the site assessment methodology will assist in determining the identification of sites.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
SP5	Housing	<p>The policy will be amended to reflect developments and changes emanating from revisions to the LDP strategy. The implications of the growth requirements and the spatial framework will be notable informants in this regards.</p> <p>Reference will be had to the site assessment methodology in the identification of sites.</p>
SP6	Affordable Housing	<p>The policy will be amended to reflect the background evidence which notes the number of affordable housing being achieved through the planning system.</p> <p>As part of the revised LDP, the percentage targets for affordable housing, along with the threshold consideration will need to be looked at in light of changes to allocated sites within the revised plan.</p>

		These factors when totalled, will ultimately show a revised number of affordable housing being provided during the plan period.
SP7	Employment- Land Allocations	<p>The policy will be amended to reflect developments and changes emanating from revisions to the LDP strategy. The implications of the growth requirements and the spatial framework will be notable informants in this regards, as will the evidence set out within the Sectoral Need Study 2017.</p> <p>Evidence in terms of site delivery and their strategic contributions, as set out within the annual Employment Land Reviews, as well as the site assessment methodology will assist in determining the identification of sites.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
SP8	Retail	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
SP9	Transportation	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy will however require amending to reflect amendments to, and emerging infrastructure improvements and notably to ensure compliance with the provisions of the Active Travel (Wales) Act.</p>
SP10	Sustainable Mineral Development	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
SP11	Renewable Energy & Energy Efficiency	No fundamental changes are anticipated to the strategic policy, the policy will have to reflect the outcomes of the Renewable Energy Assessment which will be undertaken,
SP12	Waste Management	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>Evidence and recommendations as set out within the annual Waste Planning Monitoring Reports for the South West Wales Region will be a key informant in relation to the review of this policy.</p>

SP13	Protection and Enhancement of the Built and Historic Environment	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
SP14	Protection and Enhancement of the Natural Environment	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>In this regard, there may be an opportunity to evaluate and consolidate the cross cutting role of the protection and enhancement of the natural environment across the 3 legislative themes as recognised within the following Welsh Government guidance: http://gov.wales/docs/desh/publications/160610-three-bills-diagram-en.pdf.</p>
SP15	Tourism and the Visitor Economy	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>In noting the above, the inter-relationship between the tourism hierarchy and that of the Plan's spatial strategy and settlement hierarchy is readily apparent. Any review of the Plan's spatial strategy (for example promoting a character area approach as oppose to a hierarchal approach) would have implications for tourism and should be undertaken with the context of national policy and the and/or the sustainability framework.</p> <p>In terms of contextual changes, it is noted that Transformations: A Strategic Regeneration Plan for Carmarthenshire – 2015-2030 portrays the County as a confident, ambitious and connected component of the Swansea Bay City Region.</p> <p>There are also opportunities to review those linkages and opportunities that emerge from the corporate emphasis on exploring the future contribution of the rural economy (including diversification and adaptation and re use of rural buildings).</p>
SP16	Community Facilities	No fundamental changes are envisaged in response to the policy's performance as shown through the Annual Monitoring Reports. The policy will however need to respond to contextual changes and adapt and reflect the information gained through further research and assessment.
SP17	Infrastructure	No fundamental changes are envisaged in response to the policy's performance as shown through the Annual Monitoring Reports. The policy will however need to respond to contextual changes and adapt and reflect the information gained through the most recent infrastructure assessment as well as further research planned.
SP18	The Welsh Language	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.

		There will be an opportunity to review the impact of development on the Welsh Language through the Sustainability Appraisal process and reflect changes implemented through TAN20.
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Specific Policies

General Policies

GP1	Sustainability and High Quality Design	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
GP2	Development Limits	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
GP3	Planning Obligations	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>Further consideration may however be given to the prioritisation of planning obligations. The ongoing considerations around the potential for a CIL charging structure will be monitored and reflected as appropriate.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
GP4	Infrastructure and New Development	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
GP5	Advertisements	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>

GP6	Extensions	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy. The Policy may also be amended to improve its clarity and certainty in application.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
Housing		
H1	Housing Allocations	<p>Whilst the policies basic provisions will not defer the detail in relation to the table of allocations will require amending to reflect any changes arising from the revision of the Plan.</p>
H2	Housing within Development Limits	<p>The policy will be required to respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The provisions of part b of the policy will be reviewed in light of any re-assessment of the approach in relation to the type of settlements to which it refers. Regard will be had to the Plans strategy and settlement framework.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
H3	Conversion or Subdivision of Existing Dwellings	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
H4	Replacement Dwellings	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
H5	Adaptation and Re-use of Rural Buildings for Residential Use	<p>The provisions of the policy will be reviewed noting the rural context of much of the County. This will ensure the policy responds appropriately to rural housing needs and tourism potential.</p> <p>The policy will also respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>

H6	Residential Care Facilities	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
H7	Gypsy and Traveller Sites	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The policy will need to consider an updated Gypsy and Traveller Accommodation Needs Assessment to ascertain if there is a requirement for a new local authority site within Carmarthenshire.</p>
H8	Renovation of Derelict or Abandoned Dwellings	<p>The policy will be subject to review in responses to contextual (including legislative and policy), factual and evidential changes as well as those resulting from any revisions to the strategy. It will also be subject to further development reflecting considerations around the rural matters across the County.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
H9	Residential Caravans	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
H10	Home Working	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
Affordable Housing		
AH1	Affordable Housing	<p>There will be a requirement to update the affordable housing targets in conjunction with the background evidence on affordable housing within any revised LDP. This may involve a strategic consideration on setting the affordable housing target, or to consider individual site thresholds.</p> <p>In respect of the commuted sum contributions, the revised LDP will need to identify the threshold at which to consider the provision of commuted sums, in addition to the level of commuted sum required up until the threshold is achieved for on-site affordable housing contribution.</p>

AH2	Affordable Housing- Exceptions Sites	It is considered that the criteria set out within the policy is fit for purpose. Reference will need to be drawn in any revised LDP to those settlements to which market housing allocations have not been directed. The Policy and the supporting paragraphs should be explicit in understanding the requirements set out within the policy.
AH3	Affordable Housing- Minor Settlement in the Open Countryside	The revised LDP will provide an opportunity to consider the criteria set within policy AH3 with respect to genuine identified local need and those seeking infill developments for affordable housing outside of development limits.
Economy and Employment		
EMP1	Employment- Safeguarding of Employment Sites	Whilst no fundamental changes are envisaged, this policy is closely linked to the employment allocations policy SP7 and the resultant potential changes associated with that policy (see SP7 above). Furthermore, this policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EMP2	New Employment Proposals	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EMP3	Employment- Extensions and Intensification	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EMP4	Farm Diversification	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>In noting the above, the inter-relationship between tourism and the rural economy is readily apparent. There are opportunities to review these linkages, and opportunities that emerge from exploring the future contribution that tourism can make to the rural economy, particularly through farm diversification.</p> <p>In terms of contextual changes, it is noted that Transformations: A Strategic Regeneration Plan for Carmarthenshire – 2015-2030 portrays the County as a confident, ambitious and connected component of the Swansea Bay City Region. There are opportunities to explore the potential of ensuring that the positive effects of the City Deal is felt throughout the County.</p>
EMP5	Mixed Use Sites	The policy will be amended to reflect developments and changes emanating from revisions to the LDP strategy. The implications of the growth requirements and the spatial framework will be notable informants in this regard.

		<p>Evidence in terms of site delivery, appropriateness as mixed use sites, and their potential strategic contributions, as well as the site assessment methodology, will assist in determining the identification of sites.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
Retailing		
RT1	Retailing Hierarchy	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application. The designation of the specific centres listed will also be reviewed in light of their retail contribution.</p>
RT2	Principal Centres (Growth Areas): Primary Retail Frontage	<p>The policy will be reviewed in light of its appropriateness across all the principal retail centres. In this respect whilst the policy is fundamentally sound the revised Plan will ensure it remains relevant and able to respond to the local and national retail context. Contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy will also be made where appropriate.</p> <p>The Policy may also be amended to improve its clarity and certainty in application. The spatial extent of any designation will also be reviewed.</p>
RT3	Principal Centres (Growth Areas): Secondary Retail Frontage	<p>The policy will be reviewed in light of its appropriateness across all the principal retail centres. In this respect whilst the policy is fundamentally sound the revised Plan will ensure it remains relevant and able to respond to the local and national retail context. Contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy will also be made where appropriate.</p> <p>The Policy may also be amended to improve its clarity and certainty in application. The spatial extent of any designation will also be reviewed.</p>
RT4	Principal Centres (Growth Areas): Town Centre Zone	<p>The policy will be reviewed in light of its appropriateness across all the principal retail centres. In this respect whilst the policy is fundamentally sound the revised Plan will ensure it remains relevant and able to respond to the local and national retail context. Contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy will also be made where appropriate.</p> <p>The Policy may also be amended to improve its clarity and certainty in application. The spatial extent of any designation will also be reviewed.</p>

RT5	Town Centres (Service Centres)	<p>The policy will be reviewed in light of its appropriateness across all the principal retail centres. In this respect whilst the policy is fundamentally sound the revised Plan will ensure it remains relevant and able to respond to the local and national retail context. Contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy will also be made where appropriate.</p> <p>The Policy may also be amended to improve its clarity and certainty in application. The spatial extent and appropriateness of any designated centre will also be reviewed.</p>
RT6	Town Centres (Service Centres) - Convenience Stores	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
RT7	District Centres (Local Service Centres)	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
RT8	Local Shops and Facilities	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
RT9	Regional Centres (Retail Parks)	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
Transport and Accessibility		
TR1	Primary and Core Road Networks	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p>
TR2	Location of Development- Transport Considerations	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p>

		The Policy may also be amended to improve its clarity and certainty in application.
TR3	Highways in Developments- Design Considerations	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
TR4	Cycling and Walking	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may require consideration in light of the Active Travel (Wales) Act and the emphasis on walking and cycling. The schemes identified will require amending with non-programmed routes removed.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
TR5	Gwili Railway	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
TR6	Redundant Rail Corridors	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
Environmental Qualities- Built Environment		
EQ1	Protection of Buildings, Landscapes and Features of Historic Importance	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>
EQ2	Enabling Development	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>The Policy may also be amended to improve its clarity and certainty in application.</p>

Environmental Qualities- Natural Environment		
EQ3	Regional and Local Designations	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>There are at present no Sites of Importance for Nature Conservation Value (SINCs) defined within the plan area and there may be an opportunity for this process to take place, subject to the development of appropriate evidence.</p>
EQ4	Biodiversity	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy</p>
EQ5	Corridors, Networks and Features of Distinctiveness	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>There are opportunities to build upon the considerable emphasis placed on the importance of connectivity in the Plan by exploring and consolidating upon linkages with other policy areas (particularly those that promote green infrastructure approaches).</p>
EQ6	Special Landscape Areas	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>There may be opportunities to supplement and/or review the supporting evidence for this policy and explore those wider linkages (e.g. the renewable energy policies and those design related policies).</p>
EQ7	Development within the Caeau Mynydd Mawr SPG Area	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>In acknowledging its ongoing contribution to delivery, there may be opportunities to review the provisions of LDP Policy EQ7 (and its SPG) in terms of mechanisms and underpinning evidential facets.</p>
Renewable Energy		
RE1	Large Scale Wind Power	No fundamental changes are anticipated to the policy as national guidance has not changed for wind farms since the adoption of the LDP.
RE2	Local, Community and Small Wind Farms	No fundamental changes are anticipated to the policy as national guidance has not changed for wind farms since the adoption of the LDP.

RE3	Non-Wind Renewable Energy Installations	The current policy is not supportive of solar farms nor particularly supportive of embracing new technology relating to renewable energy installations. The revised policy needs to be flexible to allow for technological advances and new technologies throughout the Plan period.
Environmental Protection		
EP1	Water Quality and Resources	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EP2	Pollution	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EP3	Sustainable Drainage	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EP4	Coastal Management	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy. The revised policy should take into account, and make reference to the Seascape Character Assessment that covers the Carmarthen Bay, Gower and Swansea Bay area.
EP5	Coastal Development	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
EP6	Unstable Land	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
Recreation and Leisure		
REC1	Protection of Open Space	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
REC2	Open Space Provision and New Developments	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.

REC3	Proposed New Open Space	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
Tourism		
TSM1	Static Caravan and Chalet Sites	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>Any review of the Plan's spatial strategy (for example promoting a character area approach as oppose to a hierarchal approach) would have implications for tourism and should be undertaken with the context of national policy and the and/or the sustainability framework.</p>
TSM2	Touring Caravan and Tent Sites	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>There is an opportunity to elaborate upon the existing policy framework to develop a contemporary awareness of market trends (and local distinctiveness) without rendering the Plan unsound and/or contrary to the sustainability framework. This could be done via the development of SPG which provides an opportunity to elaborate upon the policies and provisions of the Plan.</p>
TSM3	Small Scale Tourism Development in the Open Countryside	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>Any review of the Plan's spatial strategy (for example promoting a character area approach as oppose to a hierarchal approach) would have implications for tourism and should be undertaken with the context of national policy and the and/or the sustainability framework.</p>
TSM4	Visitor Accommodation	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>There is an opportunity to address an evidence gap in terms of current and future demand / trends (both in accommodation and attractions) and where such uses could be broadly accommodated on a spatial basis. There are also opportunities to review those linkages and opportunities that emerge from the corporate emphasis on exploring the future contribution of the rural economy (including diversification and adaptation and re use of rural buildings).</p>
TSM5	Major Tourism proposals in the Open Countryside	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.

		There is an opportunity to develop an increased appreciation of an area's role and function in relation to tourism as oppose to simply identifying its position in a hierarchy. Such an appreciation could support the provisions of this policy is assisting in framing the potential contribution of areas such as the Pembrey Peninsula to realising the delivery of the LDP and the Transformations Strategy.
Minerals		
MPP1	Mineral Proposals	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
MPP2	Mineral Buffer Zones	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
MPP3	Mineral Safeguarding	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>At present the extant mineral sites identified within the current LDP contribute in excess of the land bank requirement for both hard rock, and sand and gravel stipulated in MTAN 1: Aggregates. The Plan does not therefore identify new areas for future mineral working. Notwithstanding the fact that the County has sufficient permitted reserves of aggregates, PPW requires that areas to be safeguarded for their mineral resources are identified on Proposals Maps. These safeguarding areas will provide the starting point for assessing potential new areas for mineral working should the land bank situation fall below the required thresholds in the future.</p>
MPP4	Coal Extraction Operations	The policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
MPP5	Aggregate Alternatives	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
MPP6	Restoration and Aftercare of Mineral Sites	Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.
Waste Management		
WPP1	Nantycaws Waste Management Facility	It is not envisaged that there will be fundamental changes to this policy. The importance of the Nantycaws facility, both at the local and regional level, is set out in the Waste Planning

		<p>Monitoring Report for the South West Wales Region. Nantycaws has one of four operational landfills within the region which collectively ensure that void space capacity is currently above the threshold set out in TAN 21: Waste whereby a new landfill site would need to be considered for the region. As well as an active landfill site, Nantycaws has an In-vessel composting facility which deals with residual garden and food waste. In addition the site has a Materials Reclamation Facility to deal with its recyclable waste, and has planning permission for an Anaerobic Digestion Plant. What is clear is that the Nantycaws site will continue to be important for the future of residual waste management within the South West Wales region for the foreseeable future.</p>
WPP2	Waste Management Facilities outside Development Limits	<p>Whilst no fundamental changes are envisaged, the policy will respond to contextual (including legislative and policy changes), factual and evidential changes as well as those resulting from any revisions to the strategy.</p> <p>Evidence and recommendations as set out within the annual Waste Planning Monitoring Reports for the South West Wales Region will be a key informant in relation to the review of this policy.</p>




Appendix 2: Delivery of LDP Housing Allocations

The following list of sites has been extracted from the Adopted Carmarthenshire LDP and details those sites allocated for residential development. The sites have been assessed using the following colour coding, with a commentary provided. It should however be noted that the sites will potentially be subject to further evaluation in accordance with the site assessment methodology as part of the preparation of the revised LDP.

It should also be recognised that not all of those sites allocated within the existing LDP will be considered appropriate and/or suitable within any revised Plan. Landowners/developers will have the opportunity to further present their sites for inclusion within the revised LDP as part of the candidate site process. In this respect, the candidate site process represents a critical opportunity in seeking the potential further re-allocation of their sites and to provide the Council with the necessary information and evidence to support the site's deliverability.

In light of the above, and the content of this review report, it should be noted that the following commentary and colour coding is indicative only and does not prejudge the potential inclusion or otherwise of individual sites in any revised Plan.

The following key provides a broad framework for the identification of the sites. Each site will however also be informed by a range of other factors, including discussions (formal and otherwise) which may have taken place – as well as the history of the site in terms of its allocation with previous development plans.

Complete and / or indicates clear progress towards delivery	
Limited indication of progress towards delivery	
No indication of progress towards delivery.	

Settlement	Map Ref	Site Name	Total Allocation	Status
Carmarthen				
	GA1/h1	Penymorfa	180	The landowner has expressed no intention to bring the allocation forward.
	GA1/h2	Adj. Bryn Meurig	43	The site is completed
	GA1/h3	Mounthill	80	74 dwellings have been completed on the site, the 5 remaining units have planning permission. The total units for the site has been reduced to 79.
	GA1/h4	Rhiw Babell	14	A long standing allocation with no recent history of any planning permissions.
	GA1/h5	Former Hospital, Priory Street	12	The site is nearing completion.
	GA1/h6	Former BT Exchange Building, Spilman Street	14	The site is under construction.
	GA1/h7	Former DJK Buildings, Pentrefelin Street	14	The site is completed.
	GA1/h8	Former Health Authority Buildings, Penlan Road	8	The site has planning permission valid in perpetuity, however, a pre-application was submitted in 2015 to make amendments to the original application. More recent discussions have been had with Development Management by potential new owners of the site.
	GA1/h9	Parc Thomas	9	Planning permission has been permitted for 4 units on the site. The site would no longer constitute an allocation.
	GA1/h10	Parc Y Delyn	35	The site is a long standing allocation, numerous planning applications have been granted on the site. A pre-application was submitted on the site in 2015.
	GA1/h11	Springfield Road	30	The site was allocated during the adoption of the LDP. The site is currently for sale and an outline planning application has been submitted, but has not yet been determined.
	GA1/h12	Land south of Pant Glas, Bronwydd Road	15	The site was allocated during the adoption of the LDP. Outline planning permission has been granted in 2016 for the site. The site is currently for sale.
	GA1/h13	Bronwydd Road (south)	45	23 units have been completed on the site. The developer is currently in discussions about the

Settlement	Map Ref	Site Name	Total Allocation	Status
				next phases of the site and is currently progressing with a PAC.
	GA1/h14	Former Coach depot, Abergwili	9	The site is now being used as a car park in connection with the hospital.
	GA1/h15	Former MAFF depot	18	Longstanding allocation. A pre-application has been submitted on the site in 2016. The landowner has said he intends progressing to an application on the site.
	GA1/h16	Ashgrove	20	A long standing allocation with no recent history of any planning permissions.
	GA1/h17	College Road (ext)	153	The site is completed.
	GA1/h18	Penybont Farm, Llysonnen Road	16	7 units have been completed on the site, extant permission exists for 9 dwellings. A pre-application was submitted last year for the remaining site.
	GA1/h19	Bronwydd Road (north)	9	The site is completed.
	GA1/h20	College Road	14	The site is completed.
	GA1/h21	Rhiw Babel extension	16	The site was allocated during the adoption of the LDP, no progress has been made to develop the site.
	GA1/MU1	West Carmarthen	1100	<p>The site forms the Planning & Development Brief for West Carmarthen. Part of the site is currently under construction. That part of the site completed before the commencement of the Plan period (2018) will not contribute to meeting housing land requirement.</p> <p>The link road is nearing completion.</p> <p>The progress to date indicates that delivery during the period of the revised LDP will be achieved. Detail on the phasing of delivery will be developed.</p>
		Total	1854	
Llanelli				
	GA2/h1	Beech Grove, Pwll	10	The site was allocated during the adoption of the LDP. The landowner has stated that the site will be openly marketed for development during 2017/18.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA2/h2	Former Stradey Park	355	Permission in place and the site is being completed. Any units / capacity remaining will be considered for the revised LDP.
	GA2/h3	Glasfryn Gardens	9	Two units under construction and one unit remaining. Substantively completed - any units / capacity remaining will be considered for the revised LDP.
	GA2/h4	Llys yr Hen Felin	69	It is understood that there are ongoing exploratory discussions on this site. A pre-application consultation has been undertaken.
	GA2/h5	Former Paragon Laundry, Lakefield	7	The site is completed
	GA2/h6	Llys Arthur	5	The site is completed
	GA2/h7	Adj. Ann Street	12	The site is completed
	GA2/h8	Heol Goffa, Dimpath	30	The site was allocated during the adoption of the LDP. There is no indication that the site is to be brought forward.
	GA2/h9	Former Garage, Marsh Street	25	Full planning permission was granted in July 2016 (19 units).
	GA2/h10	Llysnewydd, Cambrian Place Seaside	5	The site is completed
	GA2/h11	The Croft, Queen Victoria Road	5	The site is completed
	GA2/h12	Pentre Nicklaus Village	37	Substantively completed. Any units / capacity remaining will be considered for the revised LDP.
	GA2/h13	The Avenue, Morfa	60	Part of the site (circa 50%) has been completed, no firm indicator as to remainder – however there is capacity for +5 units and evidence of deliverability established.
	GA2/h14	Machynys West	205	The site is completed
	GA2/h15	The Avenue (West), Delta Lakes	60	The site forms part of wider masterplan proposals associated with the Wellness and Life Sciences Village. Further consideration will be required to ensure allocated use is reflective of the wider masterplan.
	GA2/h16	Former Stripmill, Coedcae	21	The site is completed.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA2/h17	r/o 60 Coedcae Road	5	The site was allocated during the adoption of the LDP. Planning permission has expired, with no known indication of further interest.
	GA2/h18	Land at Penallt, Stebonheath	60	The site was allocated during the adoption of the LDP. The County Council's Transportation and Highways Department have recently been commissioned to develop a Highway design for the development and oversee a topographical survey prior to marketing.
	GA2/h19	Land at Nightingale Court, Coedcae	50	The site was allocated during the adoption of the LDP. There is no indication that the site is to be brought forward.
	GA2/h20	Land at Brynallt Terrace	5	The site is completed
	GA2/h21	Land at Frondeg Terrace	69	Part of the site attained full planning permission for 24 units in 2014. This is a long standing allocation and there is no indication of commencement of development.
	GA2/h22	Bryntirion, Llanerch	34	The site is completed
	GA2/h23	Opp. playing fields, Llanerch	12	The site was allocated during the adoption of the LDP. It is understood that alternative uses are being explored at present.
	GA2/h24	Adj. Parcbynawr, Pentrepoeth	100	The site is a long standing allocation. Whilst there have been initial discussions relating to the site and a letter of intent from the landowner, the site's continued allocation should be subject to detailed consideration – particularly from a highways/accessibility perspective.
	GA2/h25	Marley House, Coedcae.	5	The site is completed
	GA2/h26	R/o 31A, Swiss Valley	6	Substantively completed. Any units / capacity remaining will be considered for the revised LDP.
	GA2/h27	Dafen East Gateway	150	The site was allocated for residential during the adoption of the LDP, however it does not appear that any progress is being made in relation to bringing forward a residential development scheme.
	GA2/h28	Adj Cilsaig Farm, Dafen	8	The site is completed
	GA2/h29	Southern Unit, AVON Inflatables, Dafen	60	The site has been brought forward for employment related uses and as such its continued allocation for housing would appear inappropriate.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA2/h30	Adj. Gors Fach, Penceiliogi, Dafen	185	The site has been subject to a Masterplan which has been developed by the landowner to use as a marketing document to sell.
	GA2/h31	Land off Bryncoch, Penceiliogi, Dafen	125	The site has been subject to a Masterplan which has been developed by the landowner to use as a marketing document to sell.
	GA2/h32	Bryncoch West, Dafen	15	The site was allocated during the adoption of the LDP. No pre-application / applications have been submitted on the site, however there has been a statement of intent received from the landowner.
	GA2/h33	Bryncoch East, Dafen	26	The site was allocated during the adoption of the LDP. The site is identified within the Local Housing Authority's Social Housing Development Strategy. Planning permission was S/25729 (Outline) appears to have lapsed (2011).
	GA2/h34	Land at rear of 45-79 Pemberton Road	9	The site was allocated for residential during the adoption of the LDP. Outline planning permission for the whole site with a Variation of Condition for extension of time granted 2016. A recent outline application for three units has been granted.
	GA2/h35	Land at Maesarddafen Road/ Erw Las, Cefncaeau	300	The site was allocated for residential during the adoption of the LDP. A Pre-Application Consultation has been completed. It is expected that the proposal for 280 residential units will be placed before Planning Committee early in 2018.
	GA2/h36	Former Church, Llwynhendy Road	13	The site is completed
	GA2/h37	Land at Parc Gitto/Llwynhendy Road	30	The site is a long standing application. It does not appear that any progress is being made in relation to bringing forward a residential development scheme.
	GA2/h38	Former Glynderwen Factory, Llwynhendy rd.	8	The site was allocated during the adoption of the LDP. It is understood that there have been initial discussions, however no pre-application / applications have been submitted on the site.
	GA2/h39	Penllwynrhodyn Road, West, Llwynhendy	11	The site was allocated during the adoption of the LDP. No pre-application / applications have

