

# Document Pack



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County Hall, Carmarthen. SA31 1JP

**TUESDAY, 19 MARCH 2019**

**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, - COUNTY HALL, CARMARTHEN. SA31 1JP.** AT **10.00 AM ON THURSDAY, 28TH MARCH, 2019** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

*Mark James* CBE

**CHIEF EXECUTIVE**



PLEASE RECYCLE

|                          |                                 |
|--------------------------|---------------------------------|
| Democratic Officer:      | Kevin J Thomas                  |
| Telephone (Direct Line): | 01267 224027                    |
| E-Mail:                  | KJThomas@carmarthenshire.gov.uk |
| Ref:                     | AD016-001                       |

# **COMMUNITY SCRUTINY COMMITTEE**

## **13 MEMBERS**

### **PLAID CYMRU GROUP – 6 MEMBERS**

- |           |                   |                                   |
|-----------|-------------------|-----------------------------------|
| <b>1.</b> | <b>Councillor</b> | <b>Ann Davies</b>                 |
| <b>2.</b> | <b>Councillor</b> | <b>Handel Davies</b>              |
| <b>3.</b> | <b>Councillor</b> | <b>Jeanette Gilasbey</b>          |
| <b>4.</b> | <b>Councillor</b> | <b>Betsan Jones</b>               |
| <b>5.</b> | <b>Councillor</b> | <b>Gareth Thomas (Vice-Chair)</b> |
| <b>6</b>  | <b>Councillor</b> | <b>Aled Vaughan Owen</b>          |

### **LABOUR GROUP – 4 MEMBERS**

- |           |                   |  |
|-----------|-------------------|--|
| <b>1.</b> | <b>Councillor</b> | <b>Deryk Cundy</b>   |
| <b>2.</b> | <b>Councillor</b> | <b>Shirley Matthews</b>                                    |
| <b>3.</b> | <b>Councillor</b> | <b>Substitute member to be advised by the Labour Group</b> |
| <b>4.</b> | <b>Councillor</b> | <b>Substitute member to be advised by the Labour Group</b> |

### **INDEPENDENT GROUP – 3 MEMBERS**

- |           |                   |                        |
|-----------|-------------------|------------------------|
| <b>1.</b> | <b>Councillor</b> | <b>Anthony Davies</b>  |
| <b>2.</b> | <b>Councillor</b> | <b>Irfon Jones</b>     |
| <b>3.</b> | <b>Councillor</b> | <b>Hugh Shepardson</b> |

# AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTERESTS
3. DECLARATION OF PERSONAL INTERESTS AND PROHIBITED PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM
4. PUBLIC QUESTIONS (NONE RECEIVED)
5. WELSH PUBLIC LIBRARY STANDARDS 2017-2020 5 - 14
6. DRAFT SUPPLEMENTARY PLANNING GUIDANCE WIND AND SOLAR ENERGY AND HIGHWAYS DESIGN GUIDE ADOPTED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN 15 - 150
7. QUARTER 3 - 1ST APRIL TO 31ST DECEMBER 2018 PERFORMANCE MONITORING REPORT 151 - 180
8. REVENUE & CAPITAL BUDGET MONITORING REPORT 2018/19 181 - 206
9. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THE 14TH FEBRUARY, 2018 207 - 212

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**COMMUNITY SCRUTINY COMMITTEE**

**DATE: 28<sup>TH</sup> MARCH, 2019**

**SUBJECT:**

**WELSH PUBLIC LIBRARY STANDARDS 2017-2020**

**Purpose:**

Carmarthenshire Libraries / Annual Assessment Report 2017-18

**To consider and comment on the following issues:**

To monitor performance of the Library Service against the 6<sup>th</sup> Quality Assessment Framework of the Welsh Public Library Standards as contained in the Annual Return for 2017/18.

**Reasons:**

To enable members to monitor the performance of the library service.

To formulate views for submission to the Executive Board for consideration.

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

**Executive Board: YES – 29<sup>th</sup> April, 2019**

**County Council: NO**

**EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-**

**Cllr. Peter Hughes-Griffiths (Culture, Sport & Tourism Portfolio Holder)**

**Directorate**

**Communities**

**Name of Head of Service:**

**Ian Jones**

**Report Author:**

**Mark Jewell**

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# COMMUNITY SCRUTINY COMMITTEE

DATE: 28<sup>TH</sup> MARCH, 2019

## SUBJECT:

### WELSH PUBLIC LIBRARY STANDARDS 2017-2020

Sixth Assessment Framework for Welsh Public Library Standards:  
Annual Return 2017-18

The Public Libraries and Museums Act 1964 sets out the statutory duties of public library authorities to "provide a comprehensive and efficient library service" and makes it a duty of the Welsh Ministers "to superintend and promote the improvement" of public library services in Wales.

In accordance with these statutory requirements the Welsh Government has completed its assessment of Carmarthenshire's Library Services Annual Return for 2017/18. This is the first year of assessment under the sixth framework.

Carmarthenshire met all of the 12 core entitlements in full. Of the 10 quality indicators with targets, Carmarthenshire achieved 9 in full, and 1 in part.

Investment in up-to-date reading materials remains strong, with Carmarthenshire recording the highest acquisitions spend of any library service in Wales.

PC provision has increased further in 2017-18 and is now the third highest in Wales, although usage levels remain low.

Staffing levels overall have fallen slightly, but remain above the median level, and the service continues to meet the target for qualified staff.

Total revenue expenditure has increased compared to 2016-17, with Carmarthenshire now spending more per capita on library provision than any other authority.

Carmarthenshire library service continues to perform well, with improvements in some areas, and evidence of decline in others. Some consideration of the factors influencing areas of change would have increased understanding of what this means for future performance. The authority nevertheless demonstrates a strong commitment to the service, with budgets maintained and even increased on 2016-17, and levels of qualified staff retained. Proposals to realign staffing structures are noted, but in the context of ensuring that standards can be maintained and that staffing is consistent with service development. The Library Strategy 2017-2022 provides the framework for future delivery, and recent developments, with the launch of the 'Makerspace' facility at Ammanford library, provide a model for how traditional and digital provision can be balanced.

DETAILED REPORT  
ATTACHED :

YES



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# Welsh Public Library Standards 2017-2020: Carmarthenshire

## Annual Assessment Report 2017-18

This report has been prepared based on information provided in Carmarthenshire's annual return, case studies and narrative report submitted to the Museums, Archives and Libraries Division of the Welsh Government.

### 1 Executive summary

Carmarthenshire met all of the 12 core entitlements in full.

Of the 10 quality indicators with targets, Carmarthenshire achieved 9 in full, and 1 in part.

Carmarthenshire library service continues to perform well, with improvements in some areas, and evidence of decline in others. Some consideration of the factors influencing areas of change would have increased understanding of what this means for future performance. The authority nevertheless demonstrates a strong commitment to the service, with budgets maintained and even increased on 2016-17, and levels of qualified staff retained. Proposals to realign staffing structures are noted, but in the context of ensuring that standards can be maintained and that staffing is consistent with service development. The Library Strategy 2017-2022 provides the framework for future delivery, and recent developments, with the launch of the 'Makerspace' facility at Ammanford library, provide a model for how traditional and digital provision can be balanced.

- Carmarthenshire submitted four case studies demonstrating the positive impact of the service. 96% of children surveyed think that the library has helped their learning.
- Attendance at pre-arranged user training has increased, but there has been a significant reduction in the numbers helped by means of informal training, although Carmarthenshire's performance here still remains the highest in Wales.
- There has been a decline in some usage levels, including physical visits, book issues, active borrowers and library membership, although Carmarthenshire remains among the top performers for physical visits per capita and adult book loans.
- Investment in up-to-date reading materials remains strong, with Carmarthenshire recording the highest acquisitions spend of any library service in Wales.
- PC provision has increased further in 2017-18 and is now the third highest in Wales, although usage levels remain low.
- Staffing levels overall have fallen slightly, but remain above the median level, and the service continues to meet the target for qualified staff.
- Total revenue expenditure has increased compared to 2016-17, with Carmarthenshire now spending more per capita on library provision than any other authority.

### 2 Performance against the standards

The standards framework comprises of core entitlements, quality indicators with targets, quality indicators with benchmarks and impact measures. Section 2 summarises achievements against these areas. A narrative assessment of the authority's performance is provided in Section 3.

## 2.1 Core entitlements

Carmarthenshire meets all the 12 core entitlements in full. A strong partnership ethos contributes to achievement in a number of areas, with a range of partners supporting the promotion and delivery of services to local communities. The service is part of Cat Cymru and is planning to join the all-Wales LMS by April 2019. An annual marketing and communication plan is put in place, with a set budget to support delivery, and designated staff in each regional library to promote the service. Carmarthenshire's vision for its library service is set out in a five year Library Strategy 2017-2022, the development of which was informed by customer surveys undertaken in 2016 and 2017.

## 2.2 Quality indicators with targets

There are 16 quality indicators (QIs), of which ten have constituent targets. Of these, Carmarthenshire is achieving 9 in full, and one in part.

| Quality Indicator  | Met? |               |
|--|------|---------------|
| QI 3 Support for individual development:   |      | Met in full   |
| a) ICT support   | ✓    |               |
| b) Information literacy and skills training  | ✓    |               |
| c) E-government support  | ✓    |               |
| d) Reader development  | ✓    |               |
| QI 4 (a) Support for health and well-being   |      | Met in full   |
| i) Book Prescription Wales scheme  | ✓    |               |
| ii) Better with Books scheme   | ✓    |               |
| iii) Designated health & well-being collection   | ✓    |               |
| iv) Information about healthy lifestyles and behaviours                                    | ✓    |               |
| v) Signposting to health & well-being services   | ✓    |               |
| QI 6 all static service points offer events/activities for users with special requirements | ✓    | Met in full   |
| QI 7 Location of service points  | ✓    | Met in full   |
| QI 9 Up-to-date and appropriate reading material   |      | Met in full   |
| Acquisitions per capita  | ✓    |               |
| or Materials spend per capita  | ✓    |               |
| QI 10 Welsh Language Resources   |      | Met in full   |
| % of material budget spent on Welsh  | ✓    |               |
| or Spend on Welsh per capita   | x    |               |
| QI 11 Online access:   |      | Met in full   |
| a) i) Public access to Internet  | ✓    |               |
| ii) Wi-Fi provision  | ✓    |               |
| QI 12 Supply of requests   |      | Met in full   |
| a) % of requests satisfied within 7 days   | ✓    |               |
| b) % of requests satisfied within 15 days  | ✓    |               |
| QI 13 Staffing levels and qualifications:  |      | Partially met |
| i) Staff per capita  | x    |               |

|   |   |             |
|---|---|-------------|
| ii) Qualified staff per capita              | ✓ |             |
| iii) Head of service qualification/training | ✓ |             |
| iv) CPD percentage                          | ✓ |             |
| QI 16 Opening hours per capita              | ✓ | Met in full |

There has been no change in Carmarthenshire’s performance compared to the last year of the fifth framework for those quality indicators where direct comparisons are possible.

## 2.3 Impact measures

The framework includes three indicators aimed at assessing the impact of library use on people’s lives. These indicators do not have targets, and authorities are only required to carry out user surveys for QI 1 once over the three-year period of the framework. The summary figures (lowest, median and highest) are therefore based on those authorities indicating they completed their user survey during this first year of the framework.

Rankings reflect the numbers of respondents, where 1 is the highest scoring authority.

Carmarthenshire carried out its children’s user survey in October 2017 and is yet to conduct an adult’s survey in this framework.

| Performance indicator   |     | Rank | Lowest | Median | Highest |
|---|-----|------|--------|--------|---------|
| QI 1 Making a difference  |     |      |        |        |         |
| b) % of young people who think that the library helps them learn and find things out:                       | 96% | 2/6  | 73%    | 94%    | 97%     |
| e) % of adults who think that the library has made a difference to their lives:                             | n/a |      | 38%    | 90%    | 95%     |
| QI 5 b) % of attendees of training sessions who said that the training had helped them achieve their goals: | 98% | 4/17 | 75%    | 98%    | 100%    |

Authorities are also asked to provide up to four case studies describing the impact which the library service has had on an individual or on a group of individuals during the year. Carmarthenshire provided four such case studies, although in some instances better evidence could have provided of the impact on the individuals concerned:

- Library Days Out – introducing children from schools in deprived areas to the resources and services on offer; promoting library membership and supporting reading / literacy skills, through an organised visit to the library with a range of fun activities.
- Health Competition – promoting the library’s role supporting health and well-being. The service ran a competition for children to produce posters, stories or poems about the dangers of a high sugar diet, with an award event and touring exhibition of the children’s work.
- New Year, New You – a taster event in partnership with local businesses, supporting health and well-being work, and promoting the library’s collections / services.
- FE Audiences – reaching new audiences, promoting online services / digital inclusion; the library participated in Carmarthenshire Colleges’ Freshers Fayre week - 150 students enrolled as library members with online resource use subsequently rising.

## 2.4 Quality indicators and benchmarks

The remaining indicators do not have targets, but allow services to monitor and benchmark their performance over time, in comparison with other authorities. The following table summarises Carmarthenshire's position for 2017-18. Ranks are included out of 22, where 1 is the highest, and 22 the lowest scoring authority, unless stated otherwise. Indicators where fewer than 22 authorities supplied data are those where relevant data was not available to some authorities. Where possible, figures from the last year of the fifth framework have also been included for comparison; however, in some cases a change in definition or the introduction of additional measures makes comparisons impractical. Indicators 'per capita' are calculated per 1,000 population unless otherwise noted.

| Performance indicator   | Rank    | Lowest | Median | Highest | 2016/17 |         |
|---|---------|--------|--------|---------|---------|---------|
| <b>QI 1 Making a difference</b>   |         |        |        |         |         |         |
| a) % of adults who think that using the library has helped them develop new skills: | n/a     | 24%    | 83%    | 94%     | 86%     |         |
| c) health and well-being  | n/a     | 33%    | 65%    | 95%     | 85%     |         |
| d) enjoyable, safe and inclusive  | n/a     | 90%    | 98%    | 100%    | 98%     |         |
| <b>QI 2 Customer satisfaction</b>   |         |        |        |         |         |         |
| a) 'very good' or 'good' choice of books  | n/a     | 88%    | 91%    | 98%     | 90%     |         |
| b) 'very good' or 'good' customer care  | n/a     | 93%    | 99%    | 100%    | 95%     |         |
| c) 'very good' or 'good' IT facilities  | n/a     | 74%    | 86%    | 94%     |         |         |
| d) 'very good' or 'good' overall;   | n/a     | 93%    | 97%    | 99%     | 95%     |         |
| e) users aged 16 & under rating out of ten  | 9.1     | 2/6    | 8.5    | 9.1     | 9.2     | 8.7     |
| <b>QI 5 User training</b>   |         |        |        |         |         |         |
| a) attendances per capita   | 60      | 7/22   | 10     | 32      | 238     | 54      |
| c) informal training per capita   | 473     | 1/22   | 15     | 199     | 473     | 712     |
| <b>QI 6 attendances at events per capita</b>  | 245     | 11/22  | 82     | 228     | 684     | 218     |
| <b>QI 8 Library use</b>   |         |        |        |         |         |         |
| a) visits per capita  | 6,137   | 2/22   | 2,501  | 4,047   | 7,014   | 6,171   |
| b) virtual visits per capita  | 1,539   | 3/22   | 243    | 866     | 2,211   | 1,476   |
| c) active borrowers per capita  | 155     | 10/22  | 100    | 154     | 229     | 190     |
| <b>QI 10 Welsh issues per capita*</b>   | 213     | 5/22   | 4      | 68      | 663     |         |
| <b>QI 11 Online access</b>  |         |        |        |         |         |         |
| b) Computers per capita^  | 12      | 3/22   | 5      | 9       | 14      | 11      |
| c) % of available time used by the public   | 20%     | 18/22  | 14%    | 27%     | 67%     | 22%     |
| <b>QI 13 Staffing levels and qualifications</b>                                     |         |        |        |         |         |         |
| (v) a) total volunteers   | 16      | 17/21  | 3      | 31      | 196     | 23      |
| b) total volunteer hours  | 1,206   | 12/21  | 40     | 1,346   | 11,939  | 1,398   |
| <b>QI 14 Operational expenditure</b>  |         |        |        |         |         |         |
| a) total expenditure per capita   | £17,771 | 1/21   | £7,047 | £11,915 | £17,771 | £16,271 |
| b) % on staff,  | 48%     | 20/21  | 44%    | 63%     | 75%     | 47%     |
| % on information resources  | 14%     | 8/21   | 4%     | 13%     | 25%     | 15%     |
| % on equipment and buildings  | 3%      | 14/21  | 0%     | 4%      | 20%     | 2%      |
| % on other operational costs;   | 34%     | 3/21   | 0%     | 18%     | 37%     | 36%     |

|   |       |       |       |       |         |       |
|---|-------|-------|-------|-------|---------|-------|
| c) capital expenditure per capita                           | £0    | 14/20 | £0    | £338  | £17,432 | £0    |
| QI 15 Net cost per visit                                    | £1.25 | 20/21 | £1.24 | £1.82 | £2.41   | £2.07 |
| QI 16 Opening hours <sup>#</sup>                            |       |       |       |       |         |       |
| (iii) a) % hours unplanned closure of static service points | 0.06% | 15/21 | 0.00% | 0.02% | 1.28%   | 0.16% |
| b) % mobile stops / home deliveries missed                  | 2.95% | 16/20 | 0.00% | 0.35% | 11.24%  | 0.99% |

\* per Welsh speaking resident population

^per 10,000 resident population

# Rankings here have been reversed, so that 1 is the lowest scoring (best performing) authority.

### 3 Analysis of performance

The core entitlements and quality indicators can be divided into four key areas. This section of the report outlines performance under these areas, and compares this performance (where applicable) with the final year of the fifth framework (2016-17).

#### 3.1 Meeting customer needs (QI 1-5)

Carmarthenshire conducted its children's user survey during October / November 2017 spanning a week of school term and the half-term holiday. 96% of children thought the library helped them learn and find things out, and they awarded the library an average overall score of 9.1 out of 10, both improvements on survey results under the fifth framework. All static libraries provide the full range of support for individual development, and health and well-being is also well-supported. While attendance at pre-arranged user training sessions has increased, numbers helped by means of informal training have dropped by around a third. This is a significant reduction on 2016-17, although Carmarthenshire's performance in this area still remains the highest in Wales – some consideration of the factors at work here would be a useful addition.

#### 3.2 Access and use (QI 6-8)

Carmarthenshire continues to meet the target for easy access to service points, with 12 static service points open 10+hours a week, serving a relatively sparsely populated area. Rates of attendance at events and activities organised by the library have continued to increase, although reported usage in other areas is less positive. Visitor numbers, book issues, numbers of active borrowers and library membership have all fallen in 2017-18, although physical visits per capita are still second highest in Wales and no other library service records more adult book loans. Carmarthenshire is also one of only six library services reporting an increase in virtual visits.

#### 3.3 Facilities and services (QI 9-12)

The authority continues to invest strongly in up-to-date reading materials, with the highest acquisitions spend per capita of any library service in Wales. Budget allocated for children's resources and for material in the Welsh language has also increased, maintaining performance in these areas, and both QI 9 and 10 are fully met. Investment in book stock is reflected in the high number of adult book issues, and above average issues of Welsh language resources. PC provision has increased further and is now the third highest in Wales, although usage rates remain low. Performance in relation to supply of requests has fallen slightly, but the requirements of QI 12 are still met.

### **3.4 Expertise and capacity (QI 13-16)**

Overall staff levels have fallen again this year, but remain above the median level, although the service fails to meet the target for staff per capita. Numbers of qualified staff have however been maintained at 2016-17 levels, with the service one of only seven to achieve the stipulated target in this area. Qualified leadership is in place, and the service continues to invest in staff training and professional development, if at a slightly lower level than previously. Numbers of volunteers have also continued to fall, with 16 volunteers contributing an average 75 hours each to the service.

Total revenue expenditure has increased compared to 2016-17, with Carmarthenshire spending more per capita on library provision than any other authority. Opening hours have however fallen slightly, and are now at the target level; the authority is one of only four recording any unstaffed opening hours as part of its provision.

## **4 Strategic context**

As part of the return authorities are asked to report on how the library service is contributing to wider Welsh Government priorities and strategic goals. Carmarthenshire's narrative does not make direct connections to the national strategic context, focusing instead on the vision for the service itself, and the development of the 'Makerspace' ('Stordy Creadigol') facility at Ammanford Library. Within this a number of alignments with wider strategic goals are apparent – supporting the digital agenda, skills development, community engagement and entrepreneurialism – but a more explicit focus on the service's contribution in this respect would be appropriate.

## **5 Future direction**

Reporting on the authority's future direction and plans for the library service over the following year, Carmarthenshire notes how it seeks to work within its five Universal Offers to meet the needs of its customers and engage with new users and audiences. The Ammanford 'Makerspace' development is cited as blueprint for future digital development across Carmarthenshire Libraries, although no specific plans in this respect are detailed. Work to develop the current mobile library service is referenced, including changes to improve and enhance provision. Proposals to realign staffing structures to ensure consistency with service area developments are noted, as is work already underway to amalgamate the Archives and Public Library Reference Service.

## **6 Conclusion**

Carmarthenshire library service continues to perform well, with improvements in some areas, and evidence of decline in others. Some consideration of the factors influencing areas of change would have increased understanding of what this means for future performance. The authority nevertheless demonstrates a strong commitment to the service, with budgets maintained and even increased on 2016-17, and levels of qualified staff retained. Proposals to realign staffing structures are noted, but in the context of ensuring that standards can be maintained and that staffing is consistent with service development. The Library Strategy 2017-2022 provides the framework for future delivery, and recent developments, with the launch of the 'Makerspace' facility at Ammanford library, provide a model for how traditional and digital provision can be balanced.

## Community Scrutiny

28<sup>th</sup> March 2019

### Draft Supplementary Planning Guidance Wind and Solar Energy and Highways Design Guide Adopted Carmarthenshire Local Development Plan

#### To consider and comment on the following issues:

- To consider the content of and responses received in respect of the Draft Supplementary Planning Guidance (SPG) on Wind and Solar Energy and approve the recommendations of this report.
- To adopted the Wind and Solar Energy SPG subject to the recommendations of this report.
- To consider and approve the Draft Highways Design Guide SPG set out within the report for formal 6 week public consultation.
- To delegate authority to the Head of Planning to correct typographical, cartographical or grammatical errors, and to make amendments in order to enhance accuracy and clarity of meaning.

#### Reasons:

- To reflect the requirements to prepare SPG including commitments set out within the Adopted Local Development Plan.
- To support implementation of, and provide guidance and elaborate on the policies and provisions of the Adopted Local Development Plan.

**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

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Report Author: Ian Llewelyn

Forward Planning Manager

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**EXECUTIVE SUMMARY**  
**Community Scrutiny**  
**28<sup>th</sup> March 2019**

**SUPPLEMENTARY PLANNING GUIDANCE**  
**WIND AND SOLAR ENERGY AND**  
**DRAFT HIGHWAYS DESIGN GUIDE**  
**ADOPTED CARMARTHENSHIRE LOCAL DEVELOPMENT PLAN**

**1. BRIEF SUMMARY OF PURPOSE OF REPORT.**

This Report presents two Supplementary Planning Guidance (SPG) for consideration which have been prepared to support and elaborate on the policies and provisions of the adopted Carmarthenshire Local Development Plan (LDP). The aim of the report is to progress the SPG as follows:

Draft Wind and Solar – to consider the representation received as part of the formal consultation held between the 23 August and the 5 October 2018, and to seek authorisation to formally adopt its content subject to the recommendations set out in this report.

Highways Design Guide – to authorise undertaking formal public consultation on the SPG for a 6 week period prior to its formal adoption.

It should be noted that it is not the purpose of the SPG to devolve policy matters from the LDP, SPGs set out more detailed guidance on how the policies of the LDP will be applied.

**2. Background**

The Carmarthenshire Local Development Plan (LDP) was adopted by Full Council on the 10<sup>th</sup> December 2014 along with 8 thematic and site specific SPG prepared concurrent to the LDP. Since this date, the LDP has been the development plan for the County (excluding that area contained within the Brecon Beacons National Park). The LDP is one of the statutory high level strategies which must be prepared and approved for the County, setting out in appropriate land-use terms and guiding, the Councils Plans and strategies for the next 15 years including the Wellbeing Plan and the Corporate Strategy. It should be noted that the current adopted LDP will remain until superseded by the Revised LDP which is anticipated for adoption at the end of 2021.

In recognising the role of SPG in supporting the Plan, and as a means of providing more detailed policy guidance, the LDP sets out the opportunities and requirements for the preparation of SPG. Such SPG are prepared where required to support the delivery of the Plans policies and to assist in decision making. The preparation of the SPG, are key indicators in the LDP Monitoring Framework and will be subject to reporting to the Welsh Government through the Annual Monitoring Report (AMR).

**3. Draft Wind and Solar SPG**

The Draft Wind and Solar Energy SPG was published for public consultation during the period 23 August to 5 October 2018. Six responses were received to the consultation. The attached report details the responses received along with the Officer's recommendations.

Responses were received from the following:



**EICH CYNGOR arleinamdani**  
[www.sirgar.llyw.cymru](http://www.sirgar.llyw.cymru)

**YOUR COUNCIL doitonline**  
[www.carmarthenshire.gov.wales](http://www.carmarthenshire.gov.wales)



1. Pembrokeshire Coast National Park
2. NRW
3. Caroline Hill
4. The Coal Authority
5. Caroline Evans, Brechfa Forest Energy Action

It is recommended that the SPG and the accompanying Landscape Sensitivity and Capacity Study be amended as detailed in the report.

The SPG provides further, more detailed guidance for facilitating the development of renewable energy schemes, focusing in particular on wind and solar energy. It is generally split over three sections: general guidance; onshore wind; and solar.

Note: The SPG is not applicable to wind farm schemes located within the two Strategic Search Areas within the County (SSA G: Brechfa Forest and SSA E: Pontardawe) as guidance for renewable energy schemes is covered within Technical Advice Note 8.

General guidance is provided for onshore wind and solar energy applications on issues such as pre-applications, Environmental Impact Assessment, Habitat Regulations Assessment, grid connection, community energy, community benefits, agricultural land, ecological considerations, mitigation and enhancement.

The Onshore Wind section includes issues such as landscape, cumulative impact, design considerations, noise, ecological considerations, historic environment and highways. The Solar section includes issues such as landscape, design considerations, noise, cumulative impact, ecology, historic environment and highways.

Two studies are referred to in the guidance as providing more detailed information on the consideration of landscape aspects of the SPG, which are: the Pembrokeshire and Carmarthenshire: Cumulative Impact of Wind Turbines on Landscape and Visual Amenity Guidance; and the Landscape Sensitivity and Capacity Studies for Wind Turbine Developments and Solar PV Developments (LSCS). These Studies were published concurrent with the consultation and were commissioned by the Council to provide support to these policy areas.

It should be noted that the SPG contains extracts from the LSCS, as these were produced by consultants for the Authority, responses to these extracts/documents have been sent to the consultants for comment. Their comments are detailed in the report.

#### **4. Draft Highways Design Guide**

The new Highways Design Guide (HDG) will replace the existing Highway Design Guidance which dates back to 1997. Since this time there have been a number of important changes to local and national policy as well as new design templates, as set out in the Manual for Streets and Manual for Streets 2 publications. The new HDG ensures the guidance is accurate and up to date with current legal and policy guidance. It also ensures that developers or interested parties are fully informed on the expectations for the design of highway infrastructure for developments in the County.

The preparation and adoption of the guidance as SPG will assist Developers, Designers and other professionals in understanding the highways requirements for new development and will assist in the determination of proposals as they emerge.

The HDG seeks to encourage developers to create Highway layouts which have a distinctive character in their built environment and landscaping, whilst applying design standards which will achieve safe sustainable provision for all users. It is intended that the guide will be a key reference document to be cited when determining Highways responses to planning consultations, as such it is sub titled 'a Toolkit for Developers'.

It will also provide developers and applicants with a clear understanding of the Council's requirements and will assist in the timely consideration of proposals where they conform to its content. Whilst also helping ensure developments are safe, sustainable and mitigate any impacts they may have on the highway network.

The guide sets out:

1. Aims and Objectives of the Design Guide
2. The Planning Process
3. Policy context
4. Design Process
5. Design Standards
6. Construction, Maintenance and Statutory Agreements

A copy of the Draft Highways Design Guide is attached.

## 5. Next Steps

Subject to members deliberation the Draft Wind and Solar SPG will be adopted and published as appropriate.

The Draft Highways Design Guide SPG will be published for formal public consultation for a six week period, during this time comments will be invited from a range of organisations, interested parties and members of the public.

Please note there is no identified requirement in relation to the length of any consultation in respect of SPG within National Planning Policy and statutory regulations. However, the use of the six week period proposed within this report would ensure that any consultation is consistent in length with the statutory consultation period for an LDP set out within Local Development Plan Regulations.

The Draft Highways Design Guide SPG and the representations received will be reported back to a future meeting of County Council for consideration prior to its formal adoption.

|                                   |            |
|-----------------------------------|------------|
| <b>DETAILED REPORT ATTACHED ?</b> | <b>YES</b> |
|-----------------------------------|------------|

## 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 |
|---|-------------|------------|-------------|------------------------|-----------------------|-----------------|
| <b>YES</b>                              | <b>NONE</b> | <b>YES</b> | <b>NONE</b> | <b>NONE</b>            | <b>NONE</b>           | <b>NONE</b>     |

### 1. Policy, Crime & Disorder and Equalities

The Draft SPG is an elaboration on the policies and provisions of the Local Development Plan. 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. This iterative approach ensures sustainability is at the heart of the Plan and that it is reflective of the requirements emanating from the Wellbeing and Future Generations Act.

### 3. Finance

Financial costs (including production of the final SPG, translation, publicity etc.) are covered through the financial provisions in place - including reserves.

# CONSULTATIONS

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

Signed: L Quelch

Head of Planning

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

## 1. Scrutiny Committee

Both SPG will be reported to Community Scrutiny as part of approval process for consultation purposes. The Highways Design Guide has been previously reported to the relevant Scrutiny Committee.

## 2. Local Member(s)

Members have and will be consulted as part of the SPG's preparatory process. The Wind and Solar Energy SPG has been subject to a full public consultation which included Local Members.

## 3. Community / Town Council

Community and Town Councils represent a statutory consultee within the LDP process and have and will be consulted as part of the Highways Design Guide SPG's preparatory process. The Wind and Solar Energy SPG has been subject to a full public consultation which included Community and Town Councils.

## 4. Relevant Partners

Statutory consultees, the public, interested parties and key agencies and bodies have and will be consulted as appropriate. The Wind and Solar Energy SPG has been subject to a full public consultation which included relevant partners.

Engagement was undertaken on the Draft Highways Design Guide through the Local Planning Authority led "Meet the developers" events which informed developers and agents across the County.

## 5. Staff Side Representatives and other Organisations

The content of the Draft Highways Design Guide will be subject to full public consultation. Internal contributions have and continue will be sought throughout the revision process. Internal consultation has been undertaken with officers in Highway Engineering, Public Transport, Traffic Management, Highway Maintenance, Adoptions, Waste Services, Drainage, and Regeneration.

The Wind and Solar Energy SPG has been subject to a full public consultation.

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

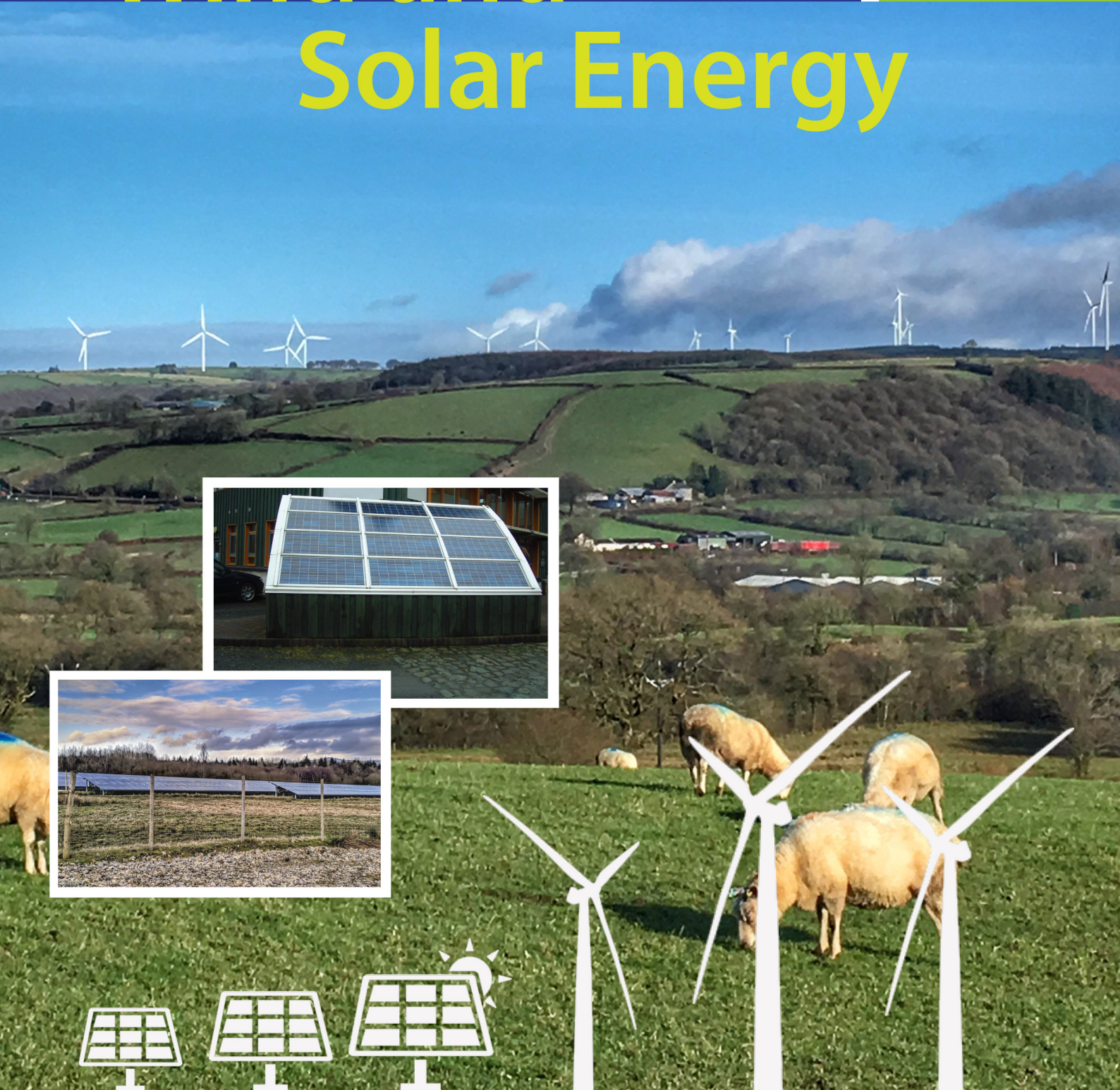
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW**

| Title of Document                                     | File Ref No. | Locations that the papers are available for public inspection   |
|---|--------------|---|
| <b>Adopted Carmarthenshire Local Development Plan</b> |              | <a href="http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/">http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/local-development-plan/</a>   |
| <b>Supplementary Planning Guidance</b>                |              | <a href="http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.V06h-JwrKUk">http://www.carmarthenshire.gov.wales/home/residents/planning/policies-development-plans/supplementary-planning-guidance/#.V06h-JwrKUk</a> |
| <b>Draft Wind and Solar SPG</b>                       |              | <a href="https://www.carmarthenshire.gov.wales/media/1215539/spg-wind-solar-draft.pdf">https://www.carmarthenshire.gov.wales/media/1215539/spg-wind-solar-draft.pdf</a>   |
| <b>Annual Monitoring Reports</b>                      |              | <a href="http://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/annual-monitoring-report-amr/">http://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/annual-monitoring-report-amr/</a>   |

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# Wind and Solar Energy



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**Appendix A: Guidance Document for Assessing Noise Impact from Wind Turbine(s)**

**Appendix B: European Sites**

# 1. Introduction

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1.1 This Supplementary Planning Guidance (SPG) has been prepared to support the Renewable Energy policies contained within the Carmarthenshire Local Development Plan (LDP). This SPG provides further, more detailed guidance for facilitating the development of renewable energy schemes, focusing in particular on wind and solar energy. It is aimed at developers, local communities, landowners and community councils and seeks to provide a better understanding of how planning applications for wind and solar energy may be assessed by the Council. This SPG should be read in conjunction with the Landscape Sensitivity and Capacity Studies for Wind Turbine Development and Solar PV Development and the Pembrokeshire and Carmarthenshire: Cumulative Impact of Wind Turbines on Landscape and Visual Amenity Guidance.

1.2 This draft SPG will be subject to a consultation exercise conducted in a manner consistent with that set out within the Delivery Agreement for the LDP. Following consideration of the responses received, the SPG will be adopted and used in the consideration of renewable energy proposals. The SPG will be a material consideration in the determination of planning applications.

1.3 Reference is made in this SPG to a number of documents and legislation which may be superseded by new or amended documents following publication, where this is the case regard should be given to the most up-to-date and relevant guidance.

## 2. Background

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2.1 Under European Union targets<sup>1</sup>, the UK has a legally-binding target to generate 15% of its energy from renewable sources by 2020. The UK Renewable Energy Strategy<sup>2</sup> sets out the UK Government's vision to ensure that this target is met. The Welsh Government is committed to playing its part by delivering an energy programme which contributes to reducing carbon emissions as part of its approach to tackling climate change<sup>3</sup>. Current government policy and guidance is centred on reducing CO2 emissions in an attempt to slow down climate change, and producing electricity from renewable sources is considered to be part of the solution. The planning system has an important role to play in supporting, encouraging and facilitating renewable energy schemes.

2.2 The Council supports the development of renewable energy schemes within the County and seeks to ensure that they are located in the most suitable locations. The County is well located in terms of tapping into renewable sources of energy, and the number of applications for such schemes, in particular for wind and solar, have increased in recent years. The County's upper areas produce a consistent and high wind-speed, making these areas attractive for wind turbines, whilst the County offers many other opportunities for other technologies, particularly solar.

2.3 Brechfa Forest has been designated a Strategic Search Area (SSA) in Technical Advice Note 8 (TAN 8), for large-scale wind power. In addition to Brechfa, the County also has a small part of the Pontardawe Strategic Search Area within its area. This SPG is not applicable to wind farm schemes located within Strategic Search Areas.

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<sup>1</sup> EU Renewable Energy Directive

<sup>2</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/228866/7686.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/228866/7686.pdf)

<sup>3</sup> Planning Policy Wales Edition 9 (Section 12.8.1)

2.4 The Council is responsible for determining planning applications for renewable energy schemes of less than 10MW, excluding those smaller householder schemes that are classed as “permitted development” which do not require planning permission. Permitted Development rights are subject to change over time, the latest guidance is outlined on the Welsh Government<sup>4</sup> website.

2.5 Detailed guidance for Renewable Energy schemes is provided by the Welsh Government their documents: “Practice Guidance – Planning Implications of Renewable and Low Carbon Energy<sup>5</sup>” (2011) and “Planning for renewable and Low Carbon Energy: A Toolkit for Planners” (2015)<sup>6</sup>. It is recommended that developers and householders refer to this document for further, detailed guidance on technologies and general policy.

2.6 Whilst the Council is, in principle supportive of renewable energy developments, it is recognised that they can, in some instances have a variety of impacts. Appropriate weight will be given to local opinions and consultation responses during the planning process. This SPG provides information to applicants and interested parties as to the Council’s expectations and key considerations for planning renewable energy schemes. This guidance does not set out specific locations suitable for renewable energy technologies. The Landscape Sensitivity and Capacity Study should be consulted when considering the siting of schemes.

## 3. Planning Policy Context

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### 3.1 Planning Policy Wales (PPW)

3.1.1 PPW, which is supplemented by Technical Advice Notes sets out the land use policies of the Welsh Government. PPW seeks to ensure that planning policy on all levels work towards delivering UK energy targets. The latest version of PPW is edition 9 which was published in November 2016. It states that the Welsh Government aim “to secure an appropriate mix of energy provision for Wales which maximises benefits to our economy and communities, whilst minimising potential environmental and social impacts” (para 12.8.6).

3.1.2 A definition of renewable energy is provided in para 12.8.7: “renewable energy is the term used to cover those sources of energy, other than fossil fuels or nuclear fuel, which are continuously and sustainably available in our environment. This includes wind, water, solar, geothermal energy and plant material (biomass). These sources of energy can be utilised to generate power, heat, fuels (for transport) and cooling through a range of renewable energy technologies such as solar panels and wind turbines.”

3.1.3 The responsibilities for Local Planning Authorities are set out in paragraphs 12.8.9 and 12.8.10. There is an emphasis of facilitating the development of all forms of renewable and low carbon energy to move towards a low carbon economy.

*12.8.9 Local planning authorities should facilitate the development of all forms of renewable and low carbon energy to move towards a low carbon economy (see 4.4.3) to help to tackle the causes of climate change (see 4.7.3). Specifically, they should make positive provision by:*

- *considering the contribution that their area can make towards developing and facilitating renewable and low carbon energy, and ensuring that development plan policies enable this contribution to be delivered;*
- *ensuring that development management decisions are consistent with national and international climate change obligations, including contributions to renewable energy targets and aspirations;*

<sup>4</sup> <http://gov.wales/topics/planning/policy/guidanceandleaflets/householder-permitted-development-rights/?lang=en>

<sup>5</sup> <http://gov.wales/topics/planning/policy/guidanceandleaflets/planningimplications/?lang=en>

<sup>6</sup> <http://gov.wales/docs/desh/publications/151021renewable-energy-toolkit-en.pdf>

- *recognising the environmental, economic and social opportunities that the use of renewable energy resources can make to planning for sustainability (see Chapter 4); and*
- *ensuring that all new publicly financed or supported buildings set exemplary standards for energy conservation and renewable energy production.*

12.8.10 *At the same time, local planning authorities should:*

- *ensure that international and national statutory obligations to protect designated areas, species and habitats and the historic environment are observed;*
- *ensure that mitigation measures are required for potential detrimental effects on local communities whilst ensuring that the potential impact on economic viability is given full consideration; and*
- *encourage the optimisation of renewable and low carbon energy in new development to facilitate the move towards zero carbon buildings (see 4.11 and 4.12).*

3.1.4 PPW acknowledges that wind energy continues to offer the greatest potential for delivering renewable energy in the short to medium term. There is however, a recognition that the “introduction of new, often very large structures for onshore wind needs careful consideration to avoid and where possible minimise their impact” (para 12.8.12). Technical Advice Note (TAN) 8: Planning for Renewable Energy (2005) identifies the most appropriate location where large turbines should be sited. The TAN identifies areas known as Strategic Search Areas (SSAs) which will accommodate large-scale (generating over 25MW) wind energy developments.

3.1.5 PPW contains a number of key points to be considered by Local Planning Authorities in the determination of applications and by applicants when designing schemes:

- LPAs should facilitate grid network infrastructure to support SSAs (para 12.8.14).
- The development of large wind farms or other large scale renewable and low carbon energy schemes will not generally be appropriate in internationally or nationally designated areas and sites (para 12.8.14).
- The contribution the scheme would have in terms of delivering renewable energy to meeting national targets and any environmental, social and economic benefits the scheme would bring (para 12.10.1).
- Impacts should be minimised on local communities to safeguard quality of life for existing and future generations and any adverse impacts should be avoided, mitigated or appropriately compensated (para 12.10.1).
- LPAs should consider the likely impact of on existing or other proposed renewable and low carbon energy developments and sources (para 12.10.4).
- Community benefits should be sought but should not be treated as a material consideration (para 12.10.5).
- Planning conditions or obligations should be used to mitigate impacts and secure the benefits and opportunities arising from renewable energy schemes (para 12.10.6).
- Outside Strategic Search Areas, the implicit objective is to maintain the landscape character, whilst within and immediately adjacent to the SSAs, the implicit objective is to accept landscape change. (para 8.4)

## 3.2 Technical Advice Note 8 (TAN 8)

3.2.1 Supplementing the guidance provided by PPW, TAN 8, published in 2005 provides guidance for the land use planning considerations of renewable energy. It is acknowledged in the TAN that wind power offers the greatest potential for achieving these targets, and as such seven Strategic Search Areas (SSAs), which are broad-brush areas suitable for large scale wind power proposals have been identified. SSA Area G: Brechfa Forest and a small part of Area E: Pontardawe fall within the County’s boundary. Indicative targets for each

SSA are set out in the TAN, but have since been revised. The Minister for Environment and Sustainable Development in his letter dated July 2011 set out the maximum capacities for each SSA. For SSA G: Brechfa Forest, the capacity set was 132MW.

3.2.2 Key points from the TAN to be considered by Local Planning Authorities in the determination of applications and by applicants in designing schemes include:

- Most areas outside SSAs should remain free of large wind power schemes. LPAs should consider the cumulative impact of small schemes in areas outside of the SSAs and establish suitable criteria for separation distances from each other and from the perimeter of existing wind power schemes or the SSAs (para 2.13).
- Extending or re-powering existing wind farms outside SSAs should be encouraged (para 2.14).
- Some community benefits can be justified as mitigation, while others may be offered not directly through the planning process (para 2.16).
- The TAN describes a number of other renewable energy processes and their planning considerations including: Anaerobic Digestion (biomass), Bio-fuels for Vehicles, Combined Heat and Power, Community (or District) Heating, Energy from Waste, Fuel Crops (including Woodfuel), Hydro-Power, Methane, Solar Thermal and Solar Photo-Voltaic (PV).
- Appropriate conditions for decommissioning wind farms or turbines, their restoration and proposed after-use of the site should be used (para 6.4).

### 3.3 Practice Guidance: Planning Implications of Renewable and Low Carbon Energy (2011)

3.3.1 This document was published after TAN 8, and provides further guidance to assist Local Planning Authorities in determining applications for renewable energy development. It provides detailed guidance on a range of technologies including: wind; biomass; anaerobic digestion; biofuels; small scale hydro; solar – building integrated and solar PV arrays; ground, water and air source heat pumps; geothermal; fuel cells; combined heat and power and combined cooling heat and power; district heating; and waste heat.

### 3.4 Carmarthenshire Local Development Plan

3.4.1 Adopted in December 2014, the Carmarthenshire Local Development Plan (LDP) sets out the Authority's policies and proposals for future development and use of land. Whilst the Plan should be read as a whole, there are a number of specific policies that apply to renewable energy proposals. This SPG is designed to provide further guidance and detail to support and implement these policies.

3.4.2 The LDP contains four dominant policies specific to renewable energy proposals, Policy SP11 is a Strategic policy, while Policies RE1, RE2 & RE3 are detailed policies.

#### **SP11 Renewable Energy & Energy Efficiency**

Development proposals which incorporate energy efficiency measures and renewable energy production technologies will be supported in areas where the environmental and cumulative impacts can be addressed satisfactorily. Such developments will not cause demonstrable harm to residential amenity and will be acceptable within the landscape. Each proposal will be assessed on a case by case basis.

Large scale wind farms will only be permitted within Strategic Search Areas.

#### **Policy RE1 Large Scale Wind Power**

Large scale wind farms of 25MW and over will be permitted provided that the following criteria can be met:

- a) The development is located within a Strategic Search Area and will contribute to meeting the indicative generating capacity within the Area;
- b) The development will not have an unacceptable impact on visual amenity or landscape character through: the number, scale, size, design and siting of turbines and associated infrastructure;

- c) The development will not result in demonstrable harm to statutorily protected sites and species, and habitats and species identified in the Local Biodiversity Action Plan;
- d) The development will not have an unacceptable impact upon areas designated for their landscape value;
- e) The development will not result in significant harm to the safety or amenity of sensitive receptors and will not have an unacceptable impact on roads, rail or aviation safety;
- f) The development will not result in unacceptable loss of public accessibility to the area; existing footpaths, mountain bike trails and equestrian trails will be safeguarded from development with no permanent loss to their length and quality;
- g) The development will not result in unacceptable electromagnetic interference to communications installations, radar or air traffic control systems, emergency services communications, or other telecommunication systems;
- h) The development will not have unacceptable cumulative impacts in relation to existing wind turbines and those which have permission;
- i) Turbines and associated infrastructure will, at the end of the operational life of the facility, be removed and an appropriate land restoration and aftercare scheme agreed;
- j) Proposals will not cause an unreasonable risk or nuisance to, and impact upon the amenities of, nearby residents or other members of the public.

### **Policy RE2 Local, Community and Small Wind Farms**

- k) Local, Community and Small wind farms or individual turbines will be permitted provided the following criteria can be met in full:
- l) The development will not have an unacceptable impact on visual amenity or landscape character through: the number, scale, size, design and siting of turbines and associated infrastructure;
- m) The development will not have an unacceptable cumulative impact in relation to existing wind turbines and other renewable energy installations and those which have permission;
- n) The siting, design, layout and materials used should be sympathetic to the characteristics of the land-form, contours and existing features of the landscape;
- o) The development would not cause demonstrable harm to statutorily protected species, and habitats and species identified in the Local Biodiversity Action Plan;
- p) Turbines and their associated structures will not be sited in, or impact upon archaeological resources, the setting and integrity of Conservation Areas, Listed Buildings or other areas of historical value;
- q) Proposals will not cause an unreasonable risk or nuisance to, and impact upon the amenities of, nearby residents or other members of the public;
- r) No loss of public accessibility to the area, and existing bridleways and footpaths will be safeguarded from development with no permanent loss to their length and quality;
- s) Turbines and associated infrastructure will, at the end of the operational life of the facility, be removed and an appropriate land restoration and aftercare scheme agreed;
- t) The development will not result in significant harm to the safety or amenity of sensitive receptors and will not have an unacceptable impact on roads, rail or aviation safety;
- u) The development will not result in unacceptable electromagnetic interference to communications installations; radar or air traffic control systems; emergency services communications; or other telecommunication systems.