Settlement	Map Ref	Site Name	Total Allocation	Status
				been submitted on the site. There has been a response to the land owner letter, however this did not state a particular intention for the site.
	GA2/h40	Penllwynrhodyn Road, East, Llwynhendy	25	The site was allocated during the adoption of the LDP. One unit has had planning permission on the site's frontage and there was an enquiry in 2015 on the whole allocation - however no planning application was submitted.
	GA2/h41	Ynys Las, Cefncaeau	45	The site was allocated during the adoption of the LDP. A planning brief has been prepared as part of the landowners marketing of the site for disposal. Reference is made to the progress made on adjacent site GA2/h35.
	GA2/h42	Bwlch Farm, Bynea	5	The site is completed
	GA2/h43	Clos Y Gerddi, Bynea	43	The site is completed
	GA2/h44	Ffordd y Gamlas, Yspitty Rd, Bynea	63	The site is completed
	GA2/h45	Genwen Road, Bryn	150	Longstanding allocation - The vast majority of the site had a reserved matters permission in 2017.
	GA2/h46	Llys Pendderi, Bryn	200	Longstanding allocation - The vast majority of the site had a reserved matters permission in 2017.
	GA2/h47	Pantbryn Isaf, Trallwm	65	The site is completed
	GA2/h48	North of Clos Pendderi, Bryn.	137	The site is completed
	GA2/h49	Maes Y Bryn, Bryn	46	Longstanding allocation - It is understood that initial exploratory discussions have taken place regarding the site, however no application has been submitted. There is evidence of deliverability from a previous phase.
	GA2/h50	Box Farm, Llangennech	8	The site had an outline planning permission in May 2017. The site was a new allocation at the adoption of the LDP
	GA2/h51	Aber Lluchwr, Llangennech	56	The site is being developed on a plot by plot basis. Substantively completed - any units / capacity remaining will be considered for the revised LDP.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA2/h52	Golwg Yr Afon, Llangennech	50	The site was a new allocation at the adoption of the LDP. The developer has cleared the site in anticipation of disposal. There is potential for a planning brief to be formulated. There may be a requirement to monitor the position in terms of DCWW AMP investment.
	GA2/h53	Opposite Parc Morlais, Llangennech	30	The site was a new allocation at the adoption of the LDP. It is understood that there have been exploratory discussions, however no applications have been submitted on the site. There may be a requirement to monitor the position in terms of DCWW AMP investment.
	GA2/h54	Maesydderwen, Llangennech	8	The site was a new allocation at the adoption of the LDP. The site has an outline planning permission which was approved in February 2017.
	GA2/h55	Brynnefys, Furnace	70	The site was a new allocation at the adoption of the LDP. A planning brief has been prepared as part of the landowner's marketing of the site for disposal.
	GA2/h56	Llys Y Bryn, Penceiliogi	145	The site has been subject to a Masterplan which has been developed by the landowner to use as a marketing document to sell.
	GA2/h57	Dylan, Trallwm	25	The site was a new allocation at the adoption of the LDP. A Pre-Application Consultation has been undertaken on the site. The site is within the County Council's Phase 1 New Build Programme.
	GA2/MU2	Former DRAKA site, Copperworks Rd	150	Part of the site is occupied by the new Penrhos School. The landowner has confirmed intent in relation to the remainder of the site and is assessing options. There will be a need to review capacity and / or landowner aspirations moving forward.
	GA2/MU4	Trostre Gateway	70	It is understood that the landowner has agreed terms to sell part of the site, subject to planning, for non-residential uses. It is understood that discussions are taking place with adjoining landowner to bring forward the residential development.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA2/MU7	North Dock	335	<p>A previous phase of residential development has long since been completed. There is a requirement to monitor the progress being made in bringing forward further residential development in accordance with the Adopted SPG.</p> <p>It is understood that the former Pontrilas building is subject to a demolition notification and consultants have been appointed to formulate a planning application for residential development, albeit the density proposed may reflect shifting market demand.</p>
		Total	3927	
Ammanford / Betws	GA3/h1	North End Garage Bonllwyn	15	The site is completed
	GA3/h2	Residential Caravan Park, Henry Lane	9	The site represents a longstanding allocation and has not shown sufficient progress towards delivery.
	GA3/h3	Myddyfnych Farm	121	The site is completed
	GA3/h4	North of Church Street	27	The site represents a longstanding allocation and has not shown sufficient progress towards delivery.
	GA3/h5	46-50 College Street	18	The site is completed
	GA3/h6	Former Police Station	12	The site is the subject of a retail proposal with four flats on the upper floor. Whilst this provides an element of residential provision on an allocated site it would constitute a small site.
	GA3/h7	Viji Garage, High Street	20	The site was a new allocation at the adoption of the LDP. The site was subject to planning consent which has now expired. The site is currently in operation for an alternative use.
	GA3/h8	Lon Ger y Coed / Wernoleu Road	14	The site represents a longstanding allocation and has not shown sufficient progress towards delivery.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA3/h9	Former Betws Colliery	226	The site represents a longstanding allocation. Site has previously had planning permission which has now expired. The remaining element does however part of a broader redevelopment masterplan.
	GA3/h10	Land at Colonel Road	6	The site was a new allocation at the adoption of the LDP. Less than 5 plots remaining, review capacity of the site
	GA3/h11	Land at Woodlands Park	8	The site is completed
	GA3/h12	Land at r/o No 16-20 & No 24-30 Betws Road	8	The site was a new allocation at the adoption of the LDP. The site has permission and development has commenced.
	GA3/h13	Former petrol station, Wind Street	11	The site was a new allocation at the adoption of the LDP. Proposals including pre-application discussions indicate progress towards the delivery of the site.
	GA3/h14	Land Opposite Plough and Harrow, Betws	9	The site was a new allocation at the adoption of the LDP. Site was subject to planning permission which has now expired
	GA3/h15	Land at Waungron Road and Colonel Road	6	The site was a new allocation at the adoption of the LDP. Site was subject to planning permission which has now expired
	GA3/h16	Land at Gwynfryn Fawr	106	The site represents a longstanding allocation. The majority of the site has been developed for a mix of residential development and a residential care home. The remainder of the site has consent for 28 dwellings.
	GA3/h17	Tirychen Farm	250	The site represents a longstanding allocation. The site has outline planning permission
	GA3/h18	Land at Maesyrfhaf	19	The site represents a longstanding allocation and has been substantively delivered.
	GA3/h19	Land adj. Parc Fferws	27	The site was a new allocation at the adoption of the LDP. The site is substantively complete.
Tycroes	GA3/h20	Hafod Road	24	The site is completed.
	GA3/h21	D.Coaches Depot, Tycroes Road,	7	The site is completed.
	GA3/h22	Land at Fforest Fach	20	The site represents part of a longstanding allocation. The remainder of the site has planning permission.

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA3/h23	Land at Heol Ddu	127	The site was a new allocation at the adoption of the LDP for residential. The site has outline planning permission.
	GA3/h24	Land Adj Pontardulais Road	5	The site is completed.
Capel Hendre	GA3/h25	Delfryn Estate	15	The site represents part of a longstanding allocation. The site does not have planning permission however a pre-application enquiry was received in 2016.
	GA3/h26	Land adj. Llys Newydd Nursing Home	25	The site represents a longstanding allocation. The site does not have planning permission.
Saron	GA3/h27	Adj. Nantyci	27	Site under construction
	GA3/h28	Land to the r/o No. 152 Saron Road	17	The site is completed
Llandybie	GA3/h29	Land off Llys y Nant	9	The site has planning permission for a number of units granted on a plot by plot basis
	GA3/h30	King's Road	22	Planning permission has now lapsed and the site is a longstanding allocation
	GA3/h31	Adj. Primary School	32	The site is under construction
	GA3/h32	Land adj. Maespiode	42	The site was a new allocation at the adoption of the LDP for residential. The site does not have planning permission
Blaenau / Caerbryn	GA3/h33	Land adj. Penygroes Road	17	The site forms part of a longstanding allocation. The frontage of the site has been granted planning permission but there is no indication that the majority of the site to the rear is to be developed.
Penygroes	GA3/h34	Adj. Caerbryn Road, Penygroes	24	The site is completed
	GA3/h35	Adj. Pant y Blodau	90	The site is subject to full planning permission.
	GA3/h36	Adj. Clos y Cwm	12	The site forms a longstanding allocation and does not have planning permission.
	GA3/h37	Clos y Cwm	17	The site forms part of a larger area granted consent in 2005. The majority of the dwellings have been completed however 5 units proposed for the remaining area of land remain unbuilt. The landowner has noted that they wish to sell the site rather than develop it.
	GA3/h38	Land at Waterloo Road	59	The site has planning permission and is partly under construction

Settlement	Map Ref	Site Name	Total Allocation	Status
	GA3/h39	Land at junction of Black Lion Road and Gorsddu	26	The site is completed
Castell y Rhingyll	GA3/h40	Land adj. A476 (The Gate)	9	The site was granted reserved matters permission in 2009 and is under construction. 5 plots are remaining, one of which is under construction.
Gorslas	GA3/h41	Grove Hill Park	13	The site is nearing completion.
	GA3/h42	R/O Maesygrug, Llandeilo Road	7	The site was a new allocation at the adoption of the LDP. The site does not have planning permission.
	GA3/h43	Land at Ffordd Werdd	10	The site is completed
	GA3/h44	Part of Breaker's Yard and adj. Former garden centre	45	The site was a new residential allocation at the adoption of the LDP. Part of the site has been delivered. Of the remaining part, a section has consent. There is no planning permission for the western portion of the site. The landowner has indicated that they intend to develop the site and so further information / evidence of this will be needed.
Cross Hands	GA3/h45	Opp. Ty Newydd Terrace	56	The majority of the site is completed.
	GA3/h46	Adj. Maesyrfhaf	10	The site forms a longstanding allocation. An application for full planning permission is currently pending.
	GA3/h47	Adj. Pantgwyn	65	The site forms a longstanding allocation. The site has outline planning consent.
	GA3/h59	North of Primary School, Carmarthen Road	105	The site forms a longstanding allocation. Part of the site has been developed and preliminary discussions are ongoing.
	GA3/h60	Land to the rear of Gwernllwyn, Cross Hands Road	30	The site was a new allocation at the adoption of the LDP. An application was submitted on this site but not yet determined. The landowner has indicated that they have no plans to develop the land in the near future.
Cefneithin	GA3/h48	Land at Heol y Dre	9	The site is completed
	GA3/h49	Treventy Road (East)	41	The site is completed
	GA3/h50	Pt Heol Rhosybonwen	14	The site is completed
Drefach (Tumble)	GA3/h51	Land at Bron-yr-Ynn	36	The site forms a longstanding allocation. Outline application pending.
	GA3/h52	Land off Heol Caegwyn	8	The site was a new allocation at the adoption of the LDP. The site is not subject to planning

Settlement	Map Ref	Site Name	Total Allocation	Status
				permission however there has been a pre-application enquiry.
	GA3/h53	Nantydderwen	33	The site forms a longstanding allocation. The site does not have planning permission.
Tumble	GA3/h54	Rhydycerig Estate, Derwen Road	10	The site forms a longstanding allocation. The site has full planning permission, and the road access is in place.
	GA3/h55	Land at r/o No 56 Gwendraeth Road	8	The site was a new allocation at the adoption of the LDP. The site was granted outline consent.
	GA3/h56	Land at factory site between No 22 & 28 Bethesda Road	30	The site was a new allocation during the adoption of the LDP. The site was granted outline permission for residential development.
	GA3/h57	Ravelston Court	8	The site forms a longstanding allocation and has been partly delivered.
	GA3/h58	Adj. Lletty Mawr, Tumble	6	The site is completed
	GA3/MU1	Cross Hands West,	220	Initial phase of the residential development completed. Progress to date provides a strong indication in terms of the delivery of the remainder of the residential element of the allocation.
	GA3/MU2	Emlyn Brickworks Site	250	<p>The site has been the subject of a longstanding allocation over a number of Development Plans.</p> <p>Currently 9 dwellings have been permitted on part of the site and an application for a further 70 dwellings is pending determination. The site is a significant regeneration opportunity with its ongoing allocation for mixed use largely linked to the delivery of the next phase of the Cross hands link road which would facilitate the site's release.</p> <p>However, whilst the current and proposed development on the site is recognised the delivery of the remainder of the site requires further evidence outlining the mix of uses and the scale of any development. It should also address key considerations relating to delivery</p>

Settlement	Map Ref	Site Name	Total Allocation	Status
				issues. A masterplan for the site would be beneficial to address these matters.
		Total	2552	
Pembrey/Burry Port				
	T2/1/h1	Lando Road, Pembrey	66	Longstanding allocation - an initial phase of units have long since been completed. There is no indication of any further application for the remainder of the site.
	T2/1/h2	Cwrt Farm, Pembrey	75	There is a longstanding pending planning application on this longstanding undeveloped housing allocation. It is understood that access arrangements are being reviewed at present.
	T2/1/h3	Oaklands Close, Bury Port	8	The site is completed
	T2/1/h4	Bay View, Graig, Burry Port	9	Longstanding allocation - This site has a protracted planning history. It is understood that there is planning permission in perpetuity, however there is limited evidence of delivery / commencement.
	T2/1/h5	Cwrt Gwscwm, Burry Port	9	The site is completed
	T2/1/h6	Site of former St Mary's Church Parish Hall, Stepney Road, Burry Port	13	The site is completed
	T2/1/h7	Dolau Fan, Burry Port	7	Substantively completed - any units / capacity remaining will be considered for the revised LDP.
	T2/1/h8	Chandler's Yard, Burry Port Harbour	40	The site is completed
	T2/1/h9	Gwdig Farm, Burry Port	86	Longstanding undeveloped allocation. It is understood that there is interest in the site however no pre application consultation and/or planning application has been formulated.
	T2/1/h10	Lando Road, Pembrey	20	The site was allocated during the adoption of the LDP. There is no indication that the site is to be brought forward.
	T2/1/h11	Garreglwyd, Pembrey	10	The site was allocated during the adoption of the LDP. A Pre-Application Consultation has been undertaken on the site. The site is within the County Council's Phase 1 New Build Programme.

Settlement	Map Ref	Site Name	Total Allocation	Status
	T2/1/h12	Dyfatty North, Burry Port	40	The site was allocated during the adoption of the LDP. There are indications that the landowner is showing intent to sell / develop.
	T2/1/h13	Dyfatty South, Burry Port	20	The site was allocated during the adoption of the LDP. There are indications that the landowner is showing intent to sell / develop.
	T2/1/h14	Heol Waun Wen, Burry Port	10	The site was allocated during the adoption of the LDP. The landowner has expressed an intent to sell / develop.
		Total	413	
Llandeilo				
	T2/2/h1	Llandeilo Northern Quarter	215	Longstanding allocation - no planning permissions, however the whole site benefits from a Planning & Development Brief and parts of the site are being actively marketed which should instigate a phased start to development of the site.
	T2/2/h2	Land opp. Pantglas	6	The site was allocated during the adoption of the LDP. There is no indication that the site is to be brought forward.
	T2/2/h3	Land north of Pantglas	6	The site was allocated during the adoption of the LDP. An outline planning application has recently been submitted on this site.
	T2/2/h4	Thomas Terrace	5	The site was allocated during the adoption of the LDP. Lapsed outline permission. There is no indication that the site is to be brought forward.
	T2/2/h5	Caeglas, Ffairfach	25	Longstanding allocation - An application for 26 dwellings (E/21673) was withdrawn in November 2009. There has been no recent interest and subsequently no indication that the site is to be brought forward.
	T2/2/h6	The Old Tannery	6	The site was allocated during the adoption of the LDP - the site is located within a C2 flood risk area. The applicant has submitted a FCA as part of an application which is currently being considered.
		Total	263	
Llandovery				

Settlement	Map Ref	Site Name	Total Allocation	Status
	T2/3/h1	Land to north of Dan y Crug	60	Longstanding allocation - the site has planning permission for residential development but has not shown sufficient progress towards delivery.
	T2/3/h2	New Road, Llandovery	6	The site was allocated during the adoption of the LDP - Pending planning permission, awaiting S106, however the Landowner has indicated that they do not presently intend to develop
	T2/3/MU1	Site of Ysgol Pantycelyn	45	The site was allocated during the adoption of the LDP. The site is subject to proposals for the relocation of the current Rhys Pritchard County Primary School as part the sites re-development.
		Total	111	
Newcastle Emlyn				
	T2/4/h1	Whitegates	17	A long standing allocation. There is a pending application on the site, which has not yet been determined.
	T2/4/h2	Land rear of Ty Llwyd	12	The site is under construction.
	T2/4/h3	Pt OS 1100 Penlon	14	A long standing allocation with no recent history of any planning permissions.
	T2/4/h4	Land to r/o Dolcoed	34	The site was allocated during the adoption of the LDP, no progress has been made to develop the site since its allocation.
	T2/4/h5	Millbank	12	The site was allocated during the adoption of the LDP, no progress has been made to develop the site since its allocation.
		Total	89	
St Clears				
	T2/5/h1	Adjacent to Pwll Trap Road	48	The site has been completed
	T2/5/h2	Clare Hill, Pwll Trap	5	The site has been completed
	T2/5/h3	Adjacent to Lower Ostrey	60	The site has been completed
	T2/5/h4	Adjacent to Britannia Terrace	50	This is a long standing housing allocation with no planning permission. However the developer has been in discussion with the adjacent landowner relating to the site's delivery.

Settlement	Map Ref	Site Name	Total Allocation	Status
	T2/5/h5	Adjacent to Brynheulog	40	This is a long standing housing allocation with no planning permission, however there have been pre-application discussions.
	T2/5/h6	Adjacent to Gardde Fields	8	This is a long standing housing allocation with no planning permission. Only one unit has been developed since the adoption of the UDP in 2006.
	T2/5/h7	Station Road	20	The site has been completed
	T2/5/h8	Glasfryn School	48	Only four dwellings remain to be built. The site is nearing completion.
		Total	279	
Whitland				
	T2/6/h1	Lon Hywel	32	This is a long standing housing allocation with no planning permission. An outline permission has recently expired.
	T2/6/h2	King's Court, North Road	24	The site is nearing completion, with only one unit remaining.
	T2/6/h3	Land adjacent to Maes Abaty	72	This is a long standing housing allocation with no planning permission.
	T2/6/h4	Adj. Spring Gardens	64	This is a long standing housing allocation, although the majority of the site has full planning permission.
	T2/6/h5	Land adj. Aelybryn	7	The site is nearing completion.
	T2/6/h6	Old Ivydene site	6	The site is nearing completion.
Laugharne		Total	205	
	T3/1/h1	Pludds Meadow	40	This is a long standing housing allocation, however, the site has planning permission.
	T3/1/h2	Land adjacent to Laugharne School	42	This is a new allocation in the LDP. An application has been submitted on the site, which is pending a decision.
		Total	82	
Ferryside				
	T3/2/h1	Rear of Nythfa	20	The site has been completed
	T3/2/h2	Adjacent to Roberts Rest	12	Two of the houses are under construction. The site is being delivered on a plot by plot basis.
		Total	32	
Kidwelly				
	T3/3/h1	Clos Yr Afon	6	The site has been completed
	T3/3/h2	Rhodfa'r Gwendraeth	27	The site is nearing completion.

Settlement	Map Ref	Site Name	Total Allocation	Status
	T3/3/h3	Land adjacent to Stockwell Lane	95	The site is a long standing housing allocation and there has been no indication of delivery.
	T3/3/h4	Land between Parc Pendre and Stockwell Forge	58	This is a long standing housing allocation. The site has a pending renewal of the outline permission.
	T3/3/h5	Land adjacent to Broawel	10	This is a long standing housing allocation. The site has an outline permission with a pending application to extend the time of the outline and to submit Reserved Matters
	T3/3/h6	Former Butter Factory & Coal Yard, Station Road	36	The site is nearing completion.
	T3/3/h7	Land to the rear of Park View Drive, Station Rd.	12	This is a new allocation in the LDP. Outline planning permission has been granted.
	T3/3/h8	Land at Morfa Maen	7	The site has been completed
	T3/3/h9	Former Dinas Yard Factory	20	This is a new allocation in the LDP. The site has a pending outline application. The site is tied to T3/3/h10
	T3/3/h10	Land adjacent Former Dinas Yard Factory	30	This is a new allocation in the LDP. The site has a pending outline application. The site is tied to T3/3/h9.
		Total	301	
Trimsaran	T3/4/h1	Adj. Filling Station, Bryncaerau	7	This is a long standing housing allocation. The site does not have planning permission.
	T3/4/h2	Land to the rear of No 7-9a, Bryncaerau	11	This is a new allocation in the LDP. The site has a pending outline application, however it is not being progressed.
	T3/4/h3	No. 20 Bryncaerau	6	This is a new allocation in the LDP. The site has a pending outline application.
	T3/4/h4	Pt Enc 754 Heol Waun y Clun	20	This is a long standing housing allocation. The planning permission has been implemented, however the progress of the development has been limited to the access only.
Chat to Gary on it. New LDP policies.	T3/4/h5	Land north of Maesffynnon	35	This is a long standing housing allocation. There is currently an application pending to extend the time period.
	T3/4/h6	Adjacent to Primary School	62	This is a long standing housing allocation. The site has implemented the planning permission on the frontage. No progress has been made on the remainder of the site.

Settlement	Map Ref	Site Name	Total Allocation	Status
	T3/4/h7	Land at Gwelfor, Heol Llanelli	23	This is a long standing housing allocation. The site does not have planning permission.
		Total	164	
Meinciau	T3/5/h1	Adj. Black Horse	30	This is a long standing housing allocation. The site has full permission with a technical start made on the site, however no progress is being made.
Pontyates	T3/5/h2	South of Parc Mansant	12	The site is a long standing housing allocation, and no applications have been submitted.
	T3/5/h3	Adj. Clos y Dderwen	20	The site is nearing completion.
	T3/5/h4	Adj. 1 Heol Glyndwr	8	This is a new allocation in the LDP. No planning applications have been received on the site. Correspondence has been received from the land owner stating that they have no intentions at present for the site and will be looking to keep the site for the future.
	T3/5/h5	Land at Heol Glan-Gwendraeth	8	This is a new allocation in the LDP. No correspondence has been received relating to the site.
	T3/5/h6	Cae Pontbren	16	The site is a long standing housing allocation. The site has no planning permission. Correspondence has been received from the owner stating their intention to submit an application on the site.
	T3/5/h7	Cae Canfas, Heol Llanelli	8	This is a new allocation in the LDP. The site does not have planning permission.
	T3/5/h8	Land at Heol Llanelli / Danybanc Road	100	The site is a long standing housing allocation. The site has no planning permission.
Ponthenri	T3/5/h9	Land at Ty'n y Waun Farm	30	This is a new allocation in the LDP. The site has an outline planning permission on the road frontage. No correspondence has been received relating to the rear of the site.
	T3/5/h10	Incline Inn	7	This is a new allocation in the LDP. The site does not have planning permission.
		Total	239	
Pontyberem / Bancffosfelen	T3/6/h1	Bryngwyddil, Bancffosfelen	13	The site has been completed.

Settlement	Map Ref	Site Name	Total Allocation	Status
	T3/6/h2	Land Adj. Llwynpiod, Bancffosfelen	40	The site was a new allocation at the adoption of the LDP. No correspondence has been received relating to this site.
	T3/6/h3	Land Adj. 39 Heol y Felin, Pontyberem	6	The site was a new allocation at the adoption of the LDP. The site has an expired reserved matters permission. No correspondence has been received on the site.
	T3/6/h4	North & NW of Heol Aneddfa, Pontyberem	20	The site was a new allocation at the adoption of the LDP. The owner has indicated that the site will be marketed for sale, however no application / pre application discussion has been made.
	T3/6/h5	Land off Ashgrove, Pontyberem	6	The site was a new allocation at the adoption of the LDP. The owners have been in discussions with developers regarding the development of the site. No application / pre-application correspondence has been received by the Local Authority.
	T3/6/h6	Land Off Heol Llannon, Pontyberem	55	The site was a new allocation at the adoption of the LDP. An application enquiry has been made for small scale development, however no application / pre-application correspondence has been received by the Local Authority.
		Total	140	
Hendy	T3/7/h1	Clos Y Wern, Hendy	35	The site has been completed
	T3/7/h2	Adj Clos Y Wern, Hendy	5	The site was a new allocation at the adoption of the LDP. It is understood that there has been informal interest but this has not led to a planning application.
	T3/7/h3	Land adj. Clos Ty Gwyn, Hendy	66	Planning permission in place and site being delivered. The site was a new allocation.
	T3/7/h4	Land between Clayton Road and East of Bronallt Road	20	The site was a new allocation at the adoption of the LDP. It is understood that there are ongoing exploratory discussions with a view to formulating an integrated scheme with site T3/7/h5 below.
	T3/7/h5	Land to East of Bronallt Road	28	The site is a longstanding allocation. Planning permission for 8 units pending s106. It is

Settlement	Map Ref	Site Name	Total Allocation	Status
				understood that there are ongoing exploratory discussions with a view to formulating an integrated scheme with site T3/7/h4 above (circa 40 units).
	T3/7/h6	Coed y Bronallt	7	The site is a longstanding allocation with deliverability established, with potential for further units to be built on vacant plots and /or white land.
	T3/7/h7	Land at Fforest Garage	17	The site was a new allocation at the adoption of the LDP. It is understood that alternative uses remain active on site.
	T3/7/h8	Land adjacent to Clos Benallt Fawr, Fforest	35	The site was a new allocation at the adoption of the LDP. A Pre-Application Consultation has been completed.
	T3/7/h9	Llanedi Road, Fforest	6	The site is a longstanding allocation with planning permission. Two units are complete/under construction.
		Total	219	
Glanamman / Garnant	T3/8/h1	Land off Llwynceilyn Road	28	The site is a longstanding allocation. Previous outline permission has lapsed. There has been no recent interest and subsequently no indication that the site as a whole is to be brought forward.
	T3/8/h2	Land at Maes Llewellyn	12	The site is completed
	T3/8/h3	Adj. Parc Bryn Rhos	70	The site is a longstanding allocation. A previous reserved matters permission has expired. The Landowner has indicated his intention to develop the site, however at the present time there has been insufficient evidence to show the site will be delivered.
	T3/8/h4	Land at Glan yr Afon	35	The site forms a longstanding allocation, but has not been developed and there has been insufficient evidence to show that the site will be delivered.
	T3/8/h5	Glyn Dreinog Market Garden	13	The site is a longstanding allocation. A previous outline permission has expired. The Landowner has indicated an intention to develop the site, however at the present time

Settlement	Map Ref	Site Name	Total Allocation	Status
				there has been insufficient evidence to show that the site will be delivered.
	T3/8/h6	Garnant CP School, New School Road	9	The site has planning permission and building works are underway.
	T3/8/h7	Site adj. 1 Arcade Terrace	8	The site is completed
	T3/8/h8	Land adj. No 13 Bishop Road	8	The site was allocated during the adoption of the LDP. Full planning permission for the site has expired.
	T3/8/h9	Land off Bishop Road	22	The site was allocated during the adoption of the LDP. History of various planning permissions. There has been a recent pre-application enquiry.
	T3/8/h10	Raven Garage, Cwmamman Road	5	The site was allocated during the adoption of the LDP. It is understood that alternative uses remain active on site.
	T3/8/h11	Land to r/o Day Centre, corner of Cwmamman Road & Folland Road	5	The site was allocated during the adoption of the LDP. There is no indication that the site is to be brought forward.
	T3/8/h12	Cowell Road	5	Expired planning. Landowner has indicated an intention to develop on an individual plot basis.
	T3/8/h13	Enc 1822 Nantgwineu Road	8	The site is completed.
	T3/8/h14	Former Glanamman Primary School	19	The site was allocated during the adoption of the LDP. The site has full Planning Permission and is under construction.
		Total	247	
Brynamman	T3/9/h1	Land adj. 53 Station Road	22	The site was allocated during the adoption of the LDP. No recent planning interest on the site. There is no indication that the site is to be brought forward.
	T3/9/h2	Land at Ardwyn Road	8	The site was allocated during the adoption of the LDP. The site has planning permission and two houses have already been completed. The landowner has indicated an intention to build further units and sell on a plot by plot basis.
	T3/9/h3	Mountain Road	5	The site forms a longstanding residential allocation on which two dwellings have been

Settlement	Map Ref	Site Name	Total Allocation	Status
				built. There is no recent interest on the remainder of the site.
	T3/9/h4	Land south of Cwmgarw Road	65	Much of the site forms part of a longstanding allocation. There is no indication that the site is to be brought forward.
	T3/9/h5	Land to r/o No 111-115 Cwmgarw Road	7	The site was allocated during the adoption of the LDP. There is a current Full Application in for 9 dwellings on this allocation.
		Total	107	
Llangadog	T3/10/h1	Land opp. Llangadog C.P School	27	A long standing allocation (development brief). Part of site will be a car park associated with the County Primary School opposite. There will be an access through from the car park to the housing allocation beyond. It is noted the site is split between 2 ownerships.
	T3/10/h2	The Old Mart site	10	The site is completed
		Total	37	
Llanybydder	T3/11/h1	Adj. Y Neuadd	10	A long standing allocation with no recent history of any planning permissions.
	T3/11/h2	Adj. y Bryn	10	A long standing allocation with no recent history of any planning permissions.
	T3/11/h3	Lakefield	39	A long standing allocation with no recent history of any planning permissions.
	T3/11/h4	R/O Deri, Heol y Deri	16	The site is completed.
	T3/11/h5	Troedybryn	23	A long standing allocation with no recent history of any planning permissions.
		Total	98	
Drefach/ Felindre	SC1/h1	Parc Puw	40	Part of the site has been developed. Development of the remaining land is currently being discussed with Officers.
	SC1/h2	Land Adj. Aweldeg	30	The site was allocated during the adoption of the LDP. No recent history of any planning permissions.
Waungilwen	SC1/h3	Land at Waungilwen Road	5	Planning permission exists for 1 unit on the site, the remainder does not have any recent history of permissions.

Settlement	Map Ref	Site Name	Total Allocation	Status
	SC1/h4	Opposite Springfield	6	Longstanding allocation. An application has been submitted for the site and is currently awaiting determination.
	SC1/h5	Land at Arwel	7	Longstanding allocation. An application has been submitted for the site and is currently awaiting determination.
		Total	88	
Llangeler	SC2/h1	Brogeler	6	Planning permission has been granted for the site.
Pentrecwrt	SC2/h2	Land adjoining Brynwawr	14	The site was allocated during the adoption of the LDP. No recent history of any planning permissions.
Saron	SC2/h3	Land adjacent to Tyddyn y Celyn	8	Part of a longstanding allocation. A planning application has been submitted for the site, but has not yet been determined.
	SC2/h4	Land adj. Arwynfa	35	The site was allocated during the adoption of the LDP. Whilst no permission currently exists on the site, it is the landowners intention to shortly progress with development on the site.
		Total	63	
Llanboidy	SC3/h1	Land r/o Ysgol Bro Brynach	20	The site is a new allocation in the LDP. The site does not have planning permission.
		Total	20	
Glandy Cross	SC4/h1	Land to r/o Maesglas	10	The site is a long standing allocation. The site does not have planning permission. The landowner has indicated an application is going to be submitted.
	SC4/h2	Land at Cross Roads	6	The site is nearing completion.
Efailwen	SC4/h3	Beca Bakery	9	The site is nearing completion.
		Total	25	
Capel Iwan	SC7/h1	Adj. Pleasant View	7	A long standing allocation with no recent history of any planning permissions.
	SC7/h2	Maes y Bryn	13	The site was allocated during the adoption of the LDP. Whilst no permission currently exists on the site, it is the landowners stated intention

Settlement	Map Ref	Site Name	Total Allocation	Status
				to shortly progress with development on the site.
		Total	20	
Trelech	SC8/h1	Adj. Picton House	6	The sewerage work has been upgraded which has meant to that the site is available for development. The landowner is looking to develop the site.
	SC8/h2	Land adj Tower Hill	5	The site is partly developed.
		Total	11	
Cynwyl Elfed	SC9/h1	Adj. Fron Heulog	8	Longstanding allocation. Permission has been granted for road and plot layout and the road and access has been constructed. The site is currently for sale.
	SC9/h2	Land adj. Lleine	15	Longstanding allocation. Full planning permission exists on the site and the landowner advises that work is due to commence soon. 1 unit has been completed.
	SC9/h3	Adj. Dolwerdd	6	A long standing allocation with no recent history of any planning permissions.
		Total	29	
Llangynin	SC11/h1	O.S 8671, r/o Lrfonan	10	The site has partly been developed.
Meidrim	SC11/h2	Land off Drefach Road	12	The site has been a long standing allocation. The site is subject to various permissions however its delivery has been stagnant.
	SC11/h3	Land adjacent and to the r/o Lon Dewi	10	The site was a new allocation within the LDP. No applications have been submitted relating to its development.
		Total	32	
Pendine	SC13/h1	Land at Nieuport Yard	5	The site was a new allocation within the LDP. The site does not have planning permission, however the landowner has stated their intention to develop the site.
	SC13/h2	Ocean's View	5	This is a long standing allocation. The site is to be developed on a plot by plot basis.

Settlement	Map Ref	Site Name	Total Allocation	Status
Llanmiloe	SC13/h3	Land at Woodend	40	The site was a new housing allocation within the LDP and is subject to current planning permissions.
		Total	50	
Red Roses	SC14/h1	Land adj. Avola Farm	8	The site is a longstanding housing allocation and no applications or enquires have been submitted relating to its development
		Total	8	
Bancyfelin	SC15/h1	R/O Fox and Hound P.H	23	The site is a longstanding housing allocation has full planning permission. The developer is in the process of discharging pre-commencement conditions.
Llangynog	SC15/h2	Land at College Bach	5	The site is a new allocation within the LDP. No applications or enquires have been submitted relating to its development.
		Total	28	
Llanybri	SC16/h1	Adj. Parc y Delyn	10	The site is a longstanding housing allocation and no applications or enquires have been submitted relating to its development.
		Total	10	
Mynyddygarreg	SC17/h1	Parc y Garreg	74	The site has been completed
	SC17/h2	Parc Felindre	11	The site has been completed
	SC17/h3	Adj. The Croft	28	The site has been completed
	SC17/h4	Land opposite Parc y Garreg	30	The site is a new LDP allocation. The site has an outline planning permission.
		Total	143	
Bronwydd/ Cwmdwyfran	SC18/h1	Land to rear of Swyn Aderyn, Bronwydd	15	The site is a long standing allocation. A planning application is pending.
Cwmffrwd	SC18/h2	Cwmffrwd Nurseries	10	The site has been completed.
	SC18/h3	Land adj. to Maes Glasnant	30	The site has a valid outline planning permission, with the reserved matters details being submitted on a plot by plot basis.
	SC18/h4	Adj. to Ffrwdwen	23	The site is a longstanding housing allocation and no applications or enquires have been submitted relating to its development

Settlement	Map Ref	Site Name	Total Allocation	Status
Llangain	SC18/h5	South of Dol y Dderwen	25	The site is a new LDP allocation. The site does not have planning permission, however pre-application discussions have been commenced.
Peniel	SC18/h6	South of Pentre	10	The site is a new LDP allocation. The site does not have planning permission, however the landowner has advised of their intention to submit an application on the site.
	SC18/h7	Adj. Aberdauddwr	10	The site has been completed
		Total	123	
Alltwalis	SC19/h1	Former Hall	8	The site has been completed.
Llanpumsaint	SC19/h2	Adj. to Llandre	9	Much of the site has been built out, the remaining 4 plots are subject to a planning application which has been submitted but not yet determined.
	SC19/h3	Adj. Gwyn Villa	20	A long standing allocation with no recent history of any planning permissions.
Rhydargaeau	SC19/h4	Bryn Bedw	11	A long standing allocation with no recent history of any planning permissions. The applicant has however stated an intention to submit an application on the site shortly.
	SC19/h5	Cefn Farm	18	Site is under construction.
		Total	66	
Llanfihangel-ar-arth	SC20/h1	Adj. Yr Hendre	8	A long standing allocation with no recent history of any planning permissions.
New Inn	SC20/h2	Adj. Nant y Gelli	8	One dwelling has been completed, further application submitted.
	SC20/h3	Blossom Inn	12	Two dwellings have been completed on the site, permission has expired on the remaining site. The landowner is progressing with an application on the remainder of the site.
Pencader	SC20/h4	Bro'r Hen Wr	17	Long standing allocation. Seven units remain on the site. An application to extend the time of an outline permission has not yet been determined.
	SC20/h5	North of Maes Cader	37	The site was allocated during the adoption of the LDP but with no recent history of any planning permissions.

Settlement	Map Ref	Site Name	Total Allocation	Status
	SC20/h6	Adj. Tremle House	9	The site is nearing completion, two units remain and both are under construction.
		Total	91	
Pontwelly	SC21/h1	Cilgwyn Bach	17	Longstanding allocation. Outline planning permission has been granted on the site.
	SC21/h2	Adj. Crug yr Wyn	19	Longstanding allocation. Outline planning permission has been granted on the site.
		Total	36	
Llanllwni	SC22/h1	Land at Aber-Giar	10	The site was allocated during the adoption of the LDP. Permission has been granted for 4 plots on part of the site which are currently being constructed. No permission exists for the remaining land.
	SC22/h2	Land adj Ger y Bryn	8	The site was allocated during the adoption of the LDP but with no recent history of any planning permissions. The landowner has said that they intend keeping the site for future development.
	SC22/h3	Adj. Tan y Bryn	11	The site was allocated during the adoption of the LDP but with no recent history of any planning permissions. The landowner has said that they intend keeping the site for future development.
		Total	29	
Cwmann	SC23/h1	Cysgod y Coed	7	Three units remain on the site, one of which is under construction.
	SC23/h2	Heol Hathren	12	A long standing allocation with no recent history of any planning permissions.
	SC23/h3	Cwrt Deri	29	The site is under construction.
	SC23/h4	Cae Coedmore	7	3 houses remain on the site as part of an extant permission.
	SC23/h5	R/O Post Office	18	A long standing allocation, with an outline application submitted, but not yet determined.
		Total	73	
Caeo	SC24/h1	Land west of Rock Street	8	The site was allocated during the adoption of the LDP. No planning permission. Recent

Settlement	Map Ref	Site Name	Total Allocation	Status
				change of ownership - the new owner has indicated an intention to develop.
Ffarmers	SC24/h2	Land adj. Tegeirian	8	The site was allocated during the adoption of the LDP. Permission for one unit which takes up about half of the allocation area. The landowner has indicated his intention that he would be willing to sell the remainder of the site for potential housing development.
		Total	16	
Llansawel	SC25/h1	Land adj. Dolau Llan	5	The site was allocated during the adoption of the LDP. There is no indication that the site is to be brought forward.
Rhydcymerau	SC25/h2	Land at Dolau Isaf	6	The site was allocated during the adoption of the LDP. The site has outline permission.
Talley	SC25/h3	Land adjoining Ffynnon Dawel	8	The site forms a longstanding housing allocation. The site has various permissions.
	SC25/h4	Land at Edwinsford Arms	9	The site was allocated during the adoption of the LDP. A current pre-application has been submitted.
	SC25/h5	Land adjoining Dyffryn Glas	8	The site forms a longstanding allocation, but has not been developed and there has been insufficient evidence to show that the site will be delivered.
		Total	36	
Llanwrda	SC26/h1	Caegof, Lampeter Road	8	The site is completed.
		Total	8	
Cynghordy	SC28/h1	Adj. Bronhaul	22	Longstanding allocation with no development. An application to develop the site is still pending.
		Total	22	
Cwmifor	SC30/h1	Opp. Village Hall	25	Part of the site forms a longstanding housing allocation; this was increased in size during the adoption of the LDP. Outline permission expires in January 2018; no reserved matters have been submitted to date.
Penybanc	SC30/h2	Caebach, Penybanc	5	Part of the site is completed and the remainder is under construction.

Settlement	Map Ref	Site Name	Total Allocation	Status
Salem	SC30/h3	Adj. Golwg y Gar	5	The site was allocated for housing during the adoption of the LDP. There is a reserved matters in place for part of the site.
		Total	35	
Cwrt Henri	SC31/h1	OS 5227 at Pantyffynnon,	16	The site was allocated during the adoption of the LDP. An application is currently under consideration.
Llanarthne	SC31/h2	Llanarthne School	8	The site is a new LDP housing allocation. The site has been subject to recent planning applications, and is being sold on a plot by plot basis.
	SC31/h3	Adj. Golwg y Twr	10	The site is a long standing allocation, however there has been no indication that the site is going to be developed.
		Total	34	
Capel Dewi	SC32/h1	Llwynddewi Road	8	The site is a long standing housing allocation. The landowner has stated that they will progress with discussions, however this has not been forthcoming.
Nantgaredig	SC32/h2	Rear of former joinery, Station Road	30	The site was a new allocation within the LDP. No planning permission, however the landowner has indicated a commitment to develop the site.
Pontargothi	SC32/h3	Land adj. Cresselly Arms	15	The site is a long standing housing allocation. A small part of the site has been completed and the remainder has outline permission.
		Total	53	
Llanddarog	SC33/h1	Land opp. Village Hall	16	The site is a long standing housing allocation. The site has been granted outline planning permission.
	SC33/h2	Is Y Llan	6	The site is a long standing housing allocation. The landowner has stated that the site is for sale, however no applications have been submitted.
Porthyrhyd	SC33/h3	R/O Ysgoldy Bethlehem	27	The site was a new allocation within the LDP. However, no applications or pre-application discussions have taken place regarding its development.
	SC33/h4	Adj. Derwen Deg	9	The site is nearing completion.

Settlement	Map Ref	Site Name	Total Allocation	Status
		Total	58	
Carmel	SC34/h1	Land adjacent to Erwlas and Erwlon	10	The site is a long standing housing allocation, with no planning history and there has been no indication that the site is going to be developed.
Cwmgwili	SC34/h2	Part of Heathfield Industrial Park	15	The site has been completed.
	SC34/h3	Adj. Coed y Cadno Estate, Lotwen Road	10	The site is a long standing housing allocation. The site has been granted full planning permission and has subsequently been granted an application for discharge of conditions.
Foelgastell	SC34/h4	Adjacent to Meadow's Edge	55	The site is a long standing allocation. The site has been split into three separate developments and has been the subject of a number of planning permissions.
Llannon	SC34/h5	Land north of Clos Rebecca	38	The site is a new housing allocation in the LDP. A statutory Pre-app has been submitted on the site with a view to publishing a pre-application consultation.
Maesybont	SC34/h6	Land adjacent to Maesybryn	6	The site is a long standing housing allocation, with no planning history and there has been no indication that the site is going to be developed.
Milo	SC34/h7	Land adj. Nant yr Allt	5	The site is nearing completion.
		Total	139	
Ystradowen	SC35/h1	Former Ystradowen Primary School	9	The site is a new LDP housing allocation. Planning permission for two dwellings takes up the whole site.
	SC35/h2	Adj. y Goedlan	11	The site forms a longstanding allocation, but has not been developed and there has been insufficient evidence to show that the site will be delivered.
	SC35/h3	Land off Pant y Brwyn	5	The site was a new allocation in the LDP. The site has an outline permission.
	SC35/h4	Land at New Road	9	The site forms a longstanding allocation, but has not been developed and there has been

Settlement	Map Ref	Site Name	Total Allocation	Status
				insufficient evidence to show that the site will be delivered.
		Total	34	
Llanedi	SC36/h1	Land to r/o No 16 Y Garreg Llwyd	7	The site was a new allocation at the adoption of the LDP. It is understood that there is interest in developing the site and initial discussions have been undertaken.
		Total	7	
Five Roads	SC37/h1	Clos Y Parc	34	The site forms a longstanding allocation, however there is evidence of deliverability with the site being developed and further planning permissions issued
	SC37/h2	Llygad y Ffynnon	14	The site has been completed.
	SC37/h3	Land adj. Little Croft	25	The site was a new allocation at the adoption of the LDP. The landowner has expressed an intent to develop the site, however no applications have been submitted.
		Total	73	
Llangyndeyrn	SC39/h1	Adj. Maes y Berllan	12	The site is a long standing housing allocation, and the owner has indicated no intention to develop the site.
		Total	12	
Carway	SC40/h1	Carway Farm	8	The site formed part of a long standing housing allocation, and the site has no planning permission.
	SC40/h2	Brynseilo	5	The site is nearing completion.
	SC40/h3	Ffos Las	480	The site is a new LDP housing allocation. The majority of the site is being developed.
		Total	493	
Llanfynydd	SC41/h1	Adj. Valley View	14	The site forms a longstanding allocation, whilst there are various permissions including outline and reserved matters the site remains undelivered.
		Total	14	

Settlement	Map Ref	Site Name	Total Allocation	Status
Brechfa	SC42/h1	Adj. Maesygroes	14	The site forms a longstanding allocation, but has not been developed. There has been insufficient evidence to show that the site will be delivered.
		Total	14	

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COMMUNITY SCRUTINY

14TH DECEMBER 2017

REVISED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2018 -2033

DRAFT DELIVERY AGREEMENT AND DRAFT SITE ASSESSMENT METHODOLOGY

To consider and comment on the following issues:

- To consider the Draft Delivery Agreement for the Revised Carmarthenshire Local Development Plan including:
 - The timetable for Plan preparation; and
 - The Community Involvement Scheme in relation to consultation and engagement.
- To consider the content of the Draft Site Assessment Methodology.