### **Policy RE3 Non-wind Renewable Energy Installations**

#### **Proposals within Development Limits**

Proposals for non-wind renewable energy installations will be permitted within defined Development Limits, provided they do not cause an unacceptable impact to the character of the local area and to the amenity of adjacent land, properties, residents and the community. Proposals will not be permitted if they negatively impact upon archaeology or the setting and integrity of Conservation Areas, Listed Buildings or other features or areas of historical value.

### **Proposals outside Development Limits**

Proposals for small scale non-wind renewable energy installations outside defined Development Limits are required to satisfactorily justify the need to be sited in such a location. Such proposals should be sited in close proximity to existing buildings and structures and will not cause demonstrable harm to the landscape. Large scale schemes located outside defined Development Limits may be permitted in exceptional circumstances, where there is an overriding need for the scheme which can be satisfactorily justified, and the development will not cause demonstrable harm to the landscape.

Proposals that would cause demonstrable harm to the landscape, visual impact, noise, ecology, or ground and surface water as a result of the cumulative effect of renewable energy installations will not be permitted.

3.4.3 In addition to these dominant policies, there are a number of additional policies which will also be considered as being key to the determination of planning applications. These are:

- GP1: Sustainability and High Quality Design;
- GP3: Planning Obligations;
- GP4: Infrastructure and New Development;
- TR3: Highways in Developments – Design Considerations;
- EQ1: Protection of Buildings, Landscapes and Features of Historic Importance;
- EQ3: Regional and Local Designations;
- EQ4: Biodiversity;
- EQ6: Special Landscape Areas;
- EP1: Water Quality and Resources;
- EP2: Pollution.

## **4. General Guidance**

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### **4.1 Introduction**

4.1.1 This section is applicable to both onshore wind development and solar development. More detailed, specific advice to each of the developments is contained in sections 5 and 6.

### **4.2 Pre-application advice**

4.2.1 Applicants are encouraged to contact the local authority prior to submitting an application in order to ascertain what information would be required to be submitted as part of the application. The local authority will be able to offer pre-application advice before a formal application is submitted in order to guide applicants through the process<sup>7</sup>, which may minimise delays later in processing the application. A fee may be applicable for this service, as set out on the Council's website.

4.2.2 Pre-application discussions can also help the applicant and the planning authority identify areas of concern about the proposed development so that consideration is given to amending the proposal before the application is submitted. The advice and guidance provided at the pre-application stage is given in good faith, however, it does not guarantee or supply a definitive undertaking as to whether the proposal is likely to be acceptable.

### **4.3 Pre-application consultation**

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<sup>7</sup> <http://www.carmarthenshire.gov.wales/home/residents/planning/planning-applications/pre-application-service/#.WCCuoE2b-Uk>

4.3.1 New legislation came into effect on the 16<sup>th</sup> March 2016 with the Planning Wales Act 2015 that requires applicants of “major developments” to submit a pre-application consultation report as part of the application. “Major developments” are defined in the Development Management Procedure Wales Order 2012<sup>8</sup> and for the purposes of Renewable Energy schemes includes “development carried out on a site having an area of 1 hectare or more”. Detailed guidance is set out in Section 17 of the Planning Wales Act 2015 of the requirements for pre-application consultation.

#### 4.4 Environmental Impact Assessment

4.4.1 Certain planning applications require an Environmental Impact Assessment (EIA), under the Town and County Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999. An EIA ensures that when assessing planning applications, consideration is given to the environmental effects of that application. The EIA process aims to prevent, reduce or offset any significant adverse environmental effects of development proposals, and enhance positive ones.

4.4.2 Developers should ask for a formal opinion from the Council as to whether or not a scheme requires an EIA, this is known as a screening opinion. A screening opinion is usually sought for wind energy developments when the development consists of:

- the installation of more than 2 turbines; or
- the hub height of the turbine or other structure on the site exceeds 15m; or
- the site is located within a “sensitive area” as defined by the Regulations.

4.4.3 Solar energy developments are not specifically mentioned within the Regulations, however, depending on the size of the array and the potential impacts it may be necessary to undertake an EIA and a screening opinion should be sought.

4.4.4 When requesting a screening opinion, sufficient information should be provided by the applicant, this should include:

- a description of the nature and purpose of the development and of its possible effects on the environment;
- a location and site plan; and
- details of the power output.

4.4.5 Further details on screening opinions are contained within the EIA Regulations.

#### 4.5 Habitat Regulations Assessment

4.5.1 In addition to an EIA, some proposals may be subject to Habitat Regulations Assessment (HRA). Under the Conservation of Habitats and Species Regulations 2010, any proposals that are likely to have a significant effect on designated European sites will be required to be assessed. European sites include Special Areas of Conservation (SACs), Special Protection Areas (SPAs), and European Offshore Marine Sites (EOMS), and under Welsh Government policy, Ramsar sites are also treated as being fully designated. Appendix B lists the European sites within the County.

4.5.2 A screening opinion from the LPA through a Test for Likely Significant Effect (TLSE) will be undertaken where a European designated site may be impacted. If the TLSE reveals that significant adverse effects are likely, then an Appropriate Assessment will be required. Appropriate Assessments will be undertaken by the LPA with sufficient information supplied by the applicant to determine whether the proposal complies with the Conservation of Habitats and Species Regulations 2010. Where an appropriate

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<sup>8</sup> Development Management Procedure Wales Order 2012, Article 2:  
[http://www.legislation.gov.uk/wsi/2012/801/pdfs/wsi\\_20120801\\_mi.pdf](http://www.legislation.gov.uk/wsi/2012/801/pdfs/wsi_20120801_mi.pdf)



assessment is necessary, it must be demonstrated that significant effects will be absent with no reasonable scientific doubt remaining.

## 4.6 Grid Connection

4.6.1 Some small-scale installations may not require new overhead connections to the electricity grid network and in the majority of cases, connection to the grid will not be a planning consideration.

4.6.2 The District Network Operator (DNO) is responsible for establishing a connection between the substation and the electricity grid network. The Council encourages developers to undertake early engagement with DNO and the placing of cables should avoid areas of high landscape, ecological and archaeological sensitivity. On site cabling and infrastructure will require careful consideration.

## 4.7 Community Energy

4.7.1 Community energy has the potential to reap many long term benefits for communities by ensuring energy security, saving money on energy bills, generating income streams for communities and ownership to local people. It is the UK Government's ambition "that every community that wants to form an energy group or take forward an energy project should be able to do so, regardless of background or location"<sup>9</sup>.

4.7.2 For the purposes of this guidance, Community Energy can be defined as an energy scheme which is led by, or meets the needs of the local community. The community must have ownership of the development, either in full or shared, whilst maintaining full control over it. As a result of a number of positive case studies and the local benefits involved in such schemes, community energy projects will be given support and encouragement by the Council.

4.7.3 Developers of renewable energy schemes are encouraged to discuss the potential of shared ownership with communities. The benefits of shared ownership are numerous, for example, increased local acceptance, a new financial source from investors in the community, community involvement and education; and financial benefits from Feed-in-Tariffs. Shared ownership could involve a share in the overall generated income from a scheme or part or full ownership of the scheme (for example, the community could own a turbine in a larger scheme).

4.7.4 The decision on the acceptability of a scheme will be made irrespective of who the applicant is and will be based on an assessment of the impacts. Such applications should be accompanied with a "Community Benefit Statement" which meets the requirements of the relevant LDP policies and this guidance. The Community Benefit Statement should include details of the community ownership model, a Terms and Conditions Document, details of the energy and financial benefits of the scheme to the community.

## 4.8 Community Benefits

4.8.1 Community funds via contributions from developers are often offered as part of large schemes to offset negative consequences of development, to help meet local needs or to secure benefits which will make the development more sustainable. Such financial contributions cannot be taken into account in the determination of a planning application and should be used by developers to alleviate any negative consequences of the development and ensure that the community benefits from the development.

4.8.2 Communities and developers are encouraged to work together in deciding how the community fund should be spent.

## 4.9 Agricultural Land

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<sup>9</sup> Department of Energy and Climate Change, Community Energy Strategy Update (2015)  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/414446/CESU\\_FINAL.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/414446/CESU_FINAL.pdf)

4.9.1 Agricultural land within Carmarthenshire is mainly made up of grade 3 and 4, with parcels of grade 2 located to the east of Llanelli. PPW states that land of grades 1, 2 and 3a, being the best and most versatile should be conserved as a finite resource for the future. PPW continues by stating that such land “*should only be developed if there is an overriding need for the development, and either previously developed land or land in lower agricultural grades is unavailable, or available lower grade land has an environmental value recognised by a landscape, wildlife, historic or archaeological designation which outweighs the agricultural considerations*” (para 4.10 PPW).

4.9.2 Renewable Energy schemes should avoid being developed on agricultural land of grades 1-3a. If schemes are proposed on grade 3b land, consideration should be given to siting on less versatile land. If this is not possible, then a full justification should be given in site selection.

4.9.3 In the construction and operation of Renewable Energy schemes, disturbance to agricultural land and boundary features should be minimised. Agricultural land surrounding operational wind turbines should not be sterilised and should still be used for agricultural purposes.

## 4.10 Ecological Considerations

### Ecological Considerations:

- Renewable Energy schemes should not be located on ecologically important sites (including Sites of Special Scientific Interest, Ramsar Sites, Special Protection Areas and Special Areas of Conservation).
- Ecological benefits and appropriate mitigation should be considered as part of the application.

4.10.1 The development of renewable energy schemes has the potential to harm habitats and species. Developers will be expected to maximise the ecological potential of the site, whilst ensuring that there is no demonstrable harm to statutorily protected species, and those habitats and species identified in the Local Biodiversity Action Plan or the Environment Act 2016, Section 7 list of habitats and species of principle importance to biological diversity in Wales. All applications are expected to be accompanied by an **Ecological Survey**, assessing the potential effects on the development on both habitat and species. The level of the survey will be dependent upon the scale of the proposal and the sensitivity of the surrounding habitat and species.

4.10.2 Consideration should be given to enhancing habitats for biodiversity conservation and providing features for protected and priority species. Retained or new habitats or features that are created will likely require ongoing management and maintenance to ensure their longevity, and may require a specific habitat or ecological management plan.

4.10.3 A Preliminary Ecological Appraisal (PEA) of the site and immediate surroundings will be required to support any proposed wind turbine, solar or hydro scheme application regardless of size and number. Guidelines for PEA Requirements can be found in the 2013 document published by the Chartered Institute for Ecology and Environmental Management (2013). Details of any invasive species should be noted within any PEA. The PEA must incorporate an extended phase 1 habitat survey consisting of a broad habitat assessment and mapping exercise, determining protected species interest.

4.10.4 Where habitats are noted of high ecological interest, a further vegetation survey may be requested, a National Vegetation Classification (NVC) survey is a detailed method for determining habitat quality.

4.10.5 Useful information can be found in the following documents:

- Guidelines for Phase 1 survey can be found in the document - Joint Nature Conservation Committee (2010) [\*Handbook for Phase 1 Habitat Survey - a Technique for Environmental Audit\*](#) Reprinted by JNCC, Peterborough.

- Guidelines for NVC survey can be found in the document - Rodwell JS (2006) [National Vegetation Classification: Users' Handbook](#) JNCC, Peterborough.

4.10.6 Reference should also be made to the SPG on Natural Environment and Biodiversity.

4.10.7 The construction stage of any development raises potential for ecological damage through site clearance, construction of temporary access roads, installation of services, or storage of materials. In order to protect a site's biodiversity value, it is often necessary for certain development works and environmental management operations to be undertaken at specific times of the year, and often within a restricted time-scale. The importance of adhering to the correct timing of operations, in line with the results of the Ecological Survey, is essential to ensure that any unacceptable impacts are to be avoided.

4.10.8 Further guidance can be sought from the County Council's Ecologist.

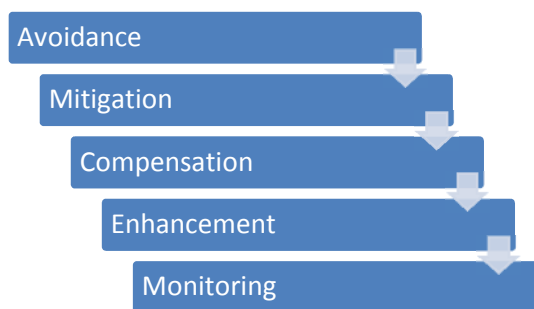
#### Ecological Surveys

- Surveys will be required to be undertaken by a suitably qualified ecologist.
- Surveys should be undertaken early in the process in order to inform the scheme's design and prior to submitting the application, it is preferable that planning permissions will not be conditioned depending upon survey results.
- The timing of ecological surveys is mainly seasonal and can only be carried out at certain times of the year, surveys will be required to reflect this.
- Surveys should follow best practice standards and methodologies.

### 4.11 Mitigation and Enhancement

4.11.1 Some developments and installations may cause a negative impact on the ecology. Careful siting, design and layout of installations can assist in minimising any adverse impacts. Applications are expected to include a Mitigation Plan detailing the measures and the implementation of them. Mitigation measures should aim to avoid, reduce or remedy any significant adverse impacts on the landscape and biodiversity. The SPG on Natural Environment and Biodiversity sets out the Mitigation Hierarchy.

4.11.2 Any mitigation measures proposed should reflect recent survey work and demonstrate a clear understanding of the site and its ecological considerations. Any mitigation requirements should be incorporated and highlighted in ecological assessments and surveys.



4.11.3 Applicants must ensure that they take account of all the potential effects of the proposed development and make sure that avoidance and mitigation are appropriate to the site. All stages of a development must be considered, as should the extent of any required land take or potential indirect effects during the construction, operation, and where applicable the decommissioning of the proposed development.

4.11.4 It is, however recognised that mitigation often still entails the off-setting of some form of harm. Where a site or its surroundings have a clear biodiversity value, and the mitigation measures proposed are

insufficient to reasonably protect its value then, planning permission may be refused subject to all relevant considerations having been taken into account. Proposed mitigation measures that are acceptable in planning terms will likely be a condition of the planning consent. Compensation for lost habitat should not be construed as making an unacceptable development acceptable. If a compensation approach will be likely utilised for a development, early discussion is encouraged with the LPA ecologist and if applicable, Natural Resources Wales. There is also an expectation that biodiversity enhancement is delivered to meet the requirements of the Environment Act Wales 2016.

4.11.5 In instances where harmful damage is unavoidable and will still occur in spite of mitigation, consideration may be given to compensating for any loss by creating a new habitat at an alternative location, (on or off-site). Prior to compensation being considered the developer/applicant will be required to satisfactorily demonstrate that avoidance and mitigation are not possible and that the proposed compensatory measures would not result in a net loss of habitat of the same habitat type.

## 5. Onshore Wind

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### 5.1 Context

5.1.1 Onshore wind development first made an appearance in Carmarthenshire in the 1980s in Pembrey, as part of The Carmarthen Bay Wind Turbine Test Programme. Turbines are a common sight in the Carmarthenshire landscape today due to the favourable wind conditions that exist in parts of the County.

### 5.2 Strategic Search Areas

5.2.1 This SPG is not applicable to wind farm schemes located within the Brechfa Forest Area (Strategic Search Area G).

5.2.2 Major wind turbine developments and wind farms are considered to be necessary in order for the Welsh Government to achieve committed energy targets. TAN 8 identifies seven areas in Wales that are considered to be the most appropriate locations for large scale wind farm development, these areas are known as Strategic Search Areas (SSA). SSA G: Brechfa Forest lies within Carmarthenshire, generating targets and upper limits for search areas are set by the Welsh Government in TAN 8, but have since been reviewed in recognition that SSAs have a finite environmental capacity. The revised upper limit for SSA G is 132MW<sup>10</sup>. SSA E: Pontardawe is mainly located within the Neath Port Talbot and Swansea administrative boundaries, but a small part of it straddles the County boundary to the east of Ammanford.

5.2.3 Welsh Government TAN 8 policy sets out that major wind turbine development and wind farms which are larger than 5MW overall installed generating capacity will be restricted to the Strategic Search Areas.

5.2.4 Alltwalis Wind Farm is currently the only operational wind farm within the SSA, having an installed generating capacity of 23MW from 10 turbines. Brechfa Forest West is currently under construction and is due to be operational in 2018. The scheme comprises 28 turbines, each measuring 145m in height which is anticipated to have an installed generating capacity of 56-84MW. Planning Permission for Brechfa Forest East was approved on the 17<sup>th</sup> December 2013, subject to the applicant entering into a Section 106 agreement with the Council. This scheme comprises 12 turbines, each measuring 145m in height which will contribute 24-36MW of installed capacity.

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<sup>10</sup> Letter from the Minister for Environment and Sustainable Development

5.2.5 Should the Brechfa Forest East application be implemented, together with the existing Alltwalis Wind Farm and the Brechfa Forest West wind farm, then the upper limits for the SSA would be met, or marginally exceeded.

5.2.6 Any new applications for large scale wind farms within SSA G will be discouraged in line with the Minister for Environment and Sustainable Development letter which imposed upper limits of generating capacity in SSAs, whilst these applications are valid.

### 5.3 Wind Turbine Development outside Strategic Search Areas

5.3.1 Individual wind turbine sizes can vary, from roof mounted micro scale turbines up to and exceeding turbines of 145 meters to blade tip (as approved at the Brechfa West Wind Farm). Wind energy development can take the form of an individual turbine or as a group of multiple turbines.

### 5.4 Landscape Sensitivity and Capacity

5.4.1 Wind turbines by their nature are substantial vertical structures, with moving blades. They represent large man-made elements within the landscape which result in inevitable changes to the landscape and visual character of an area. The acceptability of turbine development within an area will depend upon the magnitude of these changes in relation to the sensitivity and capacity of the receiving landscape.

5.4.2 The [Carmarthenshire Wind Turbine Development Landscape Sensitivity and Capacity Study](#) undertaken by Jellard Associates sets out guidance on the sensitivity and capacity of the Carmarthenshire landscape. The study is intended to inform the appropriate design and siting of wind turbine development through setting out a baseline assessment of landscape and visual sensitivity and capacity in relation to a range of typologies relating to turbine size and groupings. The study uses a methodology deriving data from LANDMAP aspect datasets, to provide baseline assessments of landscape and visual susceptibility and landscape value through 80 distinct landscape units covering the entire authority area. Assessments of the sensitivity of each landscape unit to different development typologies, are derived from the baseline assessments.

5.4.3 The guidance and baseline assessments set out in the study should be used as a basis for the design of wind turbine development and the assessment of landscape and visual impacts.

### 5.5 Landscape and Visual Impacts

5.5.1 Appropriate siting and design of wind turbine development in relation to the sensitivity and capacity of the receiving landscape to minimise landscape and visual impacts is fundamental to the acceptability of wind turbine development.

5.5.2 The [Carmarthenshire Wind Turbine Development Landscape Sensitivity and Capacity Study](#) provides landscape unit specific comments on landscape capacity and guidance for siting, and overall guidance on site context, siting and design considerations. The principles of this guidance are set out below:

#### A Factors Relating to Site Context

##### Landscape Character

Impacts on landscape character are likely to be related to:

- Scale of the landscape – whether it is small or large, and whether the proposed turbine(s) is/are of an appropriate scale;
- Topography – turbines can dominate small scale or intricate landform if not carefully sited;
- Skylines – turbines can interrupt the simplicity of skylines or ridges, even if located below such features;
- Settlement pattern – turbines should be sensitively sited in relation to existing buildings and their relationship with the landscape;
- Influence on the tranquillity of the landscape – turbines create movement, the amount depending on the particular model, and this disturbance to tranquillity can be greatly enhanced by a darker land or

vegetation backdrop, where typical pale surface colours for turbines proposed in mitigation for skyline effects are rendered completely ineffective.

### **Areas with a Sense of Remoteness**

Rural areas which are particularly valued for their remoteness can be affected by the introduction of turbines, although this is less likely to be the case if the turbines are of an appropriate scale and if located close to farms or other existing buildings. However, incremental erosion of the special qualities of remoteness and tranquillity should be avoided. Some locations close to centres of population are valued as an important recreational resource yet have a sense of being unspoilt and remote, even though they are close to urban areas. Locating turbines in these areas should be very carefully considered.

### **Valued Landscapes and Cultural Heritage Assets**

Detailed and specific analysis will be required, in order to fully appreciate the nature of the development, the site and its surroundings and the likely effects on any locally designated or valued landscapes, including their essential setting, where appropriate. The siting of turbines should be carefully considered so as to protect views to and from important landscape and cultural heritage focal features (including Listed Buildings and Scheduled Ancient Monuments (SAMs)), and their wider landscape setting, including the defined 'essential setting' of registered parks and gardens.

## **B Factors Relating to Siting**

### **Landform**

Smaller turbines have greater potential to utilise landform (often in combination with vegetation) to help reduce their visual impact than larger scale turbines. It is important that the scale of turbine does not overwhelm the scale of the landform. The human eye tends to be drawn towards the skyline, and turbines should be set back from the edges of plateaus, ridges and skylines, so as to reduce their visibility within the wider landscape. The siting of turbines on distinctive or prominent summits or skylines should generally be avoided, in preference to side slopes or gently undulating landform below ridgelines. Wind turbine developments should preferably be grouped upon the level or gentler sloping parts of the site, so that the development appears to be less visually confusing when viewed from different elevations and directions.

### **Landscape Pattern**

Turbines can be sited to reflect the landscape pattern, for example field and woodland boundaries. Conversely, care must be taken not to site turbines so that they conflict with noticeable patterns in the landscape. The grouping and numbers of turbines can affect how they appear in the landscape. For example, several dispersed turbines could be grouped to form a single feature in a visually complex landscape, whilst in a larger scale landscape, a larger single turbine with the same generating capacity may be preferable. A small group of smaller scale turbines is most likely to be preferable where sited on valley floors and on lower valley slopes.

### **Focal Features**

Turbines are likely to become focal features in the landscape. Care is required to ensure that they do not cause visual conflict or competition with other focal points. The siting of turbines should therefore be carefully considered so as to protect views to and from important landscape and cultural heritage focal features. Turbines can draw the eye to features which would otherwise remain unnoticed. For example, a turbine sited next to an isolated farm could draw attention to its presence when the farm itself is partially hidden by either landform or trees.

### **Settlements and Urban Landscapes**

Turbines should be carefully sited in relation to nearby settlements, buildings and other structures. In sparsely settled rural landscapes, turbines should be located near to existing buildings or structures. Views to or from, or on the approach to settlements (including dispersed properties), should be carefully considered when siting wind energy developments. Turbines should be located in the least visually prominent location. The selection of the scale and design of turbines may be influenced by its proximity to a settlement.

Turbines should be sited to minimise impacts on views obtainable from promoted or locally valued publicly accessible viewpoints.

### **Woodlands and Trees**

Although trees and woodlands can cause turbulence which interferes with the efficiency or longevity of turbines, in some locations there may be the opportunity to screen or assimilate small scale turbines by locating them close to trees and woodland. Care should be taken to site turbines so that they do not visually dominate or compete with prominent vegetation such as parkland trees, trees on knolls, and avenues. Turbines should be located where there is no need to fell trees and woodlands, particularly where these are important features in the local landscape.

## **C Design Considerations**

### **Turbine Selection**

There is a wider range of design and colour options for smaller turbines, and these matters should be carefully considered in relation to the landscape characteristics of the area in which they are to be located. This is particularly important when other turbines are present, in order to ensure that there are no conflicting design characteristics within the same locality.

### **Turbine Colour**

The colour should be chosen to help assimilate the turbine into the receiving landscape. The same colour should be used for all external components of the turbine and should be non-reflective. A pale grey is commonly used because it minimises the visibility of the turbines when they are seen against the skyline, which is how most large scale turbines are viewed. However, muted colours (such as mid to darker greys, or blue-grey tones) for the surface finish of towers, hubs, nacelles and rotor blades should be preferred where there is a significant factor of a land or vegetation backdrop to be considered, when the proposed turbine(s) is/are viewed from sensitive visual receptor locations on higher ground within the zone of visual influence; this is particularly relevant to micro and small turbines sited within or adjacent to dense coniferous or broadleaved woodland. In all cases, the aim should be to minimise the visibility and reflectivity of the external surfaces of all turbine components.

### **Turbine Size and Scale**

Small scale turbines are likely to have fewer landscape and visual effects than large scale commercial models. However, they can still visually dominate the nearby landscape or important component features of that landscape. Identifying the main landscape and visual characteristics of the landscape in which the turbines are to be sited is therefore an important determinant in selecting the most appropriate size. Landscapes with a simple, strong and mainly horizontal form are generally able to accommodate taller turbines and large turbine groups, as the height of turbines appears more proportionate to the landscape. Small scale turbines, smaller groupings or individual turbines tend to be more suited to smaller scale, more complex landscapes where there are other features such as buildings, trees or hedges.

It is also important to understand that smaller turbine rotors appear to rotate more rapidly than larger rotors. If smaller turbines are sited close to larger turbines and appear in the same horizontal arc of view, the relative speeds of rotation can appear discordant, with the tendency of the more rapid movement to draw the eye to the smaller turbines. This may consequently increase the visual effects of the whole of the group of turbines, even though the larger turbines may be more distant

### **Turbine Layout**

Although there may be scope to design a small group of turbines as a coherent visual image, this may be difficult where there are other built elements such as buildings, wood poles, steel lattice towers and communications masts present. Where possible, turbine layout should respond to existing landscape patterns, whether field boundaries, buildings or vegetation patterns. Turbine layout should always seek to avoid the occurrence of overlapping rotor blades - or the 'stacking effect', caused when one or more

turbines are seen as closely juxtaposed when viewed from sensitive receptor locations, resulting in discordant multiple rotor movements being seen within the same angle of view.

In all cases, turbine layout should respect the underlying landform and, where possible, groups of turbines should be located at very similar elevations.

### **Micro-siting**

Relocation of one or more wind turbines from their original position, referred to as micrositing, often takes place during construction, due to unforeseen circumstances, such as ground conditions. This can affect the original design concept, particularly the relationship with nearby vertical features such as trees and masts. It is preferable that developers undertake pre-application ground surveys to collect geophysical data at appropriate sufficient degree of detail, so as to minimise the requirement for micro-siting at the construction stage. It is important to ensure that micro-siting considerations may not only affect wind turbine locations, but also the horizontal and vertical alignment of access tracks, and that these factors are properly considered at the stage of assessing the predicted landscape and visual effects of any wind turbine proposal.

### **Ancillary Infrastructure**

Landscape and visual impacts of any ancillary developments and visual conflicts between turbines and ancillary structures should be minimised by:

- Sensitive siting and design of ancillary equipment and infrastructure (e.g. using local landform, locally appropriate materials, architectural style and colours to more successfully integrate them into their surroundings);
- Using turbines with integral transformers;
- Siting turbines as close as possible to the point of use or grid connection, so as to avoid long sections of overhead power lines or cable runs (more applicable to large scale wind farm developments). In particularly sensitive locations, placing the grid connection underground is the preferred option;
- Utilising existing tracks to avoid tree and hedgerow or other vegetation removal, which may have adverse landscape effects. New tracks, if absolutely necessary, should follow existing landscape features, such as field and woodland boundaries, wherever possible;
- Minimising cut and fill operations, following contours closely wherever possible for access track alignments;
- Designing fencing or walling to fit the local situation, whilst maintaining the required security;
- Identifying locations for new tree and shrub planting to provide long term screening or assimilation, and requiring the appropriate re-seeding of cutting slopes or embankments, in preference to a reliance upon natural regeneration to re-establish vegetation cover.

## **5.6 Landscape and Visual Impact Assessment (LVIA)**

5.6.1 The effect on the landscape can be measured as changes in the character, the experience and/or value of the physical landscape as a result of a change. The significance of the effect on the landscape will be dependent upon a number of factors including the sensitivity of the landscape and its designation, and the magnitude of the proposed change.

5.6.2 The impact upon visual amenity can be a subjective one, but ultimately can be measured as being people's responses to a change in the composition of views as a result of changes within the landscape.

5.6.3 Applications shall be accompanied by an appropriate **Landscape and Visual Impact Assessment (LVIA)**, which is expected to adhere to the guidelines issued by the [Guidelines for Landscape and Visual Impact Assessment](#); Third Edition, April 2013; published by The Landscape Institute and the Institute for Environmental Management and Assessment (GLVIA3). This is the industry standard for undertaking landscape and visual assessments.



5.6.4 The scope and content of an LVIA for a specific development will depend upon the development typology and context. Guidance on information requirements should be sought from the case planning officer as part of pre-application consultation.

## 5.7 Cumulative Landscape and Visual Impact Assessment

5.7.2 Cumulative impact can be defined as “*the additional changes caused by a proposed development in conjunction with other similar development or as the combined effect of a set of developments, taken together*”<sup>11</sup>. Where a Cumulative Landscape and Visual Impact Assessment is required, an assessment of both combined and additional effects will be required.

5.7.3 The guidance and baseline assessments set out in the following documents commissioned by the Council should be fully addressed as part of all cumulative impact assessments: -

- [Pembrokeshire and Carmarthenshire: Cumulative Impact of Wind Turbines on Landscape and Visual Amenity Guidance](#); and
- [Carmarthenshire Wind Turbine Development Landscape Sensitivity and Capacity Study](#)

5.7.4 **Cumulative scoping assessments** should be carried out where the development may be viewed in conjunction with other wind turbine developments that are already operating, have planning permission or where a planning application has been submitted. **Detailed Cumulative Impact Assessments** will only be required where the proposal could result in significant cumulative impact. [Pembrokeshire and Carmarthenshire: Cumulative Impact of Wind Turbines on Landscape and Visual Amenity Guidance](#) provides further, more detailed guidance on undertaking such assessments. Further guidance on information requirements should be sought from the case planning officer as part of pre-application consultation.

## 5.8 Direct Landscape Impacts

5.8.1 Wind turbine development frequently results in direct physical changes to existing landscape elements<sup>12</sup>:

- at constraint points along the proposed turbine delivery route;
- at site access from the public highway;
- from construction of the proposed turbine structure and ancillary elements and from associated construction phase disturbance.

In most situations, adverse direct physical impacts can be effectively mitigated through scheme design, construction phase management, and mitigation and enhancement proposals.

5.8.2 The following additional information will be required as part of applications for larger scale turbines.

- **Physical Landscape Impact Audit (PLIA)**

The PLIA should identify all direct physical effects of the proposed development upon existing landscape elements. The PLIA shall provide clear indication of which landscape elements will be retained, temporarily disturbed, translocated or permanently removed. Whilst sympathetic siting, design and layout can reduce the impact on the landscape, mitigation measures should be considered in order to reduce any adverse impacts.

- **Physical Landscape Impact Mitigation Scheme (PLIMS).**

All direct landscape impacts identified within the PLIA should be mitigated through an appropriate Physical Landscape Impact Mitigation Scheme (PLIMS). The PLIMS should provide sufficient details of all mitigation proposals to enable compliance monitoring and enforcement

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<sup>11</sup> Taken “Assessing the Cumulative Impact of Onshore Wind Energy Development” Scottish Natural Heritage, March 2012.

<sup>12</sup> Landscape Elements are defined in LDP Policy EQ5 as including: existing trees; groups of trees; large shrubs; and all features identified as contributing to biodiversity and local distinctiveness/qualities of the County in the County, namely: “Hedgerows, ditches and banks, stone walls, streams, tree belts, woodlands, veteran trees, parklands, green lanes, river corridors, lakes, ponds, road verges, or habitat mosaics or networks of other locally important habitats including peat bogs, heath-land, wetlands, salt marshes, sand dunes and species rich grasslands”

Further guidance on additional information requirements should be sought from the case planning officer as part of pre-application consultation.

## 5.9 Landscape Compensation & Biodiversity Enhancement Scheme

5.9.1 Wind turbine development inevitably results in changes to local landscape character through the introduction of new, manmade moving landscape elements. The significance of these changes in terms of magnitude and extent of effect are addressed as part of determination of a planning application, in terms of their acceptability against planning policy. However, in most situations, approved turbine development will result in residual adverse impacts upon landscape character. Whilst these impacts may not be of a significance to justify refusal of the application, it is considered that a suitable Landscape Compensation and Biodiversity Enhancement Scheme (LCBES), which ensures the retention, protection and enhancement of existing landscape character should be secured as part of any planning approval. Further guidance on the requirements of a LCBES should be sought from the case planning officer as part of pre-application consultation.

## 5.10 Noise

5.10.1 Turbines produce mechanical noise from generators, gearbox and drivetrain, and aerodynamic noise, which is produced from the movement of their blades through the air. In order to assess the acceptability of noise levels produced by a proposed turbine, all planning applications are expected to be accompanied by a **Noise Assessment**. Appendix A provides further guidance on how the Council will assess noise impact from wind turbine(s).

5.10.2 All turbines are required to accord with ETSU-R-97: The Assessment and Rating of Noise from Wind Farms published by the Department of Trade and Industry. Sites should minimise noise by being located an appropriate distance from noise sensitive locations.

5.10.3 Noise during construction should also be taken into account at an early stage. Measures to minimise instances of significant residential disturbance should be implemented. Actions could include avoidance of weekend and early morning working.

### Noise Assessments

- Assessments must be carried out by a qualified and competent acoustician.
- “A Good Practice Guide to the Application of ETSU-R-97 for the Assessment and Rating of Wind Turbine Noise”, published by the Institute of Acoustics (May 2013) should be used as reference.

## 5.11 Ecological Considerations

5.11.1 General guidance on ecological considerations is provided in Section 4 which is applicable to all renewable energy schemes. However, turbine development has specific concerns relating to bats and birds which require additional consideration. As of this date, these are the Council’s best guidelines but may be subject to change as a result of new guidance or up to date surveys.

### Bats

5.11.2 Bats and their roosts are legally protected by UK and International legislation. All planning applications for turbines will require a **bat survey**, primarily to determine whether the proposed site is used by, or is likely to be used by bats and which species are present. Surveys will also identify what time of the year the bats are utilising the site as activity changes throughout the year, this is particularly important for those species identified as high risk which will exploit open habitats and are more likely to be at risk from collision with turbines, although all species using the site to any significant extent need to be identified. Bat activity across and within the site must be established and any roosts (maternity roosts, swarming sites or

significant hibernation sites) on or close to the site must be located. Any survey must examine any features that may be utilised by bats for commuting and foraging.

5.11.3 Guidance on survey effort, timing and methodology is available in *Bat Surveys - Good Practice Guidelines*, 2nd Edition published by the Bat Conservation (L. Hundt 2012) – Section 10.

#### **Bat Assessments**

- Surveys will be required at least once in spring, autumn and summer for low risk turbine sites or more if a higher risk is identified.
- The applicant may be able to opt for a curtailment of a turbine after one survey has been undertaken, based upon the level of risk this survey identifies. This can only be agreed once initial survey work has been assessed and must be agreed with the LPA Ecologist.
- Both manual (transects) and static surveys are required. Static surveys should be for 5 consecutive day's duration.
- Any manual surveys should be carried out on warmer, drier evenings where the wind speed is low.
- Details of temperature and weather conditions during surveys must be included in final report.

#### **Birds**

5.11.4 A comprehensive desk study must be undertaken to assess the records for bird activity around a proposed turbine site. Cumulative impacts must also be considered. A walkover survey of the site and surrounding area relevant to appropriate disturbance buffer zone distances for relevant species such as Red Kite, must be undertaken to identify if the desk study reflects the situation on the ground and indicate any potential sites of avian importance or species that must be considered.

5.11.5 On the basis of the findings of the desk and walkover studies there may, or may not be a requirement to carry out full vantage point surveys and collision risk assessments. Initial survey work must be assessed and agreed with the LPA Ecologist pre-application to determine whether further survey will be required. Any further surveys will need to be carried out following recognised guidance to ensure it has been carried out to a recognised protocol.

## **5.12 Historic Environment and Archaeological Settings**

5.12.1 Carmarthenshire has an important historic environment, with parts of the County being highly regarded with features of historic and archaeological importance, many of these features are protected by legislation. Consideration needs to be given to the County's historic environment in the early stages of schemes. Such sites include Scheduled Ancient Monuments, Historic Parks and Gardens, Historic Landscapes, Conservation Areas and Listed Buildings.

5.12.2 It is important that turbines do not directly physically impact upon the features of historic interest, or cause unacceptable visual harm to the setting of historic and archaeological sites. Turbines should be sited away from known archaeological sites.

5.12.3 An **Archaeological Assessment** may be appropriate in locations where turbines are proposed close to known or undiscovered archaeological sites. Such surveys should be undertaken by an appropriately qualified professional to standards set by the Institute of Archaeologists. Early engagement with Dyfed Archaeological Trust and Cadw is recommended.

5.12.4 Reference should be made to the Archaeology and Development Supplementary Planning Guidance for further, more detailed advice.

### 5.13 Residential Amenity, Aviation and Electromagnetic Transmissions and Telecommunications Interference

5.13.1 In siting turbines, regard should be had to the amenities of the residents and occupants of nearby properties. This requirement, in line with TAN 8 should reduce the potential nuisance arising from wind turbine operation, noise, shadow flicker, safety risk, and radio or telecommunications interference. Local circumstances will dictate the appropriate distance based on topography, the orientation of nearby properties and the existing nature and landscaping surrounding the site.

5.13.2 Shadow flicker occurs at certain times of the day when the sun passes behind the rotors of the turbine which then casts a shadow which flicks on and off in time with the movement of the rotor. If shadow flicker is liable to occur close to residential properties, an assessment should be undertaken. Mitigation measures to prevent shadow flicker could include shutting down the turbine during affected times or appropriate screening.

5.13.3 Wind turbines have the potential to cause a number of negative effects on aviation, including physical obstructions to air traffic movements, interference to Air Traffic Control and Air Defence radar installations and turbulence. Consultation with the Civil Aviation Authority (CAA), Ministry of Defence (MOD) and the National Air Traffic Services (NATS) should be undertaken at an early stage, in order that any effects on aviation and potential mitigation is identified.

5.13.4 Turbines also have the potential to affect electromagnetic transmissions. Turbines should be sited away from radio and microwave signal corridors and should not impact upon domestic TV, radio reception, and mobile broadband. Where interference cannot be avoided, mitigation measures will be required by the developer.

### 5.14 Safety, Proximity to Roads, Railways, Buildings and Public Open Spaces and Aviation Safety (Including Topple Distance)

5.14.1 Turbines should be located an appropriate distance from roads, railways, buildings and public open spaces. The appropriate distance otherwise known as the “topple distance”, which is calculated as being the height of the turbine.

5.14.2 Turbines should not cause a visual distraction to drivers and should be located away from junctions, tight bends and crossings.

### 5.15 Public Accessibility / Rights of Ways

5.15.1 A Public Right of Way is a route over which the public have a legal right to pass and re-pass. Public Rights of Way include public footpaths, bridleways and byways and are recorded on the Definitive Map and Statement. The Definitive Map and Statement is a legal record of public rights of way in the County.

5.15.2 In public areas or areas, visited by members of the public, it is expected that the developer provides interpretation boards explaining the project.

#### Considerations:

- Consideration should be given to the amenity, health and safety of all users of the right of way. Turbine blades should not over sail public rights of way.
- Where turbines are likely to impact upon public rights of way, whether temporary or permanently, it is recommended to discuss the impacts with the Council’s Countryside Recreation & Access Unit. Existing bridleways and footpaths shall be safeguarded with no permanent loss to the length and quality of trails.

- Horses – A minimum separation of 200m distance, or 3 times blade tip height, whichever is greater, from routes available to horses is recommended. Where this is not achievable, there are a number of factors that should be examined in order to provide an appropriate solution including: the availability of alternative routes; the number and siting of the turbines; and undulating ground.
- Mitigation should be considered as a permanent measure, or temporary during the construction period. Such mitigation measures could include the provision of new routes, improving the current right of way network or interpretation and visitor facilities. Encouragement will be given to enhancing existing facilities and providing new recreational facilities.

## 5.16 Highways

5.16.1 Some turbines will be located in the rural areas served only by minor roads. The construction of wind turbines will require sufficient and safe access to transport the turbine components. Proposals will be required to ensure that they do not give rise to problems of highway safety or have a detrimental effect on the highway network as a result of construction and maintenance traffic, in line with Policy TR2 – Location of Development – Transport Considerations. Applications are expected to be accompanied with a Traffic Management Plan.

### Highway Considerations:

- The developer will be required to demonstrate that traffic during construction and maintenance will be able to travel safely to and from the site and should not cause damage to existing hedgerows and trees. Applicants will also be required to identify if third party land is required for road widening in association with the delivery of the turbine.
- New field access and access tracks should be kept to a minimum. Where they are necessary, they should be constructed causing minimal impact on the surrounding hedgerows and local character. New tracks should follow existing site contours and field boundaries. It will be expected that any new field access will be closed and access tracks, hedgerows re-instated or grassed over to be fully restored upon decommissioning.
- Liaison should be carried out with the Highways Authority after permission is granted in terms of arranging the timing of delivery in order to minimise traffic disruption.

## 5.17 Drainage / Flood management / Water Quality

5.17.1 Due to the groundworks necessary in the construction of turbines, consideration should be given to any resultant effects on land drainage or increase in flood risk. Where developments are likely to cause surface water issues, applications will be expected to be accompanied with a Surface Water Management Plan. Turbines should not be sited in Flood Risk Areas nor adjacent to bore holes. No degradation of water quality should take place as a result of turbine construction.

## 5.18 Decommissioning / Site Restoration / Duration of Planning Permission

5.18.1 Applications are expected to be accompanied with an agreed decommissioning schedule and details of the restoration of the site. In restoring the site, it is expected that the site will revert completely to its state prior to the construction of the turbine(s), all development, ancillary infrastructure and access tracks should be removed and any soils and vegetation restored appropriately. It will be expected that any new field access will be closed and access tracks will be closed, hedgerows re-instated or grassed over to be fully restored.

## 5.19 Site Security / Safety / Lighting

5.19.1 Any security measures should not cause visual harm to the character of the local area. In rural areas, lighting should be kept to a minimum and if, where required should be infra-red for aviation purposes.

### Application checklist

- ✓ Application Form (all)

#### PLANS:

- ✓ Location Plan (1:2,500)
- ✓ Site Plans showing: (all)
  - the site size,
  - site boundary
  - location of the turbine(s) and associated infrastructure
  - proximity to existing dwellings
  - photomontages, wireframe drawings and viewpoints
- ✓ Elevation plan (all)
- ✓ Surface water management plan (if applicable)
- ✓ Decommissioning & Restoration Plan (all)

#### DETAILS:

- ✓ Capacity – electrical output (KW) (all)
- ✓ Estimated energy generation (KW/h/yr) (all)
- ✓ Average site wind speed (minimum of 12 months data) that fully demonstrates the installation(s) is capable of meeting the stated energy generation (all)
- ✓ Site Specific Analysis (all)
- ✓ Pollution prevention method statement (if applicable)
- ✓ For large wind turbines, additional information will be required:
  - Topple zones
  - Radar & Air traffic control interference
  - Microwave transmission buffers

#### SURVEYS:

- ✓ Ecological Survey (all)
- ✓ Landscape Compensation and Ecological Enhancement Scheme(all)
- ✓ Landscape and Visual Assessment (all)
- ✓ Cumulative Impact Assessment
- ✓ Physical Landscape Impact Audit & Physical Landscape Impact Mitigation Scheme (all)
- ✓ Noise Assessment (all)
- ✓ Bat Survey (all)
- ✓ Birds Survey (minimum desk study for all)
- ✓ Archaeological/Heritage Assessment (if applicable)
- ✓ Traffic management plan (all)
- ✓ Vibration, shadow flicker and visual impact assessments (if applicable)

#### OTHER ITEMS THAT MAY BE REQUIRED:

- ✓ Environmental Impact Assessment
- ✓ Appropriate Assessment under the Habitat Regulations
- ✓ Community Benefit Policy for Community Energy Projects

## 6. Solar

### 6.1 Context

6.1.1 Harnessing the sun’s energy for heat and power is becoming a popular and affordable solution for low carbon energy generation. Solar panels are increasingly being used by householders on new-build dwellings by being integrated into roof designs, whilst also being retrofitted to existing roofs. The Authority is also receiving increasing numbers of planning applications for solar farms / arrays covering large areas of agricultural and vacant land.

6.1.2 Solar schemes are categorised by their site area and output for the purposes of this guidance and LDP policy implementation as follows:

|        | Site Area      | Indicative Output Based upon 2ha/MWp |
|--------|----------------|--------------------------------------|
| Small  | 1 ha to 5 ha   | 0.5 MWp to 2.5MWp                    |
| Medium | >5 ha to 15 ha | >2.5MWp to 7.5MWp                    |
| Large  | >15 ha         | >7.5MWp                              |

**Table 2: Solar Typologies**

### 6.2 Types of Technology

#### Solar Thermal Systems / Hot water

6.2.1 Solar energy can be used to provide hot water via solar thermal systems, which usually consist of thermal panels placed on building roofs. For domestic properties outside a conservation area, planning permission may not be required (please see [www.planningportal.gov.uk](http://www.planningportal.gov.uk)).

#### Solar Photovoltaic (PV) / Electricity

6.2.2 The sun’s energy is converted into electricity via Photovoltaic (PV) cells. PV panels can be roof mounted, or are increasingly being installed as commercial scale solar PV arrays. PV arrays normally comprise large numbers of individual panels grouped into “arrays” and mounted on freestanding racks<sup>13</sup>.

### 6.3 Policy Context

6.3.1 For solar proposals, Policy RE3 is applicable in addition to the general policies listed in section 3.4.3. Since the adoption of the LDP, it is clear that further clarification is required in terms of proposals located outside development limits.

#### Proposals outside Development Limits

6.3.2 For the purposes of Policy RE3, the scheme sizes are summarised in table 2.

6.3.3 The policy states that “*large scale schemes located outside defined Development Limits may be permitted in exceptional circumstances*”. The purpose of this statement is to ensure that only feasible schemes will be permitted and will contribute to meeting the national renewable targets. Large solar parks can be very visible in the landscape and applications should be supported by appropriate supporting information to enable a comprehensive assessment of the scheme to ensure it will not cause demonstrable harm to the landscape.

6.3.4 The policy’s amplification (para 6.7.31) explains that in respect of solar parks, “*such schemes can play an important role in assisting WG achieve its renewable energy generation targets, and for this reason, the need for the scheme will be weighed up against the need to protect the landscape from inappropriate development. Such schemes will be assessed against other policies contained within this Plan primarily*

<sup>13</sup> Practice Guidance – Planning Implications of Renewable and Low carbon Energy

*relating to the impact on the landscape and biodiversity of the proposal and the cumulative impact of renewable energy installations”.*

## **6.4 Roof Mounted**

6.4.1 Generally, in many cases, roof mounted panels will not require planning permission as they are permitted development. It is recommended that applicants consult the latest version of the Town and Country Planning (General Permitted Development Order) prior to installation. The Council will also advise whether or not permission is required via the pre-application process.

6.4.2 Encouragement is given to applicants of new buildings to incorporate roof mounted panels into building design at an early stage. There are a number of considerations that applicants should consider when incorporating panels in roof design:

- Visual impact & design – The panels should be well incorporated and blend into the overall design. They should also be placed in locations which would not harm the proportions or take away from the overall design of the building and surrounding buildings. Consideration will be given to the cumulative impact of panels. Outbuildings or extensions could be considered as being suitable to incorporate panels.
- Landscape Considerations – Consideration and allowance should be given to any large trees that may cause shadow to any proposed panels.
- Ecology – Bats and birds use buildings for roosting and nesting and as such, an assessment will have to be undertaken to assess whether any are present in the roof as all bats and some birds are legally protected. The installation of panels should not cause demonstrable harm to important habitats and species.
- Listed Buildings & Conservation Areas – Listed Building Consent and planning permission is normally required to attach solar panels to Listed Buildings, as in most cases they will be fixed to the building which may change its character and/or appearance. Panels should not cause disturbance to, or destroy the historic fabric of the Listed Building. In Conservation Areas, solar panels should be located in unobtrusive areas which would not impact upon the area’s character.
- Glint and Glare – Glint is described as being intense direct reflections of the sun, and glare being diffuse reflections of the bright sky around the sun. Glint and glare can cause particular problems for users to the south-east of a development, for example to homes, businesses and public highways. A glint and glare assessment should be completed and should accompany a planning application if required. Mitigation measures could be put in place to address any harmful impact.

## **6.5 Ground Mounted Panels**

6.5.1 Carmarthenshire has a number of Solar Farms or Solar PV arrays. These consist of free-standing panels or arrays which should face due south and angled at 20-45 degrees in order to achieve the maximum energy generation. Technology is available for some arrays to track the path of the sun, although the cost for these systems is considerably higher.

6.5.2 Large areas of land are required for solar farms, for this reason there are a number of considerations required in order to make the scheme acceptable. The following guidance sets out the considerations that applicants should consider when planning a solar farm, these considerations will also be used when assessing applications.

## **6.6 Landscape Sensitivity and Capacity**

6.6.1 Field scale solar PV developments represent large man-made elements within the landscape which result in inevitable changes to the landscape and visual character of an area. The acceptability of Solar PV



development within an area will depend upon the magnitude of these changes in relation to the sensitivity and capacity of the receiving landscape.

6.6.2 The [Carmarthenshire Solar PV Development Landscape Sensitivity and Capacity Study](#) undertaken by Jellard Associates sets out guidance on the sensitivity and capacity of the Carmarthenshire landscape. The study is intended to inform the appropriate design and siting of solar PV development through setting out a baseline assessment of landscape and visual sensitivity and capacity in relation to a range of Solar PV typologies.

The study uses a methodology deriving data from LANDMAP aspect datasets, to provide baseline assessments of landscape and visual susceptibility and landscape value through 80 distinct landscape units covering the entire authority area. Assessments of the sensitivity of each landscape unit to different development typologies, are derived from the baseline assessments.

6.6.3 The guidance and baseline assessments set out in the study should be used as a basis for the design of solar PV development and the assessment of landscape and visual impacts.

## 6.7 Landscape and Visual Impacts

6.7.1 Appropriate siting and design of solar PV development in relation to the sensitivity and capacity of the receiving landscape to minimise landscape and visual impacts is fundamental to the acceptability of development. Field scale ground mounted arrays have the potential to harm landscape quality and character. In order to minimise harm, the first step applicants should take is appropriate site selection. Thought should be given to the design and layout of the arrays in order to minimise harm to the landscape. The most appropriate sites for ground mounted arrays are those which are south facing and are on flat areas or on lower slopes of lowland landscapes, rather than upland, prominent slopes.

6.7.2 The [Carmarthenshire Solar PV Development Landscape Sensitivity and Capacity Study](#) provides landscape unit specific comments on landscape capacity and guidance for siting, and overall guidance on site context, siting and design considerations. The principles of this guidance are set out below: -

### A Factors Relating to Design

#### Solar PV Layout

When siting development, it is equally important to consider the appearance of the proposed development as it would appear when viewed from those aspects where the supporting frames will be more visible, as well as from the frontal aspect which shows the solar panels in full. The design should ensure that the arrays follow contours wherever possible and fit within existing enclosure patterns - avoid siting panels that are remote from the rest of the group. It will be important to maintain land uses on the site that fit with the character of the area.

For sites which are overlooked by higher ground from where it is close enough to clearly discern the detailed characteristics of the proposed development, the design of the site layout and how it relates to - or is assimilated into - the landscape will be particularly important. Where field scale solar PV is proposed which does not occupy the entire area of one or more fields, then the potential for introducing new boundary features, such as hedgerows or linear belts of woodland, must be carefully examined in relation to the prevailing pattern and texture of the receiving landscape.

The designed height of the solar PV panels should be such that they will be as unobtrusive as possible in the landscape. In areas where mature hedgerows form the field boundaries, the aim should be to site the arrays below the height of the field boundary hedgerows, which should be managed to a top height of around 3 metres above existing ground level on the field side.

### B Factors Relating to Site Context

#### Landscape Character

Impacts on landscape character are likely to be related to:

- Scale of the landscape – whether it is small or large, and whether the proposed solar PV developments are of an appropriate scale which is compatible with that of the receiving landscape;

- Topography – field-scale solar PV development can dominate small scale or intricate landform if not carefully sited;
- Skylines – field-scale solar PV development can affect the perception of the simplicity of skyline or ridges if located on or immediately below these features;
- Landscape pattern – field-scale solar PV development should be carefully sited so as to avoid conflict with existing tangible patterns in the receiving landscape;
- Settlement pattern – field-scale solar PV development should be carefully sited in relation to existing settlement.

#### **Areas with a Sense of Remoteness**

Field-scale solar PV development should be sited away from areas valued for their remoteness, areas free from human influence and perceived wilderness, e.g. extensive tracts of upland moorland.

#### **Valued Landscapes and Cultural Heritage Assets**

Detailed and specific analysis will be required, in order to fully appreciate the nature of the development, the site and its surroundings and the likely effects on any locally designated or valued landscapes, including their essential setting, where appropriate. The siting of field-scale solar PV installations should therefore be carefully considered so as to protect views to and from important landscape and cultural heritage focal features (including Listed Buildings and Scheduled Ancient Monuments (SAMs), and their wider landscape setting, including the defined ‘essential setting’ of registered parks and gardens.

### **C Factors Relating to Siting**

#### **Landform**

Field-scale Solar PV development should be sited on flat lowland or on the lower slopes within gently rolling lowland landscapes; steeper landform - and in particular the higher slopes – are likely to be more sensitive. Such solar PV development in plateau landscapes should be sited in extensive and undulating areas and set back from the edge, so as to minimise any effects on views from adjacent upland areas

#### **Landscape Pattern**

Field-scale solar PV development should be sited so as to reflect and harmonise with tangible patterns in the receiving landscape - for example, those produced by well-defined field and woodland boundaries.

Conversely, care must be taken not to site field-scale solar PV arrays so that they would conflict with such patterns in the landscape.

Small-scale medieval field patterns are generally more sensitive to field-scale solar PV development than more recently enclosed fields, which are likely to be regular in shape and larger scale. Arrays of solar panels should be designed so as to be properly assimilated into the existing field pattern, avoiding the imposition of unsympathetic hard edges and straight lines within landscapes with irregular or curved field boundaries. In addition, when designing a scheme across multiple fields, the following guidance should be fully taken into consideration:

- Preserve the legibility of field patterns by minimising the number of adjacent fields that are developed, and by setting solar PV arrays back from the edges of fields. This will also permit the continuation of efficient and cost-effective boundary hedgerow management;
- Designing a site layout around conserved and enhanced existing field boundary hedgerows, or belts of woodland, will contribute to reducing the massing effect of contiguous field-scale solar arrays.

#### **Woodland and Trees**

Field-scale solar PV developments should be sited within landscapes with some degree of enclosure (by landform, woodland or hedgerows – or combinations of these elements), rather than in open or relatively unenclosed landscapes.

#### **Focal Features**

Consider views from local viewpoints, popular routes, recognised or noted iconic views, and designated landscapes when considering the siting of field-scale solar PV development in the landscape. This is particularly important when a prominent or conspicuous landmark may be present, such as at Paxton’s Tower, which is an important focal point in the landscape. Field-scale solar PV developments should be sited

in such a way that they can be well concealed or properly assimilated into sensitive views. The siting of solar arrays should therefore be carefully considered to protect views to and from important landscape and cultural heritage features

### **Settlements and Urban Landscapes**

Field-scale solar PV development should be carefully located in relation to nearby settlements, buildings and other structures. In sparsely settled rural landscapes, solar PV development should be located near to existing buildings or structures. Views to/from, or on the approach to settlements (including dispersed properties) should be carefully considered when siting field-scale solar PV developments.

5.15 Field-scale solar PV development should be located in the least visually prominent location, and should be sited so as to minimise adverse effects on sensitive public viewpoint locations, promoted recreational routes, roads and other public rights of way.

### **Ancillary Infrastructure**

- Field-scale solar PV developments should utilise existing access points and existing access tracks wherever possible, in order to minimise the introduction of new tracks into the landscape, as well as devising temporary access measures which can be removed completely following the completion of the construction phase of the scheme. Locating access tracks between arrays of panels should be avoided wherever possible.
- Avoid the use of hardworks elements which could have an ‘urbanising’ effect - such as concrete kerbs and posts - in rural situations; and minimise the extent of sealed hard surfaces, the use of urban or industrial styles of perimeter fencing and security gates; CCTV infrastructure; and the use of lighting, particularly in those landscapes with no apparent artificial lighting. Lighting should be avoided unless absolutely necessary. If it is considered to be essential, then the design of the fittings and columns should be sympathetic to the rural context and all lighting should utilise passive infrared (PIR) technology for its activation. The design of fittings should minimise light spillage, particularly onto adjacent or nearby hedgerows, woodland or scrub where it could have detrimental effects on wildlife.
- Existing or new landscape features should be utilised in order to integrate security features into the landscape, such as perimeter security fencing. Security fences can be made to appear less prominent in the landscape if they are set back from hedgerow boundaries on the site’s perimeter, which has the effect of reducing their overall height when viewed from outside the site. Where possible, security fencing should be avoided to minimise visual impact. As an alternative, for example, it may be possible to construct ditches and berms which would control access but in a more sympathetic way. However, if security fencing is deemed necessary, it should be constructed of materials which are sympathetic to the countryside with the means for wildlife to move freely, for instance, by erecting deer fencing as opposed to conventional security perimeter fencing. Planting alongside the fencing can reduce its impact, although there may be surveillance constraints to consider.
- New hedgerow or woodland belts can be planted to screen views of the perimeter fences. In many instances, hedgerows or tree belts will be an important part of creating a visually acceptable setting within the wider landscape for a solar PV array. Such new landscape features need to be appropriate to the character of the local landscape, such as the selection of locally-occurring tree and shrub species, or the creation of hedgebanks in the local vernacular. There is a need to avoid potential shading from boundary screening treatments. The relationship between boundary vegetation height and its distance from the arrays is an important design factor.
- Proposals should ensure that all on-site cables are buried underground (without undue damage to existing hedgerows or archaeology), so as to minimise adverse effects on landscape character and visual amenity. Grid connections should be placed underground wherever possible.
- Inverters should be enclosed within existing buildings wherever possible, particularly where these are of local vernacular, and the scheme design should locate these facilities as close as possible to the site. Switchgear and control cabinets or control buildings should be carefully sited and should generally avoid high or exposed locations, making optimum use of existing and locally occurring vegetation or field

boundary walls to screen or assimilate such features into the receiving landscape. Placing an inverter building within the centre of solar arrays should always be avoided.

- New buildings constructed as part of a field-scale solar PV development should be required to match the local vernacular, in terms of their form and scale, together with the external materials and colours to be utilised.
- Drainage provisions can have significant visual impacts. Often, on flat ground, solar panels can simply drain to the ground with little problem, but sloping sites can cause more difficulties, with the potential for run-off being concentrated and leading to the formation of erosion gullies. SUDS type drainage schemes, utilising a network of appropriately designed ditches, swales and berms, are likely to be the most cost-effective and visually acceptable methods of achieving the satisfactory collection and discharge of surface water run-off in a rural context.

### **Appearance of Solar PV Arrays – Materials and Finishes**

When designing the layout and selecting the materials for the panels, the design process should consider the appearance of the development as it would be viewed from all aspects, not just the aspect in which the arrays would be seen from the front. Dark, recessive colours in natural tones - and non-reflective materials for structures associated with the PV panels (including supporting frames, control cabinets and posts) - are generally considered to be less visually intrusive than reflective materials and bright colours for finishes.

The following considerations should be given in the design of the array:

- The layout and design of schemes should follow the site's contours and respect any landscape features on the site.
- Panels should be considered as a whole and not create a piecemeal development where some panels are sited away from the rest of the group.
- Whilst it is accepted that panels need to be orientated to achieve the best performance, the appearance of the panels from all directions should be considered.
- Consideration should be given to locating panels close to existing buildings, particularly if there are agricultural buildings close to the site.
- The scale of the array should respect its location, particularly within the landscape it lies.
- Existing field enclosures and patterns should be maintained and arrays placed within these enclosures. Consideration should be given to enhancing existing, and reinstating hedgerows. A suitable buffer should be given to hedgerows in order to afford protection to them, they should also be protected throughout the construction period.
- The height of the panels should not be taller than the existing hedgerows in the area, panels should be screened as much as is possible without compromising efficiency.
- An effort should be made to minimising development on the site to only necessary development in rural areas. Hard surfacing, tall fencing and urbanisation should be minimised.
- Cables should be buried underground where possible, particularly on-site and to grid connections. When burying cables, works should not cause harm to important features on the site, including hedgerows.
- Ancillary buildings should be in-keeping with existing local buildings and be screened where possible. Buildings should also be sited in the most appropriate location, avoiding prominent locations.
- Any boundary treatment should be in-keeping with its location, use of landscaping will be encouraged and if fencing is required then it should be of an agricultural form to blend in with the area. Tall, compound-style fencing in rural areas will be resisted.
- New field access and access tracks should be kept to a minimum. Where they are necessary, they should be constructed causing minimal impact on the surrounding hedgerows and local character. New tracks should follow existing site contours and field boundaries. It will be expected that any new field access will be closed and access tracks, hedgerows re-instated or grassed over to be fully restored.
- Reference should be made to the Landscape Capacity and Sensitivity Study, in particular with the relevant landscape unit.

## 6.8 Landscape and Visual Impact Assessment (LVIA)

6.8.1 The effect on the landscape can be measured as changes in the character, the experience and/or value of the physical landscape as a result of a change. The significance of the effect on the landscape will be dependent upon a number of factors including the sensitivity of the landscape and its designation, and the magnitude of the proposed change.

6.8.2 The impact upon visual amenity can be a subjective one, but ultimately can be measured as being people's responses to a change in the composition of views as a result of changes within the landscape.

6.8.3 Applications shall be accompanied by an appropriate **Landscape and Visual Impact Assessment (LVIA)**, which is expected to adhere to the guidelines issued by the [Guidelines for Landscape and Visual Impact Assessment](#); Third Edition, April 2013; published by The Landscape Institute and the Institute for Environmental Management and Assessment (GLVIA3). This is the industry standard for undertaking landscape and visual assessments.

6.8.4 The scope and content of an LVIA for a specific development will depend upon the development typology and context. Guidance on information requirements should be sought from the case planning officer as part of pre-application consultation.

## 6.9 Cumulative Landscape and Visual Impact Assessment

6.9.1 Cumulative impact can be defined as "*the additional changes caused by a proposed development in conjunction with other similar development or as the combined effect of a set of developments, taken together*"<sup>14</sup>. Where a Cumulative Landscape and Visual Impact Assessment is required, an assessment of both combined and additional effects will be required.

6.9.2 Potential cumulative landscape and visual effects should be carefully considered on a case by case basis assisted, where appropriate, by the production of Zones of Theoretical Visibility (ZTVs) and visualisations. Further guidance on information requirements should be sought from the case planning officer as part of pre-application consultation.

### 6.9.3 Cumulative Effects - Considerations

When considering the siting and design for multiple field-scale solar PV developments within same Landscape Unit, the following guidance should be fully taken into consideration:

- When designing any field-scale solar PV development, it is important to consider how the scheme fits with other operational, consented and proposed renewable energy schemes (including those located within neighbouring planning authorities), or with other developments which may have similar characteristics, e.g. polytunnels or glasshouses, so as to minimise any adverse cumulative effects which might arise;
- The design should aim for similarity of design between schemes that would occur within the same type of landscape (in terms of siting, layout, scale, form and relationship to key characteristics), in order to maintain a simple and coherent visual effect which is sympathetic to the prevailing landscape characteristics;
- When designing extensions to operational field-scale solar PV sites, it will be important that the scale and appearance of the panels and arrays are compatible. Individual solar PV developments should generally appear visually separate, unless specifically designed to create the appearance of a single combined development;
- Ensure the area of the combined development remains in scale with the landscape in which it lies;
- It will be important to ensure that field-scale solar PV developments do not have a defining influence on the overall experience of the landscape, and that some open views devoid of solar PV developments are

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<sup>14</sup> Taken "Assessing the Cumulative Impact of Onshore Wind Energy Development" Scottish Natural Heritage, March 2012.

maintained within Carmarthenshire, (i.e. ensure that rural character remains and that solar PV developments do not dominate in any one locality);

- If two or more field-scale solar PV developments are clearly visible in the same arc of view and appear in the same Landscape Unit, they should appear of similar scale (unless the first development is considered too large for its landscape context) and their design should relate to the underlying landscape in the same manner;
- Views from settlements should not be compromised by an accumulation of field-scale solar PV developments in close proximity, as a result of which, a settlement could be seen to be enveloped by such installations.

## 6.10 Noise

6.10.1 Solar farms produce very little noise, and this is generally confined to daylight hours. In order to assess the acceptability of noise levels produced by a solar farm proposal, a **Noise Assessment** may be requested where it is deemed necessary, for example for larger developments where there may be the electrical equipment, inverters and transformers, housed in enclosures or containers around the site.

6.10.2 Permissions will typically include a condition to ensure that the noise rating level will not exceed background noise levels in the locality. In designing solar farms, consideration should be given to locating mechanical equipment in the middle of the site in order to minimise noise to the surrounding areas.

6.10.3 Noise during construction should also be taken into account at an early stage. Applications should also be accompanied with information relating to the method by which the solar panels are to be fixed to the ground and the intended hours of construction associated with the proposal. Measures to minimise instances of significant residential disturbance should be implemented. Actions could include avoidance of weekend and early morning working.

## 6.11 Cumulative Impact

6.11.1 Due to increasing numbers of solar arrays being erected in the Carmarthenshire countryside, there is an increasing need for developers to consider how an additional array will look when assessed against operational schemes and ones with planning permission.

## 6.12 Ecology

6.12.1 In identifying suitable sites, consideration should be given to the type of habitats on the site. The most suitable land for solar arrays would be previously intensively managed agricultural land, being of least ecological value. Sites should not include semi-natural habitats and should not be located on regionally or locally designated sites (including Local Nature Reserves, Regionally Important Geological/Geomorphological Sites, and Sites of Special Scientific Interest).

6.12.2 Sites should also not impact upon priority species, habitats and features of recognised principal importance to the conservation of biodiversity and nature conservation.

## 6.13 Historic Environment

6.13.1 Carmarthenshire has an important historic environment, with parts of the County being highly regarded with features of historic and archaeological importance. Many of these features are protected by legislation. Consideration needs to be given to the County's historic environment in the early stages of schemes. Historic sites include Scheduled Ancient Monuments, Historic Parks and Gardens, Historic Landscapes, Conservation Areas and Listed Buildings. It is important that the solar arrays do not directly

physically impact upon the features of historic interest or cause visual harm to the setting of historic and archaeological sites.

6.13.2 An **Archaeological Assessment** may be appropriate in locations where solar arrays are proposed close to known or undiscovered archaeological sites. Such surveys should be undertaken by an appropriately qualified professional to standards set by the Institute of Archaeologists.

6.13.3 Reference should be made to the Archaeology and Development Supplementary Planning Guidance for further, more detailed advice.

## 6.14 Drainage / Flood Management / Water Quality

6.14.1 Solar arrays have the potential to increase surface water flood risk. Schemes are expected to be accompanied with a Surface Water Management Plan which details how such matters will be dealt with during the construction period and during operation. Consideration should be given to the integration of Sustainable Drainage Systems (SUDS) within schemes. SUDS is a term used to describe the various approaches that can be used to manage surface water drainage in a way that mimics the natural environment in a more sustainable way than conventional drainage systems.

6.14.2 Sites should maintain as much vegetation cover as possible in order to manage surface water naturally. Access tracks should be permeable and any surface water runoff created by tracks should be collected by localised SUDS.

6.14.3 Water courses should have a 7m buffer at each side.

## 6.15 Rights of Ways

6.15.1 A Public Right of Way is a route over which the public have a legal right to pass and re-pass. Public Rights of Way include footpaths, bridleways and byways and are recorded on a Definitive Map and Statement which is the legal record. The Definitive Map and Statement is a legal record of public rights of way in the County.

### Considerations:

- Consideration should be given to the views from public rights of way into the site.
- Where arrays are likely to impact upon public rights of way, whether temporary or permanently, it is recommended to discuss the impacts with the Council's Countryside Recreation & Access Unit. Existing bridleways and footpaths shall be safeguarded with no permanent loss to the length and quality of trails.
- Mitigation should be considered as a permanent measure, or temporary during the construction period. Such mitigation measures could include the provision of new routes, improving the current right of way network or interpretation and visitor facilities. Encouragement will be given to enhancing existing facilities and providing new recreational facilities.

6.15.2 In public areas or areas visited by members of the public, it is expected that the developer provides interpretation boards explaining the project.

## 6.16 Glint and Glare

6.16.1 Full consideration should be given to how glint and glare of solar arrays will affect the environs. Glint is described as intense direct reflections of the sun, while glare as diffuse reflections of the bright sky around the sun, which is a continuous source of brightness. Glint and glare can cause particular problems for users to the south-east of a development, for example to homes, businesses and public highways. Applications for solar arrays will be expected to consider the effects of both glint and glare on the surrounding environment

and should be accompanied with a **Glint and Glare Assessment**. Mitigation measures could be put in place to address any harmful impact.

### 6.17 Site Security / Safety / Lighting

6.17.1 Any site security and safety measures should not cause demonstrable harm to landscape and visual amenity on the site and its surroundings.

- Security fencing should be of an appropriate material and height to the setting of the site, and where appropriate should be screened by existing or new hedgerows.
- Security lighting should be minimised and use made of infra-red lighting in order to minimise light pollution and reduce any impact on biodiversity.

### 6.18 Mitigation

6.18.1 Whilst sympathetic siting, design and layout can reduce the impact on the landscape, mitigation measures should be considered in order to reduce any adverse impacts. Applications will be expected to include a **Landscape Mitigation Plan**, which should include the steps undertaken in site selection, design and layout, and the considerations to minimise any adverse impacts. The Plan should also include details of its implementation and any maintenance required.

6.18.2 As part of applications, consideration should be given to enhancing the landscape. Particular enhancement measures could include hedgerow improvement and management of landscape features and habitats.

### 6.19 Construction Period

6.19.1 During construction, consideration should be given to the protection of residential amenities of properties close to the site, especially in terms of noise.

### 6.20 Highways

6.20.1 The development of solar arrays will require sufficient and safe access to transport during the construction period. Proposals will be required to ensure that they do not give rise to problems of highway safety or have a detrimental effect on the highway network as a result of construction and maintenance traffic, in line with policy TR2 – Location of Development – Transport Considerations.

#### Highway Considerations:

- The developer will be required to demonstrate that traffic during construction and maintenance will be able to travel safely to and from the site. Traffic should not cause damage to existing hedgerows.
- Liaison should be carried out with the Highways Authority after permission is granted in terms of arranging the timing of delivery in order to minimise traffic disruption

#### Application checklist

✓ Application form (all)

##### PLANS:

✓ Location Plan (1:2,500)

✓ Site plans showing: (all)

- the site size,

- site boundary

- location of the panels and association infrastructure (including sub-station & cabling route)

✓ Design of the module or array (all)

✓ Elevations to show the proposed location (if applicable)

✓ Surface water management plan (if applicable)



**DETAILS:**

- ✓ Capacity / Electrical output (KWp) (all)
- ✓ Estimated energy generation (KWh/yr) (all)
- ✓ Pollution prevention method statement (if applicable)
- ✓ Orientation / roof pitch & details of roof mounting (if applicable)

**SURVEYS:**

- ✓ Landscape and Visual Assessment (all)
  - ✓ Archaeological Assessment (if applicable)
  - ✓ Ecological survey (all)
  - ✓ Traffic management plan (if applicable)
  - ✓ Landscape Mitigation Plan (if applicable)
  - ✓ Visual impact assessment (if applicable)
  - ✓ Glint and glare assessment (if applicable)
-

## Appendix A

# Guidance Document for Assessing Noise Impact From Wind Turbine(s)

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This guidance note is not formal supplementary planning guidance but aims to provide information and advice to improve the quality of planning submissions, which will enable officers to provide consistent decision making.

Failure to provide the following information with the full planning application may lead to a delay in Public Health Team providing comment with respect to the application or even the Public Health Team objecting to the application due to insufficient information that has been provided, as the noise impact from the proposed development cannot be sufficiently assessed. Please note that the provision of noise contours or printouts from computer models alone are not considered as sufficient information.

## **1** **Definitions**

### **1.1 Small Turbine**

A small turbine is defined in accordance with the Renewable UK (formally known as British Wind Energy Association) definition, which is contained in the BWEA Small Wind Turbine Performance and Safety Standard 29 February 2008, which can be accessed using the following link

<http://www.renewableuk.com/>

The definition states that:

“a wind turbine having a rotor swept area of 200m<sup>2</sup> or less. In a horizontal axis wind turbine this equates to a rotor diameter of less than 16m.

### **1.2 Large Turbine**

Large turbine is any one that does not fall within the above mentioned definition.

## **2.** **The key objective**

The key objective of Carmarthenshire County Council is to try and ensure that the wind turbine noise levels (including cumulative noise from consented and existing turbines in the vicinity) at noise sensitive properties does not exceed:

- 1. Small turbines - 35dB LAeq, t**
- 2. Large Turbine - 35dB LA90, 10mins**
- 3. Financially involved - 45dB LA90,mins**

## **3.** **Site Specific Desktop Noise Assessment**

All applications submitted must include a desktop noise assessment which is specific to the development locality. The assessment must be undertaken by a suitably qualified and competent acoustician. The desktop noise assessment should contain all the following information;

- A twelve figure national grid reference for the precise location of the turbine
- Identification of the nearest noise sensitive premises and details of their respective distances from the proposed development. Property that is in ownership of the applicant

should also be included. A statement should be provided as to whether any properties in ownership of the applicant are let to third parties.

- The make, model, hub height, declared apparent emission sound power level and rotor diameter of the proposed turbine.
- The most recent turbine-specific emission data (usually supplied by the turbine manufacturer) providing information on the derivation of the sound power level of the turbine, including the level of uncertainty.
  - For small wind turbines the assessment must comply with the BWEA Small Wind Turbine Performance and Safety Standard” 29 February 2008.
  - For large wind turbines the assessment must comply with the most recent version of IEC 61400-11.
- An appropriate modelled assessment must be undertaken detailing the predicted level of turbine noise for each identified receptor:
  - For small wind turbines the noise predictions must be undertaken in accordance with BWEA performance and safety standard, 29 February 2008, therefore the predictions must be based on a hemispherical sound propagation. The predictions should be based upon the declared sound power level up to and including wind speeds of 8m/s at hub height.
  - For large wind turbines the noise predictions must be made in accordance with ISO 9613-2 following the IOA guidance with regards the input parameters to be used. The predictions must be based upon the apparent sound power level (plus uncertainty) and a minimum wind speed range (10m Standardised) for background noise surveys;
    - For pitch-regulated turbines: between cut-in wind speed and the wind speed corresponding to its maximum sound power level.
    - For stall-regulated turbines: between cut-in and 12m/s
- Where multiple small or large turbines are proposed, a desktop noise assessment must be submitted that demonstrates that the cumulative noise emissions from the turbine will not exceed the lower fixed noise limits stipulated in ETSU-R-97.
- If the proposed development produces noise levels within 10dB of any existing turbine/s, consented turbine/s and any turbine/s currently the subject of an application at the same receptor location, then a cumulative noise impact assessment is necessary. In the first instance, the cumulative impact assessment must be based upon the consented levels of existing or approved turbines. We appreciate that there may be some circumstances where an alternative approach is more appropriate. If you wish to use an alternative approach, please contact the Public Health Team. Should there be no consented levels then the assessment should be based on the sound power level of the existing or approved turbines. A full explanation on how the cumulative impact has been determined should be submitted as part of the application. For assistance in completing this task then please contact the Carmarthenshire County Council’s planning department on 01267 234567. Carmarthenshire County Council reserves the right to request a wider search radius where large scale developments are involved.
- In instances where wind shear has not been taken directly into account, it will be necessary to apply corrections to address this. Any such corrections should be clearly outlined and detailed in any noise assessment. The Institute of Acoustics “A Good Practice Guide to the

Application of ETSU-R-97 For the Assessment and Rating of Wind Turbine Noise” provides examples of suitable methods to correct predictions to account for wind shear effects.

#### **4. Site Specific Detailed Noise Assessment**

Where the site specific desk top study demonstrates that the proposed wind turbine(s) do not meet the noise limits of:

- 1. Small turbines - 35dB  $L_{Aeq, t}$**
- 2. Large Turbine - 35dB  $L_{A90, 10mins}$**

then the applicant must undertake and submit a site specific detailed noise assessment.

This assessment should include the following:

- Predicted turbine(s) noise levels at the noise sensitive properties undertaken in accordance with the method detailed in point 3.
- A detailed background noise survey undertaken in accordance with requirements stipulated in ETSU-R-97, which are further explained in Institute of Acoustics’ Good Practice Guide. Locations and details of which should be discussed and agreed with the local planning authority. Two weeks’ notice of when the background noise measurements will be undertaken must be provided to the Public Health Team, so that they can attend where appropriate.
- Noise limits specified in ETSU-R-97 and the difference between the predicted noise levels and ETSU-R-97 derived noise limits.

Please Note that the Local Planning Authority of Carmarthenshire County Council so reserve the rights of specifying a single noise limit, which are not specified in ETSU-R-97.

#### **Example Noise Conditions for Small Wind Turbines**

- ❖ The rating level of noise emission from the wind turbines (including the application of any tonal penalty) should not exceed a sound pressure level of 35 dB $L_{Aeq,T}$  within the amenity space of any lawfully existing dwelling, at wind speeds up to an including 8m/s at hub height. Measurements should be made at least 3.5m away from the building facade or any reflecting surface except the ground.

The measurement time period shall be based on BWEA blade length calculation (3.4.1):

$$t = 4 * D \text{ seconds}$$

Where:

t - measurement period in seconds (Subject to a minimum period of 10 seconds)

D – rotor diameter in meters

- ❖ Within 21 days from the receipt of written request from the Local Planning Authority, the operator of the development shall, at its expense, employ an independent consultant approved by the Local Planning Authority to assess the level of noise imissions from the wind turbines using a method agreed with the Local Planning Authority, to ensure that the noise from the development meets the level specified in condition X.
- ❖ During the course of the investigation, should the wind turbine be identified as operating above the parameters specified in the above Condition the wind turbines will be modified, limited or shut down. These measures shall be applied until such time as maintenance or repair is undertaken sufficient to reduce the absolute noise level of the operating turbines to within the parameters specified in the above Condition.
- ❖ In the event that the operational turbine subsequently develops an audible tone, then a penalty shall be added to the measured sound levels in accordance with ETSU-R-97. This

condition applies where no tone has been identified at the assessment stage and no penalty applied.

**Example Noise conditions in relation to a large wind turbine**

- ❖ The rating level of noise immission from the wind turbine/s (including the application of any tonal penalty) should not exceed a sound pressure level not exceeding 35dB  $L_{A90, 10 \text{ mins}}$ , within the amenity space of any lawfully existing dwelling, at wind speeds up to an including 10m/s, standardised/measured to a height of 10m.
  
- ❖ The noise immission from the wind turbine shall not exceed a sound pressure level  $L_{A90, 10 \text{ mins}}$  of 45dB at the financially involved noise-sensitive property at wind speeds up to and including 10m/s at 10m height.

Where this is not possible ETSU-R-97 conditions will apply, based on the background noise levels and predictions submitted.

- ❖ Within 21 days from the receipt of written request from the Local Planning Authority, the operator of the development shall, at its expense, employ an independent consultant approved by the Local Planning Authority to assess the level of noise immissions from the wind turbines using a method agreed with the Local Planning Authority, to ensure that the noise from the development meets the level specified in condition X.
- ❖ The assessment of the rating level of noise immissions shall be undertaken in accordance with an assessment protocol that shall previously have been submitted to and approved in writing by the Local Planning Authority. The protocol shall include the proposed measurement location where measurements for compliance checking purposes shall be undertaken, the method to assess the presence of any tonal component, and also the range of meteorological and operational conditions (which shall include the range of wind speeds, wind directions, power generation and times of day) to determine the assessment of rating level of noise immissions.
- ❖ During the course of the investigation, should the wind turbine be identified as operating above the parameters specified in the above condition the wind turbine/s will be modified, limited or shut down. These measures shall be applied until such time as maintenance or repair is undertaken sufficient to reduce the absolute noise level of the operating turbines to within the parameters specified in the above condition.
- ❖ In the event that the operational turbine subsequently develops an audible tone, then a penalty shall be added to the measured sound levels in accordance with ETSU-R-97. This condition applies where no tone has been identified at the assessment stage and no penalty applied.

**Useful web links**

1. IOA Good Practice Guide  
<http://www.ioa.org.uk/pdf/ioa-gpg-on-wtna-issue-01-05-2013.pdf>
2. ETSU-R-97  
<http://webarchive.nationalarchives.gov.uk/+http://www.berr.gov.uk/energy/sources/renewables/explained/wind/onshore-offshore/page21743.html>
3. BWEA Small Wind Turbine Performance and Safety Standard 29 February 2008.  
<http://www.renewableuk.com/>

**Appendix B**

# European Sites

There are a number of European sites that fall within the County, in addition there are a number that fall outside but should be considered in assessments.

| Site  | Designation | Location                                      |
|---|-------------|---|
| Afon Tywi River Tywi  | SAC         | Carmarthenshire                               |
| Caeau Mynydd Mawr   | SAC         | Carmarthenshire                               |
| Cernydd Carmel  | SAC         | Carmarthenshire                               |
| Carmarthen Bay Dunes  | SAC         | Carmarthenshire                               |
| Afon Tefi River Teifi   | SAC         | Carmarthenshire, Ceredigion and Pembrokeshire |
| Afonydd Celldau / Cleddau Rivers  | SAC         | Carmarthenshire and Pembrokeshire             |
| Carmarthen Bay and Estuaries  | SAC         | Carmarthenshire, Swansea and Pembrokeshire    |
| Bae Caerfyrddin / Carmarthen Bay  | SPA         | Carmarthenshire, Swansea and Pembrokeshire    |
| Cwm Doethie – Mynydd Mallaen  | SAC         | Carmarthenshire and Ceredigion                |
| Elenydd – Mallaen   | SPA         | Carmarthenshire, Ceredigion and Powys         |
| Burry Inlet   | SPA         | Carmarthenshire and Swansea                   |
| Burry Inlet   | Ramsar      | Carmarthenshire and Swansea                   |
| Cardigan Bay / Bae Ceredigion   | SAC         | Carmarthenshire, Ceredigion and Pembrokeshire |
| North Pembrokeshire Woodlands / Coedydd Gogledd Sir Benfro                                      | SAC         | Pembrokeshire                                 |
| Yerbeston Tops  | SAC         | Pembrokeshire                                 |
| Rhos Llawr-cwrt   | SAC         | Ceredigion                                    |
| Pembrokeshire Bat Sites and Bosherton Lakes / Safleoedd Ystlym Sir Benfro a Llynnoedd Bosherton | SAC         | Pembrokeshire                                 |
| Gower Ash Woods / Coedydd Ynn Gwyr  | SAC         | Swansea                                       |

|                                    |      |  |
|------------------------------------|------|--|
| Pembrokeshire Marine               | SAC  | Pembrokeshire (The Carmarthenshire Rivers connect Carmarthenshire with the Pembrokeshire Marine SAC)                                       |
| Gower Commons / Tiroedd Comin Gwyr | SAC  | Swansea  |
| River Wye / Afon Gwy               | SAC  | Powys (The catchment area for the River Wye is partially within Carmarthenshire)   |
| Gweunydd Blaencleddau              | SAC  | Pembrokeshire  |
| Preseli                            | SAC  | Pembrokeshire  |
| Mynydd Epynt                       | SAC  | Powys  |
| River Usk, Afon Wysg               | SAC  | The catchment area for the River Usk is partially within Carmarthenshire   |
| Bristol Channel Approaches         | cSAC | Extends across the western approaches of the Bristol Channel, from Carmarthen Bay in South Wales to the north coast of Devon and Cornwall. |

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**Representations Received to the Draft SPG: Wind and Solar Energy**

**Representation No. RE01 from Martina Dunne, Pembrokeshire Coast National Park Authority**

| Reference | Summary of Respondent's Response:  | Officer Response:  |
|-----------|--|--|
| RE01.01   | The respondent seeks a reference to needing to consider impacts on the special qualities of neighbouring National Parks (Brecon Beacons and Pembrokeshire Coast) where landscapes are referred to in the document. Current references are to 'any locally designated or valued landscape'. | <p>Agreed, where reference is made to Section 5.5.2 Section A: Valued Landscapes and Cultural Heritage Assets – reword to read (new text underlined):</p> <p>“Detailed and specific analysis will be required, in order to fully appreciate the nature of the development, the site and its surroundings and the likely effects on any locally designated or valued landscapes, including their essential setting, where appropriate. <u>The impact on the special qualities of the two neighbouring National Parks, Brecon Beacons and Pembrokeshire Coast will be considered.</u>”</p> |

**Representation No. RE02 from Sharon Luke, Natural Resources Wales**

| Reference | Summary of Respondent's Response:   | Officer Response:   |
|-----------|---|---|
| RE02.01   | The respondent welcomes the SPG and supporting Studies.   | Comments noted.   |
| RE02.02   | <p>Paragraph 4.5.1 should now refer to the 2017 Regulations rather than 2010.</p> <p>This section could benefit from wider explanation, i.e. if there is an adverse effect, the proposal will need to be changed or it may be refused. The respondent advises that the implications, if it is deemed that there may be adverse effects on a European sites integrity, are made clear.</p> | <p>Agree in part, change reference in paragraph 4.5.1 and 4.5.2 to the Conservation of Habitats and Species Regulations 2017.</p> <p>In terms of the section benefitting from wider explanation, the process isn't as simple as just refusing if adverse effects are identified and cannot be mitigated. A project can proceed if it meets several tests in the legislation including there are no alternatives, they meet imperative reasons of overriding public interest and compensatory measures are provided. Add the following to the end of paragraph 4.5.1:</p> <p>Where adverse effects on site integrity are identified and cannot be mitigated, any proposal will be refused unless it can be demonstrated that there are no alternatives, the scheme is required for imperative reasons of overriding public interest and compensatory measures can be provided.</p> |

| Reference | Summary of Respondent's Response:  | Officer Response:   |
|-----------|--|---|
| RE02.03   | Paragraph 4.5.2 should include that Appropriate Assessments should be assessed in view of the Natura 2000 site's conservation objectives.  | Agree, add the following to the end of paragraph 4.5.2:<br><br>Appropriate Assessments should be assessed in view of the Natura 2000 site's conservation objectives.  |
| RE02.04   | Section 4.10, Ecological Considerations: Renewable energy schemes, like any development, should be carefully sited to avoid and minimise ecological impacts. This means not just on designated sites, but also to minimise effects on notified features of designated sites which are mobile species at risk from the type of renewable energy development concerned (e.g. turbines near bird sites or designated bat roosts). Consideration is also required for other potential impacts outside the protected sites for example if a proposal is hydrologically linked or near a site (e.g. solar panels near a Special Protection Area where the bird features may mistake the panels for water). | Agree, add the following text to paragraph 4.10.1:<br><br>Renewable Energy schemes must avoid and minimise ecological impacts, this includes considering off site impacts including those associated with grid connection, hydrological connectivity and highway access and consideration of mobile species (such as birds and bats). |
| RE02.05   | Paragraph 4.10.4 - Depending on the ecological interest, a specialist survey may be required in certain cases.   | Agree. Paragraph 4.10.4 to be amended to read:<br>Where habitats and species are noted of high ecological interest, specialist surveys may be required in certain cases.  |
| RE02.06   | Consideration should be given to habitat and ecological connectivity so that sites and species do not become isolated. We should now be looking at landscape scale habitats with connectivity for sustainability.  | Agree. Add the following text to paragraph 4.10.4:<br>Consideration should be given to habitat and ecological connectivity to prevent the isolation of sites and species and ecosystem resilience.  |
| RE02.07   | 4.10.8 Ecological surveys – the respondent agrees with the statement 'It is preferable that planning permissions will not be conditioned depending upon survey results'. There is clear case law to support that surveys should inform the determination of planning applications, and that surveys should not be conditioned.   | Noted, although a change is suggested to remove "it is preferable that", as case law is very clear, ecological considerations are a material consideration and all ecological survey work must be presented to inform an application.   |
| RE02.08   | Paragraph 4.11.4 - Proposals for ecological compensation: It would only be applicable for NRW to be involved in consultation/discussions if designated   | Add text to paragraph 4.11.4 so that it reads as follows (additional text is underlined):   |

| Reference | Summary of Respondent's Response:   | Officer Response:  |
|-----------|---|--|
|           | sites, European Protected Species or Wildlife and Countryside Act species are implicated. LPA Ecologist should otherwise lead on discussions and negotiation.   | If a compensation approach will be likely utilised for a development, early discussion is encouraged with the LPA ecologist and if applicable, Natural Resources Wales ( <u>if designated sites, European Protected Species or Wildlife and Countryside Act species are implicated, NRW should be involved in the consultation and/or discussion</u> ).  |
| RE02.09   | Paragraph 4.11.5 - Circumstances may arise where refusal may be the only option if the damage is unavoidable or where it may only proceed if there is an overriding public interest.  | Agree. Add the following to the end of the paragraph:<br><br>Compensation in relation to Natura 2000 features will only be considered if there are no alternatives to the proposed scheme and the scheme meets the requirement of being of imperative overriding public interest.  |
| RE02.10   | Paragraph 5.2.3 - This should state 25MW not 5MW.   | Disagree. Paragraph 2.13 of TAN 8 states that<br><br>“...Assembly Government would support local planning authorities in introducing local policies in their development plans that restrict almost all wind energy developments, larger than 5MW, to within SSAs and urban/industrial brownfield sites. It is acceptable in such circumstances that planning permission for developments over 5MW outside SSAs and urban/industrial brownfield sites may be refused.” |
| RE02.11   | Section 5.5 Landscape and Visual Impacts<br>-<br>A. Factors relating to site content - Valued Landscape and Cultural Heritage Assets: The respondent recommends this includes reference to landscapes included in the register of Landscapes of Historic Interest in Wales.<br><br>B Factors relating to siting - Settlements and Urban Landscapes: Whilst the respondent understands the views about siting near to buildings or structures, there could also be conflicts with other advice on visual amenity in relation to buildings and settlements. | A. Agree, add reference to landscapes included in the register of Landscapes of Historic Interest in Wales in section 5.5.<br><br>B. Comments noted, no change required.   |
| RE02.12   | The respondent notes that ecological considerations may be a factor relating to the siting of turbines. Woodland edge, trees and hedgerows may attract foraging   | Disagree, these are ecological considerations. Para 3.4.3 deals with all the other adopted planning policies which must be taken into  |

| Reference      | Summary of Respondent's Response:   | Officer Response:  |
|----------------|---|--|
|                | <p>and commuting bats; locating small scale turbines close to them may be problematic. The respondent advises that the document includes reference to the Natural England guidance technical information note (TIN) 051: Bats and Onshore Wind Turbines Interim Guidance (March 2014) which includes guidance on siting turbines in relation to areas used by bats.</p>   | <p>account when reaching a planning decision – including EQ4: Biodiversity.</p>  |
| <p>RE02.13</p> | <p>Paragraph 5.6.2 – the respondent recommends removing the statement that the assessment of impact on visual amenity can be a subjective one. There is a recognised technical methodology for assessing visual impact, Guidelines for Landscape and Visual Impact Assessment (GLVIA) 3, as referenced in section 5.6.3.</p>  | <p>Agree, delete paragraph 5.6.2.</p>  |
| <p>RE02.14</p> | <p>Paragraph 5.6.3 – the respondent notes and supports the statement that applications shall be accompanied by an appropriate LVIA.</p>   | <p>Noted.</p>  |
| <p>RE02.15</p> | <p>Paragraph 5.11.2 - Bats – the respondent advises that all planning applications not only require a bat survey, but where bats may be impacted by the proposals, detailed proposals of all the mitigation and post-construction monitoring that will be put in place.</p>   | <p>Agree. Insert a new paragraph:<br/><br/>5.11.3a Where bats may be impacted by the proposals, detailed proposals of all the mitigation and post-construction monitoring that will be put in place will be required.</p>  |
| <p>RE02.16</p> | <p>Paragraph 5.11.3 - Bat assessments - Whilst the respondent notes the reference to the 2nd Edition of the Bat Conservation Trust Survey Guidelines in respect of wind developments, guidance in 3rd Edition (2016) may also be relevant for undertaking bat activity transects, emergence/re-entry surveys, and roost assessments.</p> <p>As indicated above, the respondent would not advocate an approach to permitting the construction of a turbine by curtailing its operation until surveys can be completed. This could leave the developer with a permission that they cannot then fully implement.</p> | <p>Add the following to paragraph 5.11.3:<br/>Guidance contained in 3rd Edition (2016) may also be relevant for undertaking bat activity transects, emergence/re-entry surveys, and roost assessments.</p> <p>We do not advocate this curtailment approach until at least some survey work has been undertaken which appears to confirm bat risk is low. It does not leave the applicant with a consent they cannot implement only a turbine that is up and operational and can be curtailed in the bat season if necessary. The Council's</p> |

| Reference | Summary of Respondent's Response:   | Officer Response:   |
|-----------|---|---|
|           | <p>Reference to manual and static surveys should include surveys at the turbine location and nearby habitat boundaries (e.g. hedgerows, trees, woodlands).</p>  | <p>ecologist is satisfied with this approach, which is also detailed in our Nature Conservation SPG.</p> <p>Add the following text (underlined) to the third bullet point under Bat Assessments:</p> <ul style="list-style-type: none"> <li>Both manual (transects) and static surveys are required. Static surveys should be for 5 consecutive day's duration <u>and should be at the turbine location and nearby habitat boundaries, for example, hedgerows, trees, woodlands.</u></li> </ul> |
| RE02.17   | <p>Paragraph 5.11.4 - Birds – the respondent recommends that a data search is also carried out via the local records centre and/or the local bird recorder or bird group is contacted. At times due to data restrictions (Schedule 1 birds, egg collecting etc) it is not that obvious on the desk study where vulnerable bird species are located and therefore contacting the local bird recorder could be helpful.</p> | <p>Agree, add the following to the second sentence in paragraph 5.11.4:</p> <p>The Study should include a data search via the local records centre and/or the local bird recorder or bird group. At times, due to data restrictions, it is not that obvious on the desk study where vulnerable bird species are located and therefore contacting the local bird recorder could be helpful.</p>  |
| RE02.18   | <p>Section 5.12 - Historic Environment and Archaeological Settings – the respondent recommends that reference is made to the need for an ASIDOHL2 assessment for EIA development for Registered historic landscapes.</p>  | <p>Agreed. Add the following sentence to the end of paragraph 5.12.3:</p> <p>There may be a need for an Assessment of the Significance of Development on Historic Landscape (ASIDOHL2) for EIA developments for Registered historic landscapes.</p>   |
| RE02.19   | <p>Paragraph 6.4.2 - Visual impact and design – It should be clarified if this is only referring to the design of the building or more general e.g. views from the street scene, specific viewpoint, views from the surrounding urban area/landscape. There are situations where roof mounted panels can have adverse visual impact and be out of character with the locality.</p>  | <p>The intention of the paragraph is to cover both individual buildings and the general street scene. It is proposed to amend the first paragraph to read (with the underlined text being added):</p> <p>The panels should be well incorporated and blend into the overall design <u>of the individual building and general street scene.</u></p>   |
| RE02.20   | <p>Paragraph 6.4.2 - Landscape considerations - This could also include hedgerows and be re-titled 'trees and hedgerows'. The respondent recommends that this is clarified to indicate that trees and hedgerows should not be removed to accommodate roof mounted panels/roof</p>   | <p>Agreed. Title to be changed to "Trees and Hedgerows".</p> <p>Add the following sentence to the paragraph:</p> <p>Trees and hedgerows should not be removed to accommodate roof mounted panels and</p>  |

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|           | mounted panels should be sited away from existing trees and hedges which may cause shading.   | should be sited away from existing trees and hedges which may cause shading.   |
| RE02.21   | Paragraph 6.7.1 – A. Factors relating to design – the respondent questions the use of statements such as “The most appropriate sites for ground mounted solar arrays are those which are south facing and are on flat areas or on lower slopes of lowland landscapes”. This is simplistic and only relates to one of the criteria (landform). We recommend referring to the range of criteria used to assess sensitivity and perhaps summarising the findings of the mapping for wind and solar, with reference to the figures in the relevant studies. Some flat or lower lowland slopes may be surrounded by adjacent high ground, overlooked and arrays may have a high visual impact. | <p>Agree in part, amend paragraph 6.7.1 as below to address this comment:</p> <p>“The most appropriate sites for ground mounted solar arrays are <u>likely</u> to be those which are south facing and are on flat areas or on lower slopes of lowland landscapes”</p> <p>These are site specific issues and better addressed during the planning application process.</p>                            |
| RE02.22   | Paragraph 6.7.2 – B. Factors relating to site content - Valued Landscapes and Cultural Heritage Assets – the respondent recommends the addition of a reference to landscapes included in the Register of Landscapes of Historic Interest in Wales.  | Agree, reference to landscapes included in the Register of Landscapes of Historic Interest in Wales to be made the end of the section on Valued Landscape and Cultural Heritage Assets.  |
| RE02.23   | Paragraph 6.7.2 – C. Factors relating to siting - Settlements and urban landscapes – the respondent is uncomfortable with the statement that “In sparsely settled rural landscapes, solar PV development should be located near to existing buildings or structures.” This is not necessarily the case and depends upon the character of the buildings and their settings. It would not be desirable in remote agricultural settings with historic farmsteads for example.  | Disagree, this is a matter for consideration in respect of each individual planning application. If, for example, a field scale solar PV array were being considered in the context of a Listed Building, then we would anticipate that this would be fully taken into account at the detailed stage. It would be unwise to pre-judge this matter and apply an unwarranted restriction in all cases. |
| RE02.24   | Paragraph 6.8.2 – the respondent recommends omitting the statement that the assessment of impact on visual amenity can be a subjective one. Please refer to our comments on section 5.6.2 above.  | Agree. Delete paragraph 6.8.2  |