Reasons:

- To comply with the Council's statutory obligations in terms of the preparation and progress of the preparation of a revised Local Development Plan for Carmarthenshire in accordance with statutory procedures.
- To ensure the adoption of a revised (replacement) LDP in a timely manner ahead of the expiration of the current LDP.

To be referred to the Executive Board / Council for decision: YES

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr Mair Stephens

Directorate : Environment	Designations :	Tel Nos. 01267 228659
Name of Head of Service:		E Mail Addresses:
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EXECUTIVE SUMMARY

COMMUNITY SCRUTINY

14TH DECEMBER 2017

REVISED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 2018 -2033

DRAFT DELIVERY AGREEMENT AND DRAFT SITE ASSESSMENT METHODOLOGY

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

The purpose of the report is to consider the Draft Delivery Agreement for the preparation of the Revised Carmarthenshire Local Development Plan (2018 – 2033). The Council at its meeting on the 20th September 2017 resolved to prepare the Review Report into the LDP. This Review Report is being presented concurrent with this report for consideration through the Council's reporting structure. Subject to the deliberations in respect of the Review Report, work will commence on the preparation of the Revised LDP which will on its adoption replace the current adopted Plan.

The first step in preparing the revised LDP is the preparation of a Delivery Agreement (DA). The DA comprises a timetable of the key stages for preparing the revised LDP and a community involvement scheme (CIS), which sets out how and when stakeholders and the community can contribute during the Plan's preparatory process.

The timetable set out within the DA identifies a challenging, but realistic, timeframe for preparing the replacement LDP. From the start of the process in January 2018, it is anticipated that the revised LDP will be adopted by September 2021. This challenging timetable for adoption reflects the Welsh Government's general expectation that LDPs be prepared and adopted within 4 years, but also critically ensures that the Revised Plan is in place ahead of the expiration of the current adopted Plan at the end of 2021.

The CIS sets out the Council's participation strategy; the role of the Local Planning Authority, Councillors and Officers; the methods of engagement and the bodies, agencies and organisations to be involved; and the Council's expectations of all stakeholders and participants who become involved in the process and what they can expect of the Council.

This DA will be subject to consultation prior to it being sent formally to the Welsh Government for agreement. Once agreed the DA commits the Council to producing the replacement LDP to the stated timescales and through the identified consultation processes. The DA forms part of the statutory process in relation to producing an LDP and is therefore a requirement of the legislation.

A further component of this report relates to the preparation and publication of the Site Assessment Methodology. The draft methodology attached to this report seeks to develop a robust and consistent framework for the consideration of sites submitted during the preparation of the Revised LDP. Central to the approach is the need for all sites proposed to be supported by sufficient information to allow for their effective consideration, and to ensure they are deliverable.

2. Introduction and Background

In considering the progress towards the preparation of the Revised LDP, this report should be read following on from that presented to this meeting in relation to the Carmarthenshire LDP Review Report. In this respect, this report and the content of the DA and Site Assessment Methodology are presented in the interests of expediency and to ensure the timely production of the Revised LDP.

Following consideration of the second Annual Monitoring Report (AMR) at the meeting of County Council on the 20th September 2017, it was resolved that a Review Report in respect of the Carmarthenshire LDP be prepared. This will culminate with the production of the final Review Report, which will set out the extent of changes required to the LDP and the recommendation to proceed with the preparation of a replacement LDP using the 'full revision' procedure.

Having prepared the Review Report and ahead of substantive work beginning on the revised LDP, the Council must prepare, publish and agree with the Welsh Government (WG) a Delivery Agreement (DA) in accordance with Section 63 of the 2004 Planning and Compulsory Purchase Act. In line with national regulations and guidance, the DA must consist of the following:

- Community Involvement Scheme (CIS), which sets out how and when stakeholders and the community can contribute to the plan preparation process, and the timing and mechanisms used in undertaking such engagement; and
- Timetable for plan preparation and adoption, which once agreed by the Welsh Government commits the Council to preparing the revised LDP to the timescales identified.

Whilst there is no statutory requirement for the Council to undertake formal consultation on the preparation of a DA which relates to the revision of an LDP, it is considered prudent and beneficial to do so to inform its preparation. Consequently the content of the Draft DA will be published for a 6 week formal consultation.

It should be noted that whilst the revised LDP is being prepared, the current adopted Plan (adopted December 2014) remains extant and will continue to provide the planning policy framework by which planning applications will be determined.

3. Key Elements of the Delivery Agreement

The timetable set out within the DA identifies a challenging, but realistic, timeframe for preparing the replacement LDP. From the start of the process in January 2018, it is anticipated that the revised LDP will be adopted by September 2021.

In preparing the timetable, regard has been had to the Welsh Government's expectation that a revised plan be prepared in less than 4 years, taking in to account the resources available to the local planning authority.

The main stages for plan preparation have been split in to Definitive and Indicative Stages as follows:

- Definitive Stages – These include the stages in plan preparation up to and including the statutory deposit stage (i.e. consultation on the 'Deposit Revised LDP'). These stages are deemed as under the control of the Council and as such, reflect a realistic assessment of what can be achieved within particular timescales.
- Indicative Stages – These include the stages of the plan preparation process after statutory deposit stage and up to and including adoption of the revised LDP. Their indicative nature reflects that the Council is able to exhibit less control over these stages given that they are influenced by, and subject to external factors, such as the number of representations received at deposit stage and the availability, requirements and capacity of the Planning Inspectorate.

It should be noted that at the deposit stage, an updated DA with definitive timescales for the final stages of plan preparation will be prepared and submitted to the Welsh Government for agreement.

4. Community Involvement Scheme (CIS)

The CIS within the Draft DA sets out why it is important to involve the community. It identifies who should be involved and suggests how to get involved in the LDP process. It recognises the need to strengthen community involvement in order to achieve a plan that has local ownership and is legitimate for the policies that will shape the level and future distribution of growth and development within the County.

The Appendices of the DA will identify all of the bodies, agencies and organisations that will be consulted in accordance with the DA. The lists are not, however, exhaustive, and new consultees can be added at a later date. It should also be noted that an extensive mailing list has been compiled through the preparation of the current LDP. This mailing list ensures interested parties who may not be identified as consultees are informed of progress at appropriate stages of the Plan's preparation. New interested parties will be encouraged to register.

5. Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA)

It should be noted that the content of the Revised LDP will be informed by a variety of assessments, including an SA and SEA. The former is required by Section 62 (6a) of the Planning Compulsory Purchase Act 2004, while the latter is a requirement of the SEA Directive 2001/42/EC1. An SEA is a mandatory requirement for plans/programmes. The timetable and CIS also consider the integration of SA and SEA work as part of the plan preparation process.

6. Next Steps

Subject to Council's approval, the DA will be published for formal consultation for a 6 week period prior to the reporting of the responses received, and its submission to the Welsh Government for agreement. Once agreed, the DA commits the Council to producing the Revised LDP to the stated timescales and consultation processes.

It should be noted that officers are, as part of ongoing liaison, in discussion with officials from the Welsh Government on a number of matters pertaining to the preparation of the Revised LDP. One such matter relates to the timetable and the content of the LDP, the outcome of any such discussions will be incorporated into this report as it proceeds through to Council.

It should also be noted that the DA indicates that certain elements of the Pre-Deposit stage be undertaken concurrent with the consultation and ahead of the agreement on the DA. This will ensure that the Revised LDP is prepared in a timely manner consistent with the timetable outlined within the DA.

7. Site Assessment Methodology

One such element referred to above relates to the advertisement or 'call' for candidate sites. This represents a key stage as it provides landowners, interested parties and developers the opportunity to submit sites for consideration at the outset of Plan's preparation. Indeed it is at this stage where those wishing to propose sites for inclusion within the Deposit Plan, with its development limits, land use allocations and other site specific matters, must do so. In this respect the attached Site Assessment Methodology seeks to provide a framework for the consideration of such sites. It seeks to set out the Council's requirements from proponents of sites. It seeks to do this in a proportionate manner reflective of the scale and complexity of sites. The Methodology requires sites which are proposed as allocations to provide certain information around aspects such as access and viability to enable effective consideration of their deliverability.

It should be noted that the Methodology will be supplemented and developed to ensure the information requested is reflective of, and proportionate to, that stage of the Plan's preparation. The attached Methodology will also be developed as an online questionnaire to provide assistance and guidance on making a submission. It will also provide links to sources of data and information both on Council and relevant partner sites.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: L Quelch

Head of Planning

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	YES	NONE	YES	YES

1. Policy, Crime & Disorder and Equalities

The AMR, in monitoring the implementation of the LDP's policies and provisions, builds on the links and strategic compatibility between it and the **Integrated Community Strategy for Carmarthenshire 2012-17**. In this respect the Plan is a key factor in the delivery of the outcomes, particularly **Supporting Opportunities for the Building of Economically Viable and Sustainable Communities**. Through land use planning policies, the LDP seeks to promote the principles of sustainability and sustainable development by facilitating the creation of communities and local economies which are more sustainable, providing access to local services and facilities and reducing the need to travel.

The integration of sustainability as part of the preparation of the LDP is reflected in the undertaking of a Sustainability Appraisal and Strategic Environmental Assessment reflecting national and international legislative requirements. The formulation of the Revised LDP will closely consider matters of sustainability and will be prepared with the outcomes of the Plan measured in light of the Sustainability Appraisal indicators.

The DA, in identifying the timetable and CIS for the preparation of the LDP, recognises and reflects the requirements emanating from the Wellbeing of Future Generations Act and the implications for the LDP in general. In this respect, the LDP will have full regard to the national legislative provisions and will relate and have regard to the Carmarthenshire Well-being Plan. The LDP will assess compatibility of the LDP and the National and local Well-being Objectives. It is noted that the Revised LDP will ensure the requirements emanating from the Act are fully and appropriately considered with the Plan, reflective of its duties.

2. Legal

The preparation of the LDP reflects the provisions of the Planning and Compulsory Purchase Act 2004, including the requirements of the section 76 of the Act in keeping all matters under review that are expected to affect the development of its area.

The preparation of the Delivery Agreement is in accordance with Section 63 of the 2004 Planning and Compulsory Purchase Act. It is also in line with national regulations and guidance in relation to its scope and content.

3. Finance

Financial costs to date are covered through the financial provisions in place - including reserves. Should the Planning Division Budget not be in a position to provide further funding necessary to meet the statutory requirements to review and prepare a development plan then an application will be made for a growth bid.

Subject to the scope and evidential requirements of the Revised Plan, then additional financial provision will be required to meet the ongoing costs associated with legislative requirements arising from its production, including ICT requirements (see below) evidence gathering and examination costs.

The Delivery Agreement, in making reference to such matters, outlines the Council's commitment to prepare and adopt an up-to-date LDP in accordance with the Council's statutory duty.

The identified requirements around the undertaking of a Sustainability Appraisal and Strategic Environmental Assessment, as well as a Habitat Regulations Assessment as part of the preparation of the LDP, is subject to consideration. In this respect, identified reserves may be set aside to meet anticipated costs.

4. ICT

Requirements in relation to ICT will seek to utilise existing resources. There will however be additional and revised data management requirements to ensure the plan's preparatory process is conducted in a speedy, efficient and transparent manner in accordance with regulatory requirements.

This may require a new front facing consultation tool and its integration with back office systems.

6. Physical Assets

The review of the LDP will impact on Council land and property holdings through their inclusion or otherwise for potential development purposes. This will have implications on potential disposal and land valuations and consequently capital receipts.

7. Staffing Implications

It is anticipated that the review of the LDP be accommodated utilising the existing staff structure. This will be reviewed subject to the nature and scope of the review. It is proposed to recruit a Support Officer to support and undertake specialist elements in relation to the Sustainability Appraisal and Strategic Environmental Assessment as well as a Habitat Regulations Assessment.

Provision will be required for a Programme Officer for the Examination into the LDP (anticipated 2020/21).

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: L Quelch

Head of Planning

1. Scrutiny Committee

14th December 2017 – Community Scrutiny

2. Local Member(s)

The content of the DA and Site Assessment Methodology will be reported to Council for consideration. Members will be engaged throughout the LDP revision process. The content of the DA will be subject to a formal consultation process.

3. Community / Town Council

Town/Community Councils(s) will be a specific consultee at statutory stages throughout the LDP revision. The content of the DA will be subject to a formal consultation process.

4. Relevant Partners

A range of partners will be specific and general consultees throughout the review process. The content of the DA will be subject to a formal consultation process.

5. Staff Side Representatives and other Organisations

Internal contributions will be sought throughout the revision process.

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Carmarthenshire Local Development Plan		http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/
Supplementary Planning Guidance		http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.V06h-JwrKUK
Annual Monitoring Report 2015/16		http://www.carmarthenshire.gov.wales/media/1643860/Annual-monitoring-report-201516-AMR-Document-for-web.pdf
Annual Monitoring Report 2016/17		http://www.carmarthenshire.gov.wales/media/2172900/amr-16-17-eng.pdf

1. Introduction

1.1 Background

Section 69 (S69) of the Planning and Compulsory Purchase Act 2004 requires an LPA to undertake a review of an LDP and report to the Welsh Government at such times as prescribed. To ensure that there is a regular and comprehensive assessment of whether plans remain up-to date or whether changes are needed an authority should commence a S69 full review of its LDP at intervals not longer than every 4 years from initial adoption and then from the date of the last adoption following a review under S69 (Regulation 41).

Carmarthenshire County Council (the Authority) as part of the LDP process has undertaken a plan review report which has identified a requirement to undertake a full revision of its Development Plan. The issues considered within the report are of sufficient significance to support the preparation of revised Development Plan.

The plan review has drawn upon the published AMRs, evidence gathered through updated survey evidence, and pertinent contextual indicators to support this stance. In addition, Carmarthenshire's LDP will also have less than 4 years remaining on its lifespan at the end of 2017.

The current adopted Carmarthenshire LDP will remain the statutory development plan until it is replaced by a revised version of the LDP. The revised LDP will cover a Plan period from 1st April 2018 through to 31st March 2033.

Once adopted, decisions on planning permissions will be primarily based on its content. It will also form the basis for guiding future investment programmes including those of partner organisations and infrastructure providers. It will provide a measure of certainty about what kind of development will, and will not be permitted during the plan period. It determines the level of provision and location of new housing and employment opportunities, and sets the framework for considering all proposals that relate to the development and use of land and buildings during the plan period.

The Plan will take a positive role in identifying opportunities for growth and investment, including, the allocation of appropriate sites for development in a manner which is balanced against needs and considerations for the protection and enhancement of the natural and built environment. It will also consider the linguistic, social and cultural nature of the County's communities.

1.2 Purpose of this Delivery Agreement

As a requirement of the regulations set out above the Council is obliged to prepare and approve a Delivery Agreement (DA) for the LDP which must then in turn be approved by the Welsh Government (WG).

The DA is a public statement of the Council's commitment to the preparation of the LDP and how and when stakeholder, interested parties and communities can contribute to its preparation. The DA must be produced prior to the formal preparation of the LDP and will be subject to regular review. It is a key statutory stage in the preparation of the LDP, and

adherence to its agreed contents represents one of the tests of the soundness (See section X) at the public examination stage.¹

As part of its preparatory process, the revised LDP will undergo a number of key stages (See Table 2). This commences with the DA. The DA will consist of two parts: first a Timetable for producing the LDP and second a Community Involvement Scheme.

(i) **Timetable**

The timetable details the stages involved in the formulation and preparation of the LDP and how the Council proposes to project manage its preparation. The timetable will be divided into two stages (definitive and indicative) setting out the key parts of the process and where possible providing definitive dates. Those stages where indicative dates are given are generally post-deposit, where factors outside the Council's control may affect the process, for example the number of representations received in respect of the LDP during a given consultation exercise.

(ii) **Community Involvement Scheme**

This sets out how the Council intends to consult and engage with stakeholders and partners in a meaningful way throughout the LDP process. The DA contains lists of those groups, bodies and individuals that will be consulted during the LDP preparatory process. It should be noted that these lists are not exhaustive and will be added to as appropriate throughout the LDP process.

1.3 Stages in Delivery Agreement Preparation

The DA forms an important and statutory component in the preparation of a revised Local Development Plan. In this respect it is noted that at the Examination into the LDP, any deviations from the DA that have not been agreed with the Welsh Government will form an important test into the 'soundness' of the Plan. In this respect the DA, its timetable, and the methods which the Council utilise during the Plans preparation are fundamental in ensuring the Plan is prepared in an appropriate, timely and inclusive manner.

In developing a Delivery Agreement, the Authority is required to undertake the following stages:

- Prepare a draft DA;
- Consult on the Draft DA with Welsh Government (WG), and a draft timetable with the Planning Inspectorate (PINS), CADW and Natural Resources Wales (NRW);
- Undertake to consider and where appropriate revise its content following its consultation;
- Submit to Welsh Government for agreement.

Following its agreement by the Welsh Government, the DA will be published with the Plan prepared in accordance with its content.

¹ To be adopted, a Local Development Plan must be determined 'sound' by the examination Inspector 64 of the 2004 Planning and Compulsory Purchase Act). Tests of soundness and checks are identified in Planning Policy Wales Edition 8, January 2016, Chapter 2 and the Local Development Plan Manual Chapter 8. <http://gov.wales/docs/desh/publications/151007local-development-plan-manual-edition-2-en.pdf>

1.4 Preparing the Revised LDP

The preparation of the revised LDP will have regard to relevant legislation, national policy, and other plans, strategies and guidance and European Directives. It will also recognise and have regard to regional and local plans and strategies with particular reference given to the provisions of the Councils well-being Plan, by providing the land use expression of a shared vision of how the County will develop and change over the Plan period.

The revised LDP will also be informed and supported through the development of an up to date evidence base. Key to its development however is the principles of engagement and consultation throughout its preparation. In this respect the timetable set out in Section 2 indicates the key stages of Plan preparation, whilst the Community Involvement Scheme details the nature of the consultation approaches used. During such consultation exercises, those wishing to do so may make comments on the assessments.

The culmination of the Plan making process will be the independent Examination of the LDP by a Planning Inspector appointed by the Welsh Government, who will consider matters relating to the soundness of the Plan. The findings of the Examination will be published in the Inspector's Report, and the content of which along with its recommendations is binding on the Authority.²

1.5 Tests of Soundness

In assessing the issue of soundness the Planning Inspector will have due regard to the evidence submitted with the Plan and the representations submitted at the Deposit stage. The Local Planning Authority (LPA) must comply with the preparation requirements and that it considers that the plan meets the 3 tests of soundness. The tests each have a series of questions which assist in indicating the matters that may be relevant under each test. The lists are neither exhaustive nor necessary apply in every case.

Preparation Requirements:

- Has preparation complied with legal and regulatory procedural requirements? (LDP Regulations, CIS, SEA Regulations, SA, HRA etc?)³

Soundness Tests:

Test 1: Does the plan fit? (i.e. is it clear that the LDP is consistent with other plans?)

Questions

- Does it have regard to national policy and WSP
- Does it have regard to Well-being Goals⁴
- Does it have regard the Welsh National Marine Plan
- Is it consistent with regional plans, strategies and utility programmes?
- Is it compatible with the plans of neighbouring authorities?

² Details in relation to the Plan making process can be found through the Local Development Manual 2 (2015). <http://gov.wales/docs/desh/publications/151007local-development-plan-manual-edition-2-en.pdf>
The Planning Inspectorate - Local Development Plan Examinations Procedure Guidance (August 2015) <http://gov.wales/docs/desh/publications/170503ldp-procedure-guidance-en.pdf>

³ PINS examination guidance is available from the PINS website <http://gov.wales/docs/desh/publications/170503ldp-procedure-guidance-en.pdf>

⁴ As set out within the Well-being of Future Generations (Wales) Act 2015.

- Does it reflect the Single Integrated Plan (SIP) or the National Park Management Plan (NPMP)?

Test 2: Is the plan appropriate? (i.e. is the plan appropriate for the area in the light of the evidence?)

Questions

- Is it locally specific?
- Does it address the key issues?
- Is it supported by robust, proportionate and credible evidence?
- Can the rationale behind plan policies be demonstrated?
- Does it seek to meet assessed needs and contribute to the achievement of sustainable development?
- Are the vision and the strategy positive and sufficiently aspirational?
- Have the 'real' alternatives been properly considered?
- Is it logical, reasonable and balanced?
- Is it coherent and consistent?
- Is it clear and focused?

Test 3: Will the plan deliver (i.e. is it likely to be effective?)

Questions

- Will it be effective?
- Can it be implemented?
- Is there support from the relevant infrastructure providers both financially and in terms of meeting relevant timescales?
- Will development be viable?
- Can the sites allocated be delivered?
- Is the plan sufficiently flexible? Are there appropriate contingency provisions?
- Is it monitored effectively?

1.6 LDP Format and Content

To accord with guidance, the proposed draft structure of the revised LDP will be as follows:

- Introduction;
- Strategy (vision, strategic issues, key policies, key aims and objectives and monitoring targets etc.);
- Identification of Strategic and Regeneration Sites;
- Major allocations of land;
- Area wide policies for development;
- Specific policies and proposals for key areas of change or protection;
- Succinct reasoned justification to explain policies and to guide their implementation; and,
- Proposal maps on a geographical base.

1.7 How does the LDP relate to other Plans and Strategies?

In preparing the LDP, regard has been had to national guidance and other plans, policies and programmes. Relevant National, Regional and Local documents will be reviewed and considered as part of the Plan's preparation. The relationship and interaction with such documents will be reviewed and will develop throughout the Plan making process. Regard will also be had to any future Legislation, national Policy/Guidance and any Plans and Strategies which may emerge throughout the revision process, the implications of which will be considered.

1.8 Potential Preparation of Joint LDP

As part of any LDP revision process, consideration of the potential of preparing a joint LDP with neighbouring authorities is necessary and prudent. In this respect reference is made to the powers of Welsh Ministers to direct two or more authorities to act jointly in preparing an LDP / replacement LDP⁵.

As part of the process of preparing the LDP Review Report the advantages and disadvantages of preparing a joint replacement Plan with one or more neighbouring local planning authorities has been considered and is set out below.