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| RE02.25  | <p>Paragraph 6.12.1 – the respondent notes the recommendation that applicants avoid habitat land and that the most suitable land for solar panels is intensively managed agricultural land. In identifying suitable sites for renewable energy developments, proposals should also seek to avoid significant impacts on protected species.</p> <p>The respondent also wants us to be aware that even intensively farmed land can and will be used for certain species, particularly if it is located near other habitat such as a river, lake or wetland e.g. many of the improved grassland farmland fields near the Afon Tywi are used by Bewick and Whooper Swans and Greylag or White fronted geese over the winter period.</p> | <p>Add the following to the end of paragraph 6.12.1:</p> <p>Proposals should not be located on sites which would create significant impacts on protected species.</p>  |
| RE02.26  | <p>Paragraph 6.13.1 – the respondent recommends including reference to the need for an ASIDOHL2 assessment for Environmental Impact Assessment (EIA) development for Registered historic landscapes.</p>  | <p>Add the following to the end of paragraph 6.13.2:</p> <p>There may be a need for an Assessment of the Significance of Development on Historic Landscape (ASIDOHL2) for EIA developments for Registered historic landscapes.</p>   |
| RE02.27  | <p>Application Checklist - Applications should not only include surveys, but full details of proposed mitigation for any designated sites, European Protected Species or Wildlife and Countryside Act species that may be impacted, together with proposals for post-construction monitoring.</p>   | <p><b>Agree, add the following to the checklist, under surveys for Solar and Wind Turbine Developments:</b></p> <ul style="list-style-type: none"> <li>✓ Details of proposed mitigation for any designated sites, European Protected Species or Wildlife and Countryside Act species that may be impacted, together with proposals for post-construction monitoring.</li> </ul>  |
| <b>Carmarthenshire Wind Turbine Development Landscape Sensitivity and Capacity Study</b> |   |  |
| RE02.28  | <p>Table 1 Typologies</p> <p>We note that it is stated that 'any group of 6 or more turbines will belong in the 'very large' typology irrespective of turbine height. We are of the view that 6 micro or small turbines (less than 25/50m) would not belong in the 'very large' category, however it is unlikely that this size of turbine would occur in groups of 6 or more, except cumulatively. There remains a considerable difference in scale</p>  | <p>Disagree, the methodology for the Landscape Sensitivity and Capacity Study is to be in accordance with the widely used Heads of the Valleys Study as it was consistent with current best practice and allowing for ease of cross reference with other studies in Local Authority areas across South Wales.</p> <p>Furthermore, this change to the methodology would require a complete revision of the whole study.</p> |

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|   | <p>between 6 medium turbines up to 80m and 6 turbines of over 109m, potentially up to 145m, as at Brechfa. We understand that this statement has come from the Heads of the Valleys study, however, we consider that a typology based on height, with a range of scales and an indication that increasing numbers may push the scale into the next size category, would better capture the difference in scales.</p> |   |
| RE02.29   | <p>The respondent notes that the LANDMAP Cultural aspect area layer has not been used due to the insufficient level of detail. Please note that the LANDMAP Cultural layer is being updated (from 2019) and may provide more detailed information in future.</p>   | <p>Comments noted, however, the consultants opinion, is that such an approach will not change any of the assessments made in the study; Cultural Landscape Aspect Areas tend to cover very large geographical areas; e.g. a <i>single Aspect Area</i> - CRMRTCL061 (Rural Carmarthenshire) - extends across much of the study area; therefore the Cultural Landscape Aspect data has limited value in being used to highlight differences between the 80 areas identified by the study to assess capacity and sensitivity.</p>  |
| RE02.30   | <p>Table 4 Historic Value - Please note that Registered Parks and Gardens are now a statutory designation under Welsh Government historic environment legislation (also relevant to section 3.6).</p>  | <p>The consultants understand that the change has occurred as a consequence of the Historic Environment (Wales) Act 2016 coming into force, resulting in a now statutory register for historic parks and gardens<br/>                     Their review of the Cadw website revealed the following text: <i>'The Welsh Ministers will have to compile and maintain a comprehensive register of parks and gardens of historic interest in Wales. It will help owners, local planning authorities and others to look after the sites in an informed way. Provision still to be commenced.'</i><br/>                     Reference is also needed to TAN 24, May 2017: <i>The Historic Environment</i> with regard to registered historic landscapes. The consultants are unsure of the current status of the compilation of the new statutory register and its implications for planning policy and development management, and suggest contacting Cadw.</p> |
| <p><b>Carmarthenshire Solar PV Development Landscape Sensitivity and Capacity Study</b></p> |  |   |
| RE02.31   | <p>The respondent notes that LANDMAP Visual and Sensory aspect areas have effectively been used as a basis for the</p>   | <p>Comments noted.</p>  |



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|           | <p>landscape units in the absence of county-wide landscape character areas.</p> <p>We note that the methodology generally follows that of the Heads of the Valleys Wind Turbine Development Landscape Sensitivity and Capacity Study and is informed by SNH guidance, GLVIA3 and LANDMAP Guidance Note 3.</p> |   |
| RE02.32   | <p>The respondent notes that the LANDMAP Cultural aspect area layer has not been used due to the insufficient level of detail. Please note that the LANDMAP Cultural layer is being updated (from 2019) and may provide more detailed information in future.</p>  | Refer to the response to RE02.29 above. |

**Representation No. RE03 from Caroline Hill**

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| RE03.01   | <p>The respondent seeks one additional safeguard in response to a recent case heard in the High Court, where the claimant was taking action in support of a Carmarthenshire County Council refusal of a wind farm scheme. The wind farm developer had deliberately gained permission for a smaller scheme and then quickly used a Variation in Condition application to significantly increase the size of the scheme. The Council's refusal was successfully appealed by the developer, because it was only the difference in the size of the consented scheme and the proposed scheme which was considered – NOT the overall impact. The respondent believes that this made a mockery of the Council's refusal and its policies and that this incremental approach to circumventing size limits is now being widely recommended as a tactic to developers.</p> <p>The respondent is suggesting that the SPG should make it clear that developers should not expect to be able to incrementally increase the size of their</p> | <p>The remit of SPGs, as set out in Planning Policy Wales, Edition 9, is that they are a means of setting out more detailed thematic or site specific guidance on the way in which the policies of an LDP are to be interpreted and applied in particular circumstances.</p> <p>The respondent's requests exceeds the purpose of SPGs and requires a change in the procedures of planning applications, which would have to be enacted at a national level.</p> |

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|           | <p>development by use of a quick succession of Variation in Condition applications.</p> <p>The respondent believes that it should be possible to state in the SPG that following consent for an application, there should be a considerable period of time before any Variation would be considered that increases the size of the major constituent parts of the development.</p>  |  |
| RE03.02   | <p>The respondent seeks an additional paragraph to section 4.3. Pre-application consultation, which Ceredigion County Council have in their Renewable Energy SPG:</p> <p>4.3.2 A meaningful assessment of alternative means of producing renewable energy on the proposed site should be provided.</p>  | <p>Agree in part. Insert a new section in 4.12:</p> <p><b>4.12 Choice of Site and Technology</b></p> <p>4.12.1 Applicants will be expected to justify the choice of site and the choice of renewable energy generation. The applicant will be required to demonstrate that the chosen technology is the most appropriate for the site. Different renewable energy technologies have different impacts, therefore applicants will be required to demonstrate that they are progressing with the technology that is the most efficient with the least impacts on the site.</p>   |
| RE03.03   | <p>The respondent seeks an additional paragraph to section 4.3. Pre-application consultation:</p> <p>4.3.3 It should also be shown why the chosen site is the most appropriate option.</p>  | <p>See response above to RE03.02.</p>  |
| RE03.04   | <p>The respondent seeks an amendment to paragraph 4.6.1, so that it reads as follows, as set out in paragraph 12.10.1 of Planning Policy Wales, (the additional text being requested is underlined, and deleted text is marked as strikethrough):</p> <p>4.6.1 Some small-scale installations may not require new overhead connections to the electricity grid network <del>and in the majority of cases, connection to the grid will not be a planning consideration.</del> <u>However, the grid connection is an intrinsic part of the development and should be considered alongside the turbine(s) in accordance with PPW which states that grid connection issues should</u></p> | <p>Disagree. A full connection proposal can't be assessed as part of the planning application as there is a separate consenting process for such applications. However, it is suggested to re-word paragraph 4.6 as follows: (with the underlined text being added):</p> <p>4.6.1 Some small-scale installations may not require new overhead connections to the electricity grid network, <u>and in the majority of cases, connection to the grid will not be a planning consideration. However, where an application will be connecting to the grid, details should include consideration of the location and alignment of a connection.</u></p> |

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|           | <p><u>be taken into account when determining a renewable energy development.</u></p>  |  |
| RE03.05   | <p>The respondent seeks the insertion of the following additional text to paragraph 4.6.2, in accordance with the Carmarthenshire LDP:</p> <p>Ancillary structures should be carefully and sensitively sited and designed, and limited to locations where proposals would not have a significant cumulative effect. They should be sympathetic to the characteristics of the local landform, contours and existing landscape features.</p>  | <p>Disagree. It is considered that the advice given in 4.6.2, along with newly published advice in PPW Edition 10, is sufficient to guide grid connection works.</p> <p>It is not clear what the respondent considers to be "ancillary structures". If this relates to substations and cabinets, then this is covered in more detail in Section 5.5. A new grid connection cannot be seen as an ancillary structure. This section deals with grid connection issues only.</p>  |
| RE03.06   | <p>The respondent seeks an additional paragraph to section 4.6. Grid Connection, as cited in a Report to the Welsh Government July 2010:</p> <p>4.6.3 The route of the grid connection (whether above or below ground) should be shown in the application. Ecological, landscape and visual impacts can be caused by ancillary infrastructure, and this includes grid connections.</p>  | <p>Disagree. It is considered that the advice given in 4.6.1 &amp; 4.6.2 is sufficient to guide grid connection works. It is not known what report the respondent is referring to.</p>   |
| RE03.07   | <p>The respondent seeks an amendment to paragraph 4.7.2 so that it reads as follows (the additional text being requested is underlined and deleted text is marked as strikethrough):</p> <p>4.7.2 For the purposes of this guidance, Community Energy can be defined as an energy scheme which is led by, or meets the needs of <u>residents within</u> the local community. <u>The community is defined as the residents within the area immediately adjacent to the proposed site, and those potentially adversely impacted by it.</u> The community must have ownership of the development, either in full or <del>shared</del> <u>majority part</u>, whilst maintaining full control over it. As a result of a number of positive case studies and the local benefits involved in such schemes, community energy projects will be given support and encouragement by the Council.</p> | <p>Disagree. There is no need for the SPG to provide a definition of community, which would potentially limit the implementation of the guidance.</p> <p>Guidance provided by the Welsh Government in terms of the ownership of community schemes does not specify that they should be owned as a majority part. The guidance in PPW (Edition 10) supports "projects which are developed by communities or benefit the host community or Wales as a whole" (para. 4.145). PPW continues: "The Welsh Government supports the principle of commercial developers working together with community based organisations to take forward projects on a shared ownership basis"(paragraph 4.147).</p> |

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| RE03.08   | <p>The respondent seeks an amendment to paragraph 4.7.3 so that it reads as follows (the additional text being requested is underlined):</p> <p>4.7.3 ... Shared ownership could involve a <u>guaranteed</u> share in the overall generated income from a scheme or part or full ownership of the scheme...</p>   | Disagree, see above response RE03.07.  |
| RE03.09   | <p>The respondent seeks an additional paragraph to section 4.7. Community Energy:</p> <p>4.7.5 As a matter of course, the public should be advised that the Local Authority does not scrutinise the financial data or the scheme's predicted productivity or income, and such schemes usually carry financial risks and are not financially regulated.</p>                            | Disagree. This is not a planning matter.   |
| RE03.10   | <p>The respondent seeks an additional paragraph to section 4.8. Community Benefits:</p> <p>4.8.3 Financial contributions by developers may be secured by planning condition or Section 106 agreements where they relate to the size of the development and offer material and mitigating benefits in the impacted locality e.g. through highway or wildlife habitat improvements.</p> | Disagree. Paragraph 4.8.1 covers what can be sought by contributions, as set out in Planning Policy Wales Edition 10 (paragraph 3.5.5).  |
| RE03.11   | <p>The respondent seeks an additional paragraph to section 4.8. Community Benefits:</p> <p>4.8.4 Community benefit funds offered by developers, usually on an annual basis and per megawatt of installed capacity, are voluntary and cannot be enforced.</p>  | <p>Agree. Add a new paragraph as follows:</p> <p>4.8.3 Community benefit funds offered by developers, usually on an annual basis and per megawatt of installed capacity, are voluntary and cannot be enforced.</p> |
| RE03.12   | <p>The respondent seeks an additional paragraph to section 4.8. Community Benefits:</p>   | <p>Agree, add the text to the end of paragraph 4.8.3, as follows:</p> <p>"... Therefore, such voluntary contributions do not enable permission to be granted for a</p>   |

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|                | <p>4.8.5 Therefore, such voluntary contributions do not enable permission to be granted for a proposal that would otherwise be unacceptable in planning terms. The absence or presence of voluntary financial contributions is not an issue which will be considered, or given weight to, in the determination of the planning application.</p>   | <p>proposal that would otherwise be unacceptable in planning terms. The absence, or presence of voluntary financial contributions is not an issue which will be considered, or given weight to, in the determination of the planning application.”</p>  |
| <p>RE03.13</p> | <p>The respondent seeks an amendment to paragraph 4.10 so that it reads as follows (the additional text being requested is underlined):</p> <p>4.10 Ecological Considerations:</p> <ul style="list-style-type: none"> <li>• Renewable Energy schemes should not be located on ecologically important sites (including Sites of Special Scientific Interest, Ramsar Sites, Special Protection Areas and Special Areas of Conservation). <u>It should be recognised that developments some distance away from designated sites can impact upon them due to watercourse connectivity, habitat connectivity for mobile species and environmental sustainability.</u></li> </ul> | <p>Agree in part. See comment RE02.04.</p>  |
| <p>RE03.14</p> | <p>The respondent seeks an amendment to paragraph 4.10.3 so that it reads as follows (the additional text being requested is underlined):</p> <p>4.10.3 A Preliminary Ecological Appraisal.... determining protected species interest. <u>Species/habitat surveys should cover the delivery route(s) and the site, including not only the turbine position(s) but also all ancillary development, access tracks, construction compounds, drainage measures, and areas impacted by road widening or overrun. Additionally, cumulative impacts with other developments in the area should be assessed.</u></p>  | <p>Agree, add the following to the end of paragraph 4.10.3:</p> <p>Species/habitat surveys should cover the delivery route(s) and the site, including not only the turbine position(s) but also all ancillary development, access tracks, construction compounds, drainage measures, and areas impacted by road widening or overrun. Additionally, cumulative impacts with other developments in the area should be assessed.</p> |

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| RE03.15   | <p>The respondent seeks an amendment to paragraph 4.10.2 so that it reads as follows (the additional text being requested is underlined):</p> <p>4.11.2 Any mitigation measures proposed should reflect recent survey work and demonstrate a clear understanding of the site, <u>and access route(s) and their ecological considerations.</u></p>   | <p>Agree, amend paragraph 4.10.2 so that it reads as follows:</p> <p>4.11.2 Any mitigation measures proposed should reflect recent survey work and demonstrate a clear understanding of the site, and access route(s) and their ecological considerations.</p>  |
| RE03.16   | <p>The respondent seeks an additional paragraph to section 5.3 Wind Turbine Development outside Strategic Search Areas:</p> <p>5.3.2 Very large turbines (&gt;109m) are unsuitable outside SSAs.</p>  | <p>Disagree. This is not in line with current advice from the Welsh Government. Paragraph 5.2.3 sets out current advice from the WG as to the size of the turbines permitted outside SSAs.</p>  |
| RE03.17   | <p>The respondent seeks an additional paragraph to section 5.3 Wind Turbine Development outside Strategic Search Areas (the respondent cites TAN 8, paragraph 2.13, Heads of the Valleys guidance, Landscape Capacity and Sensitivity Study):</p> <p>5.3.3 Most areas outside SSAs should remain free of large wind power schemes. The large typology is defined as a turbine greater than 80m to tip height, or any group of more than four turbines no matter how small. Schemes outside the SSAs should have suitable separation distances between them. Wind turbines should not be spread across the whole county.</p> | <p>Agree in part.</p> <p>A new section has been added to section 5.1.2 setting out the turbine typology taken from the Wind Turbine Development Landscape Sensitivity and Capacity Study.</p> <p>A new paragraph has been added – 5.3.2 stating that areas outside SSAs should remain free of large wind power schemes (Large scale schemes being defined as being over 25MW), in line with guidance set out in TAN 8 paras 2.2 &amp; 2.13.</p> <p>The Carmarthenshire Wind Turbine Development Landscape Sensitivity and Capacity Study provides a landscape character assessment for different areas of the County, and sets out what type of turbine development would be appropriate in these areas. It is considered that this approach meets the requirements of paragraph 2.13 of TAN 8 which seeks a balance which will not result in a severe restriction of wind turbine development.</p> |
| RE03.18   | <p>The respondent seeks an additional paragraph to section 5.3 Wind Turbine Development outside Strategic Search Areas:</p>   | <p>Disagree. Advice on the types of development requiring an EIA screening opinion is contained in section 4.4.</p>   |

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|                | <p>5.3.4 Little can be done to mitigate the impact of larger turbines. It is likely, therefore, that even a single turbine will require an EIA screening assessment.</p>   |   |
| <p>RE03.19</p> | <p>The respondent seeks an additional paragraph to section 5.3 Wind Turbine Development outside Strategic Search Areas:</p> <p>5.3.5 In judging the need for an EIA, the application should be considered in combination with other developments to determine the potential cumulative effects.</p>  | <p>Disagree. Advice on the types of development requiring an EIA screening opinion is contained in section 4.4.</p>   |
| <p>RE03.20</p> | <p>The respondent seeks an additional paragraph to section 5.3 Wind Turbine Development outside Strategic Search Areas:</p> <p>5.3.6 If an EIA is required, it should include ancillary development and associated infrastructure including substations, grid connections and access routes.</p>   | <p>Disagree. Advice on the types of development requiring an EIA screening opinion is contained in section 4.4.</p>   |
| <p>RE03.21</p> | <p>Paragraph 5.4.1 – the respondent notes that this section rightly describes wind turbines as large man-made elements. But they are not only “substantial vertical structures; the “moving blades” draw the eye and move over a large area. The scale of the visual impact is increased not only as the height increases, but as the rotor size increases. This is especially relevant to acknowledge in the SPG now that developers are increasingly choosing to deploy turbines with “oversized” rotors. The respondent believes that this needs to be explicitly stated in the SPG, particularly in light of recent protestations by one wind developer that the circle described by turbine blades is somehow of no visual consequence.</p> | <p>Disagree. The consultants who prepared the Study comment that the validity of this comment is limited and does not demonstrate that the author fully understands the difference between size and speed of rotor and its capacity to draw the eye when moving. Although smaller turbine rotors have a smaller blade-swept area, they turn more rapidly when compared to large rotors. When both types are seen together, the smaller turbine rotor movement is more visually arresting. Such factors are a matter for consideration at the level of the individual planning application and are too detailed for incorporation into this SPG.</p> |
| <p>RE03.22</p> | <p>The respondent comments about paragraph 5.5.2 – Section B - Focal Features/Settlements and Urban</p>  | <p>The consultants comment as follows: SNH guidance on small turbines states that <i>“It is important for small scale turbines to relate well</i></p>   |

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|                | <p>Landscapes - The phrases “a turbine sited next to an isolated farm could draw attention to its presence” and “In sparsely settled rural landscapes, turbines should be located near to existing buildings” seem to contradict one another. Policy hitherto has suggested that, where a development is associated with farm diversification, it should be positioned close to the farmstead. The respondent believes that the phrase which does make sense is “Turbines should be located in the least visually prominent location.” This is consistent with, for example, avoiding skylines.</p>  | <p><i>to and compliment the scale of nearby buildings” [Siting and designing wind farms in the landscape, SNH, August 2017, Annex 1, p. 44]</i></p> <p>The consultants do not consider these statements to be contradictory as they describe deferent scenarios, and consider that the following text can be added by way of clarification:<br/> <i>‘Turbines should be sited in the most appropriate location when viewed from a variety of viewpoints whilst being able to harvest a viable wind resource, which often means elevated and exposed locations’.</i></p>  |
| <p>RE03.23</p> | <p>The respondent seeks an amendment to paragraph 5.5.2 so that it reads as follows (the additional text being requested is underlined) in accordance with the Carmarthenshire LDP:</p> <p>C Turbine Size and Scale - Small scale turbines.... such as buildings, trees or hedges. <u>Small turbines are required to be located near and closely related to existing buildings or structure of a similar nature. Turbines which are out of character with the area, in terms of their size or design, being over-dominant in the area, will be refused.</u></p>  | <p>See Comments for RE03.22, above.</p>  |
| <p>RE03.24</p> | <p>The respondent seeks an amendment to paragraph 5.5.2 so that it reads as follows (the additional text being requested is underlined, and deleted text is marked as strikethrough):</p> <p>C Turbine Layout - Although there may be scope.... the same angle of view. In all cases, turbine layout should respect the underlying landform and, <del>where possible</del>, groups of turbines should be located at very similar elevations.</p> <p>The respondent also comments that in a group of two or more turbines, the turbines need to be positioned so that the distance between them is 3-10 rotor diameters, as indicated in TAN 8.</p> | <p>The consultants comment as follows: No change required – the deletion of the phrase ‘<i>where possible</i>’ will unduly restrict design. The following guidance is noted in respect of landform:<br/> <i>“It is very difficult to design a wind farm upon a variable landform, such as undulating, rugged moorland or hills, without presenting a confusing image. This is because the wind turbines will be seen from different directions, at varying elevations and spacing, and against varying backdrops. To avoid this effect, it is generally preferable for wind turbines to be grouped on the most level part of a site so the development appears more cohesive, rather than as a poorly related group of turbines.”</i><br/> <i>[Siting and designing wind farms in the landscape, SNH, August 2017; Section 3.24]</i></p> |



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|                | <p>The design iteration process undertaken by the applicant to mitigate the visual impacts must be shown clearly in the planning application to explain why the proposed positioning and grouping is considered to be the most suitable. Alternative layouts should be explored in relation to the most sensitive viewpoints.</p>   | <p>These are matters for individual cases and consideration in relation to local landform characteristics, key viewpoints, and other site-specific factors.</p> <p>TAN 8 states that <i>'Wind turbines need to be positioned so that the distance between them are around 3-10 rotor diameters.'</i> [Annex C, Section 2.8, p.35]</p>  |
| <p>RE03.25</p> | <p>The respondent seeks an amendment to paragraph 5.5.2 so that it reads as follows (the additional text being requested is underlined):</p> <p>C. Micro-siting - Relocation of one or more... at the construction stage. It is important to ensure that micro-siting considerations may not only affect wind turbine locations <u>and separation</u>, but also the horizontal.... of any wind turbine proposal.</p> <p><u>The red edge of the site location plan and the representation of the potential swept area(s) should include any allowance being requested by the developer for micro-siting. This will help to ensure that minimum requirements for separation from other turbines, residential properties and vegetation (such as hedgelines), as well as topple distances, will not be compromised by the use of micro-siting allowances.</u></p> <p><u>A consistent and accurate grid reference should be used for the position of each turbine and the site plan should be of a scale to allow the positioning to be checked within a very small tolerance (as with building plans).</u></p> <p><u>If, after an application has been submitted and validated, a developer wishes to alter the positioning of any element of the development beyond the micro-siting allowance requested, this would be considered a substantial alteration and would require a new planning application.</u></p> | <p>The consultants comment as follows: We regard the insertion of the word <i>'separation'</i> as an unnecessary addition which is not informative in qualifying the statement – achieving the optimum separation distance is part of the proper consideration of the siting and location of turbines.</p> <p>Agree to add the text contained in the third paragraph beginning "The red edge..."</p> <p>In the fourth paragraph, the consultants do not consider that all of the additional details being asked for are required, and suggest that, for consistency, the phrase <i>'within a very small tolerance'</i> needs to be deleted and the phrase <i>'within the limits established by the permitted micro-siting tolerance'</i> should be inserted.</p> <p>The final sentence of the fourth paragraph appears to remove the option of an application to vary an existing application - this is a judgement that has to be made on a case by case basis at the application validation stage.</p> |

| Reference | Summary of Respondent's Response:   | Officer Response:   |
|-----------|---|---|
| RE03.26   | <p>The respondent seeks an amendment to paragraph 5.5.2 so that it reads as follows (the additional text being requested is underlined):</p> <p>C Ancillary Infrastructure - Landscape and visual impacts of any ancillary development, <u>the cumulative effects</u> and visual conflicts between turbines and ancillary structures should be minimised.....</p>   | <p>The consultants comment as follows: We suggest the following amendment: delete all text from 'the cumulative effects..' onwards and insert the following text: "<u>...the cumulative landscape and visual effects arising from the combination of turbines and ancillary structures should be minimised...</u>"</p>                                      |
| RE03.27   | <p>The respondent seeks an addition to paragraph 5.6.4 to include the following text:</p> <p>5.6.4 Photomontages should be provided in addition to wirelines and should show the associated infrastructure, not just the turbines ie. any associated buildings, masts, tracks, vegetation removal and above ground grid connections.</p>  | <p>Disagree, the consultants comment that whilst support is given to the provision by the applicant of supporting photomontages and wireframe diagrams in some circumstances, this is a matter for the planning officer to determine during the early stages of the planning application process, which is consistent with paragraph 5.6.4, as drafted.</p> |
| RE03.28   | <p>The respondent seeks an amendment to paragraph 5.10.1 so that it reads as follows (the additional text being requested is underlined):</p> <p>5.10.1 Turbines produce mechanical noise..... all planning applications are expected to be accompanied by a <u>site specific</u> Noise Assessment.</p> <p>The respondent explains that the phrase "site specific" is recommended because, on occasion, applicants have submitted assessments from "similar" sites or used wind data collected at sites some distance away, and this is simply not accurate enough.</p> | <p>Agree. The addition of the term "site specific" is used in appendix A which provides further guidance, therefore making it consistent.</p>   |
| RE03.29   | <p>The respondent seeks an amendment to paragraph 5.10.2 as they believe an appropriate distance" is far too vague to have any real meaning. Noise can be greater at a lower level (downhill) than on the same level, and at several rotor-diameters distance rather than close to the turbine. The respondent suggests that</p>  | <p>Disagree. Paragraph 5.10.2 requires that all turbines are required to accord with ETSU-R-97.</p> <p>Guidance contained within Appendix A refers to cumulative noise assessments.</p> <p>Noise conditions are applied to applications and each are tailored depending on the conclusions</p>  |

| Reference | Summary of Respondent's Response:  | Officer Response:   |
|-----------|--|---|
|           | <p>at the very least, a planning condition should be attached where a turbine is within the distance cited for potential shadow flicker to require a noise assessment to be carried out when the turbine becomes operational, to prove that it is operating within ETSU noise limits.</p> <p>The amended text should read as follows (the additional text being requested is underlined):</p> <p><u>Full site-specific background noise studies should be submitted with the application, and these should exclude the effects of existing turbines. Cumulative turbine noise calculations should also be provided where there are other proposed, consented or operational turbines in the area, not just for the properties nearest to the application site but also for those properties most likely to be cumulatively affected.</u></p> | <p>of the noise report. The noise conditions are sufficient for enforcement, making the request for a further noise assessment unnecessary.</p>   |
| RE03.30   | <p>The respondent seeks an additional bullet point to the summary box in section 5.10:</p> <ul style="list-style-type: none"> <li>• Planning conditions will require that, when there is any likelihood that noise conditions cannot be met or are not being complied with, the costs for an independent noise assessment will be met by the developer.</li> </ul>   | <p>Disagree, the applied noise condition(s) indicate that the cost of survey rests with the developer.</p>  |
| RE03.31   | <p>The respondent seeks an amendment to paragraph 5.11.2 so that it reads as follows (the additional text being requested is underlined), in order to reflect the latest studies published by the University of Exeter:</p> <p>5.11.2 Bats and their roosts..... Surveys will also identify what time of the year the bats are utilising the site as activity changes throughout the year. <u>This is particularly important for those species identified as high risk or, where large turbines are proposed, are high-flying</u></p>  | <p>Disagree. There is no need to differentiate between large and small turbines here. A full assessment of the impacts on bats will be required, whether they are low or high flyers.</p> |

| Reference | Summary of Respondent's Response:   | Officer Response:  |
|-----------|---|--|
|           | <p><u>species</u>, which will exploit open habitats.....</p>  |  |
| RE03.32   | <p>The respondent seeks an additional bullet point to the summary box about Bat Assessments in section 5.11:</p> <ul style="list-style-type: none"> <li>• Where site boundaries are close to the development, the survey work should extend beyond the boundary.</li> </ul>   | <p>Agree in part, the following addition has been made to the bullet point:</p> <p>“...and should be at the turbine location and nearby habitat boundaries, for example, hedgerows, trees, woodlands.”</p> |
| RE03.33   | <p>The respondent seeks the addition of two bullet points to paragraph 5.11.5, which are in line with Ceredigion guidance and Scottish National Heritage bird guidance:</p> <ul style="list-style-type: none"> <li>• A breeding bird survey and a winter bird survey should be provided as a minimum.</li> <li>• Where protected species are identified, mitigation should be provided to avoid any displacement.</li> </ul>  | <p>Disagree, NRW have been consulted and have approved our approach as detailed. This advice is also reflected in the adopted Nature Conservation SPG.</p>   |
| RE03.34   | <p>The respondent seeks an amendment to paragraph 5.13.4 so that it reads as follows (the additional text being requested is underlined):</p> <p>5.13.4 Turbines also...Turbines should be sited away from radio and microwave signal corridors and should not impact upon <u>emergency service communication links</u>, domestic TV, radio reception, and <u>mobile telephone</u> or mobile, <u>satellite or community wi-fi</u> broadband. Where interference cannot be avoided, mitigation measures will be required <u>to be put in place</u> by the developer.</p> | <p>Agree, suggested changes to be incorporated in to paragraph 5.13.4.</p>   |
| RE03.35   | <p>The respondent seeks the addition of a paragraph:</p> <p>5.13.5 A Residential Amenities Assessment should be carried out for every residential or holiday property within 10 times tip height. A wider study area of 1 to 2km will be more appropriate for large and very large turbines (over 65m in height).</p>   | <p>Disagree, Residential Amenity Assessments have been carried out on a small number of occasions. They are not required on the majority of cases as the LVIA will assess such impacts.</p>                |

| Reference | Summary of Respondent's Response:  | Officer Response:   |
|-----------|--|---|
| RE03.36   | <p>The respondent seeks the addition of a paragraph:</p> <p>5.13.6 An RAA is additional to the assessment of visual impact on residential amenity that should be included in the LVIA.</p>   | <p>Disagree, Residential Amenity Assessments have been carried out on a small number of occasions. They are not required on the majority of cases as the LVIA will assess such impacts.</p>   |
| RE03.37   | <p>The respondent seeks the addition of a paragraph, following an analysis of appeal decisions quoted in the Gwynedd SPG.:</p> <p>5.13.7 Important factors include the bulk and width of the structure(s) as well as height and proximity, and the proportion of the outlook from the property and outside seating areas which would be occupied by the development, and whether turbines would be visible on more than one side of a property.</p>  | <p>Disagree, however, it is acknowledged that there should be a bit more guidance on residential amenity. The following should be added to paragraph 5.13.1 –</p> <p>“Careful consideration should be given when siting turbines to their relationship with nearby residential properties, in order to prevent an unacceptable overbearing impact on the residential amenity of these dwellings.”</p> |
| RE03.38   | <p>The respondent seeks an amendment to paragraph 5.14.1 so that it reads as follows (the additional text being requested is underlined and deleted text is marked as strikethrough):</p> <p><b>5.14.1</b> Turbines should be located an appropriate distance from roads, railways, buildings, <u>power lines</u>, <u>BT lines</u> and public <u>footpaths and</u> open spaces. The appropriate distance otherwise known as the “topple distance” <del>which</del> is calculated as being the height of the turbine <u>or, in the case of power lines, a distance in accordance with the Electricity Council Standards for overhead line clearances.</u></p> | <p>Agree in part, add reference to overhead lines (power and telecommunication), and public footpaths. Also include the addition of the following text: “ In the case of overhead power lines, separation distances should accord with the Electricity Council Standard 44-8.”</p>  |
| RE03.39   | <p>The respondent seeks the addition of a paragraph, as stated in the Carmarthenshire LDP:</p> <p>5.14.3 Existing bridleways and footpaths shall be safeguarded with no permanent loss to the length or quality of trails by any re-routing necessary to avoid the topple distance.</p>  | <p>Agree in part. A new paragraph to be added to reflect that information set out in the LDP:</p> <p>5.15.3 In siting turbines, existing bridleways, cycle ways and footpaths shall be safeguarded with no permanent loss to the length and quality of trails or paths. Temporary and appropriate re-routing of public rights of way during construction will be required.</p>                        |

| Reference | Summary of Respondent's Response:   | Officer Response:  |
|-----------|---|--|
| RE03.40   | <p>The respondent seeks an amendment to the bullet point in the summary box for Public Accessibility/Rights of Way Considerations, so that it reads as follows (the additional text being requested is underlined):</p> <ul style="list-style-type: none"> <li>• Consideration should be given to the amenity, health and safety of all users of the right of way. Turbine blades should not over sail public rights of way. <u>Regard should also be given to positioning in order to safeguard pedestrians, riders and passing traffic from injury due to ice throw or catastrophic equipment failure eg. detachment of moving blade(s).</u></li> </ul> | <p>Disagree, TAN 8 – Annex C para 2.34 states that ice build-up is unlikely to present problems on the majority of sites in Wales. Furthermore, there is no known evidence of separation distances which overcome ice throw.</p>   |
| RE03.41   | <p>The respondent seeks an amendment to paragraph 5.16.1 so that it reads as follows (the additional text being requested is underlined):</p> <p>5.16.1 Some turbines will be located.... Applications are expected to be accompanied with a Traffic Management Plan, <u>providing an assessment of the impact on traffic volumes from construction vehicle numbers. The environmental impact of all proposed physical works and operation along the extent of the abnormal load and construction transport routes will be considered as part of the environmental assessment of the development.</u></p>   | <p>Agree, add the following to the end of paragraph 5.16.1:</p> <p><u>Applications are expected to be accompanied with a Traffic Management Plan, providing an assessment of the impact on traffic volumes from construction vehicle numbers. The environmental impact of all proposed physical works and operation along the extent of the abnormal load and construction transport routes will be considered as part of the environmental assessment of the development.</u></p> |
| RE03.42   | <p>The respondent seeks an amendment to the Highway Considerations summary box as follows:</p> <ul style="list-style-type: none"> <li>• The developer will be required ... with the delivery of the turbine. <u>Owners of third party land which might be oversailed should be notified as part of the community engagement so that they have an early opportunity to respond.</u></li> </ul>   | <p>Agree in part, add the following text to the end of the first bullet in summary box:</p> <p>“Third party land may also be over-sailed by construction materials. In these instances the developer should contact relevant landowners when planning delivery routes.”</p>  |

| Reference | Summary of Respondent's Response:   | Officer Response:   |
|-----------|---|---|
| RE03.43   | <p>The respondent seeks three additional bullet points to the Highway Considerations summary box as follows:</p> <ul style="list-style-type: none"> <li>• There should be provision made for emergency vehicle access at all times.</li> <li>• The weights of cranes and turbine parts (including transporters) should be declared as well as the overall dimensions.</li> <li>• In line with WAG recommendations, a full Transport Management Plan should be agreed BEFORE planning permission is considered.</li> </ul> | <p>In terms of the first bullet point, disagree, if it is an abnormal load there will be a procedure in place that they would have to notify the police.</p> <p>Agree to the second bullet point to be inserted into the summary box.</p> <p>The third bullet point, agree in part. It is not considered appropriate to have the Plan agreed before a decision as details of the TMP could change once a contractor is on board. Add the following bullet point into the summary box:</p> <ul style="list-style-type: none"> <li>• Early preparation and consideration should be given to a Transport Management Plan.</li> </ul> |
| RE03.44   | <p>The respondent seeks the addition of a paragraph to section 5.18:</p> <p>5.18.2 The applicant's environmental impact assessment or environmental statement should take into account the quantity of material to be removed, the transport impacts, and how the material will be disposed of and the consequent environmental impact.</p>   | <p>This is not the correct place in the SPG for such information – section 4.4 deals with EIA.</p>  |
| RE03.45   | <p>The respondent seeks the addition of a paragraph to section 5.18:</p> <p>5.18.3 Decommissioning costs as well as methods should be submitted, so that an appropriate bond can be secured by the local authority.</p>   | <p>Agree in part, such information would be placed in a legal agreement, however, it is suggested to add the following to section 5.18:</p> <p>5.18.2 The Decommissioning Plan should factor in the cost of the decommissioning operation, and consideration be given to entering into a planning obligation to secure site reinstatement.</p>  |
| RE03.46   | <p>The respondent seeks the addition of the following to the application checklist on page 23:</p> <ul style="list-style-type: none"> <li>✓ Applicants should expect to have to meet an acceptable standard in the information they supply to support their application.</li> <li>✓ They should follow standard guidelines and methodology.</li> <li>✓ There should be an expectation that if false, misleading or sub-standard information is supplied, the application will be rejected.</li> </ul>                     | <p>Disagree - if an application is not of a sufficient standard or does not include the information required to determine the application, then it will be invalid and will not be registered until such time as the information is submitted.</p>  |

| Reference | Summary of Respondent's Response:  | Officer Response:  |
|-----------|--|--|
|           | <p>✓ The full suite of required information should be supplied at the time of the application being validated so that it is available for, and can be subject to, the period of public consultation.</p> <p>The respondent also requests the following to be added to the section "Other Items that may be Required":</p> <ul style="list-style-type: none"> <li>• Tourism impact assessment</li> <li>• Electro-magnetic interference – Aviation and Communications (Mobile Telephone and Broadband)</li> <li>• Grid connection route</li> <li>• Community consultation</li> </ul> | <p>Agree to the addition of "Details of Grid Connection" to the list, in addition to "Pre-Application Consultation (if applicable), which will cover details of community consultation. The other requests are matters that will be considered as part of the determination of the application, they do not require specific mentioning in this section.</p> |

**Representation No. RE04 from the Coal Authority**

| Reference | Summary of Respondent's Response:                | Officer Response: |
|-----------|--|-------------------|
| RE04.01   | The respondent has no specific comments to make. | n/a               |

**Representation No. RE05 from Miss Caroline Evans, Brechfa Forest Energy Action Group**

| Reference | Summary of Respondent's Response:  | Officer Response:   |
|-----------|--|---|
| RE05.01   | The respondent comments that the draft SPG reads well, as did the previous LDP, but is disappointed that the LDP's provisions were regularly ignored resulting in inappropriately sited large and small wind turbines.   | The LDP is still in place, this document provides supplementary guidance to support the LDP policies. |
| RE05.02   | Reference is made to section 5.5.2 - B - Factors relating to siting - the impact on the skyline is acknowledged and stated as undesirable, just as it was in the last LDP, but it didn't stop the Council giving permission for Blaengwen and Mynydd y Betws wind turbine developments and the minister giving permission for Brechfa Forest West, all on skylines and making a major impact on the landscape. | The respondent is not seeking a change to the SPG.  |



| Reference | Summary of Respondent's Response:  | Officer Response:  |
|-----------|--|--|
| RE05.03   | The respondent notes that this document also refers to the undesirability of the destruction of woodlands for wind turbine developments and references Brechfa Forest West site for woodland mega-removal.                   | The respondent is not seeking a change to the SPG.   |
| RE05.04   | The respondent notes that section 5.10 makes reference to Noise, as does the LDP but there are continual noise problems from several wind turbine sites are evidence that the LDP's policies did not work and will not work. | The respondent is not seeking a change to the SPG.   |
| RE05.05   | The respondent is concerned that the SPG will be ignored in decision making and by developers.   | The respondent is not seeking a change to the SPG. The SPG will be a material consideration in the determination of planning applications. |

**Representation No. RE06 from Mr Simon Ford**

| Reference | Summary of Respondent's Response:  | Officer Response:   |
|-----------|--|---|
| RE06.01   | The respondent comments that the part of the website inviting comments on the SPG failed to provide a link to the SPG. | The respondent is not seeking a change to the SPG. The SPG could be found on the Planning pages, however, this is noted for future consultations. |

**Further Changes required to the SPG**

- Update paragraph 5.2.4 – Brechfa Forest West is now operational and should be reflected in the text.
- 4.10 Ecological Considerations – As it is a material planning consideration, the second bullet point to be changed by deleting the word “should” and replacing it with “must” so that it reads as follows: “Ecological benefits and appropriate mitigation must be considered as part of the application.”
- 4.10.1 – Amend the first sentence to include reference to habitats as well as species, so that it reads as follows: “The development of renewable energy schemes has the potential to harm habitats and species. Developers will be expected to maximise the ecological potential of the site, whilst ensuring that there is no demonstrable harm to statutorily protected habitats and species,
- 4.10.1 – typographical amendment to that the end of first sentence replacing “or the Environment Act 2016 to “on the Environment Act”.
- 4.10.3 – Update the document referred to as the 2013 Guidelines to 2017.
- 4.10.5 – Add the following documents:
  - CIEEM (2017) [Guidelines for Preliminary Ecological Appraisal, 2nd edition](#). Chartered Institute of Ecology and Environmental Management, Winchester.

- CIEEM (2018) [Guidelines for Ecological Impact Assessment in the UK and Ireland: Terrestrial, Freshwater, Coastal and Marine](#). Chartered Institute of Ecology and Environmental Management, Winchester.



# Highways Design Guide

Carmarthenshire County Council

2018

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# Foreword

Carmarthenshire County Council recognise that appropriate development is essential to the economic, social and environmental fabric of our County, and in doing so supports our responsibilities under the Well-being of Future Generations (Wales) Act 2015. As such we, as a Local Authority, have a duty to all our residents to ensure the planning process is as smooth, transparent, consistent and accurate as possible.

Whilst the Local Planning Authority makes the final determination on any application, Highways Planning Liaison have a key role to play as consultees in assessing the likely impacts of any development. To assist Developers, Applicants and The Authority in this process, we have developed this Highways Design Guide, which will empower applicants and wider stakeholders to understand and apply our requirements in terms of all aspects of potential highways impacts, highways design and the application of appropriate local and national policy guidance.

We are confident that this will not only speed up the planning process, whilst underpinning our aims of a consistent, transparent service: but will also allow Carmarthenshire County to better assist Applicants, stakeholders and the wider community as resources can be focussed on delivering a more efficient service for all.



# 1. Introduction

## 1.1. Overview

Carmarthenshire County Council is strongly committed to facilitating good design which is fit for purpose and delivers environmental sustainability, economic development and social inclusion. Good design requires a collaborative, creative and inclusive approach with highways and transportation forming a key consideration throughout the life of a scheme.

Carmarthenshire County Council has produced this Highway Design Guide (HDG) with a view to setting out its expectations for new development in the county. It provides guidance to Developers and Applicants on preparing transport proposals and providing transport infrastructure and services to support new development. It also sets out the associated requirements during planning and construction.



**The Local Planning Authority (LPA) is responsible for determining planning applications within Carmarthenshire** unless the development is called in by the Planning Committee or Welsh Government. In such cases, the LPA makes a recommendation on the application, with the decision taken by the Planning Committee or Welsh Government.

As a statutory consultee, Carmarthenshire County Council's **Highways Planning Liaison is required to provide the LPA with an informed response and recommendations on individual planning applications**, falling within agreed consultation thresholds (as set out in Part 2.3.1).

**This HDG has been adopted by Carmarthenshire County Council and the requirements outlined herein will be treated as a material planning consideration during the determination of planning applications and in defence of any decision at appeal. This HDG will also form the basis of the Highways Planning Liaison's assessment of a proposal and subsequent response to the LPA.**

**The LPA has the jurisdiction to accept, amend or disregard the recommendation of the Highways Planning Liaison team. The Highways Planning Liaison do not determine planning applications and cannot provide design support to Developers when they are appraising development proposals on behalf of the LPA.**

It is recommended that Developers secure specialist consultancy support to assist them through the design, planning and construction process. Developer should note that certain design services can be procured through Carmarthenshire County Council's Highway Engineering Section. Developers should Carmarthenshire County Council Design Consultancy for further advice.

## 1.2. HDG Aims and Objectives

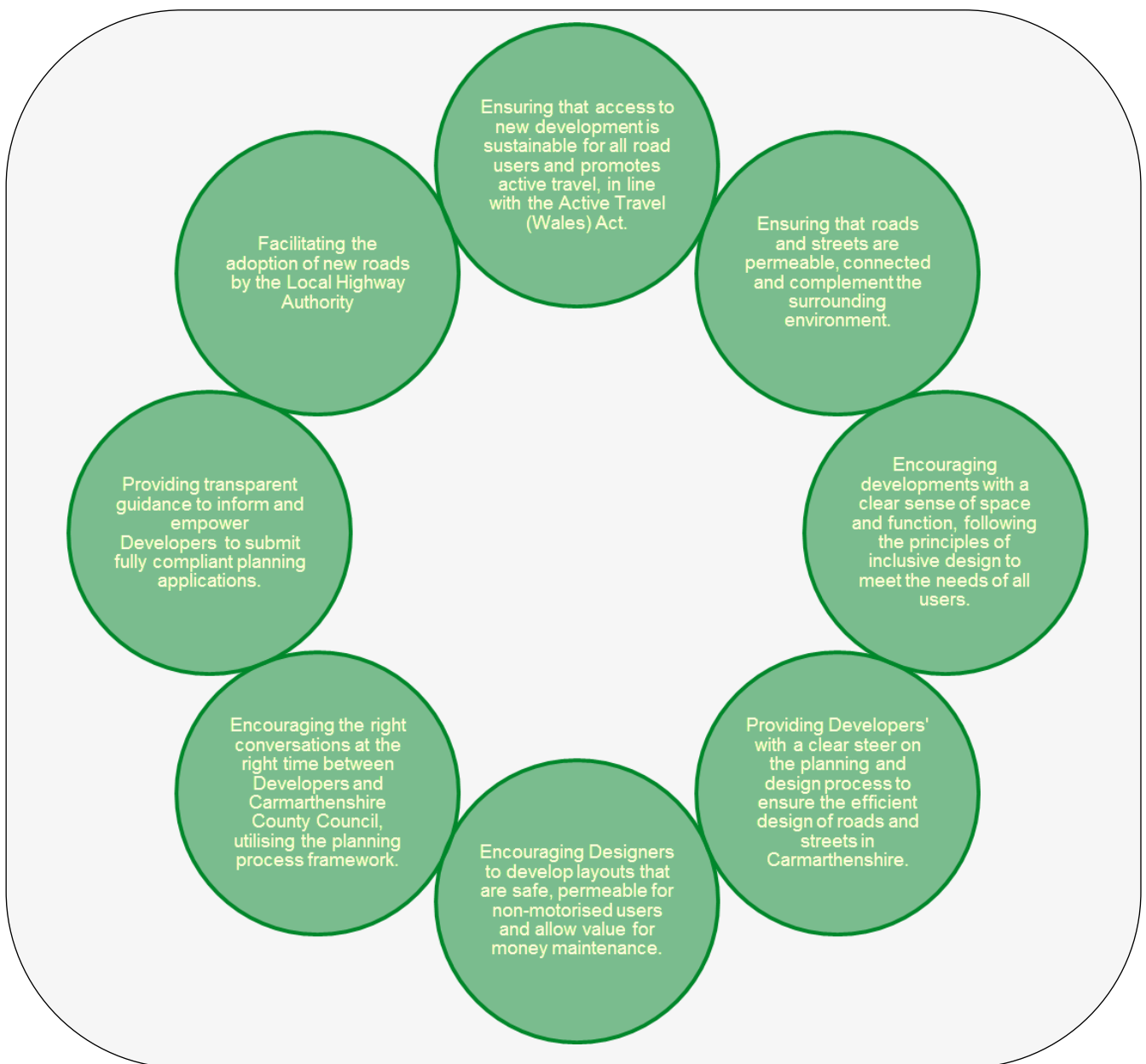
The principal aims of this HDG are to:

**Encourage Developers to create layouts which have a distinctive character in their built environment and landscaping;**

**Set out transparent design standards to achieve safe and sustainable provision for all transport modes, with an emphasis on Active Travel; and**

**Facilitate a streamlined and cost-effective highways planning process for Carmarthenshire County Council and the Developer.**

These aims are supported by the following key objectives:

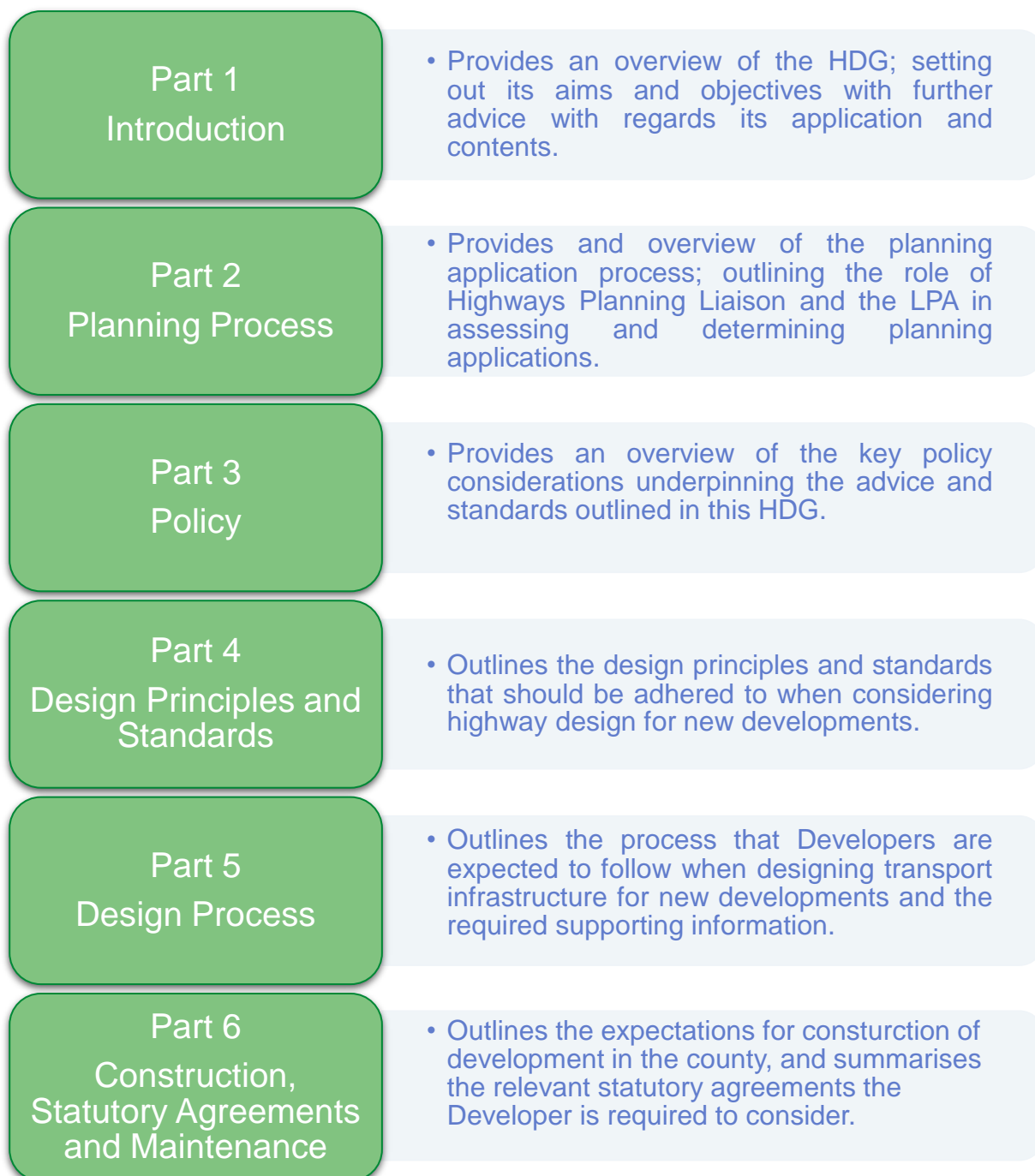




### 1.3. HDG Application and Content

This HDG should be used by Developers' to guide the design of a scheme, formally engaging with relevant departments of Carmarthenshire County Council at appropriate stages in the planning process. All engagement on the design of developments should be channelled through the planning framework, using [planning@carmarthenshire.gov.uk](mailto:planning@carmarthenshire.gov.uk).

This document considers the key components of development planning, including scheme design, construction and maintenance. This HDG is split in to 6 parts as follows:



## 2. Planning Process

### 2.1. Overview

The purpose of the Welsh Government's planning system is to manage the development and use of land in the public interest. It needs to ensure economy, efficiency and amenity in the use of land and reconcile the needs of development and conservation, whilst also protecting natural resources and the historic environment.

This Part of the HDG provides an overview of the planning application process outlined in the Welsh Government's Development Management (DM) Manual. Further information and advice about the planning process, planning applications, national and local planning policies and planning guidance is provided on the [planning section](#)<sup>1</sup> of Carmarthenshire County Council's website.

### 2.2. The LPA, DM and Highways Planning Liaison

'Development' is defined by section 55 of the Town and Country Planning Act 1990 ('the 1990 Act') as:

***'The carrying out of building, engineering, mining or other operations in, on, over or under land, or the making of any material change in the use of any buildings or other land.'***

Development Management is a positive and proactive approach to shaping, considering, determining and delivering development proposals. It is led by the **LPA** working collaboratively with those proposing developments and other stakeholders.

Carmarthenshire County Council's development plan sets out a vision of how land uses will be distributed, to achieve sustainable development and support the goals set out in the Well Being of Future Generations (Wales) Act 2015. It is the role of Development Management to deliver that vision; guiding public and private investment to suitable locations using national and local policies to provide the jobs, homes and infrastructure required to meet the existing and future needs of Wales.

Development Management covers several stages of the implementation of a development project. The LPA and a Developer may adopt a collaborative approach when preparing a masterplan or alternatively the LPA will be presented with a final design, submitted by a Developer as a planning application.

The way in which planning applications are processed and scrutinised depends on whether they have potential benefits and impacts which are of national, major or local significance.

**The LPA is responsible for determining all planning applications** within Carmarthenshire unless the development is called in by the Planning Committee (primarily for Major Development) or Welsh Government (primarily for Developments of National Significance). In such cases, the LPA makes a recommendation on the application, with the decision taken by the Planning Committee or Welsh Government.

#### Highways Planning Liaison

As a statutory consultee, Carmarthenshire County Council's Highways Planning Liaison will provide the LPA with an informed response and recommendations on individual planning applications, falling within agreed consultation thresholds. Compliance with this HDG will be a material consideration during the Highways Planning Liaison's assessment of a proposal and subsequent response of the LPA.

<sup>1</sup> <https://www.carmarthenshire.gov.wales/home/council-services/planning/>

The LPA has the jurisdiction to accept, amend or disregard the recommendation of the Highways Planning Liaison team. The Highways Planning Liaison do not determine planning applications and cannot provide design support to Developers when they are appraising development proposals on behalf of the LPA.

## 2.3. Applying for Planning Permission

### 2.3.1. Pre-Application Procedures

Pre-application procedures aim to ensure that planning applications proceed smoothly and quickly once they are formally submitted. It allows significant planning issues to be addressed before a formal application is made and provides the community with an opportunity to engage with Developers at an early stage in the development process.

LPAs are required to provide a statutory pre-application service for those who request it; providing a written response to the applicant containing certain pre-determined information as a minimum. A fee is payable to the LPA for this service in line with a national fee schedule. LPA's can offer additional responses and meetings should an applicant request further pre-application advice beyond the statutory minimum requirements. Additional fees will be charged for these services.

#### Pre-application Consultation by Developers

Pre-application Consultation is required for all 'major' development applications, whether for full or outline permission. Prior to submitting an application for major development, the Developer must:

- publicise a draft of the application;
- consult community and specialist consultees; and
- write a report about the pre-application consultation undertaken.

The Developer is required to consult specialist consultees when a development exceeds thresholds specified by the Welsh Government. As a **specialist consultee**, Carmarthenshire's **Highways Planning Liaison** team will need to be consulted where a development is expected to alter or amend the existing highway infrastructure (including footways, footpaths or verges) and when a development:

- involves the laying out or construction of a new street;
- will significantly affect levels of traffic onto, or off, a trunk road;
- may prejudice improvement or construction of a highway;
- will generate significant levels of traffic;
- will significantly affect the nature of traffic generated; or
- the Development Control Officer is minded to refuse on highway parking grounds.

All information that would be required to be submitted as part of a formal planning application will be required by the Highways Planning Liaison team during Pre-Application Consultation. This information should be provided electronically and should include:

- Scaled plans, with north arrow, to identify the land to which the application relates;
- All other scaled plans, drawings and information that would be required to describe the proposed development. This includes any technical documents, such as a Transport Assessment and Travel Plan, needed to validate any subsequent application; and
- Design and Access Statement.

Highways Planning Liaison is required to provide a 'substantive response' to the Developer within the prescribed 28 day period, or within such a period that has been agreed in writing with the Developer.

A 'substantive response' is one which may:

- state that the specialist consultee has no comment to make;
- state that the specialist consultee has no objection to the proposed development and refers the applicant to current standing advice by the specialist consultee on the subject of the consultation;

- advise the applicant of any concerns identified in relation to the proposed development and how those concerns can be addressed; or
- advise the applicant that the specialist consultee has concerns and that it would object to an application for planning permission made in the same or substantially the same terms and sets out the reasons for those objections.

All planning applications for development proposals that are subject to statutory pre-application consultation (PAC) must be accompanied by a pre-application consultation report in order to be valid. The PAC report must address the substantive response provided by Highways Planning Liaison. The points raised by Highways Planning Liaison in the substantive response should be tabulated in the PAC report, with details on how they have been addressed by the Developer provided in an adjacent column.

### 2.3.2. Planning Application Procedures

Applicants can submit an application electronically or in paper format to the LPA. The planning portal enables electronic submission of planning applications and applicants are encouraged to apply electronically.

Validating planning applications is essentially an administrative process. The Standard Application Form will be checked to ensure all relevant questions have been answered. If the LPA is satisfied it has received an application that meets the requirements set out in the Standard Application Form, including additional assessment documents (e.g Transport Assessment and Travel Plan), other legal requirements and any published local validation requirements (for major applications) it will be registered as a valid application. The LPA should then determine the application within the relevant time periods.

Applicants are encouraged to agree information requirements with the LPA prior to submission, through pre-application discussions, so that where possible, the information sought is proportionate to the nature of the scheme. Supporting transport and highways information, likely to be required for different application types, is considered in [Part 5.2.3](#) of this report.

LPA's are required to consult relevant **specialist consultees**, including **Highways Planning Liaison**, when the proposed development meets the specified criteria outlined for pre-application consultation. The duty to provide a 'substantive response' is slightly different depending on whether the development proposal was subject to mandatory pre-application consultation with the statutory consultee.

Where no mandatory pre-application consultation has taken place, a 'substantive response' is one which:

- states that the consultee has no comment to make;
- states that the consultee has no objection to the proposed development and refers the person consulting to current standing advice by the consultee on the subject of consultation;
- advises the person consulting of any concerns identified in relation to the proposed development and how those concerns can be addressed by the applicant; or
- advises that the consultee objects to the proposed development and sets out the reasons for the objection.

A 'substantive response' where pre-application consultation has been undertaken is one which:

- states that the consultee has no further comment to make in respect of the proposed development and confirms that any comments made previously (during pre-application consultation) remain relevant;
- advises the person consulting of any new concerns identified in relation to the proposed development, why the concerns were not identified previously (during pre-application consultation) and:
  - how the concerns can be addressed by the applicant; or
  - that the consultee objects to the proposed development and sets out the reasons for the objection.

## 2.4. Assessing and Determining Planning Applications

Where an application is made for planning permission, it may be granted unconditionally or subject to conditions. Alternatively, planning permission may be refused.

**The LPA is responsible for determining all planning applications within Carmarthenshire unless the development is called in by the Planning Committee (Major Development) or Welsh Government (Developments of National Significance). In such cases, the LPA makes a recommendation on the application, with the decision taken by the Planning Committee or Welsh Government.**

Applications for planning permission must be determined in accordance with the approved / adopted local development plan for Carmarthenshire unless material considerations indicate otherwise. Material considerations typically include current circumstances, policies in an emerging development plan, and planning policies of the Welsh Government. **Compliance with this HDG will be a material consideration when determining planning applications which may be informed by the recommendation provided by Highways Planning Liaison.**

Where information has been provided to satisfy the minimum legal requirements for a valid planning application, but the LPA requires supplementary information to make a fully informed planning decision, or the quality of the information provided by the applicant may require challenge, the LPA may request additional submissions from the applicant.

In addition to the planning process outlined within this section, Developers should note that **drainage approval from the Sustainable Drainage Approval Body must be sought independently from planning approval**, more information on SAB is provided in [Part 4.4.3](#).

## 3. Policy Summary

The national policy context for planning within Wales is contained within Planning Policy Wales. It is supplemented by a series of Technical Advice Notes (TANs), notably TAN 12 (Design) and TAN 18 (Transport) which have been considered in the development of this HDG.

This HDG also takes into consideration the key principles set out in the Department for Transport's (DfT) Manual for Streets (MfS) and the Chartered Institution of Highways and Transportation (CIHT) Manual for Streets 2 (MfS 2). MfS primarily relates to lightly trafficked residential streets whilst its companion guide, MfS 2, extends beyond residential streets to provide both an urban and rural context. Without formally adopting these documents in verbatim, this HDG reflects the overarching principles of both MfS and MfS 2 within the local Carmarthenshire context. In certain circumstances this HDG also refers to wider guidance provided in the Design Manual for Road and Bridges (DMRB).



This Part of the HDG provides an overview of the key policy considerations underpinning the advice and standards outlined in this HDG. Furthermore, with [Part 5.2.1](#) of this HDG describing how a policy review should be one of the first tasks undertaken when preparing a development proposal, this part of the document may prove to be a useful source of reference for Developers.

Further policy related information is available on [Carmarthenshire County Council's Planning Policy](#)<sup>2</sup> page.

### 3.1. National Policy

#### TAN 18

TAN18 describes how to integrate land use and transport planning, and explains how transport impacts should be assessed and mitigated as appropriate, with Annex D providing guidance on Transport assessments. Relevant to this HDG, Chapter 5, Design of Development outlines the importance of street design in ensuring developments meet the needs of all users and helping to build the communities they serve. Annex B of TAN 18 sets out the guidelines for the provision of appropriate visibility standards; endorsing the recommended standards for visibility set out within MfS. The expectation for visibility provision within Carmarthenshire is set out in [Part 4.4.1](#) of this HDG.

<sup>2</sup> <https://www.carmarthenshire.gov.wales/home/council-services/planning/planning-policy/#.WvylGMKWw2w>

## TAN 12

TAN12 provides overall guidance on how good design should be achieved through the planning process, with particular reference to design and access statements. It discusses how the residential highway network is a key component in 'Place', and that by adopting inclusive design principles, ease of access for all users will be ensured. This HDG endorses the principles of inclusive design, providing guidance for developing highway environments that are accessible for all users.

### Manual for Streets

The MfS guidance document, published by the Department for Transport, focuses on lightly-trafficked residential streets, but many of its key principles may be applicable to other types of street, for example high streets and lightly-trafficked lanes in rural areas. It provides guidance on street design intended to put the needs of pedestrians first, and is focussed on streets with lower vehicle speeds.

It sets out principles for creating streets that form part of a balanced, well-connected network, which embody inclusive design. It recognises that streets need to be safe and cost-effective to construct and maintain, but also need to be attractive to have their own distinctive identity. This HDG is focused on highway environments with low vehicle speeds and therefore is underpinned by many of the MfS principles.

### Manual for Streets 2

The document MfS2, published by the Chartered Institution of Highways and Transportation (CIHT) builds on the guidance set out in MfS. It does not supersede MfS; rather it is intended to bridge a perceived gap between MfS and DMRB, with the inclusion of guidance on how the principles of MfS can be applied more widely than as set out in the original document. This HDG considers the principles set out in both MfS and MfS2.

### Design Manual for Roads and Bridges

The DMRB contains guidance and advice notes on current design standards, which generally apply to the trunk road network, or more heavily trafficked/ higher speed roads. Direction on when DMRB standards should be applied is provided in [Part 4.1](#) of this HDG.

### Active Travel Wales – Designing for Cycling and Walking

The Active Travel (Wales) Act 2013 is landmark Welsh law to make it easier for people to walk and cycle in Wales, and the subsequent publication of the Active Travel Wales Act Design Guide followed in 2014.

It sets out guidelines intended to improve walking and cycling facilities within Wales. The Act sets a legal requirement in Wales for Local Authorities to map and plan for suitable routes for active travel, and to build and improve their infrastructure for walking and cycling. This HDG supports Active Travel Wales by following the user hierarchy outlined in [Part 4.2](#) of this HDG.

In line with Carmarthenshire County Council's responsibilities under the Active Travel (Wales) Act, Existing Route Maps (ERM) and Integrated Network Maps (INM) have been produced and are available on Carmarthenshire County Council's [Website](#).<sup>3</sup>

### Equality Act 2010

The Equality Act brings together several pieces of anti-discrimination legislation to provide legal protection against discrimination on grounds of a series of 'protected characteristics' including age and disability. It requires reasonable adjustments to be made to public services and transport (amongst other things) to avoid putting disabled people at a substantial disadvantage. Good design within Carmarthenshire should adopt an inclusive approach ensuring that the needs of anyone with a specific need, arising from personal circumstances as defined in the Equality Act 2010, are met in full wherever it is reasonable and practicable to do so.

Examples of appropriate national guidance include:

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<sup>3</sup> <https://www.carmarthenshire.gov.wales/home/council-services/travel-roads-parking/active-travel/#.WybNycKWw2w>

- British Standard, BS8300:2009 on Access for Disabled People;
- Approved Document Part M 2004 of the Building Regulations 1984 and other relevant Approved Documents;
- Outcome of consultations with specialist advisers at Carmarthenshire County Council, or nationally recognised organisations with knowledge of the specific issues; and
- The results of current validated research (dated within in the last 5 years).

The Equality Act includes a new public-sector equality duty (the 'general duty'), replacing the separate duties on race, disability and gender equality. This came into force on 5 April 2011.

### **Department for Transport's Inclusive Transport Strategy**

The Department for Transport's (DfT) Inclusive Transport Strategy (2018) outlines central Government's plan to make the transport system more inclusive and easier to negotiate for disabled people. Although the strategy is focussed on inclusion for disabled people, many of the improvements will also benefit other transport system users.

By 2030, the UK Government envisages that the transport system will provide equal access for disabled users, with assistance provided if there remains a barrier. This will be achieved through targeting the five key areas of the Inclusive Transport Strategy:

1. Awareness and enforcement of passenger rights;
2. Staff training;
3. Improving information;
4. Improving physical infrastructure; and
5. The future of inclusive travel – which considers technological advances and new business models that supports inclusive travel.

The document is intended to set a clear direction to industry on the importance of inclusive design as part of future innovation, and states that vehicles, stations and streetscapes should be designed and built so that they are inclusive and easy to use.

It also recommends that Local Authorities pause the development of shared space schemes in non-residential development, which incorporate a level surface. This directive is being reviewed by DfT and WG, and Developers should seek advice on the current status of the guidance at the time of developing scheme proposals.

### **Learner Travel (Wales) Measure 2008**

The Learner Travel (Wales) Measure 2008 requires local authorities to assess the suitability of travel for learners between their home and places of education. The Welsh Government published the 'Learner Travel Statutory Provision and Operational Guidance (June 2014), which includes statutory provisions which local authorities must consider in undertaking their responsibilities in line with the Learner Travel (Wales) Measure 2008. The application of Learner Travel Wales is discussed in [Part 5.2.3](#) of this HDG.

## **3.2. Regional Policy**

### **Joint Transport Plan for South West Wales**

The Joint Transport Plan replaces the former Regional Transport Plan, prepared by the former transport consortium made up of the four local authorities in South West Wales. The Joint Transport Plan provides the framework for improving connectivity in the region for the period of 2015 up to 2020.

## **3.3. Local Policy**

### **Carmarthenshire Local Development Plan (2014)**

The LDP sets out the spatial vision for Carmarthenshire (excluding the area within the Brecon Beacons National Park) and outlines a framework for growth and development in the county. It sets out land-use planning policies and proposals which are used in the determination of planning



applications and the identification of future growth opportunities. Carmarthenshire LDP can be found [here](#)<sup>4</sup>.

These policies include land-use allocations for different development types, including residential, and is intended to guide development up to 2021. Part 4.1 includes detail on 'Placemaking', and should be referred to in conjunction with this highway design guide. The Carmarthenshire LDP map can be found at the above link and shows areas in Carmarthenshire where development proposals have been submitted and approved.

Carmarthenshire are currently preparing a revised LDP (2018 – 2023).

### **CSS Wales Parking Standards (2014)**

The document sets the Parking Standard guidelines for new developments in Wales. The standards seek to ensure a transparent and consistent approach to the provision of parking, submission of travel plans and sustainability considerations; informing Developers, designers and builders what is expected of them at an early stage of the development process. They identify the required number of spaces for different development types which also considers their location and context.

Carmarthenshire County Council will use the most up to date guidance as part of reviewing the suitability of parking proposals within a development.

### **Carmarthenshire Placemaking and Design SPG (September 2016)**

This Supplementary Planning Guidance (SPG) has been prepared to guide and promote high quality, sustainable design within the County. It provides further guidance, and where applicable elaborates on the policies and proposals of the Carmarthenshire Local Development Plan (LDP), providing additional clarity to assist Developers in understanding the core requirements and considerations necessary to be included within a planning proposal.

The guidance contained within the SPG is aimed at securing a deliverable, coordinated, high standard of development and ensuring that proposals reflect and respect the character and requirements of Carmarthenshire; with Part 4.4, Accessibility and Ease of Movement and Part 4.5 Public Realm are of particular relevance to this HDG.

The guidance provided in the SPG should be considered in parallel with this HDG. However, with regards to transportation matters more weight should be given to advice provided in this HDG.

### **Carmarthenshire Parking Strategy 2018**

The Carmarthenshire parking strategy 2018 acknowledges the challenges associated with car parking in rural areas but emphasises the importance of good design and communication with stakeholders; to ensure that parking does not undermine both the ability to provide public transport and the incentive to walk or cycle. The document recommends the use of the most recent nationally recognised parking standards, currently CSS Wales 2014.

The strategy includes the following:

- A review of the existing local, regional and national policy and guidance relating to parking, transportation and land use planning and how the objectives of the new strategy reflect the objectives set across the different policy levels;
- An assessment of the current levels of parking demand and capacity throughout towns in Carmarthenshire;
- A comparison of car parking charges across towns within Carmarthenshire and neighbouring authorities;
- Analysis of Penalty Charge Notice (PCN) data within Carmarthenshire;
- The influence of technology and potential interventions which CCC may consider in the future with a particular focus on electric vehicles; and
- It also outlines 11 parking strategy priority measures for Carmarthenshire based upon internal consultation with multiple stakeholders in CCC.

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<sup>4</sup> <http://www.cartogold.co.uk/CarmarthenshireLDP/index.html>

## 4. Design Principles and Standards

### 4.1. Overview

Supporting the principles of the Active Travel (Wales) Act and the Wellbeing of Future Generations Act, Carmarthenshire County Council encourages innovative design that is safe, inclusive, sustainable and well connected.

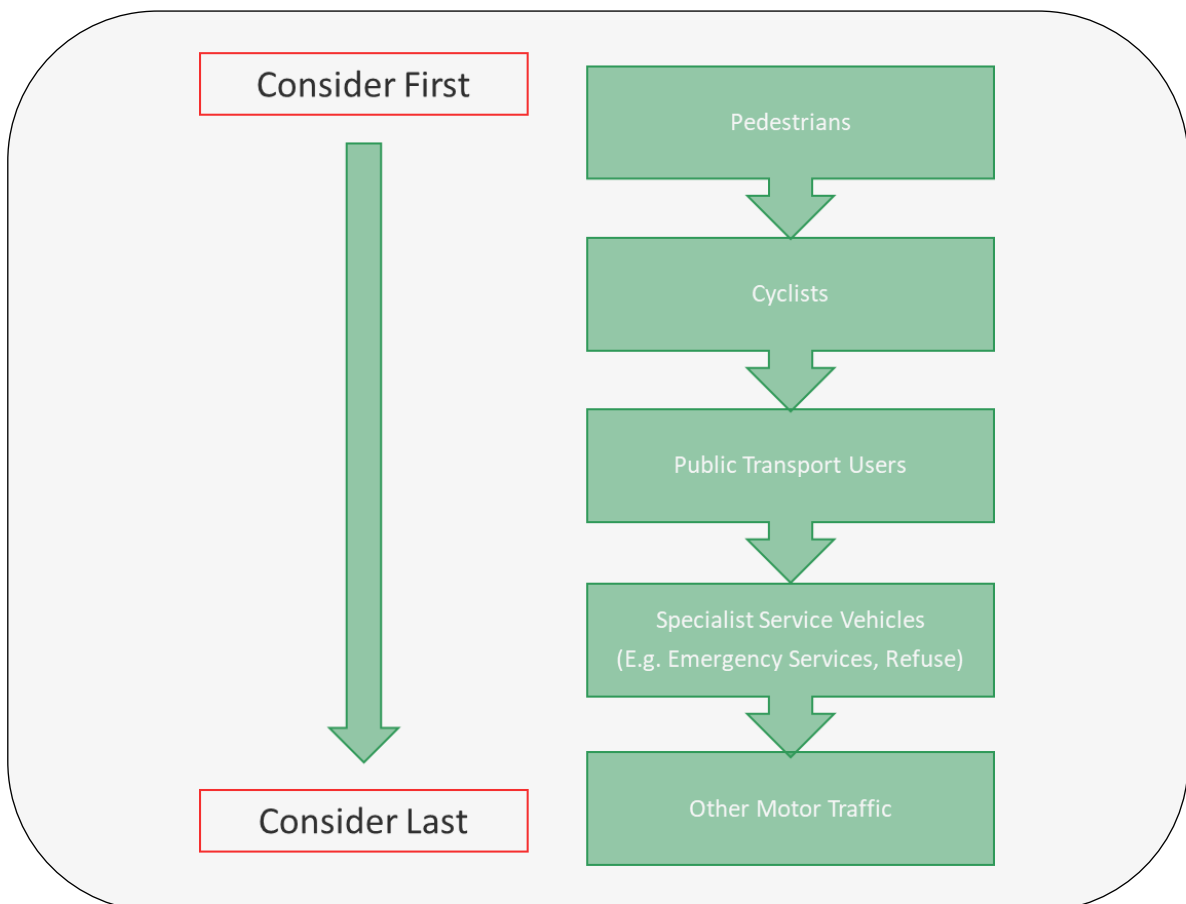
Developers are encouraged to create permeable site layouts that are to an adoptable standard and that will be offered to Carmarthenshire County Council for adoption. This section specifies when a particular road type is unlikely to be adopted by Carmarthenshire County Council. Where a development is not intended to be offered for adoption, the design should still be to an adoptable standard, to safeguard the efficient future maintenance of the highway environment within the development.

This Part of the HDG sets out the principles and standards that Carmarthenshire County Council expect to be applied when considering transport infrastructure and services for new developments. These standards relate to non-trunk roads and streets with a typical speed of 30mph or below, which Carmarthenshire Council expect the Developer to determine using appropriate survey information. For all other roads, reference should be made to DMRB guidelines.

### 4.2. Hierarchy of Transport Modes

Designers are expected to follow the hierarchy of transport modes shown in **Figure 4-1** within the design process; with vulnerable road users considered before all other modes of transport. However, a site must be easily accessible by all modes for it to be considered sustainable.

**Figure 4-1 – Design Preparation**



In adhering to this transport mode hierarchy, the provision for sustainable modes of travel will be inherent in the design and will help ensure that highways serve all transport users in a balanced way.

### 4.3. Access and Connectivity

When designing a development one of the key principles to establish in relation to transport is means of access and connectivity (both internally and externally). This section considers access and connectivity broadly in line with the hierarchy of transport modes presented in Figure 4-1. Specialist service vehicles are discussed in [Part 4.4.2](#) of this HDG.

#### 4.3.1. Active Travel

##### Footways

The design of a development should prioritise the needs of pedestrians to ensure that the area is inclusive for all users. Developments should incorporate the principles of Active Travel Wales and should be permeable by ensuring off carriageway footways provide access between residential areas and nearby amenities (such as schools, workplace destinations, local shops and town centres).

Footways should follow existing and future desire lines and be designed so they encourage pedestrian movement with safety being a paramount consideration. They should be built with a minimum width of 2 metres and be well lit along their length.

A footway should border both sides of the carriageway where there are residential dwellings on both sides.

Where a development borders the existing highway where there are no existing footways, the development should be set back by 2 metres and a footway created to adoptable standards, in accordance with directives set out in the Active Travel Wales Act. Creation of the footway should be subject to a S.38/278 agreement. More information on Section 38 and 278 agreements is provided in [Part 6.2 and 6.3](#) of this HDG.

##### Crossings

Where a pedestrian desire line crosses a trafficked road, appropriate crossing points should be provided that are both safe and convenient. In line with the Active Travel Wales guidance, crossings should be accompanied by dropped kerbs and tactile paving to facilitate an inclusive design.

Developers should engage with Carmarthenshire County Council where off-site crossings are proposed to support the development.

##### Footpaths

Developers may wish to consider the use of footpaths to supplement footways. However, the future ownership and maintenance of new footpaths will need to be discussed and agreed with Carmarthenshire County Council.

Footpaths should generally be direct, with a focus on accessibility and permeability through the development; the footpath should be wide enough to suit the expected level of use. Pedestrians and cyclists should generally be accommodated on street rather than on routes segregated from motor traffic, as being seen by drivers, residents and other users affords a greater sense of security. To improve user experience and to facilitate a feeling of greater security, footpaths should be open, with no hidden corners, well-lit after dark and should be overlooked by dwellings.

A minimum width of 2 metres is normally required, but wider paths may be required in certain circumstances, for example, where the footpath is shared with cyclists, the minimum should be increased to 3 metres.

Footpaths should be easy to use throughout the network for those with prams and wheelchairs. Steps should be avoided wherever possible but, if unavoidable, the provision of suitable ramps or alternative routes to cater for prams and wheelchairs may well be necessary.

Provision should be made for the drainage of footpaths. However, where adjoining land is to be adopted by Carmarthenshire County Council as public open space, it may not be necessary to provide positive drainage.

### Cycleways

Dedicated cycleways can form routes for cyclists that motorised vehicles are not permitted to use (except for emergency and maintenance vehicles). Pedestrians, however, do have the right to use cycleways and in some cases, it is appropriate for cycleways to be provided adjacent to footways.

Where flows are expected to be low the cycle route may be unsegregated (i.e. shared between cyclists and pedestrians with no separation by kerb or white line), but where such an arrangement is proposed the Developer must demonstrate that the design is safe for all users.

Movements from side to side are necessary to stabilise a bicycle when moving, with the extent of movement reducing as the speed of the cyclist increases. The space required needs to take into account of wobble room, physical barriers (e.g. kerbs, walls), surrounding infrastructure (e.g. bus lanes, width of adjacent traffic lane, volume of pedestrians on adjacent footway), and geometry of the cycle space (e.g. more space is required on a curve where it deviates around parked cars or loading bays).

When designing a cycle link, Developers should take account of the context within which the cycle provision will be sited. **Table 4-1** presents the preferred provision, as set out in the Active Travel (Wales) Design Guidance.

**Table 4-1 Preferred minimum provision – cycle links (source: Active Travel Wales)**

| Speed Limit     | Number of Motor Traffic Lanes | Motor Traffic Flow (AADT) | Preferred Minimum Provision by Cycle Route Type              |  |
|-----------------|-------------------------------|---------------------------|--|--|
|                 |                               |                           | Secondary Cycle Route  | Primary Cycle Route                              |
| 20 mph          | Irrelevant                    | 1-2500                    | Quiet Streets: combined traffic                              | Cycle Streets or Quiet Streets: Combined traffic |
|                 |                               | 2000-5000                 |  | Cycle Lanes                                      |
|                 |                               | > 4000                    | Cycle Lanes  |  |
| 30 mph          | 2 lanes in total              | 0-500                     | Cycle Tracks   |  |
|                 |                               | > 4000                    |  |  |
|                 | More than two lanes           | Irrelevant                |  |  |
| 40 mph and over | Irrelevant                    |                           | Cycle Tracks (excluding light segregation and hybrid tracks) |  |

**Notes:**

- This table does not include the Basic Network or cycle tracks away from highways
- Designers should always consider the potential to reduce traffic speed and volume to create acceptable conditions;
- There is some overlap between traffic flow ranges to allow for flexibility;
- Speed means speed limit, but if actual speeds are significantly higher, consider the next highest category of speed;
- Cycle tracks includes light segregation and hybrid tracks unless noted; and

- *In rural areas achieving speeds of 20 mph may be difficult and so shared routes with speeds of up to 30 mph will be acceptable, with motor vehicle flows of up to 1000 vehicles a day.*

As set out in the Active Travel Wales Guidance, a cycleway can take a variety of forms, ranging from, but not limited to;

- Cycle bypass at carriageway narrowing;
- Cycle only access;
- Contraflow cycle lane (segregated and unsegregated);
- Cycle lane (with various priorities); and
- Cycle track (with various priorities).

Where a cycle track is proposed, Carmarthenshire County Council will expect Designers to achieve the desirable minimum width of 3m.

Carmarthenshire County Council expect Designers to refer to the Active Travel (Wales) Design Guidance when designing a highway that may contain on-road cyclists. The guidance states that carriageway lane widths between 3.1m and 3.9m should not be used as drivers may attempt to pass cyclists without sufficient clearance.

### 4.3.2. Public Transport

The provision and access for public transport at all developments should be promoted, to ensure design is sustainable and future proofed. Pedestrian footways to public transport interchanges (i.e. bus stops and, where applicable, train stations) should be considered within the design to ensure that opportunities to utilise sustainable transport modes are maximised. The location of bus stops within new developments should be carefully considered to ensure that the whole development has efficient access to public transport facilities. Carmarthenshire County Council expect new development to accord with guidance set out in Guidelines for Planning for Public Transport in Developments by CIHT, which suggested that 400m should be taken as the maximum desirable walking distance to a bus stop.

Developers should consider the impact of their development on the public transport network, and where appropriate Carmarthenshire County Council will expect Developers to contribute to public transport improvements.

Public Transport improvements may include, but are not limited to:

- Contributions towards the funding of improved bus service provision;
- Kerb improvements at bus stops;
- Provision of bus shelter;
- Bus flag in rural areas; and
- Improvement to pedestrian routes to public transport interchange.

### 4.3.3. Vehicular Movement

TAN18 makes a clear distinction between roads and streets; with roads considered to be highways with the primary function of accommodating vehicular traffic movements. Streets are identified as routes typically lined with buildings and public spaces where the place (i.e people) function is considered to be more important than the movement (i.e traffic) function. It is essential that Designers consider the expected movement and place function of the highway, during the development of a design.

### Vehicular Access

Developers should take account of the function of the road within Carmarthenshire's Highway Network Hierarchy when considering vehicular access to a new development. Carmarthenshire's Highway Network Hierarchy can be obtained on request and road category definitions are provided in **Table 4-2**.

The Highway Network Hierarchy was established to support an overall Highway Asset Management Plan that prioritises highway infrastructure investment. The hierarchy will underpin and improve the

management, prioritisation and service levels for highway maintenance and infrastructure investment and will support the Council's Key Outcomes from the Corporate Strategy 2018 / 2023.

Highway access should be provided from the lowest **appropriate** road classification. Access to development off roads identified as strategic; both in the context of the Local Highway Network and the Trunk Road Network (Table 4-2 Road Categories 1 and 2) will be considered on a site by site basis.

The Trunk Road Network is a system of strategic routes of national importance which cater for the through movement of long distance traffic. The trunk road network includes the key east-west links (M4, A48, A40) and the A483 north-south link within Carmarthenshire. The Welsh Government and their South Wales Trunk Road Agent (SWTRA) will also need to be consulted on any proposals affecting the Trunk Road Network.

Where a development is proposed to be served by substandard width rural roads and is remote from higher categories of road, consideration must be given to the improvement of the existing roads. This could include the provision of passing bays, which may require the setting back of the front boundary of a development.

**Table 4-2 Highway Network Hierarchy Definitions**

| Category                  | Type of Road General Description   | Description  |
|---------------------------|--|--|
| 1. Motorway               | Limited access – motorway regulations apply  | Routes for fast moving long distance traffic/ Fully grade separated and restrictions on use.   |
| 2. Strategic              | Trunk and some Principal 'A' class roads between Primary Destinations  | Routes for fast moving long distance traffic with little frontage access for pedestrian traffic. Speed limits are usually in excess of 40 mph and there are few junctions/ Pedestrian crossings are either segregated or controlled and parked vehicles are generally prohibited.  |
| 3a. Main Distributor      | Major Urban Network and Inter-Primary Links. Short-Medium distance traffic   | Routes between Strategic Routes and linking urban centres to the strategic network with limited frontage access. In urban areas speed limits are usually 40 mph or less, parking is restricted at peak times and there are positive measures for pedestrian safety.  |
| 3b. Secondary Distributor | B and C Class roads and some unclassified urban routes carrying bus, HGV and local traffic with frontage access and frequent junctions | In residential and other built up areas these roads have 20 or 30 mph speed limits and very high levels of pedestrian activity with some crossing facilities including zebra crossings. On-street parking is generally unrestricted except for safety reasons. In rural areas these roads link the larger villages, bus routes and HGV generators to the Strategic and Main Distributor Network. |
| 4a. Link Road             | Roads linking between the Main and Secondary Distributor Network with frontage access and frequent junctions                           | In urban areas these are often residential or industrial interconnecting roads with 20 or 30 mph speed limits, random pedestrian movements and uncontrolled parking. In rural areas these roads link the smaller villages to the distributor roads. They are of varying width and not always capable of carrying two-way traffic.  |
| 4b. Local Access Road     | Roads serving limited numbers of properties carrying only access traffic   | In rural areas these roads serve small settlements and provide access to individual properties and land. They are often only single lane width and unsuitable for HGVs. In urban areas they are often residential loop roads or cul-de-sacs.   |
| 5a. Minor Road            | Little used roads serving very limited number of properties  | Locally defined roads.   |
| 5b. Lane                  | Minor routes and low use tracks that provide access to isolated properties   | In rural areas these are often narrow roads serving isolated agricultural buildings or properties. In urban areas these are often metalled lanes serving garages or the rear of properties.  |
| 5c. Green Lane or Track   | Lanes and tracks that are generally unsuitable for vehicular traffic   | Lanes and tracks that are unsuitable for vehicular traffic but may be used as a footpath, part of a Cycle Trail or by horse riders, generally for leisure purposes.  |
| 5d. Disused Track         | Unmetalled tracks that are unrecognisable as a road  | Roads that have become un-useable having fallen into disuse through regression or agricultural use.  |

## Access Junctions

The requirements of HA TD 42/95 should be considered when deciding the most appropriate form of access junction with the existing highway network. For large developments, it may be more appropriate in certain circumstances to consider the provision of a roundabout or traffic signals (as opposed to a simple priority junction), to provide greater capacity and control.

Where a new junction or significant alteration to an existing junction is proposed for site access, a Transport Assessment / Statement will typically be required to support the associated planning application. The Transport Assessment / Statement will need to demonstrate that the proposed junction arrangement is acceptable from an engineering, operational and safety perspective. Further information on Transport Assessments / Statements and submission requirements to support planning applications is provided in [Part 5.2.3](#) of this HDG.

Basic geometric requirements for junctions, depending on the development and access road type, are considered later in this section of the HDG.

## Vehicular Connectivity

The type of roads required for new development should be designed in line with guidance provided in this section of the HDG. Designers should also consider the typical road network standards provided in [Appendix A](#).

Where a Developer is proposing alternative road type to that considered within this HDG, early engagement with Carmarthenshire County Council is recommended. In such instances there may be a requirement for the associated elements of the development proposal to accord with design standards set out in the Design Manual for Roads and Bridges e.g. for a major residential access road serving more than 300 dwellings.

The following sections consider Residential Streets and Employment and Commercial Highways.



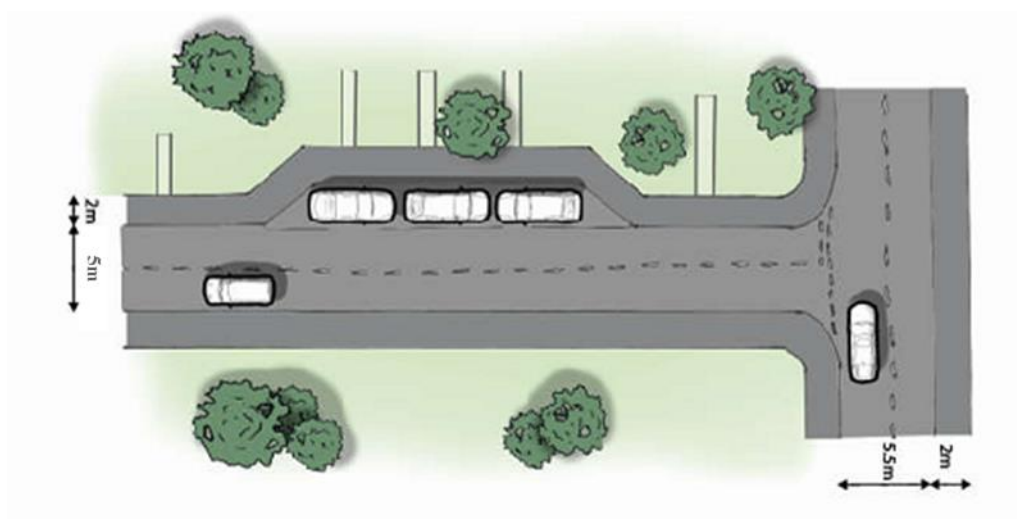
## Residential Streets

Residential streets are typically considered to be low to medium in terms of movement and place function. Consequently, they should be designed to reflect the importance of pedestrians and other non-car users.

To maintain a flexible approach to design, Carmarthenshire County Council consider the number of dwellings being served by a residential street as being an appropriate starting point to consider the key design parameters. Nonetheless, designers should also consider the wider function of the street.

Carmarthenshire County Council expect all internal residential streets to be designed to maintain speeds up to a maximum of 20mph, and the Developer should provide swept path analysis, in accordance with the specification outlined in [Part 4.4.2](#) of this HDG, to demonstrate that the appropriate refuse vehicle can safely negotiate the development.

Carmarthenshire County Council typically expect carriageway widths of internal residential streets to be a desirable minimum of 5.5 metres, with footways of 2 metres in width bordering both sides of the street where there are residential dwellings on both sides. Where the Designer proposes a reduced width of 5 metres it will be expected that off-carriageway visitor parking is provided at a rate of 1 space per 5 dwellings.



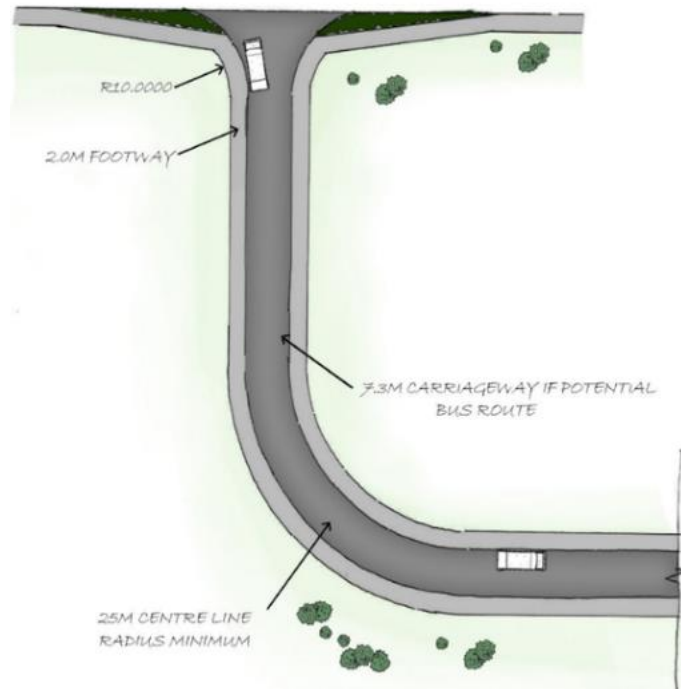
A reduced carriageway width will not be accepted where a street is serving 50 or more dwellings; to safeguard the free flow of two-way traffic within a residential development. A reduced carriageway width will only be accepted where it can be demonstrated that traffic can flow freely within a residential development whilst being able to accommodate emergency and service vehicles

Shared surface streets, in their traditional sense, generally have minimal segregation between modes of road user and therefore their design should incorporate significant traffic calming measures.

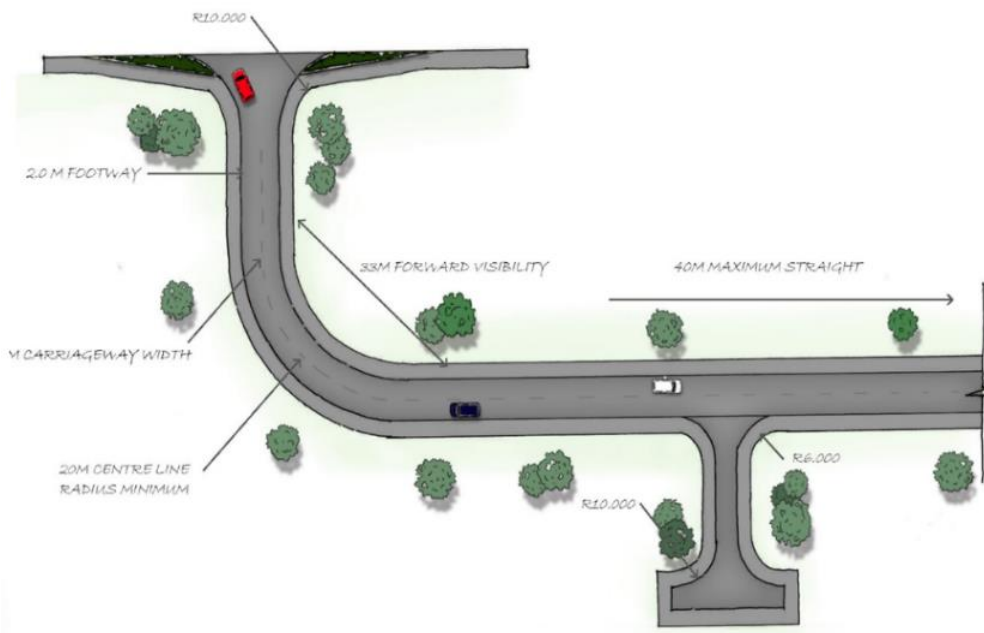
Carmarthenshire County Council will not adopt, and will only accept 'shared surface' type streets in certain circumstances, such as conservation areas and where traffic volumes are forecast to be very low. Designers should engage with Carmarthenshire County Council at an early stage of the design if shared surface is being proposed. This is particularly important given that the Welsh Government are currently reviewing their suitability.

The general principles outlined above are reflected in the geometric requirements tabled in [Appendix A](#) which includes the following different types of residential streets.

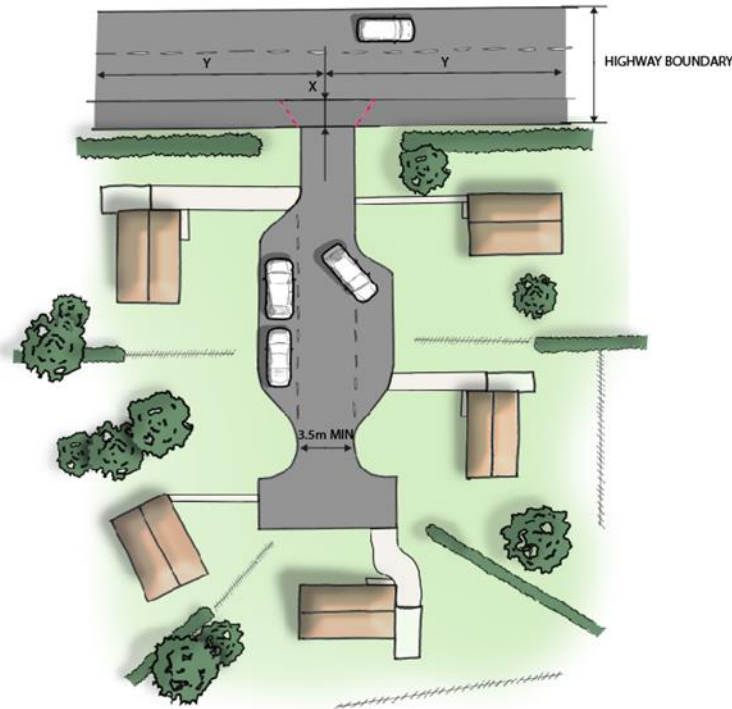
- **Major Access Roads**
  - serving up to a maximum of 300 dwellings.



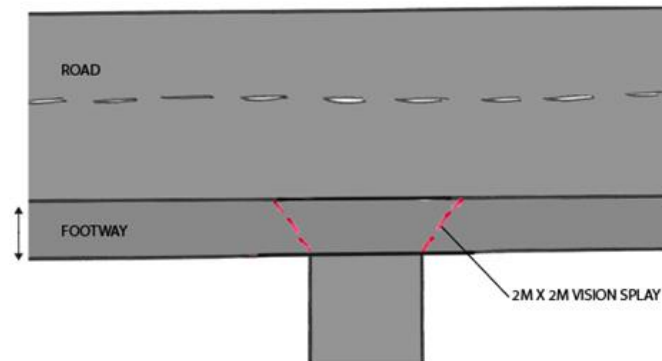
- **Minor Access Roads (including a single access point, cul-de-sac and through route)**
  - serving up to 150 dwellings.



- **Shared Surfaces, including Home Zones**
  - serving up to 16 dwellings.
- **Private Drives**
  - Single and shared drives serving up to 4/5 residential dwellings.



A private drive should allow for a visibility splay of 2m by 2m, to ensure a suitable visibility envelope between driveway vehicles and pedestrians is achieved, and a vehicle crossover should be provided in accordance with the Carmarthenshire County Council specifications. Developers should contact Carmarthenshire County Council Design Consultancy for further advice.



## Employment and Commercial Highways

Industrial and commercial estate roads must be designed specifically to cater for use by large commercial vehicles. In this respect the Freight Transport Association (FTA) has produced a document entitled *Designing for Deliveries (2016)*<sup>5</sup> which includes a series of templates to assist designers and planners. This FTA document should be considered in tandem with the guidance provided in this HDG.

The manoeuvring characteristics of heavy commercial vehicles will form a key consideration in assessing design proposals for commercial and industrial developments; with a requirement on the Developer to demonstrate the appropriateness of any design proposals through the submission of scaled plans and Swept Path Analysis (SPA).

Furthermore, operational requirements with specific reference to the provision of turning, loading and storage facilities within the site curtilage should be identified during the planning application process. Estate roads must be designed with peak hour pedestrian and vehicle flows in mind whilst vehicle speeds must be minimised whenever possible to produce a safe and appropriate environment. Employment and commercial roads should include the provision of footways on both sides of the carriageway.

## 4.4. Highway Design Parameters

**Section 4.3.3** of this HDG considered vehicular access and connectivity within a development site in terms of access junction and carriageway type. This section of the HDG provides supplementary guidance on the carriageway, operational and engineering parameters that require consideration during design.

### 4.4.1. Carriageway Parameters

These parameters are associated with the geometric design of a highway, with regards to alignment, visibility and headroom.

#### Horizontal Alignment

Horizontal curvature is based on the design speed of a road. Designers are recommended to utilise the guidance included within MfS, which makes reference to TD 9/93 of the DMRB.

#### Widening on Bends

Widening of the carriageway at bends should be determined by using swept path analysis of the largest vehicles likely to utilise the road. The volume and composition of traffic needs to be assessed to determine whether it is necessary to cater for two large vehicles passing each other at the bend or whether there is sufficient forward visibility to enable one driver to stop and wait for the other to pass.