- In considering the position of each authority and their respective LDPs, it is clear that both the City and County of Swansea and Neath Port Talbot are incompatible by virtue of their timetables for Plan preparation and review. In this respect Swansea at this time are yet to have an adopted LDP and are approaching examination, whilst Neath Port Talbot have a recently adopted Plan as such the review timing is not consistent with that of Carmarthenshire.
- Powys County Council also have compatibility issues in relation to the timing of their Plan, with an Inspectors Report anticipated towards the end of this year. This coupled with limited shared relationship would currently preclude any joint arrangement.
- The Brecon Beacons National Park Authority whilst occupying part of the County are not considered a viable option to the preparation of a joint plan. This reflects not only that only a relatively small part of their geographical area covers Carmarthenshire, but also that it would logistically require potential policy integration across a number of other Council areas.
- Other neighbouring authorities whilst presenting opportunities in terms of the timing of their review and revision processes raise issues in terms of compatibility. In this respect whilst Ceredigion has similarities to parts of Carmarthenshire in terms of the rural context there is a divergence in terms of the authorities on the respective economic collaborations, particularly in terms of the City Deal.
- Similarly, Pembrokeshire has significant differences in the economic and cultural nature that would make a Joint Plan potentially more complicated and lengthy to deliver. These include differences in economic drivers, Welsh language levels in communities, differences in the role of tourism, the particular relationship of Pembrokeshire to the National Park and the economic base of the different areas. This, together with the additional delay likely in developing and implementing a joint working arrangements, it is considered to outweigh any advantages of preparing a joint LDP.
- It is however clear that putting governance and compatibility issues aside, in the longer term a joint Plan between the three authorities and the Pembrokeshire Coast National Park Authority is a possibility. However this would be best considered once the revised LDPs of the respective authorities come up for review, allowing a forward programme of integration and collective working to be established in a period leading up to their review timetables.

⁵ Planning (Wales) Act 2015

Carmarthenshire will continue to work with all neighbouring Authorities and will, where appropriate, work collaboratively and in a collective manner on common approaches, including sharing and jointly preparing aspects around evidence to support the implementation and review/revision of the respective LDPs. At key stages, Joint Statements of Common Ground will be prepared as necessary, to provide clarity on shared approaches.

1.9 Sustainability Appraisal and Strategic Environmental Assessment

The requirement to undertake a Sustainability Appraisal (SA) is an integral part of the process of plan preparation and is mandatory under the Planning and Compulsory Purchase Act 2004. The SA will consider the LDP’s social and economic effects as well as the environmental aspects. A SA may be defined as follows:

“A systematic and interactive process undertaken during the preparation (and review) of a plan which identifies and reports on the extent to which implementations of the plan will achieve the environmental, social and economic objectives by which sustainable development can be defined and identifies opportunities for improving plan performance in relation to these”⁶.

European Directive 2001/42/EC is enacted in the United Kingdom through the Environmental Assessment of Plans and Programmes (Wales) Regulations 2004. It requires that that a formal environmental assessment is undertaken during the production of certain plans and programmes. In this regard, the undertaking of a Strategic Environmental Assessment (SEA) will require an iterative assessment of the impact of the LDP on the environment to be interwoven into the plan making process.

It is intended that the SA process will be combined with the requirements for an SEA into a single appraisal process (SA/SEA). This integrated approach will be utilised to inform the preparation of the plan from the outset. Statutory consultees will have a key role in the SEA process particularly environmental consultees (Cadw and Natural Resources Wales). In addition there are a number of statutory consultation requirements relating to the SEA. Table 1 sets out the key stages of the SA/SEA process.

Table 1 ⁷: SA/SEA Stages
Stage A – Setting the context and objectives, establishing the baseline and deciding on the scope.
Stage B – Developing and refining options and assessing effects.
Stage C – Preparing the Sustainability Appraisal Report.
Stage D – Consulting on the preferred option of the development plan and SA Report.
Stage E – Monitoring significant effects of implementing the development plan.

In practical terms, it is proposed that the above requirements will be met as follows:

⁶ *Sustainability Appraisals of Utility Development Plans: A Good Practice Guide (Welsh Government 2002)*

⁷ *Local Development Plan Manual 2 – Welsh Government – June 2015*

- SA – SEA Scoping Report;
- Initial / Interim SA - SEA Report alongside the pre deposit Preferred Strategy;
- The SA – SEA Report alongside the Deposit LDP;
- Final SA-SEA report (incorporating any post Deposit LDP changes – e.g. any Focussed Changes and/or Matters Arising Changes).

1.10 Habitats Regulations Assessment

European Directive 92/43/EEC is enacted in the United Kingdom through the Conservation of Habitats and Species Regulations 2010. These regulations clarify the responsibilities of the Plan Making Authority and set out the framework under which it should document the process. The Plan Making Authority should ultimately create a LDP that, as it is implemented, will have no significant effect (alone and in-combination) on the European Sites resource. The European Site resource includes; Special Area of Conservation (SAC), Special Protection Area (SPA), Ramsar and European Marine Sites (EMS).

The HRA, whilst not forming part of the SA/SEA, will however be prepared in parallel with it. The HRA will require an iterative assessment of the impact of the LDP on the European Sites resource to be interwoven into the plan making process.

In practical terms, it is proposed that the above requirements will be met as follows:

1. Preliminary Screening Report alongside the pre deposit Preferred Strategy;
2. HRA Report alongside the Deposit LDP (if 1 above cannot rule out any impact);
3. Final HRA report (incorporating any post Deposit LDP changes – e.g. any Focussed Changes and/or Matters Arising Changes).

1.11 Supplementary Planning Guidance

Supplementary Planning Guidance (SPG) are produced to provide further detail on certain policies and proposals contained within an LDP. Their preparation helps ensure particular policies and proposals are better understood and applied more effectively. Whilst an SPG does not have the same status as adopted development plan policies, they may be taken into account as a material consideration in determining planning applications. There are currently a number of adopted SPG documents accompanying the LDP. These can be viewed on the Authority's website⁸.

SPG can be produced in the form of:

- Guidance on a particular topic
- Master plans
- Design guides
- Area development briefs

⁸ <http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance.aspx#.WeTFfXythE>

A review of the current SPG will be undertaken to ensure they remain relevant and where appropriate updated accordingly. The extent of any amendments will become clearer as the LDP progresses towards adoption. The Authority also reserves the right to cancel any existing SPG where they are no longer relevant to the content of the revised LDP.

The revised LDP will contain sufficient policies and proposals to provide the basis for deciding planning applications. However, where appropriate and to aid the usability of the plan, and to ensure it remains concise, the Council will use SPG as a means of setting out more detailed guidance.

2. The Timetable

2.1 Key Stages Timetable

Table 2 sets out the proposed key stages and timetable involved in the preparation of the LDP as required under the provisions of the LDP Regulations⁹ and the Planning and Compulsory Purchase Act 2004. A detailed timetable is set out Appendix 1.

Table 2 – Key Stages Timetable

Stage in Plan Preparation	Regulation Number	Timescale
DEFINITIVE		
Key Stage 1 - Delivery Agreement	5-10	October 2017 to May 2018
Key Stage 2 - Pre Deposit – Preparation and Participation	14	October 2017 – October 2019
Key Stage 3 - Pre-Deposit – Public Consultation	15,16	May 2018 – February 2019
Key Stage 4 - Deposit LDP	17-21	September 2018 – February 2020
INDICATIVE		
Key Stage 5 - Submission of LDP to WG for Examination	22	June 2020
Key Stage 6 - Independent Examination	23	July 2020 – January 2021
Key Stage 7 - Receipt and Publication of Inspector's Report	24	June 2021
Key Stage 8 - Adoption	25	September 2021
Key Stage 9 - Monitoring and Review	37	Continued following adoption

The stages identified in Table 2 are definitive as it is where the Council has direct control over the timetable. Those identified as indicative are where factors outside the Council's control may impact upon the process. The Council is however expected to define the indicative timetable within three months of the close of the formal six-week Deposit period and following consultation with the Planning Inspectorate. Such consultation will seek to establish the availability of an Inspector and to allow a check on the adequacy of the timetable in relation to the examination period. The revised timetable will be publicised in accordance with the general processes outlined in the Community Involvement Scheme.

2.2 Decision Making

Reporting

The approval at a meeting of the County Council will be required for those stages of the LDP preparatory process where consideration is to be given to representations received during formal consultation exercises, such as the deposit and strategic options stages. In addition, Executive Board and/or Full Council approval will normally be sought for those parts of the plan's preparatory process where it will be available as part of a formal public consultation exercise.

⁹ *The Town and Country Planning (Local Development Plan)(Wales) Regulations (Edition 2)(August 2015)*

Advisory Panel

The preparation of the Plan will be supported by the established LDP Advisory Panel with reports presented to the Panel and to the Executive Board and/or Full Council as appropriate.

The Advisory Panel is made up of a mix of elected Members across all the Political Parties. In guiding the formulation of the LDP throughout its process, the Panel will ensure that the plan is accountable.

The purpose of the LDP Advisory Panel will be to scrutinise, evaluate the input and views from the Key Stakeholder Forum and through the Plan making process. The Panel may also be required to arbitrate on any opposing viewpoints which may emerge with a view to reaching a consensus on key issues of policy and emerging Plan proposals.

The Panel's role and remit will continue post-LDP adoption through its consideration of future monitoring outputs. This will ensure continued political ownership and engagement. Members will be kept informed through council reports and the use of seminars and briefings.

Corporate Fit

The Council is committed to the delivery of its corporate aims and objectives through its strategic and policy documents. The development of a corporate relationship between such documents is central to their effective delivery, with the LDP fundamental in giving expression to their land use aspirations. Developing on the LDP's position as a key strategic council document through corporate fit provides an opportunity to adopt a joined up or co-ordinated approach as part of its preparation. This will further assist by providing greater clarity and ensuring that work undertaken is not unnecessarily repeated elsewhere. Such documents will form part of the evidence base for the LDP.

Resources

Whilst the Director of Environment will be responsible for the delivery of the LDP. The day to day aspects of its production and preparation through to adopted status rests with the Forward Planning Section of the Council's Planning Services Division. A team of officers and support staff whose principal role is the preparation of the LDP will be the main staff resource. A breakdown of the team responsible for the preparation of the LDP and the percentage of time involved in the production of the plan is as follows:

LDP Team

Head of Planning	(5%)
Forward Planning Manager	(60%)
Forward Planning Officer (x5)	(70%)
Monitoring and Implementation Officer	(30%)
Graphic Design and Technical Support Officer	(70%)
Administrative Assistant (Part time)	(75%)

Additional support for particular aspects of the LDP's preparation and production will be drawn from relevant areas of expertise within the authority.

It is also recognised that additional specialist assistance and services may be required. In this regard, the authority may supplement its own staff resources through the commissioning of consultants.

Experience indicates that the budgetary requirements of preparing the revised LDP through to adoption is expected to be broadly similar to that incurred by the production of the current

LDP. The Council will commit sufficient funds to ensure the LDP progresses in a manner consistent with the commitments set out within the DA. In addition, the Council may utilise reserve funds as appropriate to meet ongoing costs. General administration and staff costs associated with the production of the LDP are accounted for through separate budgetary structures.

Managing Risk

In preparing the proposed timetable, regard has been had to the potential risks associated with the process. The authority is mindful of the impact of risks on the deliverability of the agreed timetable and the Community Involvement Scheme. Appendix 3 whilst not exhaustive, highlights those potential risks the authority may face in meeting the provisions of this DA.

In line with guidance, the timetable contains built in tolerances to account for potential slippage (3 months). However some risks identified may represent matters beyond such allowances, and as a consequence may result in slippage to the timetable. Proposed mitigation measures are included to address and minimise these potential risks.

3. Community Involvement Scheme

3.1 Background

This Community Involvement Scheme (CIS) sets out why it is important to involve the community. It identifies who should be involved and suggests how to get involved in the LDP process. It is vital in order to achieve a plan that has local ownership and is legitimate for the policies that will shape the future distribution of land uses and development within Carmarthenshire.

Carmarthenshire can be characterised as a county of contrasts with the agricultural economy and landscape of rural Carmarthenshire juxtaposed with the urban and industrial south-eastern area (see Appendix 4 for a County profile). The diversity in population (including distribution, age, employment and culture) presents a challenging task in involving the community in the LDP process.

3.2 Why Participate?

As a land use planning document, the benefits and impacts of the LDP are most keenly felt within the communities of the County. With this in mind, the Council is keen to ensure that opportunities exist for all to participate in the preparation of the revised LDP. This opportunity to participate and communicate their views extends from understanding the issues faced through to the wording of detailed policies and site identification. It provides an opportunity to develop on the existing adopted LDP in preparing a revised replacement Plan for the next 15 years.

3.3 Key Stakeholder Forum

A Key Stakeholder Forum similar to that utilised in the preparation of the current LDP will be established to assist in the Plan preparation process. Members of the Key Stakeholder Forum will have an important role to play in the key stages of the preparation of the Plan, in particular in drawing up the evidence base, consideration and assessment of the vision, objectives and options. It is envisaged at this stage that the Group's role will be effected through formal meetings, consultation on specific matters and general discussion throughout the key stages of the process up until the Deposit stage.

The purpose of the Forum is to act as a sounding board throughout the preparation process and will require regular involvement.

The Key Stakeholder Forum will be based on the existing Community Strategy Partnership and will also include representatives from key partnerships, together with selected representatives from groups and forums such as Community and Town Councils, partners including members of the Public Service Board, as well as Council Officers. Members of the Panel will consist of those with an interest directly affected by the LDP. A draft list of invitees is contained in Appendix 7. These may be subject to amendment as the preparation of the plan progresses, however it is considered vital to ensure that the Forum remains of a manageable size in order to enable constructive discussion and progress.

Members of the Forum will be required to meet the following expectations, in addition to the expectations set out under the general stakeholders

- Commit to the process – attend meetings/seminars and contribute to the process.
- Members will be representing the interests of the parent body, and it would be beneficial to the process if LDP information would be disseminated to colleagues in order to facilitate extended consultation on the Plan using existing structures.

Specific thematic groups may emerge from, and or develop to supplement the Key Stakeholder Forum and the preparation of the LDP as appropriate.

3.4 Involvement in the LDP Process

The LDP will set out policies and proposals for future development and the use of land in the County. Therefore, anyone who lives, works, visits or has an interest in the future development of Carmarthenshire should get involved in the LDP process. Whilst it is recognised that it is not always possible or sometimes necessary, nor feasible to involve everyone in all stages of the process the Council is keen to ensure the opportunity is available for all to do so. This section identifies groups that may be involved and how they could be involved.

Elected Members

- Throughout the LDP process, the LDP Team will report to the Advisory Panel and at significant stages, reports will be prepared for Executive Board and/or full Council as appropriate.
- Member Briefings, Seminars and workshops will seek input and advise on the process and how and when decisions and input will be required.
- It is proposed that the Executive Board Member with responsibility for strategic planning and the Chair of Planning Committee should sit on the Key Stakeholder Forum.

Specific Consultation Bodies

- A list of Specific Consultation Bodies that the Council is required to consult with can be found in Appendix 5.
- Documents will be sent directly to these bodies at the identified stages (see Appendix 2) and a response will be expected within a reasonable timescale.

Environmental Consultation Bodies

- Organisations with a remit on environmental, social and/or economic matters and are able to provide advice on specialist issues.
- This will operate alongside the LDP process in ensuring that the LDP accords with sustainability criteria.

General Consultation Bodies & Other Consultees

- A list of general consultation bodies and other consultees that the Council is required to consult, and those which the Council consider should be involved as Consultees. These can be found in Appendix 5.
- These bodies will be advised by letter or e-mail at the identified stages. These can be found in Appendix 5.

Professional Officers

- Internal representation from Development Management officers and other service areas, as well as where appropriate external partner organisations will feed in through thematic groups (and other fora) which cover the broad spectrum of topics within the LDP.
- Internal representation of other Council services is essential to ensure that the Plan is consistent with other Department's strategies and plans.

Youth

- Young people are traditionally under-represented in the development plan process. The established Carmarthenshire Youth Council and the four Area Youth Fora (Amman Youth Forum, Forwm Y Cwm – Gwendraeth, Llanelli Youth Forum and 3T's Youth Forum – Carmarthen) will be used to ensure the views of the youth are considered in the process. Other means of accessing young people such as Carmarthenshire Young Farmers Clubs will be utilised.

Developers & agents

- Developers and agents can request to be added to the Direct Mailing List (see below). They must, like the general public group, accept responsibility to ensure that any representations to the statutory stages are submitted within the correct timescale and with the information requested.
- Developers, agents and any other persons may submit any sites that they wish to be put forward for consideration during the non-statutory stages ("Candidate Site Register" stage). Details of these sites will be available for inspection on the Council's website and available to view at the Carmarthen Planning Office up until the Deposit Stage.
- Submitted sites will be assessed against the Site Assessment Methodology.

General public (direct mailing group)

- This group includes anyone with an interest in the future of Carmarthenshire, including individuals, businesses, organisations and groups.
- Members of the public, groups or organisations may on request be included on the direct mailing list to inform of the progress of the plan and how they can be involved. Notification will be in the form of e-mail, or in exceptional circumstances through the postal service. Please note, however that it is the general public's responsibility to ensure that any representations to the statutory stages are submitted within the correct timescale and with the appropriate information as requested. Representations during formal consultation periods will be encouraged electronically and through the consultation portal. Where a postal service is used the Council will not be held responsible for the non-delivery of any item.
- All those who submit representations during statutory consultation periods will be automatically added to the mailing list.
- To register your interest please contact the Forward Planning Team by any of the following means:
 - * By e-mail: forward.planning@carmarthenshire.gov.uk ; or
 - * register on the on-line mailing database www.carmarthenshire.gov.uk
 - * by mail: Forward Planning, Carmarthenshire County Council, Planning Services, 5 Spilman Street, Carmarthen, Carmarthenshire SA31 1LQ.
- All registered persons will be advised by e-mail (unless specified otherwise through the absence of an email address) at identified stages (see Appendix 2).

Developers, Agents and other proponents of sites.

There are a number of stages within the preparatory process of the revised LDP where sites may be proposed for potential inclusion within the LDP. Central amongst these are:

- The candidate site stage presents an early opportunity as part of the Pre-Deposit LDP stage to submit a site for consideration. The invitation for candidate sites will be advertised in accordance with this DA and should be provided using the forms available. Where additional information is requested to support the consideration of a site this should also be provided if the site is to receive full consideration.
- It is vital that proponents of sites maximise the opportunity for the promotion of the site by submitting them during the candidate site process. The candidate site stage is the appropriate point at which to submit a site so that sufficient consultation can take place to inform the examination process¹⁰.
- If there has been a material change in circumstances affecting a previously rejected site, or a completely new site is put forward, it is the responsibility of the proponent to test the effects of their site using the LPA SA framework. The LPA will provide guidance on what would be required for SA which the proponent would be expected to follow. ¹¹. The Authority does not however, give any assurance that such a change in circumstances would warrant or illicit a change which would be likely to see the site included within the Plan.
- There will be no vetting process to ensure that submissions are satisfactory in terms of SA: any vetting will take place as part of the examination before the Inspector since the SA is part of the evidence base that should support the policies and proposals in the deposit LDP. If a new, or alternative site has not been subject to any SA, it is unlikely that the Inspector will be in a position to recommend its inclusion in the LDP¹².
- The LPA will consider all representations submitted at the pre-deposit public consultation stage in accordance with LDP Regulation 16(2) before finally determining the content of the deposit LDP. Representations made at this pre-deposit stage will not constitute representations to be considered at the independent examination¹³.
- It is at the Deposit Plan stage where the responsibility of those promoting changes to the Plan is required, in order to show that the proper procedures have been undertaken and to provide the necessary evidence to demonstrate that the plan would be sound if the site were to be included. This would include the site's compatibility with the SA¹⁴.
- All site submitted will considered in accordance with the provisions of the site assessment methodology.

Seldom Heard Groups

This includes groups that have traditionally not taken part to any great extent in the plan process.

¹⁰ Local Development Plan Manual Edition 2 – para 5.3.4.3

¹¹ Local Development Plan Manual Edition 2 – para 6.5.1.5

¹² Local Development Plan Manual Edition 2 – para 6.5.1.6

¹³ Local Development Plan Manual Edition 2 – para 6.5.1.8

¹⁴ Local Development Plan Manual Edition 2 – para 7.4.4.7

- Such groups will be encouraged to participate through already established forums where possible. Throughout the process endeavours will be made to identify and involve these groups.
- It is proposed to involve these groups in the process by informing them at different stages of the process. Individual groups have been identified under General and Other Consultation Bodies (see Appendix 5).

The LDP Team will also work with colleagues in other service areas to maximise consultation opportunities including gaining access associations and forums.

Where petitions are submitted, one nominated person should be identified as a point of contact for involvement in the LDP process.

Town and Community Councils

In preparing the revised LDP the authority recognises the important role of Town and Community Councils within their respective communities acknowledging their capability to communicate information and encourage engagement. As a reflection of this role and status as specific consultees (Appendix 5), the Council will consult with them at appropriate stages (including representation at the Key Stakeholder Forum).

Town and Community Councils and individual Councillors can provide an invaluable link and means of communicating with their communities. Their ability to raise awareness is clear but also critically is their potential to feedback and conveying views and comments back to the Plan making process.

There are 72 Town and Community Councils (135 seats) of varying sizes and budgets within the County. It is submitted that attending the meetings of each of these Councils on an individual basis would be impracticable due to resource issues. Where practicable, the Authority will however identify other appropriate methods of engagement for the Sector. Such methods could include a targeted / area based clustering approach – an example is the Gwendraeth Group of Community Councils. There are also opportunities to utilise the Authority's established Town and Community Council Liaison Forum.

The Authority will, where appropriate, seek to utilise the ongoing liaison with those larger Town and Community Councils in the County in relation to the duties emerging from the Well-being of Future Generations Act. A community or town council is subject to these duties where its gross income or expenditure was at least £200,000 for each of the preceding three financial years. It is understood that at the time of writing, the Councils that meet this criterion are Llanelli Town, Llanelli Rural, Pembrey and Burry Port, Carmarthen Town, Llannon, Cwmamman and Llanedi. There are therefore opportunities to utilise this existing platform to engage with these larger Councils on the LDP.

The Authority will also seek to engage with Town and Community Councils in relation to the potential contribution that Place Plans could make. In this regard, the Authority will monitor the release of any further guidance from the Welsh Government.

There are also a number of external organisations that could play an important role in supporting engagement with the Sector – including One Voice Wales and Planning Aid Wales. In relation to the former, reference is made to the well-established Area Committee structure, whilst Planning Aid Wales are established training providers for

the sector. There is also potential to seek out discussions with the Society of Local Council Clerks.

3.5 Expectations of Stakeholders

It is important that all stakeholders and interested parties in the LDP process make every effort to meet the following expectations:

- (a) Respond to correspondence within an appropriate timescale – all correspondence & representations submitted will be replied to within a reasonable timescale and it is expected that stakeholders will reply to any correspondence within 21 days.
- (b) Stakeholders will only raise legitimate issues (Local Development Plan matters only).
- (c) Stakeholders should highlight any gaps in the data / information supplied.
- (d) Proponents of sites should identify them during the identified consultation periods. The Council is not obliged to consider, or forward any sites (or other representations) to the examination which have been submitted outside the defined consultation periods.
- (e) Proponents of a site, or respondents on any matter of the Plan should undertake to provide the information requested as necessary to allow an appropriate assessment of any submission or representation.
- (f) Relevant guidelines and procedures must be followed at all times.
- (g) Information should be shared and provided if required.
- (h) Stakeholders should accept that the Inspector's Report is binding and that no appeal in respect of his/her decisions can be made.
- (i) A commitment by all to consensus building.

Delays may occur if these expectations are not met and may result in the plan not according to the principles of soundness.

3.6 Late Representations

The Council will only consider representations submitted in accordance with the advertised period of the consultation. Any representations received outside of these dates will be considered as a non-duly made representation, and the Council is not obliged to consider them. Only where the Council is satisfied that a genuine attempt in good faith to submit in time has been made, will a late representation be registered as duly made. Evidence of delivery, posting etc. will be required to support such claims. Such circumstances are expected to be exceptional and all potential respondents are encouraged to submit during the advertised periods.