#### Effective Straights

To maintain low vehicle speeds and safeguard the wellbeing of road users Carmarthenshire County Council will not expect any straight lengths of carriageway greater than 60m to be part of the design. Any straight lengths of carriageway greater than 60m will normally require the introduction of a speed reducing feature to keep speeds low which would add undesirable design, construction and maintenance costs. If there is to be a shared surface the effective straight should not exceed 40m.

#### Vertical Alignment

A maximum longitudinal carriageway gradient of 1 in 20 (5%) is generally considered desirable although where there are existing topography constraints, a gradient of 1 in 10 (10%) should be considered as a practical maximum. Where gradients exceed 5% the Developer will be required to provide grit bins, which would need to be located appropriately.

The composition of street users should be assessed in designing the vertical alignment, Carmarthenshire County Council would expect the gradient to be reduced to no more than 1 in 33 (3%) where a significant number of pedestrians or cyclists use the route.

<sup>5</sup> <https://fta.co.uk/press-releases/20160610-fta-publishes-updated-guide-to-truck-turning-and-manoeuuvring>

Carmarthenshire County Council expect a minimum gradient of 1 in 80 (1.25%) on new developments, to ensure positive drainage is achieved. Where longitudinal gradient is slacker than 1 in 120 (0.83%) channel blocks will be required.

Carmarthenshire County Council expect crossfalls of 1:40 (2.5%) for both carriageway and footway to ensure positive drainage is achieved.

## Vertical Curvature

The minimum length of vertical curvature should be based on the required forward visibility to achieve the minimum Stopping Sight Distance (SSD), as set out in **the junction visibility section below**.

A visibility envelope should be measured from a minimum driver's eye height of between 1.05m and 2.0m to an object height of between 0.6m and 2.0m all above the road surface. It should be checked in both the vertical and horizontal planes between two points. In certain circumstances Carmarthenshire County Council may request that the minimum object height be reduced to 0.26m, conforming with DMRB standards.

In addition, the minimum vertical curve length of any section of road should not be less than 20m.

## Headroom

The Developer should consider headroom in the design of new developments. Carmarthenshire County Council expect the headroom for all road types to follow guidance provided in DMRB TD 27/05 which requires construction headroom between 5.30m and 6.45m (plus associated sag curve compensation).

The minimum headroom over footpaths should be 2.4 metres unless it is a shared-use path in which case the minimum should be 2.7 metres.

## Visibility

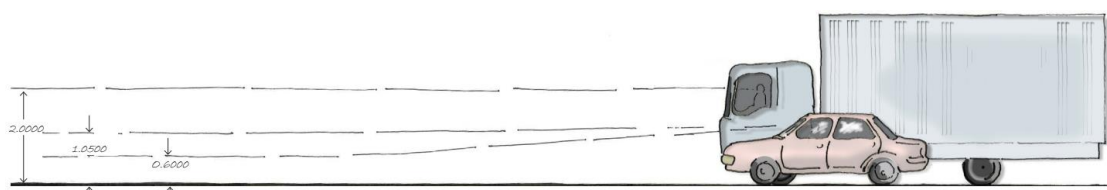
### Sightlines

Sightlines are imperative when considering the safety of users on the highway network, as they give road users sufficient opportunity to identify and slow down for potential hazards. It is necessary to consider the driver's line of vision, in both vertical and horizontal planes, and the stopping distance of the vehicle.

### Vertical Visibility Envelope

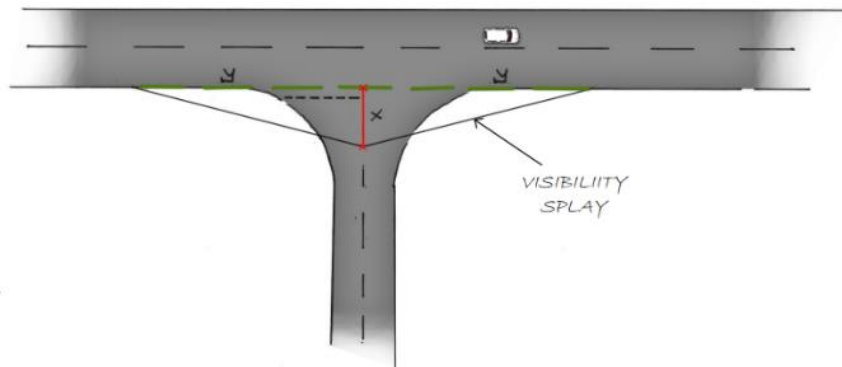
The vertical visibility envelope is the area within a driver's vision which should remain clear to enable a driver to see a potential hazard and react appropriately. A height of 600mm should be taken as the point above which unobstructed visibility should be provided, wherever the potential exists for conflicts between motorists and young children. The maximum height for the vertical visibility envelope is considered to be up to 2 metres for HGVs; Carmarthenshire County Council therefore consider the envelope to be 0.6 metres (min) up to 2 metres (max).

In certain circumstances Carmarthenshire County Council may request that the minimum object height be reduced to 0.26 metres, conforming with DMRB standards.



### Junction Visibility

Junction visibility should be measured with determination of 'X' and 'Y' values.



The 'X' distance expected by Carmarthenshire County Council is 2.4 metres, which represents the typical distance between the driver and the front of the vehicle, with the 'Y' visibility distance being measured along the nearside edge of the carriageway. Whilst MfS acknowledges that vehicles will normally be travelling a distance from the kerb line, Carmarthenshire County Council expect the Y distance to be measured along the kerb line to safeguard cyclists and pedestrians who may be on, or close to, the kerb line. As a guide, for roads where the speed limit is unknown reference can be made to the Table B in TAN 18, reflected below for reference.

**Table 4-3 Visibility Standards**

| Speed                                  | Kilometres per hour | 16 | 20 | 24 | 25 | 30 | 32 | 40 | 45 | 48 | 50 | 60 |
|--|---------------------|----|----|----|----|----|----|----|----|----|----|----|
|  | Miles per hour      | 10 | 12 | 15 | 16 | 19 | 20 | 25 | 28 | 30 | 31 | 37 |
| SSD (metres)                           |                     | 9  | 12 | 15 | 16 | 20 | 22 | 31 | 36 | 40 | 43 | 56 |
| SSD adjusted for bonnet length. (2.4m) |                     | 11 | 14 | 17 | 18 | 23 | 25 | 33 | 39 | 43 | 45 | 59 |

Additional features will be needed to achieve low speeds

However, Carmarthenshire County Council support the visibility standards set out in MfS2 and expect Designers to make reference to the Site Stopping Distance (SSD) formula presented in MfS2:

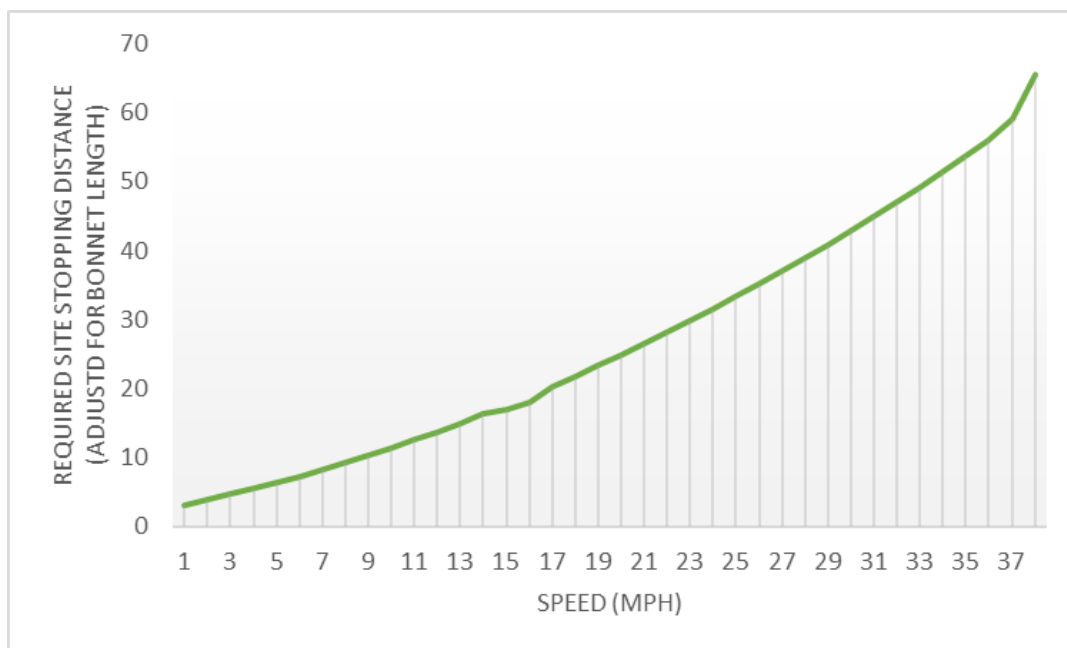
**SSD = vt + v<sup>2</sup>/2(d+0.1a)**, where:

- V= speed in metres per second;
- T= driver perception reaction time in seconds;
- D= deceleration in m/s<sup>2</sup>; and
- A= longitudinal gradient (positive for upgrades and negative for downgrades).

For new streets the design speed should be determined with consideration given to the intended function of the junction being designed. For existing streets, the 85<sup>th</sup> percentile wet weather speed should be used, derived using site observation surveys during free-flowing conditions. If the surveys are undertaken in dry-weather conditions then a correction of -4kph is applied to determine wet weather speeds.

A graph below gives resents indicative Site Stopping Distance requirements for the 'Y' value.

**Figure 4-2 – Site Stopping Distance**



The graph is based on reaction times that are appropriate for cars and Light Goods Vehicles (1.5s) with a zero gradient and 5% gradient for indicative purposes. However, Developers would be expected to use the formula outlined above to determine appropriate visibility requirements. It should also be noted that Heavy Vehicles may have different deceleration characteristics. As a guide, MfS2 suggests that bus/HGV Sight Stopping Distances should not need to be assessed when the combined proportion of HGV traffic is less than 5% of traffic flow.

As described previously, these standards relate to non-trunk roads and streets with a typical speed of 30mph or below. For all other roads, visibility should be taken from DMRB guidelines.

**Forward Visibility**

Forward visibility is the distance that drivers need to see ahead, to stop safely for any obstructions in the carriageway.

Carmarthenshire County Council expect that the minimum forward visibility for each road type should be calculated based on the SSD formula set out in the *Junction Visibility* section of this HDG. The forward visibility should be measured along the centreline of the inner traffic lane.

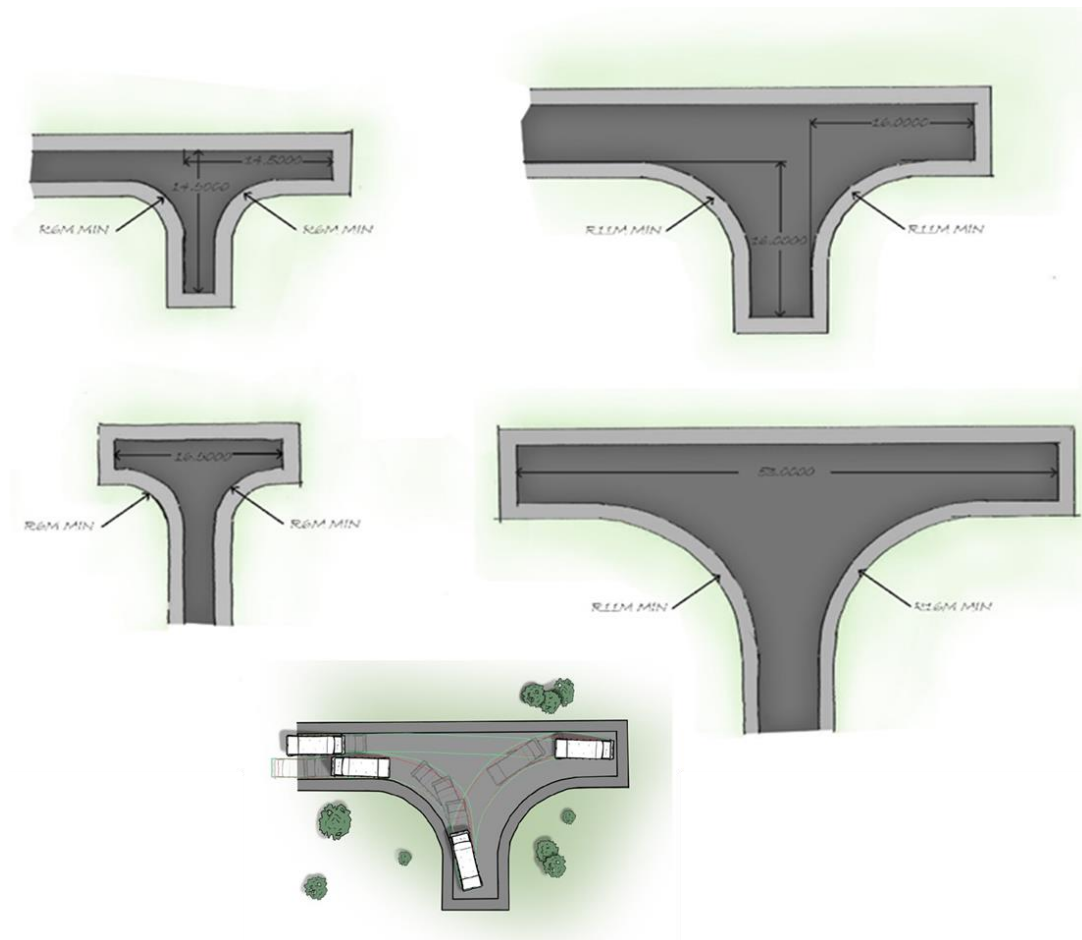
For road types not considered within this HDG, the visibility standards stipulated in the DMRB should be applied.

**4.4.2. Operational Parameters**

This section outlines Carmarthenshire County Council's expectations with regards to the operational parameters of highway design, where the Designer should be considering the function of the street and how road users operate within the highway space.

**Turning Heads**

Turning heads should allow vehicles to enter and exit an area in forward gear. Their design should be future proofed to allow access into surrounding land parcels that may undergo development. All turning heads should be provided with swept path analysis to demonstrate that they are adequate for the development and can accommodate the appropriate size of vehicle (e.g. service, delivery and refuse vehicles).



### Speed Control

All developments should be designed to maintain appropriate speeds limits, which will vary depending on the nature of the road and development context.

Carmarthenshire County Council are always receptive to innovative speed control designs that can be integrated within the highway network, however preference is given to horizontal deflection and geometric speed control rather than vertical deflection measures.

The Developer may wish to propose surface texture changes as part of integrating speed control into the design, however in such cases the Developer must ensure that the proposed material is easily sourced and provides value for money.

The control of speed should be considered within the design prior to the planning submission stage, to ensure that speed control features are intrinsic to the residential development layout. This ensures that potential 'bolt-on' features, incorporated at a later stage, are avoided.

### Parking

Parking for new developments should be provided in accordance with CSS Parking Standards (2014), with reference to the appropriate development type and zone allocation. Carmarthenshire County Council have not developed a zoning plan, but instead expect the Developer to indicate the proposed zone allocation, which will be agreed on a site by site basis.

The CSS 2014 contains design guidance for parking layouts and sets out the recommended number of spaces for new developments.



For additional guidance on Cycle Parking Designers should also make reference to guidance set out in the Welsh Government document 'Design Guidance: Active Travel (Wales) Act 2013'.

Central government's Road to Zero strategy sets out an ambition to ensure that at least 50% of cars on the road are ultra-low emission vehicles by 2030, supported by a significant roll-out of electric vehicle infrastructure. Supporting and facilitating the uptake of alternative fuel vehicles is a key policy aim of Carmarthenshire County Council, as set out in the Carmarthenshire Parking Strategy 2018.

In order to ensure that all new developments are equipped with the infrastructure required by the increasing numbers of electric vehicles, and Carmarthenshire County Council's aspirations for future uptake of electric vehicles, all developments will be expected to provide charging points at a percentage of the full parking provision.

Carmarthenshire County Council will expect electric charging points to be provided at a rate of **3%** of the overall parking provision at all commercial developments, and details of how they will be provided and managed should be included within the accompanying Transport Assessment / Transport Statement as described in **Part 5.2.3** of this HDG.

### Pick up / Drop off

With regards to educational establishments, CSS 2014 also sets out the requirements for pupil pick up and drop off areas at new school developments. There should be an area provided for the picking up and setting down of school children within the curtilage of the school premises, which should include a facility for vehicles to turn without reversing. Turning areas should be separate from pupil circulation areas to safeguard the safety of pupils walking or cycling to school.

For creche / child care establishments, availability of adequate kerbside capacity (i.e. unrestricted parking) should be taken account of. Developers must demonstrate that there is sufficient capacity to accommodate the pick up and drop off of children without having a detrimental impact on the free-flow of traffic on the highway.

### Servicing

**All developments should be designed to facilitate ease of access for servicing vehicles, including emergency services, deliveries, and refuse vehicles.** Swept path analysis of refuse and emergency vehicles is mandatory for all new developments.

Provision should be made for emergency service vehicles being able to access all residential dwellings, with Fire Tenders being able to reach within a 45-metre hose distance from all parts of each dwelling house. Emergency vehicles should not have to reverse more than 10 metres from the end of an access road; provision should be made for safe and efficient turning opportunities. As a guide, for emergency vehicles there should be a minimal operational width of 3.5 metres between kerbs to allow suitable operating space, however this should be increased to 3.7 metres where walls form an obstruction.

Refuse vehicles should be able to safely negotiate new developments, with the vehicles being able to access 25 metres of each dwelling house or refuse storage locations. Refuse vehicles should not have to reverse more than 12 metres from the end of an access road; provision should be made for safe and efficient turning opportunities.

The Developer is expected to demonstrate that the highway layout is suitable using swept path analysis, as described in **Part 5.2.3**. Carmarthenshire County Council typically operate **26t rigid three axle Refuse Collection Vehicles, with rear wheel steering**, and these vehicles specifications should be used for any associated swept path analysis.

For retail developments, and in particular small convenience type stores, appropriate servicing arrangements should be presented as part of the planning application. It should be demonstrated that the existing and proposed highway network is suitable to accommodate the prescribed servicing vehicle. The Developer should agree servicing arrangements prior to submission of the planning application by including relevant details in the pre-application discussions discussed in **Part 5**.

### 4.4.3. Engineering Parameters

This section provides information of the expectations from Carmarthenshire County Council with regards to drainage and structures associated with the highway.

#### Structures

Any structure that supports the highway (such as a bridge, culvert, or retaining wall) should be considered as part of the highway, and therefore should be included within the adoption agreement. The appearance and choice of material should be discussed with Carmarthenshire County Council at the earliest opportunity, and will be expected to be constructed to minimise future maintenance costs.

All structures proposed as part of a new development require Approval in Principle (in accordance with DMRB BD2/12) before any works can commence on site.

#### Drainage

Surface water drainage should be compliant with the requirements set out in the Carmarthenshire Council drainage strategy, to mitigate the potential adverse impact of any new development on flood risk. A groundwater flood risk assessment should be undertaken for all new developments within any area that may include a high risk of groundwater flooding. The discharge of private water into highway drainage systems will not be permitted.

All drainage designs should be verified by an appropriate drainage consultant, prior to the granting of technical approval. Where drainage infrastructure is required to be laid under the adoptable highway then written assurance must be provided by Welsh Water that an adoption agreement between the Developer and Welsh Water has been established.

All prospective maintainable highway drains should be located within land that is to be adopted by Carmarthenshire County Council. All surface water run-off should be contained within the curtilage of the development, and will not be permitted to run onto the adopted highway.

#### Sustainable Drainage Systems

Sustainable Drainage Systems (SuDS) that are designed to maximise the amount of water that is retained within a development will be considered by Carmarthenshire County Council on a case by case basis. As a general principle the use of SuDS within larger developments is currently supported, however the Developer must demonstrate that there is sufficient storage capacity through the use of balancing ponds and wetland areas (outside of the highway boundary) to reduce the impacts of any potential flooding.

Legislation, effective from the 7th January 2019 dictates that consent for any drainage infrastructure will be required from the Sustainable Drainage Approval Body (SAB). Further information on the process can be found at <https://www.carmarthenshire.gov.wales/> and any associated enquires should be sent to [SAB@carmarthenshire.gov.uk](mailto:SAB@carmarthenshire.gov.uk).

Developers should note that if the quantum of development is of two properties or more, over 100m<sup>2</sup> of construction area, or has any drainage implications, then **SAB approval must be sought independently from the planning approval**. Construction cannot commence until the two permissions (planning and SAB) have been granted.

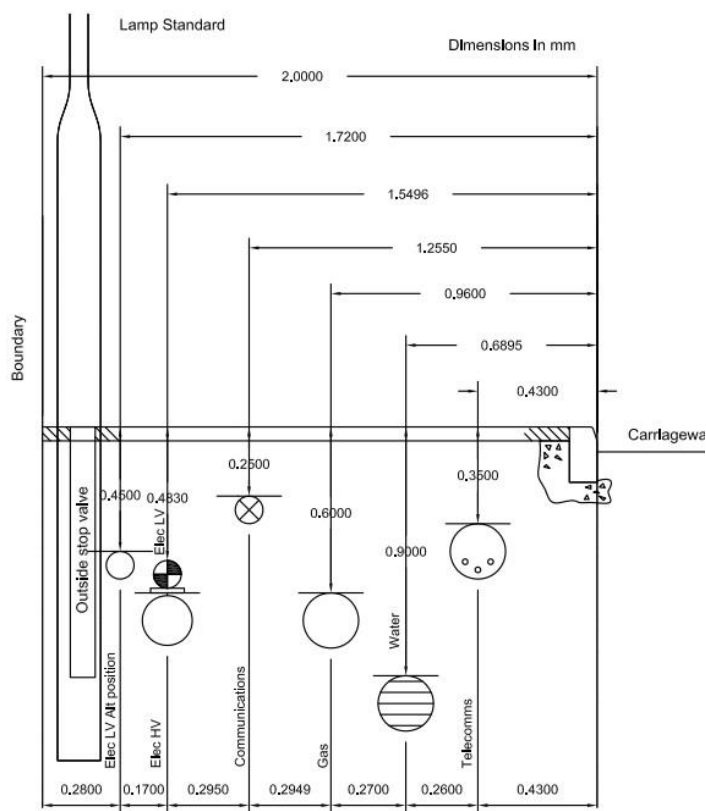
SAB approval will also be required for any planning permissions granted subject to a condition, where an application for discharge of the condition has not been made prior to the 7th January 2020.

#### Statutory and Other Services

During the design of any development the needs of the statutory authorities should be taken into account at an early stage. To ensure ease of future maintenance Carmarthenshire County Council expect mains to be located in footways or verges, however if no other route is available then appropriate alternate installation arrangements should be discussed with Carmarthenshire County Council and all relevant statutory undertakers.

It is recommended that Developers contact all relevant statutory undertakers at the early stages of design to ensure their apparatus can be installed in an efficient manner, and comply as much as is practicable with the recommendations of the National Joint Utilities Group (NJUG) for arrangement of mains within a service corridor, as shown in **Figure 4.3**:

**Figure 4-3 – NJUG recommendations for arrangement of main in service corridor**



The Designer should consider the position and level of utility covers within the design of a new road layout, particularly on bends or within braking/ steering areas. A suitable skid resistant cover may be required, which should be discussed with Carmarthenshire County Council.

#### 4.4.4. Aesthetics Parameters

This section sets out Carmarthenshire County Council's expectations with regards to the aesthetics of a highway environment, which is reliant upon the materials, landscaping and lighting provided within a highway environment.

##### Materials and Specification

All roads and residential streets should comply with the materials and construction specification standards set out by Carmarthenshire County Council. The use of standard materials ensure that designs are sympathetic to the future maintenance of the development.

Where a Developer is intending to use non-standard materials, it must be demonstrated that the materials are easy and cost-effective to source compared to the standard materials promoted by Carmarthenshire County Council. The Developer may be required to agree commuted sums to cover any non-standard materials and construction specifications, as set out in **Part 6.3**.

##### Landscaping

The design of roads that includes landscaping should be sympathetically considered with future maintenance in mind. Carmarthenshire County Council will normally only adopt the paved services and verges which are critical to the functioning of the highway, and therefore any planting must not be positioned near structures or services.

Tree species should be selected which have a modest canopy and the appropriately planted with the use of tree grids and root barriers, and the Developer may be required to pay commuted sums to cover future maintenance. Where landscaping is proposed close to footways or cycleways, thorny species will not be supported by Carmarthenshire County Council. If existing hedges contain thorny species, cycle tracks shall be positioned at least 3 metres from the extremities of the hedge to prevent problems with hedge-cutting debris. Existing hedges adjacent to the existing highway shall be transferred to frontages for maintenance.

If there are existing landscape features considered of value by Carmarthenshire County Council, the Developer, as part of the design process, must attempt where possible to position the access in a safe location that allows the landscape feature to be retained.

Existing trees, which may become maintainable by Carmarthenshire County Council, should be the subject of condition survey to determine their importance, and may be subject to commuted sum payments to cover future maintenance costs.

### **Street Lighting**

Street lighting is an important consideration in the design of a new development and roads. Street lighting should assist in creating developments that minimise the fear of crime whilst also minimising any potential environmental impact. Designers are encouraged to use best practice in systems and operations for street lighting, and should engage with the Carmarthenshire County Council street lighting team for current specifications.

In areas of historic importance, Developers may be required to source lighting specifications that are sympathetic to the historic environment to ensure the character of the area is retained.

## 5. Design Process

### 5.1. Overview

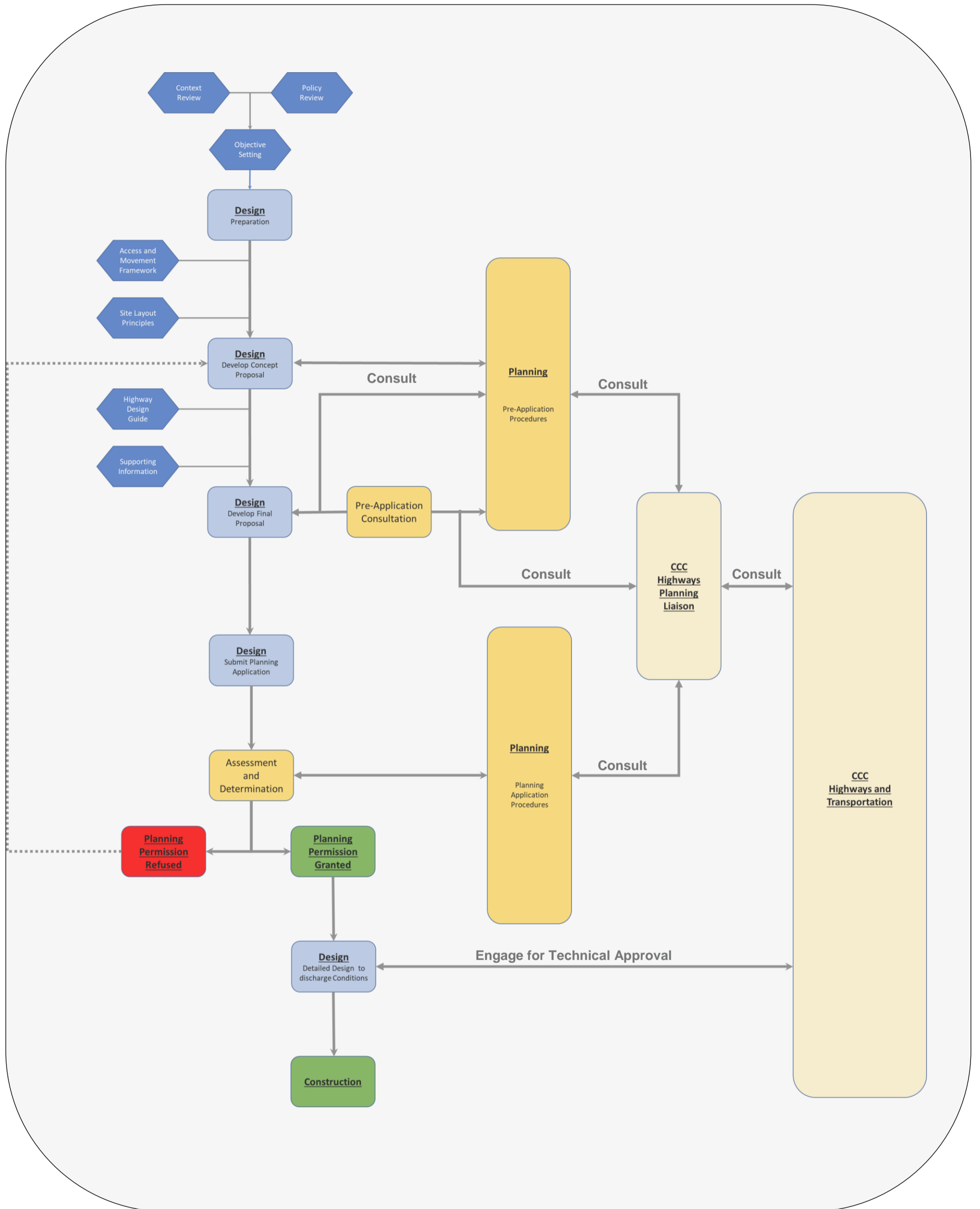
New designs should be developed in consultation and engagement with the local planning authority, stakeholders and the community. However, it is important that consultation and engagement is formally initiated at appropriate stages during the planning process and that the full life cycle of a scheme is considered from the outset. Carmarthenshire County Council expect Designers to use this HDG as a toolkit to inform the design of a development, as a way of minimising the need for iterative engagement with Highways Planning Liaison.

This Part of the HDG outlines the approach that Carmarthenshire County Council expect Developers to follow when considering the highway design of a new development.

### 5.2. Scheme Life Cycle

**Figure 5-1** presents an overview of the key design stages, from inception through to implementation, as recommended by Carmarthenshire County Council. The design stages are presented alongside the key pre-application and planning application milestones described in [Part 2](#) of this HDG. The remainder of this section expands on the individual design components with further advice provided on opportunities for formal engagement within the planning framework.

Figure 5-1 - Scheme Life Cycle

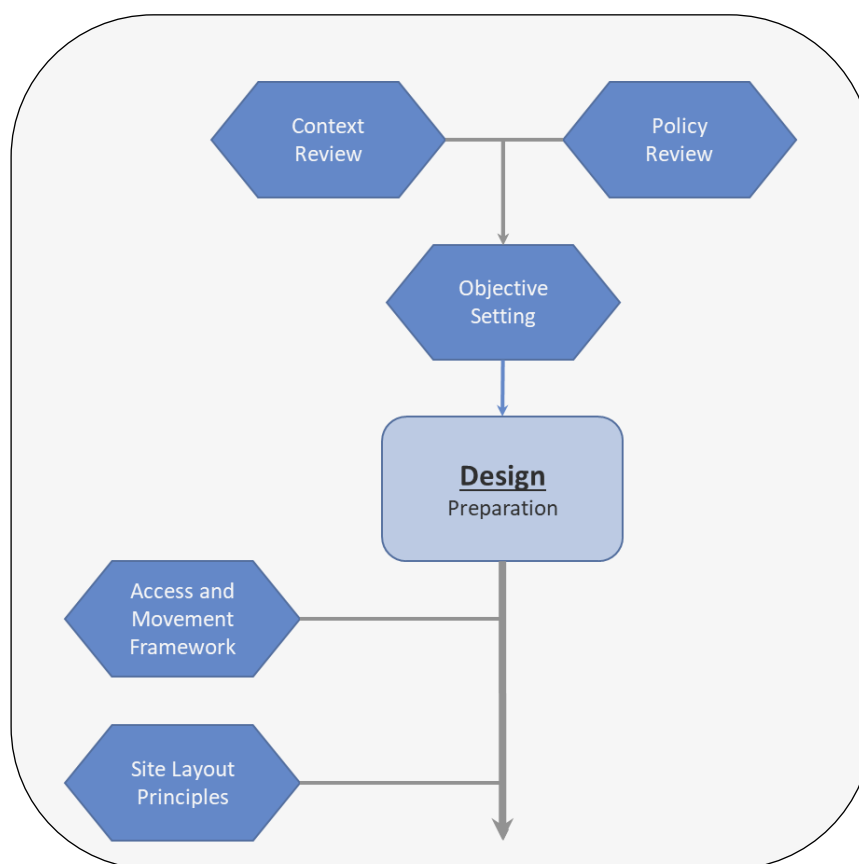


## 5.2.1. Design Preparation

**Figure 5-2** below outlines the approach that Developers should adopt when preparing a design for a new development in Carmarthenshire.

The process should start with a policy and context review to ensure appropriate design objectives are established from the outset. This approach will ensure that the layout of the site and the supporting access and movement framework comply with policy and complement the character of the surrounding area and transport network.

**Figure 5-2 – Design Preparation**



### Policy and Context Review

The **policy review** should consider both planning and transportation policies; with a need for the overarching design objectives and subsequent development proposal to comply with national, regional and local policy (see [Part 3](#) of this HDG for further information on policy).

The **context review** should consider the character of the surrounding area and the transport system serving the development site. Establishing basic transport information to inform the design is particularly important and should identify both opportunities and constraints for site travel by all transport modes. A range of techniques are available when assessing the transport system, including site observation and surveys, review of historic records, access auditing and the analysis of information held by statutory undertakers and agencies.

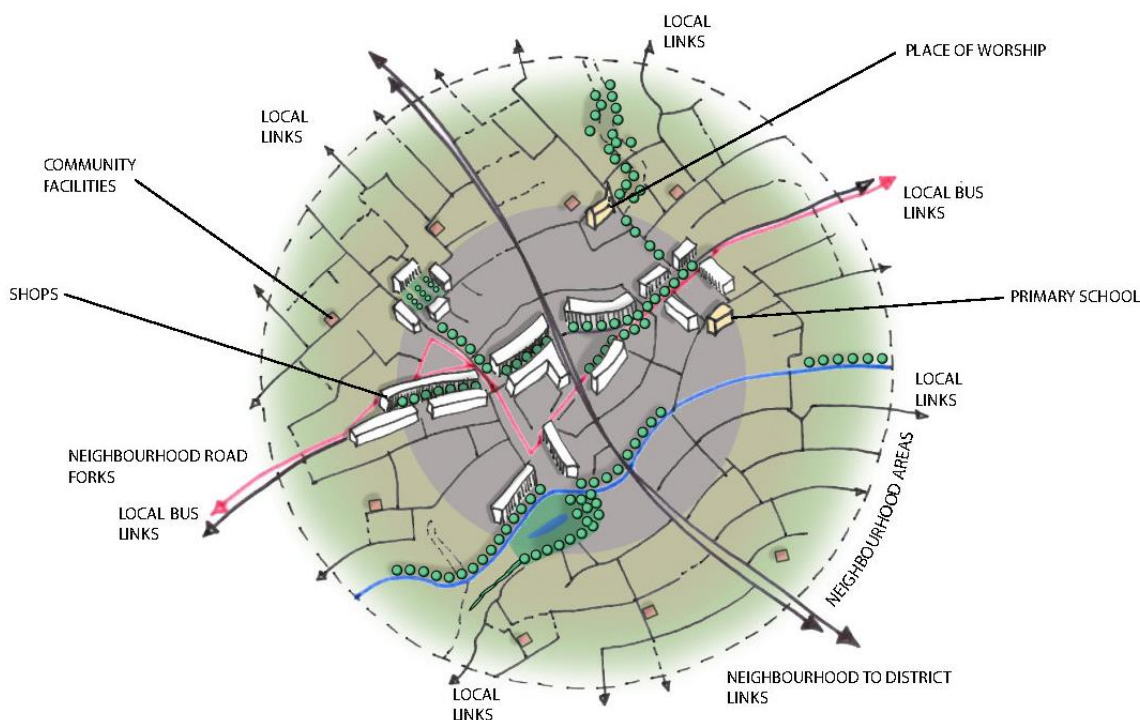
## Objective Setting

On completion of the policy and context review, measurable **design objectives**, reflecting expected site activities, should be established. Typical transport related objectives might include, but should not be limited to:

- Ensuring safe and convenient active travel links with nearby services and facilities;
- Ensuring the site is adequately served by public transport;
- Securing multiple vehicular accesses to the site; and
- Keeping traffic speeds to a maximum of 20mph for residential development.

## Access and Movement Framework and Site Layout Principles

The access and movement framework should consider general movement to and through the site. For new developments, understanding the movement and place function of the surrounding area will enable appropriate points of connection and linkages to be identified so that important desire lines can be achieved. Designers should utilise this information when making the required considerations on access and connectivity as outlined in [Part 4.3](#) of this HDG. Developing a well-informed access and movement framework will ensure that the development proposals enhance the existing movement framework of the surrounding area.



As discussed in [Part 4.2](#), Designers are expected to consider the hierarchy of transport modes shown in [Figure 4-1](#) when developing the access and movement framework and establishing site layout principles. In adhering to this transport mode hierarchy, the provision for sustainable modes of travel will be inherent in the design and will help ensure that highways serve all transport users in a balanced way.

To further encourage travel by active modes and public transport, the following overarching **site layout principles** should be adopted:

- The site should be safe, permeable and easy to navigate;
- Pedestrians and cyclists should generally be accommodated on street rather than on routes segregated from motor traffic; and
- The site should be well connected to surrounding transport provision and services.



Further information with regards the highways and transportation principles that Carmarthenshire County Council expect Developers to adopt is provided in [Part 4](#) of this report.

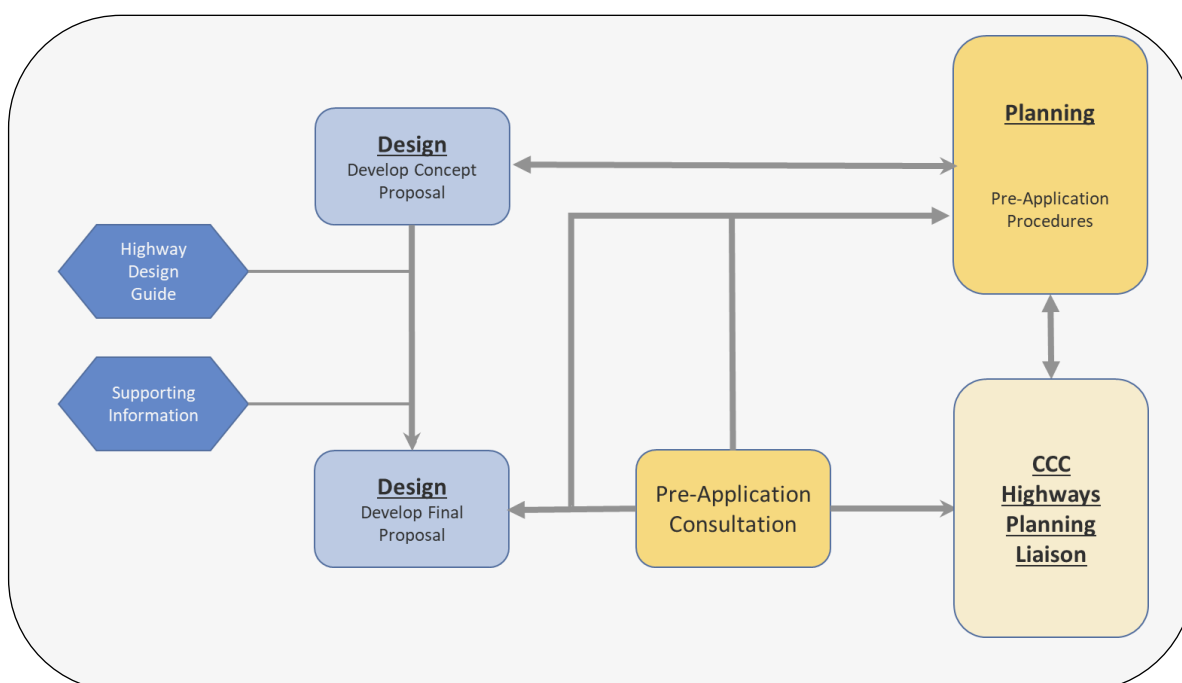
### 5.2.2. Developing a Proposal

With the access and movement framework in place and the site layout principles established, a development proposal and site layout plan (or masterplan for larger more complex developments) should be produced.

From a transport perspective, the proposal should demonstrate how a safe, accessible, maintainable and future proofed scheme will be delivered. The site layout plan (or masterplan) should be developed in line with guidance provided in [Part 4](#) of this HDG with regards the overarching design principles and standards.

**Figure 5-3** below shows the approaches that could be adopted when producing a development proposal within Carmarthenshire.

**Figure 5-3 – Developing a Proposal**



#### Concept Proposal

For major developments and more complex schemes, it is recommended that Developers / Applicants consult with Carmarthenshire County Council on their access and movement framework and site layout principles during development of a concept proposal. The planning department offer pre-application services for those who request it; allowing significant issues to be addressed before a formal application is made.

Pre-application procedures aim to ensure that planning applications proceed smoothly and quickly once they are formally submitted. The process allows planning officers, in consultation with Highways Planning Liaison and other stakeholders, to provide their professional opinion on the prospect of gaining planning permission. Nonetheless, any advice given at this stage is informal and will not bind the LPA in the event of a formal planning application.

Applicants are encouraged to agree information requirements with the LPA (including for PAC) prior to submission, through pre-application discussions, so that where possible, the information sought is proportionate to the nature of the scheme.

For smaller less complex schemes developing a concept proposal in consultation with Carmarthenshire County Council is not typically required.

### Final Proposal

When developing a final proposal, careful consideration is required of all critical highway and transportation features which impact on the efficiency and quality of the development. This should include but should not be limited to:

- Internal and external connectivity by all transport modes;
- Street layouts and dimensions;
- Parking provision and design;
- Landscaping;
- Materials, management and maintenance;
- Access for service vehicles including emergency services;
- Speeds control;
- Drainage; and
- Routes for utilities.

**Part 4** of this HDG sets out the principles and standards that should be adopted when designing these critical features for a new development. The information that should be provided to support a development proposal is outlined later within this section of the HDG. This information will be required for the proposal to be properly assessed.

### Pre-Application Consultation (PAC)

PAC is required for all 'major' development applications, whether for full or outline permission. The Developer is required to consult specialist consultees when a development exceeds thresholds specified by the Welsh Government. As a **specialist consultee**, Carmarthenshire's **Highways Planning Liaison** will need to be consulted where a development is expected to alter or amend the existing highway infrastructure (including footways, footpaths or verges) and / or exceeds the Welsh Government thresholds outlined in **Part 2.3.1** of this HDG. All planning applications for development proposals that are subject to PAC must be accompanied by a PAC report to be valid. The PAC report must address the substantive response provided by Highways Planning Liaison. The points raised by Highways Planning Liaison in the substantive response should be tabulated in the PAC report, with details on how they have been addressed by the Developer provided in an adjacent column.

All information that would be required to be submitted as part of a formal planning application will be required by the Highways Planning Liaison team during Pre-Application Consultation. The following section sets out the information that should be provided to support a development proposal during both Pre-Application Consultation and for a formal planning application.

### 5.2.3. Supporting Information

Carmarthenshire County Council expect planning submissions to be accompanied by appropriate plans and information to ensure that their recommendation on the acceptability of a development from a transport perspective is based on a robust evidence base.

The level of information required for pre-application consultation or to support a planning application will vary depending on the type of development being proposed and the key considerations Carmarthenshire County Council expect during the development of a particular design. **Table 5-1** outlines the key consideration expected for the following different development types:

- |                             |                                |
|-----------------------------|--------------------------------|
| • Residential               | • Creche / Childcare           |
| • Retail                    | • Health                       |
| • Hospitality (Food Retail) | • Agricultural Intensification |
| • Education                 |                                |

Details of the associated assessment and supporting information requirements are provided following Table 5-1.

**Table 5-1 Key Design Considerations by Development Type**

| Development Type \ Considerations    | Residential | Retail | Hospitality (Food Retail) | Education | Crèche / Childcare | Health | Agricultural Intensification |
|--------------------------------------|-------------|--------|---------------------------|-----------|--------------------|--------|------------------------------|
| Access by all modes                  | ✓           | ✓      | ✓                         | ✓         | ✓                  | ✓      | ✓                            |
| Access junction layout               | ✓           | ✓      | ✓                         | ✓         | ✓                  | ✓      | ✓                            |
| Sustainable transport options        | ✓           | ✓      | ✓                         | ✓         | ✓                  | ✓      | -                            |
| Learner Travel Assessment            | ✓           | -      | -                         | ✓         | -                  |        |                              |
| Parking                              | ✓           | ✓      | ✓                         | ✓         | -                  | ✓      | -                            |
| Pick-up / drop-off                   | -           | -      | -                         | ✓         | ✓                  | ✓      | -                            |
| Deliveries and Servicing             | -           | ✓      | ✓                         | ✓         | -                  | ✓      | -                            |
| Delivery / Servicing Management Plan | -           | ✓      | ✓                         | ✓         | -                  | ✓      | -                            |
| Emergency vehicle access             | ✓           | ✓      | ✓                         | ✓         | ✓                  | ✓      | ✓                            |
| Opening / operational hours          | -           | ✓      | ✓                         | ✓         | ✓                  | ✓      | -                            |
| Trip generation during peak periods  | ✓           | ✓      | ✓                         | ✓         | ✓                  | ✓      | ✓                            |
| Travel Planning                      | ✓           | ✓      | ✓                         | ✓         | -                  | ✓      | -                            |
| Road safety for all users            | ✓           | ✓      | ✓                         | ✓         | ✓                  | ✓      | ✓                            |
| Outside of hours use                 | -           | -      | -                         | ✓         | ✓                  | ✓      |                              |
| Incremental increases in use         | -           | -      | -                         | -         | -                  | -      | ✓                            |
| Passing places                       | -           | -      | -                         | -         | -                  | -      | ✓                            |
| Damage and impact to highway         | -           | -      | -                         | -         | -                  | -      | ✓                            |

- **Access by all modes** – the accessibility of the proposed site by all modes of travel. This includes consideration of access to the site by heavy-duty vehicles, which is inclusive of ‘swept path analysis’;

- **Access junction layout** – the appropriateness of the proposed access junction, especially with regard for sustainable transport and heavy-duty vehicle movements, which is inclusive of ‘swept path analysis’;
- **Sustainable transport options** – the existing accessibility of the site by sustainable transport modes, as well as the potential future improvements that can be implemented to improve sustainable access. This will need to make explicit reference to the Integrated Network Map, produced by Carmarthenshire County Council, which summarises the existing and future aspirations for active travel within Carmarthenshire;
- **Learner Travel Assessment** - Chapter 5 of the Learner Travel Wales guidance provides statutory guidance on risk assessing walked routes to school. The purpose of this assessment is to ensure safe routes to school for all school pupils. If, as part of the safe routes to school assessment, problems are identified Developers will be expected to contribute to addressing the problem, or supporting free school transport.
- **Parking** – the proposed parking levels appraised against the standards, for both vehicles and pedal cycles;
- **Pick-up / drop-off** – the proposed pick-up / drop-off arrangements, and the potential wider implications;
- **Deliveries and Servicing** – the impact of the proposed delivery and servicing movements, including ‘swept path analysis’;
- **Delivery / Servicing Management Plan** – a management plan to mitigate any potential safety or operational constraints associated with delivery and servicing movements;
- **Emergency vehicle access** – the access arrangements for vehicles accessing the site in the case of an emergency. This will need to consider the appropriateness of the proposed access, and discuss whether a separate emergency access is required;
- **Opening / operational hours** – the proposed opening / operational hours of the development;
- **Trip generation during peak periods** – the anticipated trip generation of the proposed development during the peak periods, and the impact of the vehicle trips on the wider highway network;
- **Travel Planning** – a Travel Plan that outlines a list of measures to encourage sustainable travel at the proposed development;
- **Road safety for all users** – the road safety implications of the proposed development for all road users;
- **Outside of hours use** – any potential other uses of the proposed development that will occur away from the stated operational hours;
- **Incremental increases in use** – the increase in use at the proposed development, which will impact the surrounding highway network for all users;
- **Passing places** – the location of passing places, which will need to be at appropriate points in agreement with Carmarthenshire County Council; and
- **Damage and impact to highway** – the potential damage to the highway infrastructure that could be attributed to the proposed development.

The key considerations outlined in Table 5-1 and described above reflect the baseline requirements for the different types of development. A Design and Access Statement and Evidence based Submission will be required to demonstrate appropriate consideration has been given as per Table 2.1 for all development applications.

### Design and Access Statement

Design and Access Statements (DAS) are required to ensure that both design quality and inclusive access and connectivity are given appropriate consideration in the planning process. The requirements of a DAS reflect the objectives of good design as set out in PPW and TAN 12.

A DAS should demonstrate and clearly communicate the logical design process; setting out the main access elements of a scheme and demonstrating compliance with the objectives of this HDG and Carmarthenshire County Council Policy. Elements of the development being offered for adoption

should be clearly stated within the Design and Access statement, along with details on servicing and emergency access arrangements.

### **Evidence Based Submissions**

Planning submissions should be accompanied by appropriate plans to ensure that the proposal can be properly assessed. It is expected that plans are submitted to Carmarthenshire County Council to demonstrate that the design can accommodate appropriate vehicle types and that schemes are deliverable.

**Swept path analysis** should be used to determine the suitability of a design to accommodate the appropriate size of vehicle. Whilst it may be acceptable for the occasional large vehicle to have to cross lanes to negotiate a particular junction (e.g. refuse vehicle), a development that will need to accommodate more frequent large vehicles (e.g. buses, delivery or service vehicles) may require more generous swept paths.

Streets that are required to accommodate a bus route should allow for two buses passing each other in opposite directions, which should be clearly shown on an appropriate plan.

All swept path analysis for servicing vehicles should be undertaken using the **26t rigid three axle Refuse Collection Vehicles, with rear wheel steering**, as used within the county.

For private driveways and residential parking areas Carmarthenshire County Council typically expect swept path analysis to be undertaken using a standard car, to demonstrate that the parking provision is appropriate to allow vehicles to negotiate the spaces safely without interfering with the free-flow of traffic and highway safety.

An important consideration for highway design is the existing land ownership on which the scheme will be constructed. If a highway scheme requires 3rd party land then the Developer will be required to demonstrate that an appropriate agreement through planning (e.g. Section 106) has been entered into and approved. This is to ensure that the land can be secured to safeguard the safe implementation of the proposed highway scheme.

Carmarthenshire County Council expect all highway scheme drawings to be accompanied by a land ownership plan to ensure that proposed mitigation is deliverable within the available land constraints.

### **Additional Highway and Transportation Submissions**

Carmarthenshire County Council may require further information to support a planning application depending on the exact nature of the proposed development. An overview of other highway submissions that may be required to support a development proposal is provided below.

#### **Transport Assessment**

Planning applications for a new development in Carmarthenshire may require a Transport Assessment or Transport Statement to review the potential impact of the scheme on the surrounding transportation network. Reference should be made to the Carmarthenshire County Council document: 'Transport Assessment Guidance for Developments in Carmarthenshire', in addition to TAN 18.

Carmarthenshire County Council's 'Transport Assessment Guidance for Developments in Carmarthenshire' and Annex D of TAN 18 provide guidance on the required structure and content of both Transport Assessments and Transport Statements. They also set out the typical thresholds for developments which require assessment; these are included in [Appendix B](#). Carmarthenshire County Council will consider whether a Transport Assessment or Transport Statement is appropriate for a new development on a case by case basis.

#### **Travel Planning**

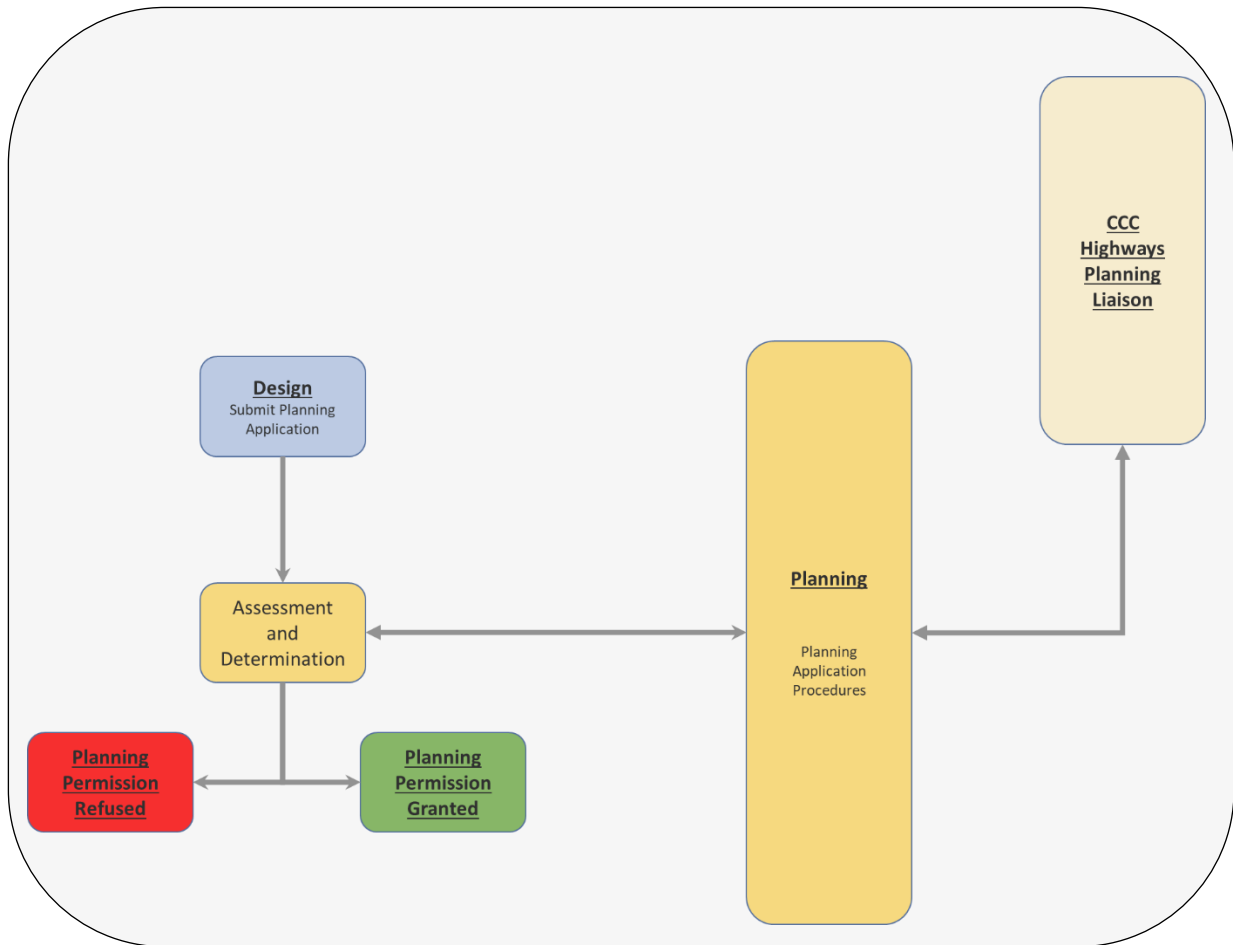
A successful Travel Plan can lower the volume of traffic generated by a development and can play a key role in improving local air quality and the health of the population. A judgment as to whether a proposed development should be supported by a Travel Plan will be made on a case by case basis. A Travel Plan should be site specific and should be developed to offer a range of measures that are intended to reduce the need to travel using the private car.

A Travel Plan should not be used as a means of avoiding other necessary mitigation responsibilities which may be secured through the S106 process described in [Part 6.2](#).

#### 5.2.4. Planning – Application, Assessment and Determination

**Figure 5-4** below outlines the planning application process as described in [Part 2](#) of this HDG.

**Figure 5-4 – Application, Assessment and Determination Process**



Applicants are encouraged to agree exact information requirements with the LPA prior to submission, through pre-application discussions, so that where possible, the information sought is proportionate to the nature of the scheme. Carmarthenshire County Council’s planning portal enables electronic submission of planning applications and applicants are encouraged to apply electronically.

The Local Planning Authority (LPA) is responsible for determining almost all planning applications within Carmarthenshire. As a statutory consultee, Highways Planning Liaison, is required to provide the LPA with an informed response and recommendations on individual planning applications falling within Welsh Government’s consultation thresholds. However, it should be noted that Highways Planning Liaison can only make recommendations and the final decision on whether planning approval should be granted rests with the LPA.

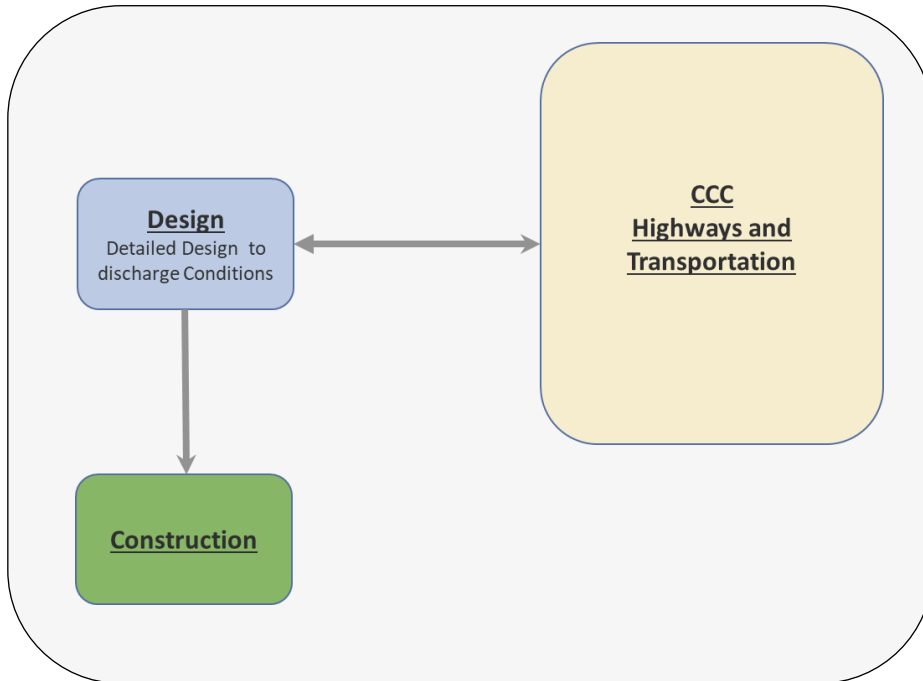
Compliance with the guidance provided in this document will form the basis of recommendations made by Carmarthenshire County Council’s Highways Development Control section to the LPA with regards individual planning applications.

Highways Development Control will provide one of the following three recommendations to the LPA.

- No highway objections to the development proposal;
- A recommendation for approval subject to planning conditions; or
- A recommendation for approval.

The LPA may grant planning permission subject to conditions or statutory agreements; requiring specific approval for aspects of the development before implementation. This process is illustrated in **Figure 5-5** and is discussed further in **Part 6** of this HDG.

**Figure 5-5 – Detailed Design and Technical Approval**



## 6. Construction, Statutory Agreements and Maintenance

This section of the HDG provides information to Developers on Carmarthenshire County Council's expectations for construction of development within the county. It also provides an overview of the key statutory agreements that should be resolved as part of the planning and design processes set out in [Parts 2 and 5](#) of this HDG. It also underlines the importance of understanding the future maintenance responsibilities of Carmarthenshire County Council, and sets out the mechanisms in place to ensure a sustainable and cost-effective maintenance procedure is in place for highway environments in the county.

This section of the HDG should be read in parallel with the HDG toolkit which can be obtained from Carmarthenshire County Council on request.

### 6.1. Construction

At times construction activities can have a significant impact on the surrounding community, particularly in relation to impacts on roads, noise and air quality. Developers are expected to prepare a Construction Management Plan (CMP), which should be developed to minimise the impact of construction.

Developers (and Contractors) should **ensure that the CMP is fully approved prior to the commencement of construction** programmes.

As a minimum, CMPs should include:

- Construction programme;
- Construction site plan;
- Construction vehicle trip generation and specification;
- HGV routes to/ from the construction site; and
- Appropriate mitigation.

Wind farms are a prime example of a development type whereby CMPs are essential and will be required to ensure that construction activities (including transporting key components to / from site) will not have an undue impact on the surrounding highway network. Further information on Wind Farms and associated requirements is provided in [Appendix C](#).

### 6.2. Planning Conditions and Statutory Agreements

The LPA may grant planning permission subject to conditions or statutory agreements as outlined in earlier in this HDG. Information about highway related planning conditions, statutory agreements and associated requirements is provided below.

#### Section 106 Planning Obligations

A Section 106 agreement is the process by which obligations upon the Developer are put in place to render the development acceptable to Carmarthenshire County Council. A Section 106 agreement is entered into by Carmarthenshire County Council and the land owner and / or the Developer and could involve physical works or financial contributions depending on the nature of the development and associated mitigation measures. Further information on Section 106 agreements is provided in Carmarthenshire County Council's Planning Obligations SPG which can be found on the Carmarthenshire County Council [website](#)<sup>6</sup>.

The Developer should seek early engagement on potential Section 106 contributions.

<sup>6</sup> <https://www.carmarthenshire.gov.wales/media/3701/planning-obligations-spg.pdf>



### Section 278 Applications

In accordance with the Highways Act 1980, the Developer would be required to enter into a Section 278 agreement with Carmarthenshire County Council where a new development requires any works to the existing highway. This enables the Developer to make alterations or improvements to the existing adopted highway. Where a Section 278 agreement is required the Developer should seek early engagement with Carmarthenshire County Council, and the agreement should be concluded (including Technical Approval) prior to construction commencing.

Developers will be required to obtain a Section 58 notice for all Section 278 works, to prevent new highway being dug up within 3 to 5 years of construction.

Where the works to the existing highway requires additional land outside the highway boundary, which will be adopted by Carmarthenshire County Council, a combined Section 38/278 agreement may be required.

### Section 38 Applications and Adoption

Although highway adoption is a voluntary process there will be a presumption that under normal circumstances all developers will submit designs that meet highway adoption requirements as set out in this HDG.

For all new roads and streets, the geometry should be designed to provide the appropriate widths as set out in this HDG, even when adoption is not intended. For all new development roads early engagement should be sought with the adoptions team. Commuted sums will be sought for all items and designs which will cause additional future maintenance costs over and above a standard black top design.

More information on Section 38 Applications and Adoption is provided in [Part 6.3](#).

### Traffic Regulation Orders

Traffic Regulation Orders (TRO) are legal documents which are used to enforce carriageway restrictions, and include:

- Speed limit;
- Parking restrictions;
- One-way streets;
- Loading/ servicing
- Banned turns; and
- Bus lanes.

Any highway schemes reliant upon permanent TROs **should not commence until the relevant Orders have been approved** by Carmarthenshire County Council.

In order to create a TRO, the Developer must follow the standard TRO process which can be time consuming **may impact on the development programme** due to the nature of the process.

The process includes a public consultation period where key stakeholders are consulted on the TRO design. TROs must be advertised in the local press, inviting the public to comment on the proposals during a specified Notice period (21 days). There is no set timescale for the making of TRO, as each Order is different and the timescales are often linked to the number of objections received.

Carmarthenshire County Council recommends that **Developers incorporate the TRO process into the development programme at an early stage**, to avoid the implementation of development being delayed by a dependence on an outstanding TRO approval.

In order to allow the TRO application to be process, the Developer should provide Carmarthenshire County Council with:

- Traffic Regulation Order Location Plan;

- Detailed drawing presenting the full scheme of highway works, clearly demarcating the Order with relevant details;
- Draft Order Schedule (in text format); and
- Relevant supporting data, which may include but not be limited to speed data and accident reports.

The costs incurred by Carmarthenshire County Council in processing a TRO application will borne by the Developer, with the recovery of costs to Carmarthenshire County Council being provided for in the Section 278 or 38 agreement.

### Street Works and Road Works Notices

Developers who need to carry out works within or adjacent to existing highway maintainable at public expense, will need to contact the Street Works team for the relevant License this will include laying or altering apparatus, dropping kerbs, skips, scaffolding and signing lighting and guarding. The Street Works team can be contacted by email at [streetcare@carmarthenshire.gov.uk](mailto:streetcare@carmarthenshire.gov.uk).

### Advanced Payment Codes

Carmarthenshire County Council is required to apply the Advanced Payment Code in accordance with Sections 219-225 of the Highways Act 1980 either by requiring provision of a bond or serving an exemption notice as appropriate..

The Developer must not commence construction of any new highway prior to either a Section 38 Agreement being signed, or the receipt of the APC bond.

## 6.3. Maintenance

The maintenance of highway environment is a key aspect of safeguarding the safety and well-being of the people of Carmarthenshire. Poorly maintained highway environments have the potential reduce the quality and ease of everyday trips, whether they are made on foot, by bicycle, public transport or private car.

Therefore, when designing developments there should be a presumption that they will be adopted by Carmarthenshire County Council, and as such all streets should comply with the requirements and specifications set out in this document. Where streets are not intended to be offered for adoption, the design should still be to an adoptable standard, to safeguard the efficient future maintenance of the highway environment within the development.

Where the design **does not comply with the standard layouts** specified by Carmarthenshire County Council, early engagement should be sought with the adoptions team and the **Developer will be required to provide commuted sums** to cover future maintenance costs and obligations.

### Adoption requirements and Section 38 Applications

Carmarthenshire County Council, under Sections 219 – 225 Highways Act 1980, is required upon approval of building regulations to serve notice to Developers to secure a bond in respect of the street works associated with the new development. Designers should build and offer the newly constructed highway for adoption and for the street works to be undertaken as part of a Section 38 Agreement of the Highways Act.

Prior to entering into a Section 38 agreement the Developer must have obtained **full planning permission** for the development, which should include full approval of any reserved matters relating to the highway, including approval of drainage and structures. The Developer must also prove title to the land that is to be included within the agreement, as described in **Part 5.2.3** of this document.

The Developer should request adoption in writing and submit detailed design drawings to Carmarthenshire County Council accompanied with the following information:

- A location plan;

- Detailed engineering layout;
- Longitudinal sections;
- Highway construction details;
- Drainage layout plan and manhole schedule;
- Drainage construction drawing;
- Stage 1 and 2 Road Safety Audit, including Designers Response and an Exception Report where necessary;
- HD 42/17 – the walking, cycling, horse riding assessment and review where necessary;
- Copy of the planning permission notice;
- Evidence of written assurance provided by Welsh Water that an adoption agreement between the Developer and Welsh Water has been established;
- Street lighting schemes and specifications;
- Details of Traffic Regulation Orders where required;
- Highway drainage details, including calculations and catchment plans where required;
- Evidence of Approval in Principle for highway structures where required; and
- Detailed plans of junction designs, traffic signs and road markings where required.

If any details have been amended from the original approved drawings as part of the granting of planning permission, then these should be clearly shown within the submitted information.

Carmarthenshire County Council require payment of all costs for checking of the design and for preparing the Section 38 agreement, to cover any costs incurred by Carmarthenshire County Council should the development not take place.

These costs will be deducted from the final administration and inspection fees once the Section 38 agreement is entered. Subject to technical checks and receipt of appropriate fees, Carmarthenshire County Council will notify the Developer of the date of adoption and notify all other interested parties.

### Commuted Sums

In terms of Highway Adoption there will be an expectation that under normal circumstances all Developers will submit designs that meet highway adoption requirements as set out in this HDG. Where adoption is intended to be offered, the Developer will be required to provide commuted sums.

Commuted sums are the financial contributions made by Developers (third parties) to Highway Authorities as compensation for taking on the **future maintenance responsibility of new highways or highway improvements**. The financial contributions are usually, although not exclusively, secured through legal agreements under Section 38 and / or Section 278 of the Highways Act 1980.

The practice of agreeing commuted sums has historically varied by Highway Authority, however Carmarthenshire County Council seeks to clarify the process. This will improve the efficiency of the commuted sums process, ensuring a quality environment with enhanced materials and street design is achieved.

Commuted sums will be required for the future maintenance of highways that fall into the following categories:

- Alterations to the existing highway to form an access to a development;
- New highways constructed;
- Additional features to be adopted that require maintenance over and above that normally expected to access a development;
- The use of approved alternative materials over and above standard highway construction materials; and
- Utilisation of existing highway infrastructure by a proposed development.

When agreeing commuted sums with Carmarthenshire County Council, Developers should follow a process of best practice, as follows:

- Dialogue between Carmarthenshire County Council and the applicant should be established prior to planning approval and at the earliest stage possible;
- Section 38 legal agreements are the preferred method for highways adoption;
- Commuted sums are appropriate for any new works carried out to facilitate new developments as part of a Section 278 agreement. There is no requirement for Carmarthenshire County Council to calculate a 'degree of benefit'; and
- The agreed commuted sum figure should be calculated immediately prior to the development infrastructure becoming adopted, with the figure adjusted periodically throughout design and construction to accommodate any price fluctuations.

For the commuted sums calculation in Carmarthenshire, as a guide Developers should use a period of maintenance of 30 years however this should be discussed and agreed with Carmarthenshire County Council. The following formula should be used to calculate the maintenance obligation:

$$\text{Commuted sum} = \sum M_p / (1+D/100)^T$$

Where:  $M_p$  = Estimated periodic maintenance cost  
based on current rates.

$D$  = Periodic Discounted Rate (effective  
annual interest rate)(%)

$T$  = Time period before expenditure will be incurred or  
cyclical period (years)

# Appendices



# Appendix A. Typical Road Network Standards

|  | Major Access Roads   |  |  | Minor Access Roads   |            |                   | Shared Surfaces   | Shared Private Drives   | Employment and Commercial Highways   |  |            |
|--|--|--|--|--|------------|-------------------|---|---|--|--|------------|
| Criteria                               | Street Specification   |  |  | Street Specification   |            |                   | Street Specification  | Street Specification  | Street Specification   |  |            |
|  | Standard Design  | With Cycle lane on a Bus Route   | On a Bus Route   | Standard Design  | Cul-de-Sac | Two Access Points |   |   | Distributor Road   | Access Road  | Cul-de-Sac |
| Max Number of Dwellings                | 300  |  |  | Up to 150  | Up to 50   | 150 - 300         | Considered on a case by case basis  | 5   | N/A  |  |            |
| <b>Design Speeds</b>                   |  |  |  |  |            |                   |   |   |  |  |            |
| Speed Limit                            | 30 mph (at entrance) reducing to 20 mph  |  |  | 20 mph (at entrance)   |            |                   | 15 mph  | 10 mph (at entrance)  | 30 mph (at entrance) reducing to 20 mph  |  |            |
| Control Speed                          | 20 mph   |  |  | 20 mph (internally)  |            |                   | 15mph   | 10 mph (internally)   | 20 mph   |  |            |
| <b>Street dimensions and character</b> |  |  |  |  |            |                   |   |   |  |  |            |
| Carriageway Width                      | 5.5 m  | 10.3 m   | 7.3 m (standard width)   | 5.5m   | 5m         | 5.5m              | Generally, 6.8m but should be subject to swept path analysis  | 3.2m for single dwelling. 3.5m for shared with passing places as appropriate                                  | 7.3 m standard width (3.65 m lanes)  |  |            |
| Footway                                | 2.0m (3.0m if shared with cyclists)  | 2 m  | 2 m  | Both sides of the carriageway with a minimum 2m width  |            |                   | Shared space  | No  | 2.0m (3.0m shared cycle)   |  |            |
| Cycle way                              | No   | 1.5m   | Cycles permitted to use bus lane   | No   |            |                   | Shared space  | No  |  |  |            |
| Verge                                  | No   |  |  | No   |            |                   | No  | No  | No   |  |            |
| Direct vehicular access to properties  | Yes  |  |  | Yes  |            |                   | Yes   | Yes   | No   |  |            |
| <b>Public Transport</b>                |  |  |  |  |            |                   |   |   |  |  |            |
| Bus access                             | No   | Yes  | Yes  | Should be considered where further development phases are proposed   |            |                   | No  | No  | Yes  | Yes  | No         |
| <b>Street design details</b>           |  |  |  |  |            |                   |   |   |  |  |            |
| Traffic calming                        | Preference is given to horizontal deflection and geometric layout measures rather than vertical deflection measures. |  |  | Preference is given to horizontal deflection and geometric layout measures rather than vertical deflection measures.   |            |                   | N/A   | N/A   | Preference is given to horizontal deflection and geometric layout measures rather than vertical deflection measures. |  |            |
| Vehicle swept path to be accommodated  | Refuse Vehicles  | Refuse Vehicles and a further requirement to demonstrate that a Bus and Standard Vehicle can pass each other along the route | Refuse Vehicles and a further requirement to demonstrate that a Bus and Standard Vehicle can pass each other along the route | Refuse Vehicles<br><br>When designed to allow bus access there is a further requirement to demonstrate that a Bus and Standard Vehicle can pass each other along the route |            |                   | Refuse Vehicle  | Standard design vehicle   | 16.5 HGV   | Swept path analysis of a bus and standard design vehicle should be able to pass each other around the route. |            |
| Gradients                              | 10% (1:10) Maximum<br>1.25% (1:80) Minimum<br>0.83% (1:120) Minimum with channel blocks                              |  |  | 10% (1:10) Maximum<br>1.25% (1:80) Minimum<br>0.83% (1:120) Minimum with channel blocks  |            |                   | 10% (1:10) Maximum<br>1.25% (1:80) Minimum<br>0.83% (1:120) Minimum with channel blocks                       | 10% (1:10) Maximum<br>1.25% (1:80) Minimum<br>0.83% (1:120) Minimum with channel blocks                       | 10% (1:10) Maximum<br>1.25% (1:80) Minimum<br>0.83% (1:120) Minimum with channel blocks                              |  |            |
| Minimum forward visibility             | Calculate using SSD distance formula from MFS for appropriate observed speeds  |  |  | Calculate using SSD distance formula from MFS for appropriate observed speeds  |            |                   | Calculate using SSD distance formula from MFS for appropriate observed speeds                                 | Calculate using SSD distance formula from MFS for appropriate observed speeds                                 | Calculate using SSD distance formula from MFS for appropriate observed speeds  |  |            |
| Junction sightlines (x/y) (onto road)  | X distance - 2.4m, Y distance - Calculate using SSD distance formula from MFS for appropriate observed speeds        |  |  | X distance - 2.4m, Y distance - Calculate using SSD distance formula from MFS for appropriate observed speeds  |            |                   | X distance - 2.4m, Y distance - Calculate using SSD distance formula from MFS for appropriate observed speeds | X distance - 2.4m, Y distance - Calculate using SSD distance formula from MFS for appropriate observed speeds | X distance - 2.4m, Y distance - Calculate using SSD distance formula from MFS for appropriate observed speeds        |  |            |
| Minimum Junction radii                 | 10m  |  |  | 6m (10m with a major access or higher)   |            |                   | Determined by swept path analysis   | 6 m or 10 m when accessing off a classified highway   | 15m  |  |            |
| Centreline Radius                      | 25m minimum  |  |  | 20m minimum  |            |                   | Determined by swept path analysis   | N/A   | 25m minimum  |  |            |

# Appendix B. Carmarthenshire County Council Transport Assessment Thresholds



NB The thresholds specified below are for guidance only. The level of assessment required should be agreed with the County Council.

| Land Use  | Use Class | Size      | Threshold                      |                               |                                  |
|---|-----------|-----------|--------------------------------|-------------------------------|----------------------------------|
|   |           |           | No Assessment (Less Than)      | Transport Statement (Between) | Transport Assessment (More Than) |
| Food Retail   | A1        | GFA       | 250 m <sup>2</sup>             | 250 – 1,000 m <sup>2</sup>    | 1,000 m <sup>2</sup>             |
| Non-Food Retail   | A1        | GFA       | 800 m <sup>2</sup>             | 800 – 1,000 m <sup>2</sup>    | 1,000 m <sup>2</sup>             |
| Financial & Professional Services                       | A2        | GFA       | 1,000 m <sup>2</sup>           | 1,000 – 2,500 m <sup>2</sup>  | 2,500 m <sup>2</sup>             |
| Restaurants & Cafés                                     | A3        | GFA       | 300 m <sup>2</sup>             | 300 – 2,500 m <sup>2</sup>    | 2,500 m <sup>2</sup>             |
| Drinking Establishments                                 | A4        | GFA       | 300 m <sup>2</sup>             | 300 – 600 m <sup>2</sup>      | 600 m <sup>2</sup>               |
| Hot Food Takeaway                                       | A5        | GFA       | 250 m <sup>2</sup>             | 250 – 500 m <sup>2</sup>      | 500 m <sup>2</sup>               |
| Business  | B1        | GFA       | 1,500 m <sup>2</sup>           | 1,500 – 2,500 m <sup>2</sup>  | 2,500 m <sup>2</sup>             |
| General Industry  | B2        | GFA       | 2,500 m <sup>2</sup>           | 2,500 – 5,000 m <sup>2</sup>  | 5,000 m <sup>2</sup>             |
| Storage & Distribution                                  | B8        | GFA       | 3,000 m <sup>2</sup>           | 3,000 – 10,000 m <sup>2</sup> | 10,000 m <sup>2</sup>            |
| Hotels  | C1        | Bedrooms  | 50 bedrooms                    | 50 - 100 bedrooms             | 100 bedrooms                     |
| Residential Institutions                                | C2        | Beds      | 30 beds                        | 30 - 50 beds                  | 50 beds                          |
| Residential   | C3        | Dwellings | 50                             | 50 – 100                      | 100                              |
| Non-Residential Institutions – Schools                  | D1        | GFA       | -                              | -                             | All New Schools                  |
| Non-Residential Institutions – Higher/Further Education | D1        | GFA       | 500 m <sup>2</sup>             | 500 – 2,500 m <sup>2</sup>    | 2,500 m <sup>2</sup>             |
| Non-Residential Institutions – Conference Facilities    | D1        | GFA       | 500 m <sup>2</sup>             | 500 – 1,000 m <sup>2</sup>    | 1,000 m <sup>2</sup>             |
| Assembly & Leisure                                      | D2        | GFA       | 500 m <sup>2</sup>             | 500 – 1,000 m <sup>2</sup>    | 1,000 m <sup>2</sup>             |
| Stadia  | -         | Seats     | Discuss with Council           | Discuss with Council          | 1,500 seats                      |
| Other   | -         | -         | Less than 30 Vehicle Movs/Hour | 30 – 60 Vehicle Movs/Hour     | 60 + Vehicle Movs/Hour           |

# Appendix C. Wind Farm Best Practice

## Overview

In order to ensure construction of a wind farm can be undertaken successfully and efficiently, effective traffic management is required. Of particular note, wind farm traffic management should consider the impact of construction on the performance of the surrounding highway network, and the impact of abnormal loads on the roads. It is considered therefore that effective traffic management will: improve road safety (all users), reduce environmental risk, promote consultation with local communities and minimise road congestion.

This appendix identifies the fundamental considerations related to constructing wind farms within the boundary of Carmarthenshire County Council (CCC). These fundamental considerations have then been used to identify good practice relating to wind farm traffic management.

## Fundamental Considerations

The following are considered as fundamental considerations for developing effective wind farm traffic management:

- Distributing relevant permits;
- Engaging with key stakeholders;
- Planning appropriate transport routes;
- Providing safe and appropriate site accesses;
- Considering the health and safety of all road users;
- Providing clear and concise signage; and
- Producing a Traffic Management Plan (TMP).

## Effective Traffic Management – Good Practice

### Road Cleaning

Developers should arrange for the regular use of a street sweeper vehicle to clean the public highway surrounding the wind farm. Although wheel-wash facilities are likely to be introduced on-site to clean vehicles, it is expected that some dirt will be transported to the public highway, and therefore arranging a street sweeper to clean the surrounding roads is considered an appropriate measure to ensure a clean project.

### Speed Limits

The designated speed limits on public highways may not always be appropriate for wind farm construction traffic, as the (usually) local rural nature of the surrounding highway are not designed for heavy goods vehicles. Therefore, it may be appropriate to introduce lower speed limits for construction traffic, in order to increase road safety and minimise nuisance to the public. Developers should also consider how this measure is policed with construction staff, with evidence provided to demonstrate the adopted policing method.

Within the wind farm construction site, speed limits should be set at a level appropriate to the on-site risks.

### Information

Developers will need to inform local communities of the proposed works, key delivery dates and timings. There are several potential methods for undertaking this consultation, with the following potential options: door-to-door visits, letter drops, community hub notices, dissemination via community councils, and local newspaper notices. The information provision should be proportional to the works.

A designated point of contact within the site (usually the Site Manager / Community Liaison Officer) will be provided to local communities, so that concerned individuals can raise queries.

### Traffic Flow Management

When planning for wind farm construction, Developers will need to manage traffic flows on the public highway surrounding the site. The typical traffic flows (during both peak and off-peak times), road-

type, and proximity to 'sensitive receptors' (such as local schools) will need to be considered, as well as the time of year (particularly relating to holiday periods), time of day, and typical weather, when developing traffic flow management options.

Developers should minimise disruption and inconvenience to other road users through providing appropriate mitigation. The most appropriate mitigation will need to be determined; however, they could be: traffic signals, stop-go signage, and / or road closures and diversions.

### **Site Access(es)**

When designing site accesses to wind farm construction sights, consideration should be given to providing sufficient visibility for all road users. This could require modification of the existing roadside fabric / vegetation.

Any proposed access to a wind farm construction site will need to be of sufficient width to accommodate the largest abnormal loads that will require access to the site. Any potential entrance control points will also need to be located a sufficient distance from the site access to prevent accessing vehicles from queueing / waiting on the public highway.

### **Vehicle Driving**

A banksman will be required at the site access to advise egressing site vehicles that the public highway is clear. Vehicle drivers will need to be instructed to never expect other road users to stop for them, and to always follow the Highway Code.

### **Dry-Running**

Prior to the delivery of abnormal loads, 'dry-runs' should be undertaken as far in advance as practical / possible. Developers will need to inform the local communities prior to commencement of the 'dry-runs'.

### **Reinstatement**

A pre-condition survey, co-ordinated with CCC (including the South Wales Trunk Road Agent, if relevant), will be required prior to the commencement of works to determine the areas of existing degradation and damage. As part of this, the Developer will need to consider the need for landscaping to mitigate the impact of construction traffic.

During the wind farm construction, the public highway will be maintained by the Developer, including the prompt reinstatement of damaged infrastructure / verges.

### **Traffic Management Plan**

A good and effective TMP will need to address / consider / provide the following:

- School opening and closing times, peak traffic times, and holiday periods, to ensure wind farm construction traffic movements are undertaken during the most appropriate periods;
- Consultation with local communities, which will include advanced notification of abnormal load deliveries;
- Street sweepers to clear the public highway;
- Pre-condition surveys;
- Specific environmental risks; and
- Key contacts, which will include the: Police, Trunk and Local Highway Authorities, key stakeholders, and local school / important institutions on the proposed transport routes.



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# COMMUNITY SCRUTINY COMMITTEE

## 28<sup>TH</sup> MARCH 2019

### Quarter 3 – 1<sup>st</sup> April to 31<sup>st</sup> December

### 2018

### Performance Monitoring Report

**To consider and comment on the following issues:**

That the Committee scrutinises the Corporate Strategy’s 2018/19 Well-being Objectives Performance Monitoring Report for Quarter 3. The report includes:

- Actions and measures in the New Corporate Strategy 2018-2023 to deliver the 2018/19 Well-being Objectives relevant to the Committee’s remit.

**Reasons:**

- To enable members to exercise their scrutiny role in relation to performance monitoring.
- To ensure that any areas of concern are identified and the relevant action taken.

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

**Executive Board Member Portfolio Holders:**

- Cllr. Emlyn Dole (Leader)
- Cllr. Mair Stephens (Deputy Leader)
- Cllr. Linda Evans (Housing)
- Cllr. Peter Hughes- Griffiths (Culture, Sport and Tourism)

| <b>Directorates:</b><br>Communities / Environment / Chief Executive’s | <b>Designations:</b>                    | <b>Tel Nos./ E-Mail Addresses:</b>   |
|---|---|--|
| <b>Names of Heads of Service:</b><br><br>Wendy Walters                | Director of Regeneration & Policy       | 01267 224112<br><a href="mailto:wswalters@carmarthenshire.gov.uk">wswalters@carmarthenshire.gov.uk</a> |
| Ian Jones   | Head of Leisure                         | 01267 228309<br><a href="mailto:ijones@carmarthenshire.gov.uk">ijones@carmarthenshire.gov.uk</a>       |
| Llinos Quelch   | Head of Planning                        | 01267 228918<br><a href="mailto:lquelch@carmarthenshire.gov.uk">lquelch@carmarthenshire.gov.uk</a>     |
| Jonathan Morgan   | Head of Homes and Safer Communities     | 01554 899285<br><a href="mailto:jmorgan@carmarthenshire.gov.uk">jmorgan@carmarthenshire.gov.uk</a>     |
| <b>Report Author:</b><br>Silvana Sauro                                | Performance, Analysis & Systems Manager | 01267 228897<br><a href="mailto:ssauro@carmarthenshire.gov.uk">ssauro@carmarthenshire.gov.uk</a>       |

## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 28<sup>TH</sup> MARCH 2019

## Quarter 3 – 1<sup>st</sup> April to 31<sup>st</sup> December 2018 Performance Monitoring Report

The attached report sets out the progress against the actions and measures in the New Corporate Strategy 2018-2023 to deliver the 2018/19 Well-being Objectives relevant to the Committee's remit, as at 31<sup>st</sup> December 2018.

DETAILED REPORT ATTACHED?

YES



## IMPLICATIONS

We 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 Walters**        **Director of Regeneration & Policy**  
                       **Ian Jones**                    **Head of Leisure**  
                       **Llinos Quelch**            **Head of Planning**  
                       **Jonathan Morgan**        **Head of Homes & Safer Communities**

| Policy, Crime & Disorder and Equalities | Legal      | Finance     | ICT         | Risk Management Issues | Staffing Implications | Physical Assets |
|---|------------|-------------|-------------|------------------------|-----------------------|-----------------|
| <b>YES</b>                              | <b>YES</b> | <b>NONE</b> | <b>NONE</b> | <b>NONE</b>            | <b>NONE</b>           | <b>NONE</b>     |

### 1. Policy, Crime & Disorder and Equalities

The Well-being of Future Generations (Wales) Act 2015 requires public bodies *to take all reasonable steps to meet their Well-being Objectives*

### 2. Legal

In our published Well-being Statement we committed to monitor our Well-being Objective action plans.

# CONSULTATIONS

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

|                       |                                   |
|-----------------------|-----------------------------------|
| Signed: Wendy Walters | Director of Regeneration & Policy |
| Ian Jones             | Head of Leisure                   |
| Llinos Quelch         | Head of Planning                  |
| Jonathan Morgan       | Head of Homes & Safer Communities |

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. Relevant Partners – N/A

4. **Staff Side Representatives and other Organisations** – All Departments have been consulted and have had the opportunity to provide comments on their performance and progress

**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  |
|----------------------------------|---|
| New Corporate Strategy 2018-2023 | <a href="https://www.carmarthenshire.gov.wales/media/1214849/corporate-strategy-2018-23.pdf">https://www.carmarthenshire.gov.wales/media/1214849/corporate-strategy-2018-23.pdf</a> |

# Scrutiny measures & actions full monitoring report

## Community scrutiny - Quarter 3 2018/19

Filtered by:

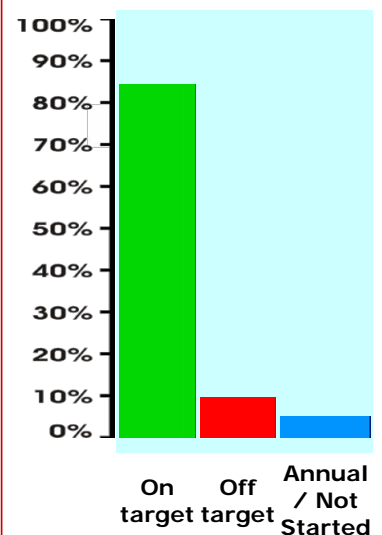
Organisation - Carmarthenshire County Council

Source document - Corporate Strategy 2018/19

**The table below provides a summary progress against target for the Actions and Measures contained within the selected document**


|   |          | Total | On target | Off target | Not reported | Not available | Annual / Not started | % on target | Overall % on target |
|---|----------|-------|-----------|------------|--------------|---------------|----------------------|-------------|---------------------|
| 2. Help children live healthy lifestyles (Childhood Obesity)  | Actions  | 1     | 1         | 0          | 0            | N/A           | 0                    | 100%        | 25%                 |
|   | Measures | 3     | 0         | 1          | 0            | 0             | 2                    | 0%          |                     |
| 5. Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of | Actions  | 3     | 3         | 0          | 0            | N/A           | 0                    | 100%        | 86%                 |
|   | Measures | 4     | 3         | 1          | 0            | 0             | 0                    | 75%         |                     |
| 6. Create more jobs and growth throughout the county  | Actions  | 22    | 22        | 0          | 0            | N/A           | 0                    | 100%        | 93%                 |
|   | Measures | 6     | 4         | 2          | 0            | 0             | 0                    | 67%         |                     |
| 7. Increase the availability of rented and affordable homes   | Actions  | 7     | 7         | 0          | 0            | N/A           | 0                    | 100%        | 67%                 |
|   | Measures | 8     | 3         | 3          | 0            | 0             | 2                    | 38%         |                     |
| 8. Help people live healthy lives (tackling risky behaviour & Adult obesity)                        | Actions  | 10    | 10        | 0          | 0            | N/A           | 0                    | 100%        | 85%                 |
|   | Measures | 3     | 1         | 1          | 0            | 0             | 1                    | 33%         |                     |
| 9. Support good connections with friends, family and safer communities                              | Actions  | 1     | 1         | 0          | 0            | N/A           | 0                    | 100%        | 100%                |
| 10. Support the growing numbers of older people to maintain dignity and independence in their later | Measures | 1     | 1         | 0          | 0            | 0             | 0                    | 100%        | 100%                |


**Performance against Target**





|   |                             |           |           |          |          |          |          |            |      |
|---|-----------------------------|-----------|-----------|----------|----------|----------|----------|------------|------|
| 11. A Council wide approach to support Ageing Well in Carmarthenshire | Actions                     | 2         | 2         | 0        | 0        | N/A      | 0        | 100%       | 100% |
| 12. Look after the environment now and for the future                 | Actions                     | 12        | 12        | 0        | 0        | N/A      | 0        | 100%       | 93%  |
|   | Measures                    | 2         | 1         | 1        | 0        | 0        | 0        | 50%        |      |
| 14. Promote Welsh Language & Culture                                  | Actions                     | 7         | 7         | 0        | 0        | N/A      | 0        | 100%       | 100% |
| <b>Overall Performance</b>  | <b>Actions and Measures</b> | <b>92</b> | <b>78</b> | <b>9</b> | <b>0</b> | <b>0</b> | <b>5</b> | <b>85%</b> |      |


**OFF TARGET**

| Theme: 12. Look after the environment now and for the future              |   |              |   |  |  |  |   |
|---|---|--------------|---|--|--|--|---|
| Sub-theme: A. Address requirements of the Environment (Wales) Act 2016    |   |              |   |  |  |  |   |
| Measure Description   | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                           |  |  |   |
|   | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year   |
| Percentage of all planning applications determined in time<br><br>PAM/018 | 91.0  | 89.8         | Q3:<br><b>69.2</b><br><br>End Of Year:<br><b>71.2</b> | Target:<br><b>70.0</b><br><br>Result:<br><b>78.9</b> | Target:<br><b>72.0</b><br><br>Result:<br><b>77.3</b> | Target:<br><b>75.0</b><br><br>Result:<br><b>72.8</b><br><br>Calculation:<br><b>(690 ÷ 948) × 100</b> | Target:<br><b>75.0</b>  |
| <b>Comment</b>  | It was acknowledged after the last reported quarter that, "that recent losses of experienced officers (one permanent and one on maternity leave) has the potential to influence the on-going performance figures this year." This has been borne out - however temporary replacement staff have been secured during the third quarter and have sought to quickly come up to speed - though one of who was on secondment has now been recalled. Additionally, the team has been impacted by an Officer being off sick during this quarter – which will also impact on Q4. Changes have also been made to some Officer areas, which need to bed in whilst the Officers take in their new area and close off applications in their old area. Officers have been reminded of the importance of extension of time letters which should be secured in most if not all instances where the determination for various reasons cannot be achieved within the statutory time-scales – there is clearly room to further address this matter. |              |   |  |  |  |   |
| <b>Remedial Action</b>  | We will be pursuing the continued implementation of more proactive performance management, in addition to continuing with the implementation of appropriate sickness absence management/monitoring and assisting those on sick leave back to work in a timely and appropriate manner. In terms of extension of time agreements further instruction and discussion on this matter will be undertaken. The alternative to extension of time agreement would see an increase in refusal of applications due to insufficient information accompanying the submission of planning applications (the minimum information often being submitted to achieve registration rather than the detailed information needed to reach a positive decision) – an approach which does not sit comfortably with the LPAs preference to progress applications, where possible to a positive conclusion through on-going discussion.   |              |   |  |  |  |   |
| <b>Service Head:</b> Llinos Quelch  |   |              |   | <b>Performance status:</b> Off target                |  |  |  |

| Theme: 2. Help children live healthy lifestyles (Childhood Obesity)                                    |  |              |   |  |  |  |   |
|--|--|--------------|---|--|--|--|---|
| Sub-theme: A. Increase physical activities for children  |  |              |   |  |  |  |   |
| Measure Description  | 2017/18 Comparative Data   |              |   | 2018/19 Target and Results                             |  |  |   |
|  | Best Quartile  | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year   |
| Number of attendances at Sporting Opportunities facilitated by Sport & Leisure Officers<br><br>3.4.2.8 | Not applicable   |              | Q3:<br><b>155376</b><br><br>End Of Year:<br><b>235457</b> | Target:<br><b>12811</b><br><br>Result:<br><b>28425</b> | Target:<br><b>80964</b><br><br>Result:<br><b>79425</b> | Target:<br><b>163145</b><br><br>Result:<br><b>138685</b> | Target:<br><b>247230</b>  |
| <b>Comment</b>   | Staffing resource reduced considerably due to three members of the team having lengthy periods of sickness, all planned operations. 25% reduction in staffing has resulted in shortfall of facilitated sessions. Staff back to full compliment early February.   |              |   |  |  |  |   |
| <b>Remedial Action</b>   | Staffing resource back to full strength in February to resume programme. Leisure Management team reviewing all options with service team to try and bring output back as close to target as possible by year end, and have introduced positive interventions in-year where possible to mitigate loss of key resources. |              |   |  |  |  |   |
| <b>Service Head:</b> Ian Jones   |  |              |   | <b>Performance status:</b> Off target                  |  |  |  |

| Theme: 5. Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of |  |              |   |  |  |  |   |
|--|--|--------------|---|--|--|--|---|
| Sub-theme: A. Preventing Poverty   |  |              |   |  |  |  |   |
| Measure Description  | 2017/18 Comparative Data   |              |   | 2018/19 Target and Results                           |  |  |   |
|  | Best Quartile  | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year   |
| Percentage of households successfully prevented from becoming homeless<br><br>PAM/012                      | 71.0   | 65.1         | Q3:<br><b>65.3</b><br><br>End Of Year:<br><b>65.1</b> | Target:<br><b>68.0</b><br><br>Result:<br><b>65.2</b> | Target:<br><b>68.0</b><br><br>Result:<br><b>57.5</b> | Target:<br><b>68.0</b><br><br>Result:<br><b>60.8</b><br><br>Calculation:<br><b>(192 ÷ 316) × 100</b> | Target:<br><b>68.0</b>  |
| <b>Comment</b>   | There is a continued trend where private sector tenants approach the service at the point of eviction rather at the point of receiving notice. As a result there is limited time to engage with the landlord to prevent or relieve the situation. This is an issue we have identified as part of our recent homelessness review and development of a new strategic approach. |              |   |  |  |  |   |
| <b>Remedial Action</b>   | We are working up actions to encourage tenants and landlords to engage with us and partners earlier to enable us more time to work cases.  |              |   |  |  |  |   |
| <b>Service Head:</b> Jonathan Morgan   |  |              |   | <b>Performance status:</b> Off target                |  |  |  |


| Theme: 6. Create more jobs and growth throughout the county                     |   |              |   |  |  |  |   |
|---|---|--------------|---|--|--|--|---|
| Sub-theme: F. Overarching Performance Measures                                  |   |              |   |  |  |  |   |
| Measure Description   | 2017/18 Comparative Data                            |              |   | 2018/19 Target and Results                           |  |  |   |
|   | Best Quartile                                       | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year   |
| The percentage of undisputed invoices which were paid in 30 days<br><br>CFH/006 | Not applicable                                      |              | Q3:<br><b>92.0</b><br><br>End Of Year:<br><b>92.8</b> | Target:<br><b>93.5</b><br><br>Result:<br><b>95.1</b> | Target:<br><b>93.5</b><br><br>Result:<br><b>92.7</b> | Target:<br><b>93.5</b><br><br>Result:<br><b>92.9</b><br><br>Calculation:<br><b>(63063 ÷ 67896) × 100</b> | Target:<br><b>93.5</b>  |
| <b>Comment</b>  | All relevant areas below target have been notified  |              |   |  |  |  |   |
| <b>Remedial Action</b>  | Relevant officers to investigate and address issues |              |   |  |  |  |   |
| <b>Service Head:</b> Randal Hemingway   |   |              |   | <b>Performance status:</b> Off target                |  |  |  |


| Measure Description   | 2017/18 Comparative Data   |              |  | 2018/19 Target and Results                        |  |  |   |
|---|--|--------------|--|---|--|--|---|
|   | Best Quartile  | Welsh Median | Our Actual   | Quarter 1   | Quarter 2  | Quarter 3  | End of Year   |
| The number of people helped into volunteering with Regeneration assistance<br><br>EconD/005 | Not applicable   |              | Q3:<br><b>668</b><br><br>End Of Year:<br><b>1141</b> | Target:<br><b>150</b><br><br>Result:<br><b>50</b> | Target:<br><b>300</b><br><br>Result:<br><b>281</b> | Target:<br><b>450</b><br><br>Result:<br><b>366</b> | Target:<br><b>935</b>   |
| <b>Comment</b>  | 366 People helped into volunteering via Workways; C4W / C4W+ / Legacy / fusion; and Community Bureau   |              |  |   |  |  |   |
| <b>Remedial Action</b>  | Volunteering Data from Third Sector partners via skills & funding team scheme now expected in final quarter hence lower than target third quarter figures. Outputs to be reported in final quarter |              |  |   |  |  |   |
| <b>Service Head:</b> Wendy S Walters  |  |              |  | <b>Performance status:</b> Off target             |  |  |  |