To be registered as a duly made representation, they must supply the necessary information and specify the matters to which they relate. At Deposit stage representations must also specify the changes being sought, the grounds upon which the representation is made and where possible, the relevant test(s) of soundness.

Only those duly made representations at Deposit stage will be submitted to the Inspector for consideration at the examination. It should be noted that representations submitted during the Pre-Deposit Stage will not be submitted to the Inspector for consideration at the examination.

3.7 Methods of Involvement, Participation & Consultation

A range of methods will be used to facilitate community involvement throughout the plan process including:

- Documents published and regular updates provided on the Council's website www.carmarthenshire.gov.uk
- The use of social media, including twitter updates, and Facebook news items from the Council's Social Media account
- 'Community News' – the Council's free newspaper which is delivered to all households in the area (published every month)
- Newsletters, online diaries and blogs where available.
- Direct mailing (preferably by e-mail, however by letter for those which seek this form of communication)
- Public Exhibitions
- Seminar / Workshops
- Documents made available at Customer Service Centres, Planning Offices and Public Libraries
- Press releases / Public Notices
- Meetings

3.7 Bilingual Engagement and the Welsh Language

The preparation of the LDP will be undertaken in accordance with the Council's Welsh language standards with bilingual engagement essential in ensuring equal opportunity to engage in Plan preparation. In this respect the Council welcomes correspondence in Welsh and English and will enable all consultations to be undertaken in either language. All forms, documents, and correspondence, will be bilingual, with the opportunity for bilingual meetings also to be offered, thus affording the opportunity for people to engage in the language of their choice.

3.8 Consensus Building

Better consultation and involvement may assist in a reduction of conflict in decision making. The consultation techniques proposed in this Scheme aim to reduce conflict and seek consensus, by using structured engagement and active involvement of stakeholders, communities and interested parties. It is important that agreement can be met with the overall strategy of the LDP in the early stages of the process.

Where consensus cannot be achieved, it is imperative that the sources of information leading to a decision are explicit and respected by all parties. In those instances where consensus cannot be reached regard will be had to pertinent matters such as national policy in determining any outcome. In appropriate instances where there is no conflict with such matters progression may be made on a majority basis.

3.9 Document Availability / Feedback

All documents produced throughout the preparation of the LDP will be published on the Council's website and also made available at the following locations (locations may be subject to change):

- Customer Service Centres: 3 Spilman Street, Carmarthen
The HUB, Llanelli Town Centre
Town Hall, Ammanford
- Planning Offices: Civic Offices, Crescent Road, Llandeilo
5-8 Spilman Street, Carmarthen
- All Public Libraries in Carmarthenshire (listed in Appendix X)

Where appropriate/required, copies of documents will be sent to Specific Consultation bodies.

3.9 Feedback Methods

The Council's website will be used to provide up-to-date information and news on the progress of the LDP.

At all significant stages, consultation responses will be reported to the Advisory Panel, Full Council and/or the Council's Executive Board.

All representations received during the statutory consultation stages will be acknowledged, registered on a database and will be advised of the next steps in the process.

Regular updates will appear in "Community News" and through other media sources.

3.10 Monitoring and Review

The Council will monitor and review the effectiveness of the DA throughout the preparation of the LDP. This will ensure that the objectives set out in the CIS are met in accordance with the proposed timetable.

Other instances in which the DA would need to be reviewed include:

- If there is significant changes in the resources available to the Council;
- If any significant changes are required to the CIS;
- If the LDP process falls significantly behind schedule, i.e. 3 months or more;
- If new European, UK or WG legislation, regulations or guidance should require new procedures or tasks to be undertaken; or,
- If there are any changes of circumstances that materially affect the delivery of the plan.

If the DA should require a review prior to Deposit, then this will be subject to further consultation with the relevant consultees as well as renewed approval from Council and the WG agreement.

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

Following adoption of the revised LDP an Annual Monitoring Report (AMR) will be produced and published and submitted to the WG in accordance with regulations. The AMR will

establish how effectively the policies and proposals of the Plan are performing and being implemented. It will assess whether the basic strategy remains sound and whether any policies need changing to reflect contextual changes, including those of national policy. The AMR will also specify the housing land requirement (from the current Housing Land Availability Study) and the number of net additional affordable and general market dwellings built in the Authority's area, and report on other LDP indicators.

The Authority will commence a full review of the revised LDP at least once every 4 years. A timetable will be submitted to WG within 6 months of the Authority's decision to review the Plan. The review will include reconsideration of the sustainability appraisal and the soundness of the Plan. As with the AMR, the full review will also indicate whether alterations are needed to the Plan. Where a policy needs to be changed, or where additional policies are required, the process to be followed for plan revision will be the same as for plan preparation.

Glossary

Adopted Plan	This is the Final stage of Local Development Plan preparatory process - where the Local Development Plan becomes the statutory Development Plan, for the purposes of the Act.
Adopted	The final confirmation of the development plan as its land use planning policy by the Local Planning Authority (LPA).
Annual Monitoring Report (AMR)	This will assess the extent to which policies in the local development plan are being successfully implemented (Regulation 37 of the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005).
Baseline/Pre Change Baseline	A description of the present state of an area against which to measure change.
Candidate Site	Candidate Sites are those nominated by anyone for consideration by the LPA as allocations in an emerging LDP.
Candidate Sites Register	Register of candidate sites prepared following a call for candidate sites by the LPA.
Community	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
Community Involvement Scheme (CIS)	Sets out the project plan and policies of the LPA for involving local communities, including businesses, in the preparation of local development plans. The CIS is submitted to the Welsh Government as part of the Delivery Agreement for agreement.
Consensus building	A process of early dialogue with targeted interest groups to understand relevant viewpoints and agree a course of action.
Consultation	A formal process in which comments are invited on a particular topic or set of topics, or a draft document.
Contextual Indicator	An indicator used to monitor changes in the context within which the plan is being implemented or prepared.
Delivery Agreement (DA)	document comprising the LPA's timetable for the preparation of the LDP together with its Community Involvement Scheme, submitted to the Welsh Government for agreement.
Deposit Documents	These include the deposit LDP, the Sustainability Appraisal report, the initial consultation report, the candidate sites register, the Review Report (if appropriate), any relevant supporting documents.
Development Limits	A line drawn in order to define the area of a settlement within which development is acceptable in principle subject to detailed consideration of environmental, amenity, access, public service provision and other considerations. Areas outside the limits are regarded as the open countryside.
Development management policies	A suite of criteria-based policies which will ensure that all development within the area meets the aims and objectives set out in the Strategy.
Engagement	A process which encourages substantive deliberation in a community. Proactive attempt to involve any given group of people/section of the community.
Evidence Base	Interpretation of Baseline or other information/data to provide the basis for plan policy

Focussed Change	Changes proposed to the deposit LDP prior to submission that are extremely limited in number, that reflect key pieces of evidence, but do not go to the heart of the plan.
Habitats Regulations Assessment (HRA)	<p>The screening and appropriate assessment of options required under Part 6 Chapter 8 of the Conservation of Habitats and Species Regulations 2010 (as amended) (the Habitats Regulations) - a recognised iterative process which helps determine the likely significant effect on a plan or programme and (where appropriate) assess adverse impacts on the integrity of a European site.</p> <p>The assessment is required to be undertaken by a competent authority in respect of plans or projects which are likely to have a significant effect (alone and in combination with other plans and projects) on a “European site” (see paragraph 5.1.2 of TAN 5), or as a matter of policy a proposed “European site” or Ramsar site, under the provisions of Article 6(3) of the EC Directive 92/43/ECC (the Habitats Directive), regulations 61 and 102 of the Conservation of Habitats and Species Regulations (as amended) 2010, and, regulation 25 of the Offshore Marine Conservation (Natural Habitats &c) Regulations 2007.</p>
Indicator	A measure of variables over time, often used to a measure achievement of objectives.
Integrated Community Strategy	Required by the Local Government (Wales) Measure 2009 (Part 2: Sections 37-46) with the aim of improving the social, environmental and economic well-being of their areas. Also referred to as a “Single Integrated Plan”.
Local Development Plan (LDP)	<p>The required statutory development plan for each local planning authority area in Wales under Part 6 of the Planning and Compulsory Purchase Act 2004.</p> <p>A land use plan that is subject to independent examination, which will form the statutory development plan for a local planning authority area for the purposes of the Act. It should include a vision, strategy, area-wide policies for development types, land allocations, and where necessary policies and proposals for key areas of change and protection. Policies and allocations must be shown geographically on the Proposals Map forming part of the plan.</p>
Local Planning Authority (LPA)	A planning authority responsible for the preparation of an LDP.
Local Well-being Plan	Under The Well-being of Future Generations (Wales) Act 2015 Public Service Boards will be established for each local authority area; it is intended that each will prepare a Well-being Plan to replace the SIP by April 2018 (s.39).
Marine Plan	The Welsh National Marine Plan prepared under the Marine and Coastal Access Act 2009.
Mitigation	Measures to avoid, reduce or offset significant adverse effects.
National Development Framework (NDF)	Provision is made under Planning (Wales Act) 2015 for the preparation of an NDF. Prepared by the Welsh Government

	the NDF will set out a 20 year land use framework for Wales and will replace the current Wales Spatial Plan.
Objective/Strategic Objective	A statement of what is intended, specifying the desired direction of change in trends.
Partners	Other local/NP authority departments and statutory bodies where the LDP will help to deliver some of the objectives of their strategies. Partners may be expected to contribute to formulating relevant parts of the LDP.
Planning Obligation	A legal agreement between an applicant and the local planning authority to ensure a development is carried out in a certain way. Also referred to as a Section 106 Agreement.
Planning Policy Wales (PPW)	Planning Policy Wales sets out the land use planning policies of the Welsh Assembly Government. It is supplemented by a series of Technical Advice Notes. Procedural advice is provided through circulars and policy clarification letters.
Pre-deposit documents (LDP)	These include the vision, strategic options, preferred strategy, key policies, the Sustainability Appraisal report, the candidate sites register, Review Report (if appropriate).
Pre-deposit stage	The participation and consultation stages prior to deposit; the Manual refers to the Strategic Options and Preferred Strategy stage which relate to the full plan procedure; reduced requirements relate to the short form plan revision procedure.
RAMSAR	A wetland site of international importance for nature conservation. Designation is enabled by the Ramsar Convention 1971 whereby participating European Governments undertake to protect such areas.
Review Report	The required statutory report under S69 of the 2004 Act and/or Reg41; to conclude on the LDP revision procedure to be followed based on a clear assessment of what has been considered and what needs to change and why, based on evidence.
Short form revision procedure	May be appropriate for circumstances where the issues involved are not of sufficient significance to justify undertaking the full plan revision procedure.
Single Integrated Plan (SIP)	Discharges statutory duties identified by Welsh Government (“Shared Purpose – Shared Delivery”, WG 2012), including Community Strategies; prepared by a Local Service Board. See “Local Well-being Plans” which are to replace SIPs”.
Site specific allocations	Allocations of sites (proposals) for specific or mixed uses or development. Policies will identify any specific requirements for individual proposals with the allocations shown on the LDP’s proposals map.
Soundness	In order to be adopted, an LDP must be determined ‘sound’ by the examination Inspector (S64 of the 2004 Act). Tests of soundness tests and checks are identified in PPW.
Special Area of Conservation (SAC)	Sites of international conservation importance designated by the Welsh Ministers under the European Directive on the












	Conservation of Natural Habitats and Wild Flora and Fauna. In addition there are candidate SAC's which should, as a matter of Government policy, be viewed as full SAC's when examining land use impacts.
Special Protection Area (SPA)	Special Protection Areas For Wild Birds under The E.C. Council Directive On the Conservation of Wild Birds (79/4C9/EEC) provides for the protection, management and control of all species of naturally occurring wild birds.
Stakeholders	Interests directly affected by the LDP (and/or SEA) - involvement generally through representative bodies.
Statement of Common Ground (SocG)	The purpose of a SOCG is to establish the main areas of agreement between two or more parties on a particular issue.
Strategic Development Plan (SDP)	Provision is made under the Planning (Wales) Act 2015 for the preparation of SDP's at a regional level. SDP will have regard to the NDF and responding at a regional level to strategic issues.
Strategic Environmental Assessment (SEA)	Term used internationally to describe environmental assessment as applied to plans and programmes. SEA process is derived from European legislation and defined at European level – Directive 2001/42/EC. The Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 (SEA Regulations) require a formal “environmental assessment of certain plans and programmes, including those in the field of planning and land use”.
Supplementary Planning Guidance (SPG)	Forms a supplementary document/information in respect of the policies in an LDP. SPG does not form part of the development plan and is not subject to independent examination but must be consistent with the Plan and with national planning policy. Can be developed to consider individual or thematic aspects of the Plan and site allocations including masterplans.
Sustainability Appraisal (SA)	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors). Each LPA is required by S62(6) of the 2004 Act to undertake SA of the LDP. This form of SA fully incorporates the requirements of the SEA Regulations.
Sustainability Appraisal Report (SA Report)	document required to be produced as part of the SA process to describe and appraise the likely significant effects on sustainability of implementing the LDP, which also meets the requirement for the Environmental Report under the SEA Regulations. S62(6) of the 2004 Act requires each LPA to prepare a report of the findings of the SA of the LDP. - The SA Report is first produced at the Preferred Strategy stage (the Interim SA Report), expanded at the Deposit LDP stage and finalised alongside the Adoption Statement.
Technical Advice Notes (TAN)	A topic-based document published by the Welsh Assembly Government to supplement Planning Policy Wales.
Wales Spatial Plan (WSP)	A plan prepared and approved by the National Assembly for Wales under S60 of the 2004 Act, which sets out a

	<p>strategic framework to guide future development and policy interventions, whether or not these relate to formal land use planning control. Under S62(5)(b) of the 2004 Act a local planning authority must have regard to the WSP in preparing an LDP.</p>
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Appendix 1: Revised Carmarthenshire Local Development Plan - Timetable

	2018				2019				2020				2021															
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Annual Monitoring Report																												
AMR2 to Council for approval to submit	■																											
Submission of AMR2 to WG		■																										
LDP Review Report																												
LDP Review Report to enter Council cycle for approval			■	■	■																							
Preparation and Publication of the LDP Review Report			■	■	■																							
Key Stage 1: Delivery Agreement																												
Preparation of draft Delivery Agreement (DA)		■	■	■																								
Report draft DA to Council					■																							
Publication of Draft DA for consultation					■	■	■																					
Consideration and reporting of consultations received						■	■	■																				
Submission to WG for approval								■	■																			
Publication of approved DA following WG approval								■	■																			
Key Stage 2: Pre-Deposit Preparation and Participation																												
Review and develop baseline information and evidence	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Review and develop Strategic Options, Issues & Objectives					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
SA Stage A: Prepare SA (SEA) Scoping Report					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Consultation on the SA (SEA) Scoping Report					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Assessment, consideration and reporting of representations received on the SA (SEA) Scoping Report					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Invitation for submission of Candidate Sites					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication of Candidate Site Register									■	■																		
Key Stage 3: Pre-Deposit Consultation																												
Prepare and report SA (SEA) initial / interim report									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Prepare and report HRA Screening Report									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Prepare and report the Preferred Strategy									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
SA Stage B: Publication and consultation of Preferred Strategy (inc Strategic Sites)									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication and consultation of the initial / interim SA (SEA) Report and HRA Screening Report									■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Assessment and consideration of responses received on the Preferred Strategy, initial SA (SEA) and HRA Screening Report										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Report Preferred Strategy and Options, SA (SEA) and HRA										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication of Initial Consultation Report										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Key Stage 4: Deposit Consultation (Reg 17, 18, 19)																												
Preparation of Deposit Plan, HRA Report and SA (SEA) Report										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Reporting of draft Deposit LDP, SA (SEA) and HRA										■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Publication of draft Deposit LDP, SA (SEA) and HRA for consultation											■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Assessment and Consideration of the representations received in respect of draft Deposit Plan, SA(SEA) Report and HRA Report												■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Reporting of representations of the Deposit LDP, SA (SEA) Report and HRA Report												■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Focussed Changes													■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Key Stage 5																												
Submission to WG (Reg 22)																												
Key Stage 6																												
Examination (Reg 23)																												
Key Stage 7																												
Publication of Inspectors Report (Reg 24)																												
Key Stage 8																												
Adoption (Reg 25)																												
Key Stage 9																												
Monitoring and Review (Reg 37)																												







Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Key Stage 1 - Delivery Agreement (Regulations 5 – 10)					
Preparation of draft Delivery Agreement (DA)	To ensure that roles and responsibilities are understood and realistic timetables are developed.	October 2017 – January 2018	<ul style="list-style-type: none"> LDP Team Executive Board 		
Publication of draft DA for consultation	To enable all stakeholders and interested parties to submit representations.	January 2018 – March 2018	<ul style="list-style-type: none"> LDP Team Council Officers LDP Advisory Panel Key Stakeholder Forum Specific Consultation bodies (see appendix 5) General & Other Consultation bodies (see appendix 5) 	    	Comments will be considered & DA amended, if required.
Assessment and consideration of feedback and responses received	To allow consideration of representations received.	March 2018 – April 2018	<ul style="list-style-type: none"> LDP Team LDP Advisory Panel 	 	A summary of the comments received and response will be reported to members.
Submission of DA to WG	To seek formal agreement on the content of the DA.	April 2018	<ul style="list-style-type: none"> Welsh Government 		
Publication of approved Delivery Agreement following WG approval	To inform stakeholders of the content and availability of the approved DA.	April - May 2018	<ul style="list-style-type: none"> LDP Team LDP Advisory Panel Key Stakeholder Forum Specific Consultation bodies 	  	Copies of agreed DA placed on Council's website and placed at Deposit locations.






















Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
			<ul style="list-style-type: none"> General & Other Consultation bodies 	 	
Key Stage 2 - Pre-Deposit: Preparation and Participation (Regulation 14)					
Review and develop baseline information and evidence	<p>To understand and develop the context for plan preparation, to review and to supplement data to identify issues and objectives to be addressed in the LDP.</p> <p>This will be ongoing throughout the LDP process.</p>	October 2017 – October 2019	<ul style="list-style-type: none"> LDP Team LDP Advisory Panel Specific Consultation bodies General & Other Consultation bodies 	   	Prepare evidence base through to the submission of the Deposit LDP.
Review and develop Strategic Options, Issues and Objectives	To develop a vision for the Plan area and the objectives for the LDP and influence the choice of a preferred option.	January 2018 – February 2018	<ul style="list-style-type: none"> LDP Team Council Officers LDP Advisory Panel Key Stakeholder Forum Council Members Town and Community Councils 	 	Agreed vision & objectives published on Council's website and placed at Deposit locations.
SA Stage A: Setting the context & objectives, establishing the baseline & deciding on the scope. (Known as the SA Scoping Report) and undertake consultation.	To engage environmental consultation bodies & relevant stakeholders to develop SA objectives and to provide a baseline to inform the	January 2018 – February 2018	<ul style="list-style-type: none"> Environmental consultation bodies Council Officers LDP Team LDP Advisory Panel Specific Consultation bodies 	     	Report will be published on Council's website and placed at Deposit locations.












Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
	next stage of option appraisal.		<ul style="list-style-type: none"> General & Other Consultation bodies 		
Assessment and consideration of representations received in respect of SA Scoping Report	To allow consideration of representations received.	February 2018 – March 2018	<ul style="list-style-type: none"> LDP Team LDP Advisory Panel 		A summary of the comments received and response will be reported to members.
Candidate Site Register	An invitation for the submission of candidate sites.	January 2018 – May 2018	<ul style="list-style-type: none"> All interested parties 		Site register database
Publication of Candidate Site Register	To allow interested parties to view the candidate sites received	May 2018	<ul style="list-style-type: none"> All interested parties 		Site Register database
Key Stage 3 - Pre-Deposit: Consultation (Regulations 15 and 16)					
Preparation and Reporting of the Preferred Strategy and Options to include consideration of strategic sites	To provide an opportunity for stakeholders and interested parties to contribute to the preparation of the Preferred Strategy and suggest modifications.	May 2018 – August 2018	<ul style="list-style-type: none"> LDP Team LDP Advisory Panel Council Officers 		Published on the Council's website and deposited at locations as appropriate.
SA Stage B: Developing & refining option & assessing effects (known as Initial / Interim SA report)	To ensure strategic options and sites are assessed against the proposed SA framework to inform and support	May 2018 – August 2018	<ul style="list-style-type: none"> Environmental consultation bodies (see para.1.7.3) LDP Team LDP Advisory Panel Specific Consultation bodies 		Report will be published on Council's website and placed at Deposit locations.











Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
	the Pre-Deposit Preferred Strategy.		<ul style="list-style-type: none"> Key Stakeholder Forum General & Other Consultation bodies 	    	
HRA Initial Screening Report	The main aim of this report is to complete the first part of the HRA process and provide a constraints plan to inform and support the Pre-Deposit Preferred Strategy.	May 2018 – August 2018	<ul style="list-style-type: none"> Environmental consultation bodies (see para.1.7.3) LDP Team LDP Advisory Panel Specific Consultation bodies Key Stakeholder Forum General & Other Consultation bodies 	       	Report will be published on Council's website and placed at Deposit locations.
Publication and Consultation of Preferred Strategy (Inc. Strategic Sites), initial / interim SA (SEA) Report and HRA Screening Report	To provide an opportunity for stakeholders and interested parties to contribute to the preparation of the preferred strategy, the initial / interim SA (SEA) Report and HRA Screening Report and suggest modifications. Identification of potential sites that correspond with the preferred strategy.	September 2018 – October 2018	<ul style="list-style-type: none"> All stakeholders & interested parties 	       	The documents will be published on Council's website and placed at Deposit locations.








Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Assessment and consideration of representations received on the Preferred Strategy, initial SA (SEA) and HRA Screening Report	To allow consideration of representations received.	November 2018 – January 2019	<ul style="list-style-type: none"> ▪ LDP Team ▪ LDP Advisory Group ▪ Key Stakeholder Forum 	 	A summary of the comments received and response will be reported to members.
Publication of Initial Consultation Report	To identify the consultation methods undertaken as part of the Community Involvement Scheme	September 2018	<ul style="list-style-type: none"> ▪ All stakeholders and interested parties 		A summary of the consultations and publications undertaken as part of the pre-deposit preparation and participation.
Key Stage 4 - Deposit LDP (Regulations 17 – 19)					
Prepare and report Deposit LDP, SA (SEA) Report (Stage C) and HRA Report (if needed).	Develop the Deposit LDP out of preceding LDP stages.	September 2018 – June 2019	<ul style="list-style-type: none"> ▪ LDP Team ▪ LDP Advisory Group ▪ Key Stakeholder Forum 		Report to Council to obtain their approval for consultation of Deposit LDP and supporting documents – SA/SEA and HRA (if needed).
Publication and consultation of Deposit LDP and associated documents (including HRA (if needed) and SA report (Stages C/D).	To enable all stakeholders and interested parties to submit representations to the LDP and supporting documents.	July 2019 – September 2019	<ul style="list-style-type: none"> ▪ All stakeholders & interested parties 	     	Duly made representations acknowledged by e-mail/letter.
Assessment, consideration and reporting of representation received	To allow consideration of representations received.	October 2019 – February 2020	<ul style="list-style-type: none"> ▪ LDP Team ▪ LDP Advisory Group 	 	A summary of the representations received and response will be reported to members,










Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
in respect of Deposit LDP and associated documents (including HRA (if needed) and SA report (Stage D).					published on the Council's website and placed at Deposit locations.
Key Stage 5 - Submission of LDP to the Welsh Government & the Planning Inspectorate for Examination					
Submission of LDP and associated documents (incl. SA Report) to Welsh Government & the Planning Inspectorate for examination	<ul style="list-style-type: none"> To submit the LDP and associated documents to WG and the Planning Inspectorate for independent examination. 	June 2020	<ul style="list-style-type: none"> LDP Team WG PINS 	   	
Key Stage 6 - Independent Examination (Regulation 23)					
Publication of Notice of Independent examination.	To ensure that stakeholders are advised that an independent examination of the LDP will be taking place.	<i>July 2020</i>	<ul style="list-style-type: none"> All stakeholders and interested parties 	 	
Pre-examination meeting	To allow the independent planning Inspector appointed by WG to advise on examination procedures & format.	<i>September 2020</i>	<ul style="list-style-type: none"> All stakeholders and interested parties Planning Inspectorate LDP Team General and other Consultant bodies 	   	

Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Examination of the Plan	To provide an impartial planning view on the soundness of the Plan and the representations submitted in respect of it.	<i>September 2020 – January 2021</i>	Round table sessions, informal hearings, representations and written submissions.		
Reporting Commences (22 weeks)	Inspector's deliberations	<i>January 2021</i>	Planning Inspectorate		
Key Stage 7 - Receipt and Publication of the Inspector's Report (Regulation 24)					
Receipt of the Inspector's Report	To receive the Inspector's report in respect of the examination into the LDP. The report will detail changes recommended, such changes are binding on the authority. The Inspector's Report will be checked for any factual inaccuracies.	<i>June 2021</i>	<ul style="list-style-type: none"> ▪ LDP Team 		
Publication of the Inspector's Report	To inform all stakeholders, interested parties and respondents of the Inspector's decisions.	<i>June 2021</i>	<ul style="list-style-type: none"> ▪ All stakeholders & interested parties 	    	
Key Stage 8 - Adoption (Regulation 25)					
Formal adoption of the Carmarthenshire LDP	To inform all stakeholders, interested	<i>September 2021</i>	<ul style="list-style-type: none"> ▪ All stakeholders & interested parties 		Publication of formal Notice of Adoption

Appendix 2: Timetable and Community Involvement

Stage	Purpose	Timescale*	Who to involve?	How?	Reporting Mechanism
Publication of adoption Statement and notification to WG	parties and respondents of the adoption of the LDP.			   	
Publication of SA Report (Stage D)	To inform all stakeholders, interested parties and respondents.	<i>September 2021</i>	<ul style="list-style-type: none"> All stakeholders & interested parties 	    	Publication of formal Notice of Adoption
Key Stage 9 - Monitoring and Review (Regulation 37)					
Monitoring & Review	<p>To ensure that the LDP is achieving its targets.</p> <p>Consider a partial or full review of the LDP if necessary (a full review will commence within 4 years)</p>		<ul style="list-style-type: none"> LDP Team LDP Advisory Panel Council Members 	Specialist surveys & data collection	<p>Publication of the LDP's Annual Monitoring Report.</p> <p>Commencement of LDP Review, if necessary</p>
SA Stage E: Monitoring significant effects	To review the performance of the Plan against the SA Monitoring Framework		<ul style="list-style-type: none"> LDP Team 	Data collection	Publication of the LDP's Annual Monitoring Report

Appendix 3 – Risk Assessment and Mitigation

The proposed timetable for plan preparation as set out within this Delivery Agreement is considered to be realistic and achievable, and having regard to the scope and programme of works the Authority believes to be involved, to existing Welsh Government regulations and guidance, and to the resources available to the Authority to commit to plan preparation.

While the Authority is committed to making every effort to avoid deviations from the proposed timetable, there are a number of potential risks which need to be considered. The following table outlines these risks along with their potential impacts and identified methods of mitigation.

Risk	Potential Impacts	Mitigation
Availability of adequate funding.	Programme slippage which could result in a delay in adoption of the revised LDP beyond the life of the current LDP (2021), thereby creating a policy void if a revised LDP was not adopted before this date.	Monitor and keep under review ensuring that as appropriate bids are submitted for any additional funding.
Staff resources	Programme slippage and potential difficulties and timing issues in replacing qualified and experienced planners.	Monitor and keep under review.
Council reporting structure and decision making.	Programme slippage.	Liaise closely with democratic services to ensure requirements are planned and programmed accordingly. Ensure documentation is prepared in a timely manner.
Application of the Welsh language standards and resultant translation requirements.	Programme slippage.	Liaise closely with translation services to ensure requirements are planned and programmed accordingly. Ensure documentation is prepared in a timely manner.
Printing and other production issues	Programme slippage.	Liaise closely with relevant provider and service areas to ensure requirements are planned and programmed accordingly. Ensure documentation is prepared in a timely manner.
Additional requirements arising from changes in legislation and national policy.	Requirement for additional work with resultant programme slippage.	Monitor emerging changes and respond early to changes where this is possible.

Changes in other Plans and strategies	Requirement for additional work with resultant programme slippage.	Maintain close liaison with other service areas and partners and monitor emerging changes and respond early to changes where this is possible.
Legal challenge	LDP quashed with resultant additional workload and resource requirements.	Ensure procedures, legislation and regulatory provisions are complied with.
Insufficient information available to ensure assessment of proposals	Programme slippage.	Identify expectations of respondents within this DA and through supporting guidance documents.
Significant objections from statutory bodies	Requirement for additional and potentially significant work. This may raise issues in terms of resources and timetabling of future stages.	Ensure the views of statutory bodies are sought and considered as early as possible with liaison throughout the Plan making process. Ensure implications are monitored and where necessary additional resources identified.
Failure to satisfy the tests of soundness	Adoption of the LDP would not be able to proceed without considerable additional work. Consequential substantive delay would mean the existing LDP post would cease in 2021, thereby creating a policy void if a revised LDP was not adopted before this date.	Ensure revised LDP is sound, founded on a robust evidence base with SA. Maintain liaison with Welsh Government and other key consultees to ensure that any issues and early warnings on potential issues are recognised and responded to.
Planning Inspectorate unable to meet the timescale for examination & reporting	Examination and/or report delayed. Could result in a delay in adoption of the revised LDP beyond the life of the current LDP thereby creating a policy void if a revised LDP was not adopted before this date.	Ensure close liaison with the Planning Inspectorate to ensure any potential for delays are understood and accounted for.

Appendix 4 – Community Population Totals and County Profile**Community Population Totals**

Community Ward	Population (Census 2011)
Abergwili	1,612
Abernant	297
Ammanford	5,411
Betws	2,175
Bronwydd	564
Carmarthen	14,185
Cenarth	1,030
Cilycwm	487
Cilymaenllwyd	742
Cwmamman	4,486
Cynwyl Elfed	1,044
Cynwyl Gaeo	940
Dyffryn Cennen	1,176
Eglwyscummin	432
Gorslas	4,066
Henllanfallteg	480
Kidwelly	3,523
Laugharne Township	1,222
Llanarthne	765
Llanboidy	1,061
Llanddarog	1,198
Llanddeusant	220
Llanddowror	851
Llandeilo	1,795
Llandoverly	2,056
Llandybie	10,994
Llandyfaelog	1,304
Llanedi	5,664
Llanegwad	1,473
Llanelli	25,168
Llanelli Rural	22,800
Llanfair-ar-y-Bryn	624
Llanfihangel Aberbythych	1,334
Llanfihangel RhosyCorn	468
Llanfihangel-ar-Arth	2,213
Llanfynydd	499
Llangadog	1,311
Llangain	573
Llangathen	507
Llangeler	3,427

Llangennech	4,964
Llangunnor	2,381
Llangyndeyrn	3,102
Llangynin	284
Llangynog	492
Llanllawddog	703
Llanllwni	638
Llannon	5,270
Llanpumsaint	734
Llansadwrn	517
Llansawel	438
Llansteffan	941
Llanwinio	448
Llanwrda	514
Llanybydder	1,638
Llanycrwys	235
Manordeilo & Salem	1,754
Meidrim	582
Myddfai	398
Newcastle Emlyn	1,184
Newchurch & Merthyr	676
Pembrey & Burry Port	8,547
Pencarreg	1,169
Pendine	346
Pontyberem	2,768
Quarter Bach	2,921
St Clears	2,995
St Ishmael	1,370
Talley	494
Trelech	745
Trimsaran	2,541
Whitland	1,792

County Profile

2015 – Mid Year Population Estimates

Age Structure	Carms Population	Carms %	Wales Population	Wales %
Aged: 0-4	9,937	5.4	175,922	5.7
5-14	20,667	11.2	344,756	11.1
15-24	20,708	11.2	400,205	12.9
25-44	40,141	21.7	737,577	23.8
45-64	51,542	27.8	815,853	26.3
65-74	23,453	12.7	346,097	11.2
75+	18,675	10.1	278,676	9.0
Total	185,123	100	3,099,086	100

Appendix 5 (List currently under development)

Specific Consultation Bodies

- **Welsh Government**
- **Natural Resources Wales**
- **CADW**
- **Department of Transport**
- **Department of Energy and Climate Change**
- **Department of Trade and Industry**
- **Dwr Cymru/Welsh Water**
- **Home Office**
- **Ministry of Defence**
- **Network Rail**
- **Carmarthenshire Public Service Board**
- **Hywel Dda Health Board**

- **Adjoining Local Authorities**
 - Brecon Beacons National Park Authority
 - Ceredigion County Council
 - Neath Port Talbot County Borough Council
 - Pembrokeshire Coast National Park Authority
 - Pembrokeshire County Council
 - Powys County Council
 - City & County of Swansea

- **Community & Town Councils (within Carmarthenshire)**
 - Abergwili Community Council
 - Abernant Community Council
 - Ammanford Town Council
 - Betws Community Council
 - Bronwydd Community Council
 - Carmarthen Town Council
 - Cenarth Community Council
 - Cil-y-cwm Community Council
 - Cilymaenllwyd Community Council
 - Cwmamman Town Council
 - Cynwyl Elfed Community Council
 - Cynwyl Gaeo Community Council
 - Dyffryn Cennen Community Council
 - Eglwys Gymyn Community Council
 - Gors-las Community Council
 - Henllan Fallteg Community Council
 - Kidwelly Town Council
 - Laugharne Town Council
 - Llanarthne Community Council
 - Llanboidy Community Council
 - Llanddarog Community Council
 - Llanddowror Community Council
 - Llandeilo Town Council
 - Llandovery Town Council
 - Llandybie Community Council
 - Llandyfaelog Community Council

- Llanedi Community Council
- Llanegwad Community Council
- Llanelli Rural Council
- Llanelli Town Council
- Llanfair-ar-y-Bryn Community Council
- Llanfihangel Aberbythych Community Council
- Llanfihangel ar Arth Community Council
- Llanfihangel Rhos y Corn Community Council
- Llanfynydd Community Council
- Llangadog Community Council
- Llangain Community Council
- Llangathen Community Council
- Llangeler Community Council
- Llangennech Community Council
- Llangyndeyrn Community Council
- Llangunnor Community Council
- Llangynin Community Council
- Llangynog Community Council
- Llanllawddog Community Council
- Llanllwni Community Council
- Llannon Community Council
- Llanpumsaint Community Council
- Llansadwrn Community Council
- Llansawel Community Council
- Llansteffan Community Council
- Llanwinio Community Council
- Llanwrda Community Council
- Llanybydder Community Council
- Llanycrwys Community Council
- Maordeilo & Salem Community Council
- Meidrim Community Council
- Myddfai Community Council
- Newcastle Emlyn Town Council
- Newchurch & Merthyr Community Council
- Pembrey & Burry Port Town Council
- Pencarreg Community Council
- Pendine Community Council
- Pontyberem Community Council
- Quarter Bach Community Council
- St Clears Town Council
- St Ishmael Community Council
- Talley Community Council
 - Trelech a'r Betws Community Council
 - Trimsaran Community Council
 - Whitland Town Council
- **Community & Town Councils adjoining Carmarthenshire: that lie in the Brecon Beacons National Park:**
 - Llanddeusant

that lie in Ceredigion:

- Beulah
- Lampeter
- Llandyfriog
- Llanddewi Brefi
- Llandysul
- Llanfair Clydogau
- Llanwenog
- Llanwnnen

that lie in Neath Port Talbot:

- Cwmllynfell
- Gwaun-Cae-Gurwen
- Pontardawe

that lie in Pembrokeshire:

- Amroth
- Clunderwen
- Clydau
- Crymych
- Lampeter Velfrey
- Llanddewi Velfrey
- Manordeifi
- Mynachlog-Ddu

that lie in Powys:

- Llangammarch
- Llanwrtyd Wells Town
- Llywel
- Maescar
- Ystradgynlais Town

that lie in Swansea:

- Gorseinon
- Grovesend
- Llŵchwr
- Mawr
- Pontarddulais

▪ **Persons (a) to whom the electronic communications code applies by virtue of a direction given under section 106(3) of the Communications Act 2003 & (b) who owns or controls electronic communications apparatus situated in any part of the authority's area (where known**

- **Communications**
 - BT Group plc
 - Openreach
 - 3 (Three)
 - Tesco Mobile
 - O2 (UK) Ltd
 - OFCOM
 - EE
 - T-Mobile UK (UK) Ltd
 - Utilita

- Virgin Media Ltd
- Vodafone Ltd
- **Persons whom a license has been granted under S6(1)(b) or (c) of the Electricity Act 1989**
 - Celtic Energy
 - Countryside Energy
 - Ecotricity
 - EDF
 - Good Energy Ltd
 - National Grid Company plc.
 - NPower Ltd
 - Scottish Power
 - Southern Electric
 - SSE
 - SWEB
 - United Utilities
 - Wales & West Utilities Ltd
 - Western Power Distribution
- **Persons whom a license has been granted under S7(2) of the Gas Act 1986**
 - British Gas
 - Transco
 - Wales Gas
- **Other Bodies (not identified by LDP Wales):**
 - Civil Aviation Authority
 - Coal Authority
 - Defence Estates
 -
 - HM Prison Service
 - Mobile Operators Association (Mono Consultants)

General Consultation Bodies

- **Voluntary bodies:**
 - Age Concern
 - Carmarthenshire Association of Voluntary Services (CAVS)
 - Communities First Partnerships:
 - Felinfoel Partnership
 - Glanymor & Tyisha Partnership
 - Llwynhendy Partnership
 - Pantyffynnon Partnership
 - Upper Amman Valley Partnership
 - Shelter Cymru
 - Youth Hostel Association
- **Bodies which represent the interests of different racial, ethnic or national groups:**
 - Advisory Council for the Education of Romany & other Travellers
 - All Wales Ethnic Minority Association
 - Black Environment Network Wales
 - Black Voluntary Sector Network Wales
 - Citizen's Advice Bureau
 - The Ethnic Minority Foundation
 - Gypsy & Traveller Law Reform Coalition
 - The Gypsy Council
 - Minority Ethnic Women's Network

- National Association of Health Workers with Travellers
 - National Association of Teachers of Travellers
 - National Travellers Action Group
 - Welsh Women's National Coalition

 - **Bodies which represent the interests of different religious groups in the area:**
 - Baptist Union of Wales
 - The Catholic Church in England and Wales
 - Church in Wales
 - Hindu Council UK
 - Jehovah's Witnesses
 - The Methodist Church in Wales
 - Muslim Council of Wales
 - The Presbyterian Church in Wales
 - Religious Society of Friends – Quakers
 - Wales Orthodox Mission
 - The Salvation Army
 - The Union of Welsh Independents

 - **Bodies which represent the interests of disabled persons in the authority's area:**
 - Royal National Institute for the Blind
 - Royal National Institute for the Deaf and Hard of Hearing People
 - Spinal Injuries Association
 - Wales Council for the Blind
 - Wales Council for the Deaf

 - **Bodies which represent the interest of persons carrying on business in the authority's area:**
 - Antur Cwm Taf / Tywi
 - Antur Teifi
 - CBI Wales
 - Confederation of Business Industry
 - Community Legal Service
 - Environmental Services Association
 - Federation of Small Businesses

 - **Bodies which represent the interests of the Welsh language and culture in the authority's area:**
 - Cymdeithas yr Iaith Gymraeg
 - Cymuned
 - Merched y Wawr
 - Mentrau Iaith
 - Wales Rural Forum
- Other Consultation bodies**
- (Those in **bold** have been taken directly from suggested list in LDP Wales)
- Action for Market Towns
 - ADAS Wales
 - Age Concern Cymru
 - **Airport Operators** – Pembrey Airport
 - Assembly Members – Carmarthen East & Dinefwr
 - Assembly Members – Mid & West Wales
 - Arena Network
 - Arts Council for Wales
 - **British Aggregates Association**
 - **British Geological Survey**
 - British Horse Society
 - British Trust for Conservation Volunteers
 - **British Waterways, canal owners and navigation authorities**
 - British Wind Energy Association
 - BTCV Cymru
 - Cambria Archaeological Trust
 - Cambrian Mountains Society
 - Campaign for the Protection of Rural Wales
 - Campaign for Real Ale
 - Carmarthen Civic Society
 - Carmarthenshire Community Health Council
 - Carmarthenshire Fishermens Federation
 - Carmarthenshire Historic Buildings Preservation Trust
 - Carmarthenshire Local Access Forum
 - Carmarthenshire Tourist Association
 - Carnegie Rural Community Development Programme
 - Carmarthenshire Youth Council
 - Carnegie Young People Initiative
 - Chamber of Trade & Commerce:
 - Carmarthen Chamber of Commerce
 - Llanelli Chamber of Trade
 - Ammanford Chamber of Trade
 - Newcastle Emlyn Chamber of Trade
 - Llandeilo Chamber of Trade
 - St Clears Chamber of Trade
 - Children in Wales
 - Children's Play Council
 - **Centre for Ecology and Hydrology**
 - **Chambers of Commerce, local CBI and local branches of Institute of Directors**
 - Civic Trust for Wales
 - **Civil Aviation Authority**
 - Clic
 - **Coal Authority**
 - Coastguard Regional Office
 - Coed Cymru
 - Coleg Sir Gar
 - **Commission for Racial Equality**
 - Community Action Network Wales
 - Community Development Foundation
 - Community Matters
 - Community Development Xchange
 - Community Transport Association
 - Council for Wales of Voluntary Youth Services
 - **Country Landowners and Business Association**
 - Council for the Protection of Rural Wales
 - **Crown Estate Office**
 - Carmarthenshire Youth and Children's Association
 - Cymdeithas Tai Cantref
 - **Design Commission for Wales**
 - **Disability Wales**

- **Disability Rights Commission**
- **Disabled Persons Transport Advisory Committee**
- **Electricity, Gas and Telecommunications Companies and the National Grid Company**
- **Environmental groups at national and regional level**
- **Environmental Services Agency (Waste)**
- Environment Wales
- **Equal Opportunities Commission**
- European Council for the Village & Small Town
- **Fire & Rescue Services** - Mid & West Wales Fire & Rescue Service
- Foothold
- **Forestry Commission Wales**
- **Freight Transport Association**
- Friends of the Earth Cymru
- Funky Dragon
- General Aviation Awareness Council
- Groundwork Wales
- **Gypsy Council**
- **Health and Safety Executive (HSE)**
- Housing Associations:
 - Bro Myrddin Housing Association
 - Cymdeithas Tai Cantref
 - Family Housing Association
 - Tai Cymdogaeth
- **Farmers Union Wales**
- **Federation of Small Businesses**
- **The Home Builders Federation**
- Kidwelly Civic Trust Society
- **Local community, conservation and amenity groups, including Agenda 21 Groups/Civic Societies:**
- Menter Cwm Gwendraeth
- Menter a Busnes
- Milltir Sgwar
- Laugharne Civic Trust Society
- Llanelli Civic Society
- Llandovery Civic Trust
- MPs – Carmarthen East & Dinefwr
- MPs – Mid & West Wales
- Members of the European Parliament (MEPs)
- **Local transport operators:**
 - First Cymru
 - National Express
 - Veolia
 - Hyder Consulting (UK) Ltd
 - LARA
 - Llandeilo Access Group
 - National Air Traffic Services Ltd
- **National Farmers Union for Wales**
- National Museums & Galleries of Wales
- **National Playing Fields Association**
- National Society of Allotment & Leisure Gardens Ltd
- National Trust
- National Wind Power
- National Youth Agency
- **Network Rail + Train Operating Companies:**
 - Arriva Trains Wales
 - First Great Western Trains
 - Railtrack
 - Virgin Trains
- **One Voice Wales**
- On Common Ground
- Open Space Society
- **Planning Aid Wales**
- Play Wales
- **Police Architectural Liaison Officers** – Dyfed Powys Police
- **Port Operators**
- **Post Office Property Holdings**
- **Professional Bodies not specifically listed:**
 - Royal Institution of Chartered Surveyors Wales
 - Royal Town Planning Institute in Wales
 - Chartered Institute of Housing Cymru
 - Institution of Civil Engineers
 - Chartered Institution of Waste Management
 - Royal Society of Architects in Wales
 - Royal Commission on Ancient & Historical Monuments in Wales
- **Quarry Products Association Wales**
- **Rail Freight Group**
- Rail Users Consultative Committee for Wales
- **Ramblers Association**
 - Carmarthen Ramblers Group
 - Dinefwr Ramblers Group
 - Llanelli Ramblers Group
- Road Haulage Association
- Road Safety Council of Wales
- Royal National Lifeboat Institution
- RSPB Cymru
- Rural Youth Network
- Scarman Trust
- South Wales Sea Fisheries Committee
- South & West Wales Wildlife Trust
- **Sports Council for Wales**
- Sustrans Cymru
- Tai Cymru Housing Association
- Tir Cymin
- Transport 2000
- **Traveller Law Reform Coalition**
- Trinity College
- Valuation Office – Mineral Valuer
- **Wales Council for Voluntary Action**
- Wales Environmental Compact
- **Wales Environment Link**
- **Welsh Government:** Department for the Economy and Transport
- **Welsh Government:** Department for Education, Culture and Welsh Language
- **Welsh Government: Welsh Language Commissioner**
- **Welsh Government: Wales Tourist Board**
- Wales Tourism Alliance
- **Water Companies:**
 - Dwr Cymru/ Welsh Water
- Welsh Association of Community & Town Councillors
- Welsh Association of Youth Clubs
- Welsh Historic Gardens Trust

- Welsh Local Government Association
- **Welsh Environmental Services Association (representing waste industry)**
- Welsh Health Estates
- Welsh Youth Forum on Sustainable Development
- Wildlife Trust Wales
- The Woodland Trust Wales
- Young Enterprise
- Young Farmers (Wales)
- Youth Access
- Youth Fora:
 - Amman Youth Forum
 - Forwm y Cwm-Gwendraeth
 - Llanelli Youth Forum
 - 3Ts Youth Forum - Carmarthen

Multi-Agency Partnerships for Carmarthenshire

(taken from the “2007 Directory of Multi-Agency Partnerships for Carmarthenshire”)

Community Planning Partnerships

- Community Partnership Forum
- Community Planning Steering Group
- Community Planning Working Group
- Carmarthenshire Leisure Forum
- The Community Networks
- Voluntary Sector Liaison Committee
- Voluntary Sector Forum

Health, Social Care & Well Being Partnerships

- Health, Social Care & Well Being Partnership Forum
- Health, Social Care & Well Being Modernisation Board;
- Health Social Care & Well Being Strategy Implementation Group;
- Supporting People Planning Group
- Multi-Agency Reference Group for Carers
- Unscheduled Care Project Board
- Wanless Implementation Group
- Priority 1 & 2 Performance Management Group
- DToC Delivery Group
- Unified Assessment Process Project Board
- Carmarthenshire Mental Health Planning & Commissioning Team
- Joint Planning & Commissioning Team for People with Learning Disabilities
- Services for Older People Planning Group
- Services for Physically Disabled & Sensory Impaired People Planning Group
- Carmarthenshire Disability Coalition for Action

- Open Link/Mental Health Forum
- North Carmarthenshire Mental Health Forum
- Tobacco Control Forum
- Healthy Schools Initiative
- Housing Planning Group
- Housing Renewal Strategy Working Group
- Housing Association Liaison Group
- Homelessness Forum
- Tenants & Residents Associations / Tenant Community Networks

Lifelong Learning Partnerships

- Lifelong Learning Opportunities Steering Group
- Children & Young People’s Framework Partnership

Regeneration Partnerships

- Carmarthenshire Regeneration Partnership
- Carmarthenshire Regeneration Executive
- Objective 1 Group
- Priority 3 Sub Group
- Grwp Cefn Gwlad
- Regeneration Action Teams

Environment Partnerships

- Environment Partnership Strategy Group
- Local Biodiversity Action Plan Partnership
- Local Access Forum
- South West Wales Community Rail Partnership
- Carmarthenshire Waste Forum
- Voluntary Sector Environment Forum

Safer Communities Partnerships

- Community Safety Partnership
- Substance Misuse Action Team
- Domestic Abuse Forum

Other Partnerships of Interest

- Community Legal Services Partnership
- Welsh Government Voluntary Sector Partnership Council
- Social Care Regional Partnership
- South West Wales Economic Forum
- Carmarthenshire Volunteer Organisers’ Network
- Carmarthenshire Strategy for Older People Steering Group
- Felinfoel Communities First Partnership
- Glanymor & Tyisha Communities First Partnership
- Llwynhendy Communities First Partnership
- Pantyffynnon Communities First Partnership
- Upper Amman Communities First Partnership

Appendix 6: Public Libraries within Carmarthenshire

- Ammanford
- Bedol (Garnant)
- Brynaman
- Burry Port
- Carmarthen
- Kidwelly
- Llandeilo
- Llandovery
- Llanelli
- Llangennech
- Llwynhendy
- Newcastle Emlyn
- Pembrey
- Pontyates
- Pontyberem
- St Clears
- Whitland

Mobile Libraries (routes)

- Llangadog / Llanddeusant
- Farmers / Llansadwrn / Talley/ Brechfa
- Rhydcymerau
- Hendy
- Cwmann / Llanybydder / Llanllwni
- Login / Llanglydwen
- Trimsaran / Mynyddygarreg / Ferryside
- Cilycwm / Llanwrda
- Drefach Felindre / Tanglwst / Cynwyl Elfed
- Llannon / Drefach / Mynyddcerrig
- Llanfynydd / Nantgaredig / Capel Dewi
- Blaenwaun / Trelech / Meidrim
- Pendine / Llansadurnen / Laugharne
- Llanybri / Llansteffan / Llangain
- Peniel / Llanpumsaint / Pencader

Correct as of August 2017, please consult the web page for location and update:

<http://www.carmarthenshire.gov.wales/home/residents/libraries-archives/find-a-library.aspx#.WYiGxE-ouUm>

Appendix 7: Key Stakeholder Forum (Prospective Membership – subject to review)

- Carmarthenshire Association of Voluntary Services (CAVS)
- Coleg Sir Gar
- Carmarthenshire County Council
- Dyfed Powys Police
- Welsh Government - Department for Education, Culture and Welsh Language
- Natural Resources Wales
- University of Wales Trinity Saint Davids
- Carmarthenshire Local Health Board
- Welsh Government – Business and Economy
- Welsh Government – Environment and Rural Affairs
- Chamber of Commerce
- Federation of Small Businesses
- Confederation of Business Industry
- Community Legal Service
- Arts Council of Wales
- Community & Town Councils (2 urban & 2 rural)
- Cadw
- Dyfed Archaeological Trust
- National Farmers Union
- Farmers Union Wales
- Young Farmers representative
- Youth representatives
- Executive Board Member for Environment (Carmarthenshire County Council)
- Chair of Planning Committee (Carmarthenshire County Council)

Each organisation will normally be represented by a **single** nominated member with an expectation to attend and participate through the process to maintain continuity and consistency.

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1. INTRODUCTION

- 1.1 This document sets out the methodology for evaluating the suitability of potential development sites for inclusion in the revised Carmarthenshire Local Development Plan (LDP).
- 1.2 In doing so, it identifies the guiding principles for reviewing land previously allocated in the current Local Development Plan (adopted December 2014), and for establishing potential new site allocations and development limit changes, consistent with national planning policy, the LDP Vision and strategic options and the LDP Preferred Strategy.
- 1.3 Sites for consideration include those on the Candidate Site Register, sites allocated but undeveloped within the LDP, and any other sites considered appropriate.
- 1.4 This document will be used as part of the evidence base to support the Authority's approach towards identifying those sites included within the revised LDP, in addition to those omitted from the Plan.
- 1.5 The methodology is prepared to reflect National Planning Policy and legislative provisions to ensure that the identification of sites is founded on a robust and credible assessment of the suitability and availability of land. The deliverability of sites will be an important aspect of the methodology and will be essential in the identification of sites for inclusion within the revised LDP.
- 1.6 All these factors will, where appropriate, be addressed through consultation with specific consultation bodies during the evaluation of sites, whilst promoters of land will be required to provide an appropriate level of detail to allow a full consideration of their sites.
- 1.7 This methodology will form the basis for the consideration of sites throughout the preparatory process of the revised LDP. It will however be subject to ongoing iteration to provide further information in relation to requirements and specific considerations at subsequent stages. In this respect the following provides further clarity on the candidate site stage.

Candidate Sites

- 1.8 The Local Development Plan Manual – Edition 2 (August 2015) advises that early engagement should take place with developers and landowners to obtain information on candidate sites. It is vital that promoters of sites appreciate that bringing them forward after the candidate site stage will mean that it is unlikely they can be considered for inclusion in the Deposit version of the Plan.
- 1.9 The submission of sites at the candidate site stage should not be interpreted as a commitment that they will be included within the Plan. To be considered they will need to meet a criteria-based assessment as set out in this Methodology Paper. It should be noted that the invitation for candidate site submissions will be undertaken over a set period of time, as specified within the Delivery Agreement, and is supported by stakeholder engagement leading up to this stage. Any sites which are submitted outside this time period for the invitation of sites will be deemed as 'not-duly made'.
- 1.10 It should be noted that sites submitted as part of the candidate site process will be made available for public viewing as part of the Pre-deposit Preferred Strategy. However, the assessment to support the inclusion or exclusion of the sites within the LDP will be considered at the revised Deposit LDP stage, when interested parties will have the opportunity to comment.

2. SITE ASSESSMENT METHODOLOGY

- 2.1 This methodology aims to provide framework for the comprehensive appraisal of the development potential of sites. It is however noted that this cannot replicate the detail considerations required through a planning application. Rather, it is designed and intended to provide confidence around the acceptability and deliverability of sites for inclusion within the Development Plan.
- 2.2 The LDP stages for landowners, agents and developers to get involved are highlighted below in chronological order:
- The invitation to allow promoters of land to submit sites for inclusion within the revised Local Development Plan. Such submissions may include a range of uses including: residential, employment, retail etc. The invitation also includes potential to submit sites to safeguard from development.

Preferred Strategy stage

- The strategic sites are published for consultation within the revised Preferred Strategy. Such sites will be selected to reflect their contribution to the delivery of the LDP Strategy.
- The register of candidate sites is published with the Preferred Strategy. At the Preferred Strategy stage, it is not a consultation to support or object to site submissions.

Deposit LDP

- The Deposit LDP will indicate those sites which are both included and excluded from the Plan. This includes sites allocated for a particular land use as well as those areas protected and safeguarded, in addition to the drawing of development limits around settlements. Representations may be submitted as part of the Deposit LDP consultation process. Representations, including those on sites submitted during this stage will be presented for consideration at the Examination as below.

LDP Examination

- The Deposit LDP, the Pre-Deposit documents, along with all the responses submitted as part of every consultation stage will be submitted for examination to be considered by an independent Planning Inspector. It should be noted that comments and representations submitted during Pre-Deposit stages will not be for consideration at the Examination.

3. THE CANDIDATE SITE PROCESS

3.1 The candidate site submission form sets out the questions necessary to fulfil the requirements of the methodology. This will allow an assessment of the site and its deliverability to take place. The Site Assessment Methodology for the Candidate Site Stage will include criteria to filter sites out where they may be contrary to National Policy, or unsuitable due to overarching constraints. A landowner or developers commitment to the delivery of the site, and additional supporting evidence including the potential viability of a site will be important factors. This will be drawn out from the submission form.

3.2 There is a requirement to undertake a Sustainability Appraisal (SA) as well as a Strategic Environmental Assessment (SEA) as part of the preparation of the LDP. It is intended that the SA process will be combined with the requirements for an SEA into a single appraisal process (SA/SEA). The Council will also need to create a LDP that will have no significant effect (alone and in-combination) on the European Sites resource (Habitats Regulations Assessment - HRA) during its implementation. In this regard, those emerging proposals (including site selection) will need to be informed by an iterative review against such frameworks as the plan making process proceeds towards deposit.

Candidate Site Stage

3.3 In conjunction with the invitation for candidate sites, the Authority will re-evaluate and where appropriate consider the sites which are allocated for such uses within the existing Local Development. Development sites which may have planning permission (outline or detailed) will not necessarily be carried forward as allocations in the revised Plan. Consideration will be given to the commitment of the landowner/developer, as well as the viability and other informing factors for bringing that site forward. Landowners who have current allocations that are undeveloped (irrespective of planning status), should re-submit these as candidate sites during this period.

3.4 Reference should be drawn to the population and household projections for Carmarthenshire and the proposed reduction in the household requirements. It is clear in certain instances there will be sites submitted as part of the candidate site process which may be suitable, however they may be omitted simply on the grounds of appropriate land elsewhere, which has been supported by robust evidence of their deliverability.

3.5 The potential implications arising from any revision to the LDP Strategy and settlement framework will also have an impact on site selection. In this respect, the role and function of the settlement, along with its position within the settlement framework will have a direct bearing on the selection of sites.

3.6 Each candidate site will be subject to an assessment process identified in the chapter below, and in each instance, the type of use being proposed needs to be made clear.

3.7 The format of the methodology follows the detail requested within the candidate site submission form.

Assessment of Strategic Sites

3.8 The Council will assess the deliverability of sites for strategic delivery against the criteria set out in Appendix 1. The sites will be published for consultation within the revised Preferred Strategy. Regard will be given to the emerging SA/SEA framework, and the HRA initial screening with a view to reviewing any effects at pre-deposit stage.

Assessment of Non-Strategic Sites

3.9 There are 2 phases to the non-strategic sites assessment as set out below.

- Phase 1 will assess those sites that would contribute towards meeting the LDP objectives, including those for housing, employment land allocations and other land uses which are annotated within the LDP Proposals Maps.
- Phase 2 - In relation to those sites that proceed through Phase 1 and are to be included within the Deposit LDP stage, the Council will ensure that they are reviewed against the SA/SEA framework and potentially the HRA.

3.10 It should be noted that the sieving process outlined below reflects a number of established sustainability principles and represents an important mechanism in screening sites in advance of any formal assessment through phase 2.

PHASE 1

3.11 The LDP Manual (edition 2) states that “to avoid unduly raising expectations of development in totally unsuitable locations” the Council should publish a clear public statement indicating the types of location which would be judged to be sustainable.

3.12 The settlement framework will seek to guide future development within the County, while at the same time affording the necessary protection to the environment. In particular, the Authority considers that new housing proposals should be directed to settlements where they will lend support to services and facilities and promote the Plan’s sustainable objectives. As part of this methodology, the candidate site submission form seeks to guide promoters of land to submit this information.

Question 1 - Is the site within, immediately adjoining, or closely linked to an identified settlement in the adopted LDP? If so, please identify the settlement from the drop down list.



The development limits as defined within the LDP should be used for this exercise. Sites immediately adjoining the settlements are defined as those which have a direct link to the existing development limits. Sites situated outside the development limits of any settlement and which are divorced from and unrelated to any settlement will not be taken forward to the next stage of the sieving process.



For sites which are divorced from the settlement, but provide a physical or environmental character / visual link to the settlement may be accepted in exceptional circumstances. Candidate site submissions divorced from settlements must provide exceptional reasons for the site to be brought forward.

Question 2 – What is the current use of the site?



The candidate site submission should identify the current land use of the site. (The questionnaire offers a drop down menu of land uses.)

Question 3 – What is the proposed use of the site?

- ⓘ The candidate site submission should identify the current proposed use of the site. (The questionnaire offers a drop down menu of land uses.)

Question 4 - Is the proposal for the site to be a housing allocation or an amendment to the development limits to support small site development?

- ⓘ Please identify the anticipated number of homes proposed for the site. This will allow the Council to understand the scale of development you are wishing to propose and if it constitutes an allocation (5 or more dwellings) or its inclusion within the development limits for less than 5 dwellings.

3.13 (Whilst not placing an arbitrary site size to determine the difference between that considered for a housing allocation or a small site inclusion, submissions of sites should identify the form that the development is looking to take. This will allow the Local Authority to recognise the applicant's intentions for the site, and to allow the consideration of the development strategy for each settlement.)

3.14 Sites not capable of accommodating 5 or more houses will be appraised as part of the review of development limits and against those general planning principles highlighted within this methodology.

Question 5 - If the site is to be considered as a housing allocation 5+ units, please specify how the site will be delivered.

- ⓘ 3.15 The site submissions should, in broad detail specify how and when the site will be delivered.


- Promoters of land will need to provide an indicative layout to show that their site can accommodate 5 or more dwellings. This should include a road access and plot layout.
- Promoters of land should provide a supporting statement to identify the site's characteristics. Whilst this list is not exhaustive, it should consider factors such as the character of the area, its impact on the amenity of neighbouring uses, accessibility to services and facilities, the topography of the site etc. – all of which would support the inclusion of a site.
- Promoters of land for sites of five or more units should submit a viability statement to understand the marketplace, and the deliverability of the site. The guidance notes sets out the benchmark figures which should be included as part of any viability assessment.
- The submission should also consider the general planning principles considered within the Site Assessment Methodology.
- Promoters of land of land should include a supporting statement which identifies the site's potential infrastructure connections to the wider framework.

Question 6 – For sites of less than 5 dwellings, please specify the number of dwellings considered and how the site will be delivered?

3.16 The promoters of land should, in broad detail specify how the site will be delivered. The following information should be submitted.

- An indicative layout to show the number of dwellings on the site. This should include the siting of the dwelling(s) within the site
- The submission should also consider the general planning principles considered within the Site Assessment Methodology. Promoters of land should provide a supporting statement to identify the site's characteristics and any pertinent information such as topography, boundary treatments, ecology, access etc.
- Promoters of land of land should include a supporting statement which identifies the site's potential infrastructure connections to the wider framework e.g. sewerage and water connections.

Question 7 - Is the site located within a flood risk zone as identified in the TAN 15 Development Advice Maps? (Link to NRW Flood Maps)

 3.17 In the first instance, the Council will not consider any highly vulnerable development sites which fall within C1 and C2 flood risk zones as delineated by TAN 15 flood maps.

3.18 If a site is located within a flood risk zone, it will be a matter for the landowner to provide the appropriate evidence to NRW to demonstrate to their satisfaction that the site is not subject to the identified flood risk. The Council will only consider these sites which have as a result of the evidence provided been omitted from the flood risk zones as delineated with the TAN15 Development Advice Maps. To be considered, these sites will need to be omitted from the flood maps in advance of the preparation of the Deposit LDP.

FURTHER ANALYSIS AND CONSIDERATIONS

3.19 The determination of a development proposal will be supplemented by a wider appreciation of planning policy, including general planning principles. These include those relating to ribbon development, back land and tandem development for example.

3.20 Such general planning principles can often be qualitative issues and will be considered as part of a site's appraisal. These will be considered based on the site's individual characteristics, its impact on the character of the area, in addition to its location within the settlement. Other site constraints which may impact upon the site selection process, or indeed the sites deliverability will be considered as part of the selection process. These may include issues of land stability, mineral safeguarding, mineral buffer zones, agricultural land quality and sites of cultural importance.

3.21 Where appropriate, the Council may request further information from promoters of land.

3.22 As with the Strategic Sites, this assessment may require additional information to be provided by internal departments such as drainage, highways and education as well as

external consultation with statutory agencies and organisations where appropriate (see Technical Liaison below).

CONSIDERATION OF NON-RESIDENTIAL SITES

3.23 The allocation of non-residential sites submitted as part of the candidate site methodology will be considered against the planning principles identified within the preceding paragraphs. In addition, reference will need to be drawn to any evidential documents and topical background papers which identify the requirements of such land uses.

TECHNICAL LIAISON

3.24 The Council will undertake liaison with technical and other officers of the Authority and external parties (incl. Natural Resources Wales, Dwr Cymru Welsh Water and the Dyfed Archaeological Trust) to assist and contribute to the plan-making process. This will assist in the screening or consideration of potential sites for inclusion, or otherwise within the LDP.

PHASE 2 SA/SEA (and potentially HRA) APPRAISAL

3.25 In relation to the Deposit LDP stage, regard will be required to the SA/SEA. The Council's SA/SEA framework will be established by this stage. The Council will ensure that its proposals (including sites) as set out within the Deposit LDP will be subject to review against the SA-SEA framework. Subsequent iterations of this methodology will identify further detail in relation to process and its requirements.

3.26 In relation to the HRA, it will be matter for the Council to produce a Plan that will have no significant effect (alone and in-combination) on the European Sites resource. In this regard, the Council will ensure that its proposals (including sites) as set out within the Deposit LDP will be subject to review against the HRA Report (should the initial pre deposit Screening fail to conclude that there is no potential effect).

Further Information

3.27 For further assistance on the Site Assessment Methodology process or the LDP process in general please see our website (see links to Planning and Policy) or email forward.planning@carmarthenshire.gov.uk or contact the Forward Planning Section on 01267 228818.

APPENDIX 1 - ASSESSMENT OF STRATEGIC SITES

4. Introduction

4.1 This appendix will iteratively evolve as the pre-deposit Preferred Strategy develops. At this stage, it will be difficult to go into significant detail given that the Preferred Strategy has yet to be compiled. The appendix will be updated to reflect the context of the Preferred Strategy in due course. At this stage (January 2018) this appendix sets out some of those thematic considerations and corporate priorities which may inform future deliberations and Plan making.

4.2 The Swansea Bay City Deal sets out a transformational approach to how the region will deliver the scale and nature of investment needed to support the area's plans for growth. Whilst the County will benefit from all of the City Deal proposals, the following projects are being specifically lead by Carmarthenshire:

- Life Science and Wellbeing Village - Llanelli;
- Skills and Talent initiative and;
- Creative Digital Cluster – Yr Egin – Carmarthen.

4.3 The City Deal will invest £1.3bn into the Swansea Bay City Region. The Deal consists of £241m of central government funding to be split between the two governments. Some £360m of other public sector funding and £673m of private sector contributions will make up the total investment package.

4.4 At a local level, the announcement of Transformations: A Strategic Regeneration Plan for Carmarthenshire – 2015-2030 by Cllr Emlyn Dole, Leader of Carmarthenshire County Council, provides a 'game changing' opportunity to capture opportunities for growth and investment. It aims to boost the local economy and create 5,000 jobs across the County by 2030.

4.5 In noting the above thematic and corporate context, the following seeks to set some parameters to inform a site's potential strategic contribution:

1. Is the Site Strategic?

4.6 The Council will consider sites which are considered appropriate as being of potential strategic significance to the LDP. Such considerations may include the scale and nature of development (whether individual or a number of related sites with cumulative importance), its location, and proposed use.

2. Strategic Consideration - Would development of the site be essential to the implementation of the planning and regeneration proposals of the Council and meet the strategic, sustainable objectives of the Strategy?

4.7 Although specifying a size limit will be too prescriptive, it is likely that strategic sites will have significant impacts and support the implementation of the Plan.

4.8 The identification of strategic sites is subject to analysis as part of the preparation of the Preferred Strategy.

4.9 Further analysis of a Strategic Site will be carried out in accordance with the provisions set out within Site Assessment Methodology, with the following aspects being notable considerations:

- **Environmental impact** – Opportunity for an initial review against the emerging SA/SEA framework and initial HRA screening;
- **Physical site constraints** – Is the site located within a flood risk zone as identified in the TAN 15 Development Advice Maps?
- **Infrastructure issues** – Are there any infrastructure capacity issues that cannot be mitigated against?
- **Site deliverability** – is the site likely to be developed during the revised LDP period?
- **Appraisal in respect of LDP Strategic Objectives**

4.10 Other site constraints which may impact upon the site selection, or indeed the sites deliverability, will be considered as part of the selection process. These may include issues of land stability, mineral safeguarding, buffer zones, agricultural land quality and sites of cultural importance.

4.11 Additional information may be sought on these strategic sites, including information from other Council departments, infrastructure and utility companies and also developers and landowners to assist in the assessment process, particularly in identifying the sites' deliverability.

4.12 The contribution of a strategic site in terms of providing opportunities for higher building standards represents an important consideration. Policies or provision informing the application of standards (including the potential for master planning / development briefs) will be developed. Such policies or provisions will be utilised to inform the identification of such potential and ensure that its viability and deliverability is duly considered.

4.13 In certain instances, sites of a strategic nature might be located outside of settlements in the open countryside. In such cases the scale and nature of the proposal should be assessed in respect of its appropriateness to the location. Proposals that might have a positive strategic impact, for example in terms of raising the prosperity of the area through employment and inward investment, would be considered in exceptional circumstances. These proposed sites will need to be thoroughly assessed against national and local planning policies. Such sites would not however be considered as strategic for the purposes of this exercise.

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COMMUNITY SCRUTINY COMMITTEE

14TH DECEMBER 2017

Explanation for non-submission of scrutiny report

ITEM	RESPONSIBLE OFFICER	EXPLANATION	REVISED SUBMISSION DATE
5-year Capital Budget Consultation	M. Gower, Senior Accountant	This item will be considered by the Policy and Resources Scrutiny Committee only.	Policy and Resources Scrutiny Committee – 12 th January 2017

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COMMUNITY SCRUTINY COMMITTEE 14TH DECEMBER 2017

FORTHCOMING ITEMS FOR NEXT MEETING 19TH JANUARY, 2017

Discussion Topic	Background
HRA Budget Service Charges and Rent Setting 2018/19	This report will provide members with an opportunity to consider and comment on the budget settlement, the relevant departmental service budgets and efficiency savings proposals.
Carmarthenshire Home Standards Plus (HRA Business Plan 2018-2-21)	The Plan will explain the vision and detail of the Carmarthenshire Homes Standard Plus, and what it means for tenants. The Committee will have the opportunity to consider the CHS+ Business Plan, and the financial and delivery programme over the next three years, allowing submission to Welsh Government.
Welsh Public Library Standards Annual Report 2016/17: Carmarthenshire	The report covers the Annual Assessment for 2016/17 by the Museums, Archives & Libraries Division of Welsh Government of the Annual Return submitted by Carmarthenshire Libraries under the Welsh Public Library Standards 2014-2017
New Vision Theatre Services	The plan will explain the vision and plans for the development of Theatrau Sir Gar and the Arts Development Service 2018 – 2022 and provide members with an opportunity for consideration and comment

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