**PIMS Scrutiny Report**

**Theme: 7. Increase the availability of rented and affordable homes**


**Sub-theme: A. Affordable Homes Delivery Plan**

| Measure Description  | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                       |  |   |                      |
|--|---|--------------|---|--|--|---|----------------------|
|  | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3   | End of Year          |
| The number of new additional properties managed by our internal social lettings agency<br><br>7.3.2.25 | Not applicable  |              | Q3:<br><b>35</b><br><br>End Of Year:<br><b>63</b> | Target:<br><b>15</b><br><br>Result:<br><b>23</b> | Target:<br><b>30</b><br><br>Result:<br><b>31</b> | Target:<br><b>45</b><br><br>Result:<br><b>42</b>                                    | Target:<br><b>60</b> |
| <b>Comment</b>   | There's been a drop off in the number of enquiries and activity from landlords in the lead up to Christmas which is reflective of previous years trends.<br><br>Some potential properties have either fallen out after investing a substantial amount of time and effort in trying to get them on to the scheme or there's been a delay and they will be included in quarter 4. |              |   |  |  |   |                      |
| <b>Remedial Action</b>   | We will continue to monitor performance, we are confident that end of year target will be achieved.   |              |   |  |  |   |                      |
| <b>Service Head:</b> Jonathan Morgan   | <b>Performance status:</b> Off target   |              |   |  |  |  |                      |

| Measure Description   | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                     |  |   |                     |
|---|---|--------------|---|--|--|---|---------------------|
|   | Best Quartile   | Welsh Median | Our Actual                                      | Quarter 1                                      | Quarter 2                                      | Quarter 3   | End of Year         |
| Number of new homes created as a result of bringing empty properties back into use<br><br>PAM/014 | Not applicable  |              | Q3:<br><b>0</b><br><br>End Of Year:<br><b>5</b> | Target:<br><b>1</b><br><br>Result:<br><b>0</b> | Target:<br><b>2</b><br><br>Result:<br><b>1</b> | Target:<br><b>3</b><br><br>Result:<br><b>1</b>  | Target:<br><b>6</b> |
| <b>Comment</b>  | This PI accounts for the number of additional dwellings created when an empty property is subdivided into additional dwellings in an effort to bring a property back into use. For example, a house that has been converted into three flats and brought back into use would count as two additional dwellings being created.<br><br>This is a very difficult PI to predict and control, as we are very much in the hands of empty properties Owners, and the likelihood of them seeking consent for, and converting empty dwellings into flats. The projection for Quarter 3 was made in line with schemes going through the Houses into Homes loan scheme, as flat conversions. Regrettably, whilst the schemes are being administered and approved, the projects are yet to commence on-site. These schemes remain within the time frames for commencement/completion, as stated within the loan agreements. |              |   |  |  |   |                     |
| <b>Remedial Action</b>  | We will continue to support and encourage Developers during quarter 4, to commence and complete works, creating the proposed additional units through these schemes.  |              |   |  |  |   |                     |
| <b>Service Head:</b> Jonathan Morgan  | <b>Performance status:</b> Off target   |              |   |  |  |  |                     |

| Measure Description  | 2017/18 Comparative Data   |              |             | 2018/19 Target and Results                         |  |  |                       |
|--|--|--------------|-------------|--|--|--|-----------------------|
|  | Best Quartile  | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year           |
| Percentage of rent lost due to properties being empty<br><br>PAM/039 | Not applicable   |              | New measure | Target:<br><b>2.3</b><br><br>Result:<br><b>2.8</b> | Target:<br><b>2.3</b><br><br>Result:<br><b>2.9</b> | Target:<br><b>2.3</b><br><br>Result:<br><b>2.9</b><br><br>Calculation:<br><b>(863671 ÷ 30201415) × 100</b> | Target:<br><b>2.3</b> |
| <b>Comment</b>   | Rent loss from void properties continues to reduce. Taking account of homes held back from letting pending management decisions, the result was 2.31%. The Quarter 3 Performance was 2.86%, less 0.55% held = 2.31, which is very close to the target and an improvement on previous quarters. |              |             |  |  |  |                       |
| <b>Remedial Action</b>   | Rent loss from void properties continues to reduce. Realignment of the Property Division was approved in December 2018, including 3 additional posts in the New Homes Team. Once appointed, the additional staff will enable further improvements in turnaround times.                         |              |             |  |  |  |                       |
| <b>Service Head:</b> Jonathan Fearn                                  | <b>Performance status:</b> Off target  |              |             |  |  |                       |                       |

**Theme: 8. Help people live healthy lives (tackling risky behaviour & Adult obesity)**  
**Sub-theme: C. Mental Health**

| Measure Description   | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                           |  |  |   |
|---|---|--------------|---|--|--|--|---|
|   | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year   |
| Number of visits to leisure centres per 1,000 population<br><br>PAM/017 | 9371  | 8496         | Q3:<br><b>6499</b><br><br>End Of Year:<br><b>8522</b> | Target:<br><b>2281</b><br><br>Result:<br><b>1844</b> | Target:<br><b>4543</b><br><br>Result:<br><b>3932</b> | Target:<br><b>6661</b><br><br>Result:<br><b>5835</b><br><br>Calculation:<br><b>(1087913 ÷ 186452) × 1000</b> | Target:<br><b>8735</b>  |
| <b>Comment</b>  | A combination of factors have arisen this year to negatively affect our attendance figures: delivery of the spin and play centres in Carmarthen were completed later than planned, facility conditions have deteriorated (Llanelli and Newcastle Emlyn) which are being resolved via capital investment and repairs and capacity issues have arisen within the community Sport & Leisure team due to multiple absences (25% of team) due to planned operations. |              |   |  |  |  |   |
| <b>Remedial Action</b>  | Most factors will have been resolved for quarter 4 but the low attendance figures in Q1-3 cannot be recovered and an overall reduction in comparison to 2017/18 result and 2018/19 target is forecast. Leisure Management team reviewing all options with service team to try and bring output back as close to target as possible by year end, and have introduced positive interventions in-year where possible to mitigate loss of key resources.            |              |   |  |  |  |   |
| <b>Service Head:</b> Ian Jones  |   |              |   | <b>Performance status:</b> Off target                |  |  |  |



**ON TARGET ETC.**

**Theme: 10. Support the growing numbers of older people to maintain dignity and independence in their later**  
**Sub-theme: A. Develop 'social' model of health/care focuses on physical/mental/social wellbeing not ill health**

| Measure Description   | 2017/18 Comparative Data |              |   | 2018/19 Target and Results                         |  |  |                       |
|---|--------------------------|--------------|---|--|--|--|-----------------------|
|   | Best Quartile            | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year           |
| The average number of calendar days taken to deliver a Disabled Facilities Grant<br><br>PAM/015 | 179                      | 223          | Q3:<br><b>161</b><br><br>End Of Year:<br><b>161</b> | Target:<br><b>160</b><br><br>Result:<br><b>157</b> | Target:<br><b>160</b><br><br>Result:<br><b>157</b> | Target:<br><b>160</b><br><br>Result:<br><b>159</b><br><br>Calculation:<br><b>23663 ÷ 149</b> | Target:<br><b>160</b> |
| <b>Service Head:</b> Jonathan Morgan  |                          |              | <b>Performance status:</b> On target                |  |  |  |                       |

**ACTIONS - Theme: 11. A Council wide approach to support Ageing Well in Carmarthenshire**  
**Sub-theme: C. Falls Prevention**

| Action                         | 13236   | Target date                          | 31/03/2019 |
|--------------------------------|---|--------------------------------------|------------|
| <b>Action promised</b>         | We will 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 and increase social and community cohesion.  |                                      |            |
| <b>Comment</b>                 | A broad range of initiatives in place - Free Swimming; Physical Literacy Passport; Exercise Referral; Focus sport development groups (Cycling; Athletics; Swimming and Triathlon); Active Adult Officer with a focus on mainstream and targeted remit (e.g. mental health), etc. We have also been successful in obtaining circa £10k Play Sufficiency Funding for a variety of intervention linked to disabilities and play. |                                      |            |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |            |

**ACTIONS - Theme: 11. A Council wide approach to support Ageing Well in Carmarthenshire**  
**Sub-theme: D. Opportunities for employment & new skills**

| Action                               | 13238   | Target date                          | 31/03/2019 |
|--------------------------------------|---|--------------------------------------|------------|
| <b>Action promised</b>               | We will co-ordinate the signposting of digital activity across the County for older people  |                                      |            |
| <b>Comment</b>                       | The availability of various Digital training resources for older clients has been compiled and contact details distributed via partner organisations. Promotion events for the 50+ have been held in Carmarthen, Pontyberem, Ammanford and Llanelli. Partnerships have been established utilizing the over 50` s network and through the Welsh Government` s programme Digital Communities Wales. The Council` s Community Bureau is now a member of the Online Centres Network, part of the Good Things Foundation charity supporting digitally and socially excluded people to improve their lives through digital technology. The Learn My Way online learning platform help[s thousands of people per year to gain basic digital skills and go on to further informal and formal learning and this will hopefully become the linchpin for over 50` s Digital Inclusion Support. |                                      |            |
| <b>Service Head:</b> Wendy S Walters |   | <b>Performance status:</b> On target |            |

**Theme: 12. Look after the environment now and for the future**  
**Sub-theme: A. Address requirements of the Environment (Wales) Act 2016**

| Measure Description                                     | 2017/18 Comparative Data   |              |   | 2018/19 Target and Results                            |  |  |                        |
|---|--|--------------|---|---|--|--|------------------------|
|   | Best Quartile  | Welsh Median | Our Actual  | Quarter 1   | Quarter 2  | Quarter 3  | End of Year            |
| Percentage of planning appeals dismissed<br><br>PAM/019 | 74.3   | 60.5         | Q3:<br><b>62.5</b><br><br>End Of Year:<br><b>57.9</b> | Target:<br><b>66.0</b><br><br>Result:<br><b>100.0</b> | Target:<br><b>67.0</b><br><br>Result:<br><b>77.8</b> | Target:<br><b>68.0</b><br><br>Result:<br><b>68.8</b><br><br>Calculation:<br><b>(11 ÷ 16) × 100</b> | Target:<br><b>69.0</b> |
| <b>Comment</b>  | The low total numbers of appeals remains a prime factor in influencing this measure. Given these low numbers, the result has the potential to be disproportionately influenced by any one decision, although the decreasing number of appeals received is an acknowledged indicator of quality of decision making. In this quarter, two of the decision taken were those where Members went against officer recommendation, and the appeals were subsequently upheld. This impacted the indicator by a negative factor of 25%. |              |   |   |  |  |                        |
| <b>Remedial Action</b>                                  | The commitment remains, as per previous reporting, to on-going member  |              |   |   |  |  |                        |
| <b>Service Head:</b> Llinos Quelch                      |  |              | <b>Performance status:</b> On target                  |   |  |  |                        |

**ACTIONS - Theme: 12. Look after the environment now and for the future**

**Sub-theme: A. Address requirements of the Environment (Wales) Act 2016**

|                        |   |                            |            |
|------------------------|---|----------------------------|------------|
| <b>Action</b>          | 12649   | <b>Target date</b>         | 31/10/2021 |
| <b>Action promised</b> | We will continue to deliver the Caeau Mynydd Mawr Special Area Conservation (SAC) Marsh Fritillary project, consistent with Supplementary Planning Guidance (SPG), which aims to ensure the management of at least 100ha of Marsh Fritillary habitat in perpetuity.   |                            |            |
| <b>Comment</b>         | The project continues to manage 24 sties that provide 40.46ha of habitat in suitable condition for the marsh fritillary butterfly. Surveys results in summer 2018 show that numbers of larval webs recorded were exceptionally high this year with 86 webs recorded on one site. Habitat surveys found new records of marsh fritillaries in 31 fields, across the area, expanding our knowledge of the butterfly in this part of the county, and this work will inform the new LDP and the revision of the Caeau Mynydd Mawr SPG. The project continues to ensure the appropriate grazing of the land in managements agreements, often assisting landowners in finding suitable grazing animals. It has also been making use of the Glas Tir small grants scheme, when it can, for hedgerow management. |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13241   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will develop a tree strategy to improve the environment and mitigate the effects of air and noise pollution in our more populated areas.   |                            |            |
| <b>Comment</b>         | Tree Strategy has now been produced. Implementation needs further consideration.  |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13242   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will review the Council's Rural Buildings Policy   |                            |            |
| <b>Comment</b>         | This is being done as part of the review of the LDP. Full results will be clear by deposit version late 2019  |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13243   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | 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.   |                            |            |
| <b>Comment</b>         | Planning applications continue to take full accordance of the LDP. The AMR for 2017/18 has been completed and acts as a checking mechanism to see how well decisions accord with plan policies.   |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13244   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will commence the preparation of a Revised LDP in accordance with statutory provisions. 2018/19 focus will be the Candidate sites process, evidence gathering and general engagement and Pre Deposit Consultation.   |                            |            |
| <b>Comment</b>         | The preparation of the Revised LDP has commenced with the Delivery Agreement having been agreed by the WG. The Candidate Site process has been completed. The Draft Pre Deposit Preferred Strategy along with other supporting documents has been published for formal consultation.  |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13245   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | The Planning Division will develop a consistent approach to ensuring that biodiversity is maintained and enhanced, and that ecosystem resilience is promoted as part of the planning system and also within its Conservation, Minerals and Building Control activities.   |                            |            |
| <b>Comment</b>         | A workshop was held with Minerals in October 2018.  |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13246   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will adopt and implement 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).   |                            |            |
| <b>Comment</b>         | Central to the preparation of the LDO and its publication for consultation is the availability of a robust and defensible evidence base and statutory provisions underpinning its designation. This work has been completed and has along with the evidence supporting the LDO was published for consultation following which Council had now agreed to adopted the LDO. The agreement of the Welsh Government has been received.   |                            |            |
| <b>Service Head:</b>   | Llinos Quelch   | <b>Performance status:</b> | On target  |

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|                                    |  |                    |            |
|------------------------------------|--|--------------------|------------|
| <b>Action</b>                      | 13247  | <b>Target date</b> | 31/03/2019 |
| <b>Action promised</b>             | 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.  |                    |            |
| <b>Comment</b>                     | Monies continue to be secured and used in accordance with the policy provisions as set out within the LDP and legal agreements. Such contributions, the process used for their collection and their use is subject to continual monitoring.  |                    |            |
| <b>Service Head:</b> Llinos Quelch | <b>Performance status:</b> On target   |                    |            |
| <b>Action</b>                      | 13249  | <b>Target date</b> | 31/03/2019 |
| <b>Action promised</b>             | We will work with stakeholders to improve sewerage capacity within the County through the development of appropriate schemes. Ensure planned programed improvements are designed and implemented to address capacity issues. Address water supply too.   |                    |            |
| <b>Comment</b>                     | Ongoing - We will also continue to engage as part of the preparation of the Revised LDP to ensure that where it is within the remit of the service that this action is delivered. We will also where appropriate to liaise with the SAB` s body on matters relating surface water and capacity issues where it is within their responsibility. |                    |            |
| <b>Service Head:</b> Llinos Quelch | <b>Performance status:</b> On target   |                    |            |

|   |   |                    |            |
|---|---|--------------------|------------|
| <b>ACTIONS - Theme: 12. Look after the environment now and for the future</b> |   |                    |            |
| <b>Sub-theme: B. Monitor delivery of CCC's Environment Act Forward Plan</b>   |   |                    |            |
| <b>Action</b>   | 13250   | <b>Target date</b> | 31/05/2019 |
| <b>Action promised</b>  | Through monitoring the delivery of the Council's Forward Plan, we will evidence how Carmarthenshire County Council is meeting its Biodiversity and Ecosystem Resilience Duty under Section 6 of the Environment (Wales) Act, reporting on outcomes achieved to WG.                                |                    |            |
| <b>Comment</b>  | Rosie Carmichael has prepared a report to E&PP Scrutiny Committee for 29/06/2018. In summary, the March reporting round demonstrated that of the 35 actions within the Env Act Forward Plan, 26 have progressed and 9 have not. Details of action delivered is set out in the report to Scrutiny. |                    |            |
| <b>Service Head:</b> Llinos Quelch  | <b>Performance status:</b> On target  |                    |            |

|  |  |                    |            |
|--|--|--------------------|------------|
| <b>ACTIONS - Theme: 12. Look after the environment now and for the future</b>                |  |                    |            |
| <b>Sub-theme: C. Continue to implement and promote the increased use of renewable energy</b> |  |                    |            |
| <b>Action</b>  | 13253  | <b>Target date</b> | 31/12/2019 |
| <b>Action promised</b>   | We will contribute to delivering the Swansea Bay City Deal programme to develop 'Homes as Power Stations' to help generate sustainable and affordable homes and address fuel poverty for our residents by exploring the potential for retro-fit renewable technology on benefit our housing stock  |                    |            |
| <b>Comment</b>   | The retro-fitting of renewable technology on our housing stock has been deemed unviable. Other Proeprty-related contributions to the Homes as Power Stations project are being undertaken as part of the construction of innovative new homes at Garreglwyd and Dylan.   |                    |            |
| <b>Service Head:</b> Jonathan Fearn  | <b>Performance status:</b> On target   |                    |            |
| <b>Action</b>  | 13254  | <b>Target date</b> | 31/12/2019 |
| <b>Action promised</b>   | We will contribute to delivering the Swansea Bay City Deal programme to develop 'Homes as Power Stations' to help generate sustainable and affordable homes and address fuel poverty for our residents by developing new homes with innovative technologies  |                    |            |
| <b>Comment</b>   | Current housing schemes for Dylan and Garreglwyd incorporate a number of enhanced innovative technologies over and above Building Regulations requirements that will reduce energy usage and costs for tenants. The Dylan scheme is also to consider the opportunities to further develop options and designs on a pair of semi-detached homes as a pilot that could be utilised on any further housing developments for even better energy related and occupier comfort performance. Discussions have been undertaken with the Welsh School of Architecture and Specific and detailed proposals are to be developed with the appointed contractor |                    |            |
| <b>Service Head:</b> Jonathan Fearn  | <b>Performance status:</b> On target   |                    |            |

**ACTIONS - Theme: 14. Promote Welsh Language & Culture**

**Sub-theme: D. Promoting our Welsh Culture & Heritage**

|                                |  |                                      |   |
|--------------------------------|--|--------------------------------------|---|
| <b>Action</b>                  | 13287  | <b>Target date</b>                   | 31/03/2021 (original target 31/03/2019) |
| <b>Action promised</b>         | We will develop the 'Stordy Digidol' digital project to promote improved mental health in conjunction with show casing Carmarthenshire's heritage collections.   |                                      |   |
| <b>Comment</b>                 | The Great Places project has been reprofiled and submitted to HLF. Currently awaiting feedback from HLF in order to undertake the next action which is to recruit the project officer. Action remains on target as the Stordy Digidol activity will take place towards the end of the Great Places project.  |                                      |   |
| <b>Service Head:</b> Ian Jones |  | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13288  | <b>Target date</b>                   | 31/03/2022                              |
| <b>Action promised</b>         | We will start to implement our Libraries Development plan 2017 – 2022 and as part of that plan roll out the new mobile library service.  |                                      |   |
| <b>Comment</b>                 | Carmarthenshire Libraries continue to progress in line with agreed Development Planning 17/22, with the new mobile fleet now fully operational; supplier selection and direct delivery being the main administrative model for stock purchases, along with the continued investment and rollout of Continuing Professional Development CPD of all staff.   |                                      |   |
| <b>Service Head:</b> Ian Jones |  | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13289  | <b>Target date</b>                   | 31/03/2022                              |
| <b>Action promised</b>         | We will deliver a transformation plan for the existing Museums provision at the County Museum Abergwili, Parc Howard, Kidwelly Industrial Museum and Museum of Speed Pendine to improve the provision for residents and visitors.  |                                      |   |
| <b>Comment</b>                 | <p>1. CARMARTHENSHIRE COUNTY MUSEUM</p> <p>1a. While major works are scheduled for 2019-20, the museum will close its doors for up to 12 months. During this time, the collections will be moved from the attic stores into the galleries to enable the roofing works to go ahead. Once the works programme is confirmed, a more detailed activity plan will be put in place. A corporate PR and communications plan will be developed to celebrate the positive news of the investment in the museum and park.</p> <p>1b. The Tywi Gateway Trust partnership continues to be embedded and approaches to joint working reinforced. The major works scheme is being addressed jointly to ensure a seamless approach. Other site-wide issues, including emergency planning, security, and the development of a Joint Operational Plan, are progressing well and on target.</p> <p>1c. A scheme is being prepared for listed building consent for the restoration of one gallery room and upgrade of another, as a potential subject for a MALD Transformation Grant funding bid 2020-21. Further consultation work is required to support this.</p> <p>2. PARD HOWARD MUSEUM</p> <p>2a. The Parc Howard Collaboration Group is supporting the commissioning of a Feasibility Study for the proposed `Modernisation of Parc Howard` scheme. This broadly includes improvement to access into and around the museum; visitor reception and gift shop; café; education room; and accessible WCs. Planning Solutions Consulting Ltd have been appointed to start 7/01/2019 with a target completion date of 31/03/2019. Their report will provide a well-evidenced set of conclusions to inform future planning and projections, including the case for capital development.</p> <p>2b. IT infrastructure works have been commissioned to link Parc Howard into the Corporate network and create digital capacity for learning, interpretation and community engagement projects.</p> <p>2c. Engagement activities under the Esmee Fairbairn Collections Fund project, `Llanelli Pottery Stories`, are on target. The focus has been on reaching diverse new audiences through Fusion and Communities for Work+.</p> <p>2d. The picture gallery was redisplayed in October 2018 to incorporate a stronger representation of Welsh art and a more equal gender balance of male and female artists. An important painting of local interest was conserved for the benefit of future generations, with support from the Friends of Llanelli Museum. New seating for visitors has been provided in the gallery, as recommended in the 2012 Access Audit. Anecdotal feedback is extremely positive.</p> <p>2e. The centenary of the First World War Armistice was commemorated with a community project and exhibition on the theme of the `Great War at Sea`. New schools and community links were established in the creation of a commemorative artwork that will remain permanently in the museum.</p> <p>2f. An option to move towards a more seasonal operation at Parc Howard Museum is out to consultation. The proposed `closed` season (November to February) has very few visitor attendances but events are well supported; the proposal is to focus on targeted events during these months.</p> <p>3. KIDWELLY INDUSTRIAL MUSEUM</p> <p>3a. Cynon Valley Museum Trust has been awarded the contract to undertake the governance and resilience review of the museum Trust.</p> <p>3b. An option to close the museum is out for consultation. Trustees opted to close to the public in June 2017 and it has remained shut.</p> <p>4. MUSEUM OF SPEED</p> <p>4a. The museum has been emptied and collections placed into storage. Building demolition surveys are being completed.</p> <p>4b. Headland Design has been appointed to facilitate an Interpretive Planning exercise to define the content and narrative of the new museum. Consultation with a range of stakeholders will be a part of this process.</p> <p>4c. The MLA National Security Advisor has visited the site and met with officers to provide advice on the building design to achieve Category 1 Security Scheme standards. This standard will enable the museum to borrow artefacts from other national</p> |                                      |   |

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museums.

**5. COLLECTION CENTRE**

5a. Property Design are assessing the Design Specification to cost the various options accurately.

5b. Quotes are being sought for fit-out options that reduce the storage size required.

5c. Cost pressures to meet security and environmental standards indicate that it will not be possible to achieve an `open store` model.

**Service Head:** Ian Jones **Performance status:** On target

|                        |  |                    |   |
|------------------------|--|--------------------|---|
| <b>Action</b>          | 13290  | <b>Target date</b> | 31/03/2023 (original target 31/03/2020) |
| <b>Action promised</b> | We will begin the museums transformation plan with the delivery of a £1.2 million redevelopment of the County museum at Abergwili.   |                    |   |
| <b>Comment</b>         | <p>Anticipated schedule for major works on museum roof and porch remain on target, subject to planning process and Cadw consents.</p> <p>Target for contractor appointment is end of May with works to start on site June/July 2019, for completion June 2020.</p> <p>The museum will close to the public for up to 12 months while works are completed, for health and safety reasons and to protect collections displaced from stores during roofing works.</p> <p>Tywi Gateway Trust partnership continues to progress. Works will commence on initial Lodge restoration works mid-January 2019, funded by Cadw and HLF. Tree works to park and car park areas are out to tender. The major scheme on the outbuildings is scheduled to commence towards the end of the calendar year. The Trust and Council continue to work closely to ensure a seamless approach to the works and public interface.</p> |                    |   |

**Service Head:** Ian Jones **Performance status:** On target

|                        |   |                    |            |
|------------------------|---|--------------------|------------|
| <b>Action</b>          | 13291   | <b>Target date</b> | 31/03/2019 |
| <b>Action promised</b> | We will review and re-develop the Council's Theatre Services provision.   |                    |            |
| <b>Comment</b>         | <p>Theatres restructure still in process. Aiming to get DMT approval in early January. Anticipated implementation date 1st April 2019. Consultation documents already prepared.</p> <p>Programme Initiatives developed during this quarter include:</p> <ul style="list-style-type: none"> <li>• New partnership with Arts Care Gofal Celf, who have taken over running of the Ffwrnes weekly dance classes from October 2018. Expanded range of classes including adult tap dance and additional youth dance age ranges. New partnership also developed with BA Dance course at Coleg Sir Gar / UWTSO, and the dance &amp; wellbeing module has been hosted at the Ffwrnes this term. From January 2019 community classes for older adults will be delivered by the students.</li> <li>• Support provided for Llanelli Youth Theatre to deliver successful heritage project commemorating the centenary of 1st world war. Whole of Ffwrnes public foyer space used for living history exhibition, and community and outreach events programmed including schools visits, and an outdoor performance on Remembrance Sunday.</li> <li>• 3 x weekly Christmas craft fairs programmed, showcasing local producers, to help attract visitors to the Ffwrnes.</li> <li>• Welsh language productions included Derwen, Breuddwydio Cae'r Nos, Nyrsys, Hedd Wyn, Eisteddfod Rhydaman, Branwen, Taith Nadolog Martyn Geraint, Ysgol y Strade, Ysgol Bro Myrddin, and 2 Welsh language performances of the pantomime in partnership with Jermin productions. In addition, a social media campaign was run highlighting that Theatrau Sir Gar present more Welsh language productions than any other theatre in West Wales.</li> </ul> |                    |            |

**Service Head:** Ian Jones **Performance status:** On target

|                        |   |                    |   |
|------------------------|---|--------------------|---|
| <b>Action</b>          | 13292   | <b>Target date</b> | 31/03/2023 (original target 31/03/2019) |
| <b>Action promised</b> | We will deliver a new archives and storage service for Carmarthenshire  |                    |   |
| <b>Comment</b>         | The project remains on budget and building handover is anticipated within the contract period by June 2019. Return of the archive will follow the building reaching satisfactory environmental conditions. Measures to assist with drying out are well advanced. Consultation on a new archives service structure closes January with implementation to follow. |                    |   |

**Service Head:** Ian Jones **Performance status:** On target

|                        |  |                    |   |
|------------------------|--|--------------------|---|
| <b>Action</b>          | 13530  | <b>Target date</b> | 29/03/2019 (original target 31/03/2018) |
| <b>Action promised</b> | We will further develop Oriol Myrddin to improve the provision for residents and visitors  |                    |   |
| <b>Comment</b>         | The resilience review will conclude in January 2019 with a presentation to the Oriol Myrddin Trust and EBM following which consideration will be given to the submission of a capital funding application based on the revised business plan and governance arrangements to CCC and ACW. |                    |   |

**Service Head:** Ian Jones **Performance status:** On target

**ACTIONS - Theme: 2. Help children live healthy lifestyles (Childhood Obesity)**

**Sub-theme: A. Increase physical activities for children**

|                                |   |                    |   |
|--------------------------------|---|--------------------|---|
| <b>Action</b>                  | 13105   | <b>Target date</b> | 31/03/2023 (original target 31/03/2019) |
| <b>Action promised</b>         | We will work with Town & Community Councils and other community organisations to look at ways to invest in upgrading Local leisure provisions               |                    |   |
| <b>Comment</b>                 | Discussions ongoing with T&C Councils and community groups, supported by external funding opportunities such as Sportlot Community Chest and S106 receipts. |                    |   |
| <b>Service Head:</b> Ian Jones | <b>Performance status:</b> On target  |                    |   |

**ACTIONS - Theme: 5. Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of**

**Sub-theme: A. Preventing Poverty**

|                                      |   |                    |            |
|--------------------------------------|---|--------------------|------------|
| <b>Action</b>                        | 13147   | <b>Target date</b> | 31/03/2019 |
| <b>Action promised</b>               | We will introduce a package of support and advice designed to support new tenants maintain their tenancies  |                    |            |
| <b>Comment</b>                       | As part of our restructuring proposals we identified the need to realign our officer resources to focus on this. We initially employed a project officer to initiate the proposals. We have since employed 3 more officers to form a new team to provide a package of advice and support to all new tenants .   |                    |            |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target  |                    |            |
| <b>Action</b>                        | 13148   | <b>Target date</b> | 31/03/2019 |
| <b>Action promised</b>               | We will assess the options for delivering energy efficiency improvements to Council homes   |                    |            |
| <b>Comment</b>                       | <p>We have identified a small scheme for which we will receive support for the cost of technologies from the SPECIFIC 2 LCBE project which is part-funded by the European Regional Development Fund through the Wales European Funding Office.</p> <p>The 'systems-based approach' combines renewable energy supply, energy storage and energy demand reduction technologies creating a holistic approach to retrofitting. The solutions proposed are:</p> <ul style="list-style-type: none"> <li>• External wall insulation (EWI)</li> <li>• Loft insulation</li> <li>• LED lighting</li> <li>• Mechanical ventilation with heat recovery (MVHR)</li> <li>• High efficiency gas boilers</li> <li>• Solar PV (location dependent on the orientation of each house); an</li> <li>• Lithium ion batteries</li> </ul> <p>The Specification has been agreed and a Principle Contractor appointed. Works are due to commence in Q4 and complete Q2. 2019. Upon completion of the works we shall be analysing the results of the installation of low carbon technology in terms of costs, benefits to tenants and ease of use. This will enable us to better understand the potential for helping tenants to reduce their energy bills, improve the comfort of their homes and reduce carbon emissions to levels set by Welsh Government.</p> |                    |            |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target  |                    |            |
| <b>Action</b>                        | 13149   | <b>Target date</b> | 31/12/2018 |
| <b>Action promised</b>               | We shall develop a new Homelessness Strategy to ensure vulnerable residents are supported appropriately to include housing options for single people, a plan to ensure homeless people have access to health services and review our approach to how we manage temporary accommodation  |                    |            |
| <b>Comment</b>                       | A new Regional Homelessness Strategy has been produced and was presented to Scrutiny in November 2018 and is scheduled for full Council in January 2019.  |                    |            |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target  |                    |            |

**Theme: 5. Tackle poverty by doing all we can to prevent it, help people into work and improve the lives of**  
**Sub-theme: B. Helping people into work**

| Measure Description   | 2017/18 Comparative Data |              |   | 2018/19 Target and Results                         |  |  |                       |
|---|--------------------------|--------------|---|--|--|--|-----------------------|
|   | Best Quartile            | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year           |
| % of adults that feel more positive with improved confidence about seeking work after receiving employability support through Communities 4 Work and Communities 4 Work Plus Programmes.<br><br>EconD/020 | Not applicable           |              | Q3:<br><b>100</b><br><br>End Of Year:<br><b>100</b> | Target:<br><b>100</b><br><br>Result:<br><b>100</b> | Target:<br><b>100</b><br><br>Result:<br><b>100</b> | Target:<br><b>100</b><br><br>Result:<br><b>100</b><br><br>Calculation:<br><b>(353 ÷ 353) × 100</b> | Target:<br><b>100</b> |

**Service Head:** Wendy S Walters **Performance status:** On target

| Measure Description   | 2017/18 Comparative Data |              |   | 2018/19 Target and Results                         |  |  |                       |
|---|--------------------------|--------------|---|--|--|--|-----------------------|
|   | Best Quartile            | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year           |
| % of residents that feel more confident in using a computer and gaining IT skills after receiving digital inclusion support through Communities 4 Work and Communities 4 Work Plus Programmes.<br><br>EconD/021 | Not applicable           |              | Q3:<br><b>100</b><br><br>End Of Year:<br><b>100</b> | Target:<br><b>100</b><br><br>Result:<br><b>100</b> | Target:<br><b>100</b><br><br>Result:<br><b>100</b> | Target:<br><b>100</b><br><br>Result:<br><b>100</b><br><br>Calculation:<br><b>(269 ÷ 269) × 100</b> | Target:<br><b>100</b> |

**Service Head:** Wendy S Walters **Performance status:** On target

| Measure Description   | 2017/18 Comparative Data |              |   | 2018/19 Target and Results                       |  |  |                       |
|---|--------------------------|--------------|---|--|--|--|-----------------------|
|   | Best Quartile            | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year           |
| The number of accredited qualifications achieved by residents attending Employment related courses within the Communities 4 Work and Communities 4 Work Plus Programmes.<br><br>EconD/022 | Not applicable           |              | Q3:<br><b>143</b><br><br>End Of Year:<br><b>327</b> | Target:<br><b>40</b><br><br>Result:<br><b>55</b> | Target:<br><b>110</b><br><br>Result:<br><b>124</b> | Target:<br><b>195</b><br><br>Result:<br><b>211</b> | Target:<br><b>330</b> |

**Service Head:** Wendy S Walters **Performance status:** On target

| <b>ACTIONS - Theme: 6. Create more jobs and growth throughout the county</b>              |   |                                      |
|---|---|--------------------------------------|
| <b>Sub-theme: A. Regionally, by coordinating and delivering the Swansea Bay City Deal</b> |   |                                      |
| <b>Action</b>   | 12985   | <b>Target date</b> 22/06/2019        |
| <b>Action promised</b>  | As part of the City Deal we will deliver the project plan for the Life Science and Wellness Village. Including the development of detailed planning and space specifications; commencement of design and build phase ensuring community and public engagement.  |                                      |
| <b>Comment</b>  | Work has continued on the development of detail for phase 1 public sector buildings (Wellness Hub and Community Health Hub) plus energy and infrastructure. The specification of ground investigation works has been prepared for tender January/Feb 2019. An outline planning application for the Wellness Village components is to be considered by Planning committee January 10th 2019. |                                      |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |
| <b>Action</b>   | 13160   | <b>Target date</b> 31/03/2023        |
| <b>Action promised</b>  | We will support the delivery of the £24million Yr Egin; to ensure the County fully benefits from the opportunities that will be created through the £1.3 billion investment through the Swansea Bay City Deal   |                                      |
| <b>Comment</b>  | Continued support for Trinity Saint David via the development of the City Deal 5 case business case for phase 1 and phase 2 of Yr Egin and also the project under the EU LEADER Programme which focuses upon business development for the creative sector.  |                                      |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |
| <b>Action</b>   | 13161   | <b>Target date</b> 31/03/2019        |
| <b>Action promised</b>  | We will maintain the Swansea Bay City Deal Regional Office  |                                      |
| <b>Comment</b>  | The Regional office continues working with both UK and Welsh Government to develop an annual implementation plan which will outline the work programme for the Regional Office.   |                                      |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |



| <b>ACTIONS - Theme: 6. Create more jobs and growth throughout the county</b>  |   |                                      |            |
|---|---|--------------------------------------|------------|
| <b>Sub-theme: B. Locally, by delivering the Transformational Strategy Area Plans targeting urban, coastal and rural</b> |   |                                      |            |
| <b>Action</b>   | 13162   | <b>Target date</b>                   | 31/03/2019 |
| <b>Action promised</b>  | We will deliver the Carmarthen, Ammanford & Rural transformational plan and deliver initiatives and projects including Pendine attractor; Margaret Street road widening; Carmarthen wetlands and Jacksons Lane development; Business Account Management, Start Ups and Incubation.  |                                      |            |
| <b>Comment</b>  | Pendine Attractor Project - main contractor appointed, planning permission secured and contractor on site January 2019. Margaret St Road Junction - BT Works completed, Road widening works due to commence end February. Carmarthen Wetlands and Gateway project consent now obtained from SWTRA for sign, tender information being finalised with a view to commencing construction late spring. Carmarthen Town business awards was held November 18, business growth & start up fund launched and applications being processed. Ongoing business support being provided to area businesses. Jackson`s Lane - EB approval obtained to proceed with developer led scheme, currently finalising legal agreement with developer.  |                                      |            |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |            |
| <b>Action</b>   | 13163   | <b>Target date</b>                   | 31/03/2019 |
| <b>Action promised</b>  | We will deliver a Property Development Fund worth £8.6million (£3million from the Council and circa £5.6million private sector investment)  |                                      |            |
| <b>Comment</b>  | Construction underway on 5 approved projects with two projects (Dolawen and Aspect Developments) having completed. The remaining three projects under construction are due for completion in March 2019. Nine further projects are working up detailed applications including 6 who have been recently invited to proceed to detailed application stage for the additional £1.5m 19/20 Capital Fund Allocation.   |                                      |            |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |            |
| <b>Action</b>   | 13164   | <b>Target date</b>                   | 31/03/2019 |
| <b>Action promised</b>  | We will deliver the Cross Hands Growth Zone, Llanelli and the Coastal Belt Transformational Plan and deliver initiatives and projects including Opportunity St, Llanelli; Cross Hands East Phase 2; Strategic Employment Site; Workways + Buccaneer and Beacon Bursary.   |                                      |            |
| <b>Comment</b>  | The design of Phase 2 infrastructure at Cross Hands East Strategic Employment Site has been advancing via in-house engineering design services. Ecological surveys and landscape design also progressed with reserved matters planning applications submitted to the Local Planning Authority in December. Regeneration proposals continue within Llanelli town centre with development opportunities being marketed. Three strategic sites, YMCA building, Stepney Street/Market Street North and Market Street South) have been marketed with a shortlist of interested developers asked to prepare formal Expressions of Interest by January 2019. A public engagement day at the Ffrwnes Theatre was held on the 4th October in order to communicate the County Council's Regeneration Plan for the town centre. We continue to engage with WG regarding the Targeted Regeneration Investment programme and await formal approval of the regional thematic projects. The Workways + and Buccaneer projects are progressing well with support for both long term unemployed and businesses continuing under the objectives of respective projects. We await WG confirmation of a Short Term Unemployed (STU) employability programme which is to be aligned with the workways programme. |                                      |            |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |            |
| <b>Action</b>   | 13165   | <b>Target date</b>                   | 31/03/2019 |
| <b>Action promised</b>  | We will develop Local Employment Sites across the County as part Transformations: strategic regeneration plan for Carmarthenshire   |                                      |            |
| <b>Comment</b>  | An update of the Transformations document is ongoing which acknowledges the progress already made since its launch in 2015. The development of local employment sites is a key consideration. Initial proposals have already being formed within 29 commercial 'candidate site' applications submitted to the planning department for consideration under its review of the Carmarthenshire Local Development Plan. Following registration of sites by 29th August deadline a list of sites have been published for consideration.  |                                      |            |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |            |
| <b>Action</b>   | 13166   | <b>Target date</b>                   | 31/03/2019 |
| <b>Action promised</b>  | We will develop a programme to support small business across the County   |                                      |            |
| <b>Comment</b>  | Case officers continue to meet with potential business interests and are working with applicants following registration of EOI's. 6 number of Business Start-up Grants have been considered and approved by panel and Exec Board Member. A further 16 number of Business Growth grants have also been approved. Total grant allocation awarded to date equals £ 149,328.  |                                      |            |
| <b>Service Head:</b> Wendy S Walters  |   | <b>Performance status:</b> On target |            |

|                                      |  |                    |            |
|--------------------------------------|--|--------------------|------------|
| <b>Action</b>                        | 13167  | <b>Target date</b> | 31/03/2023 |
| <b>Action promised</b>               | We will Deliver Transformational town centre developments in Llanelli  |                    |            |
| <b>Comment</b>                       | <p>Town centre development sites being considered as 1. `strategic projects` under the Targeted Regeneration Investment (TRI) programme have been marketed with the view of attracting private sector interest. These sites include the YMCA building, Stepney Street/Market Street North and Market Street South. Following initial interest a shortlist of potential developers have been asked to formally submit their proposals in January 2019. We still await WG approval for projects to be considered under the following themes - Property Enhancement Development Grants (PEDG) and Sustainable Living Grants (SLG).</p> <p>A public awareness session was held at Y Ffwrnes theatre on 4th October where display boards promoting the County Council's Regeneration Plan for the town centre was communicated. Two derelict/dilapidated buildings within the town centre which were purchased under the Opportunity Street project, have been demolished to ensure public safety and to make way for future development opportunities.</p> |                    |            |
| <b>Service Head:</b> Wendy S Walters | <b>Performance status:</b> On target   |                    |            |
| <b>Action</b>                        | 13168  | <b>Target date</b> | 31/03/2023 |
| <b>Action promised</b>               | We will further develop the Carmarthenshire Coastal Belt at Pembrey  |                    |            |
| <b>Comment</b>                       | <p>A master-plan covering the Pembrey Peninsular is to be considered linking in with colleagues in Leisure to develop and deliver proposals moving forward. Development Initiatives within the Country Park are being progressed with colleagues in the Leisure department with a new amenity block opened earlier 2018.</p>   |                    |            |
| <b>Service Head:</b> Wendy S Walters | <b>Performance status:</b> On target   |                    |            |
| <b>Action</b>                        | 13169  | <b>Target date</b> | 31/03/2023 |
| <b>Action promised</b>               | We will further develop the Carmarthenshire Coastal Belt at Pendine  |                    |            |
| <b>Comment</b>                       | <p>Pendine Attractor - Main contractor appointed, planning permission secured and land appropriated. Initial works to commence January 2019 with main contract completion anticipated in late spring 2020.</p>   |                    |            |
| <b>Service Head:</b> Wendy S Walters | <b>Performance status:</b> On target   |                    |            |

| <b>ACTIONS - Theme: 6. Create more jobs and growth throughout the county</b>           |   |             |
|--|---|-------------|
| <b>Sub-theme: C. By identifying and addressing the issues facing rural communities</b> |   |             |
| Action   | 13171   | Target date |
| 31/03/2019   |   |             |
| <b>Action promised</b>   | We will deliver the Rural Enterprise Fund worth £4.3million (£2million from the Council and circa £2.3million private sector investment).   |             |
| <b>Comment</b>   | <p>11 projects fully completed and open for business. Work is progressing on a further 5 projects that have been approved:</p> <ul style="list-style-type: none"> <li>• Hayden Dental (Carmarthen) – Construction underway on expansion and improvement completion expected early 2019</li> <li>• Cywion Bach (Idole) – Construction completed November 2018 and open for business, claims to be finalised</li> <li>• Lanes Car Workshops (Pendine) – Construction commenced completion expected January 2019</li> <li>• Complete Accident Solutions (Brynamman) – Construction commenced due for completion March 2019</li> <li>• LHP Accountants (Pensarn) – Construction commenced project scheduled for completion late spring 2019</li> </ul> <p>A further 16 projects have been approved at stage 1 of the application process and are working up their stage 2 applications.</p> |             |
| <b>Service Head:</b> Wendy S Walters   | <b>Performance status:</b> On target  |             |
| Action   | 13172   | Target date |
| 31/03/2019   |   |             |
| <b>Action promised</b>   | We will consider opportunities to work with other local authorities and partners to establish a Rural Deal to focus on rural regeneration.  |             |
| <b>Comment</b>   | Continued engagement with Rural Local Authorities on the development of a potential rural deal  |             |
| <b>Service Head:</b> Wendy S Walters   | <b>Performance status:</b> On target  |             |
| Action   | 13174   | Target date |
| 31/03/2020   |   |             |
| <b>Action promised</b>   | We will consider options for ensuring the most effective use of the Council farm estate to support affordable farming initiatives.  |             |
| <b>Comment</b>   | We are on target to review the current Rural Estate Policy during 2019/20, in line with the Executive Board's strategic aim of supporting affordable farming initiatives by 31/3/2020   |             |
| <b>Service Head:</b> Jonathan Fearn  | <b>Performance status:</b> On target  |             |
| Action   | 13175   | Target date |
| 31/03/2019   |   |             |
| <b>Action promised</b>   | We will establish regeneration initiatives to focus on the development of the rural market towns in the County  |             |
| <b>Comment</b>   | External funding has been secured from Welsh Government to assist in the delivery of plans for a number of towns in Carmarthenshire including St. Clears, Whitland, Amman Valley and Llandovery. Work has commenced in Llandovery with a number of consultation sessions having been conducted.   |             |
| <b>Service Head:</b> Wendy S Walters   | <b>Performance status:</b> On target  |             |

| <b>ACTIONS - Theme: 6. Create more jobs and growth throughout the county</b>                                       |  |             |
|--|--|-------------|
| <b>Sub-theme: D. By developing learning, skills, employability and encouraging a spirit of entrepreneurship...</b> |  |             |
| Action   | 13176  | Target date |
| 31/03/2023   |  |             |
| <b>Action promised</b>   | We will deliver the £30million Skills and Talent Initiative to ensure the County fully benefits from the opportunities that will be created through the £1.3 billion investment through the Swansea Bay City Deal.   |             |
| <b>Comment</b>   | The Regional Skills Partnership (RLSP) submitted and updated business plan to Welsh Government for the Skills and Talent Initiative. The RLSP has also met with Welsh Government officials to discuss the next plan which will be a 3 year plan for the region. A further meeting with Welsh Government is planned for the 19th December to finalise the work on the plan. |             |
| <b>Service Head:</b> Wendy S Walters   | <b>Performance status:</b> On target   |             |

**ACTIONS - Theme: 6. Create more jobs and growth throughout the county**  
**Sub-theme: E. Developing Carmarthenshire as a dynamic economy**

|                        |   |                            |            |
|------------------------|---|----------------------------|------------|
| <b>Action</b>          | 13177   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will investigate and monitor the impact of BREXIT on the economy of Carmarthenshire  |                            |            |
| <b>Comment</b>         | Executive Board Members and Brexit Steering Group now established and receive regular Reports on the progress of the multi agency Local Resilience Forum (LRF) for Brexit preparedness. The LFF is chaired by Dyfed Powys Police.   |                            |            |
| <b>Service Head:</b>   | Wendy S Walters   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13178   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will maximise external funding in order to realise county wide economic activities and to support the growth of the third sector   |                            |            |
| <b>Comment</b>         | Working with external funders in order to maximise the amount of European and lottery funding into the County   |                            |            |
| <b>Service Head:</b>   | Wendy S Walters   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13180   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will ensure the Council uses its stock and assets to facilitate economic development within the County.  |                            |            |
| <b>Comment</b>         | Guildhall Development has been delayed by planning process and a request from Cadw for WG call-in. Works now scheduled to start on site march 2019, with summer 2019 opening.   |                            |            |
| <b>Service Head:</b>   | Wendy S Walters   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13181   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will lead on and complete all land acquisitions required to facilitate strategic highway schemes such as Cross Hands Economic Link Road and Towy Valley Cycleway   |                            |            |
| <b>Comment</b>         | Crosshands Economic Link Road - Statement of Reasons finalised for the CPO.<br>Towy Valley Cycle Path - authority given to acquire land at risk prior to funding confirmation, scheme plans completed w/c 5th Feb , offers to be sent to landowners next 7-10 days.<br>Tirydail lane terms agreed with all six landowners, five completed.  |                            |            |
| <b>Service Head:</b>   | Wendy S Walters   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13182   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | 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.   |                            |            |
| <b>Comment</b>         | <p>We have represented the Council/County at the quarterly South West Wales Regional Tourism Forum as well as providing local knowledge and data on applications for funding through their tourism investment grant. Two applications were prepared and submitted for support through the Welsh Government's regional tourism engagement fund for campaigns supporting cycling and film opportunities.</p> <p>A prominent display space was taken at the annual Carmarthenshire Tourism summit held in Parc Y Scarlets with staff also delivering seminars and advice</p> <p>Public Relations (PR) is a key promotional tool as we gain exposure across the UK which offers an immediate tangible return for those businesses we work with. The process is not one of issuing press releases but of Council staff researching and putting together a collection of visitor products that target seasonal ideas which are then offered to the national media in an attempt to entice them to visit and subsequently write about their visit.</p> <p>30 major articles on Carmarthenshire were generated by CCC in media ranging from the Daily Mail, Guardian, Daily Telegraph, Sunday Times, Times, Bella magazine, Healthy for Men magazine. The Tour of Britain cycling event created a major opportunity for many of these features as we were able to produce high quality offerings in our county to a national audience</p> <p>The equivalent advertising value of the coverage created by CCC was £121,000 (e.g. if we were paying for the space in terms of advert size across a print audience of 5.59million and an estimated 1.51million coverage views.</p> <p>After positive feedback from the tourism businesses on the summer version, a further autumn/winter 2019 edition Carmarthenshire day visitor guide was written, designed, printed and distributed at a level of 25,000.</p> |                            |            |
| <b>Service Head:</b>   | Wendy S Walters   | <b>Performance status:</b> | On target  |
| <b>Action</b>          | 13183   | <b>Target date</b>         | 31/03/2019 |
| <b>Action promised</b> | We will review third party grant aid in relation to Welsh Language requirements.  |                            |            |
| <b>Comment</b>         | Grant programmes reviewed and aligned to Welsh language requirements.   |                            |            |
| <b>Service Head:</b>   | Wendy S Walters   | <b>Performance status:</b> | On target  |

**Theme: 6. Create more jobs and growth throughout the county**  
**Sub-theme: F. Overarching Performance Measures**

| Measure Description                                    | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                           |  |   |                         |
|--|---|--------------|---|--|--|---|-------------------------|
|  | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3   | End of Year             |
| Jobs created with Regeneration assistance<br>EconD/001 | Not applicable  |              | Q3:<br><b>210.5</b><br><br>End Of Year:<br><b>352.5</b> | Target:<br><b>15.0</b><br><br>Result:<br><b>18.0</b> | Target:<br><b>30.0</b><br><br>Result:<br><b>86.0</b> | Target:<br><b>45.0</b><br><br>Result:<br><b>174.5</b> | Target:<br><b>263.0</b> |
| <b>Comment</b>   | 174.5 jobs created to date through business development & engagement; Beacon Bursary & Incubation; Llanelli Town Centre Schemes; Carmarthenshire Rural Enterprise Fund and Community Bureau |              |   |  |  |   |                         |
| <b>Service Head:</b> Wendy S Walters                   |   |              | <b>Performance status:</b> On target                    |  |  |   |                         |

| Measure Description   | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                         |  |  |                        |
|---|---|--------------|---|--|--|--|------------------------|
|   | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year            |
| Jobs accommodated with Regeneration assistance<br>EconD/002 | Not applicable  |              | Q3:<br><b>191.0</b><br><br>End Of Year:<br><b>195.0</b> | Target:<br><b>0.0</b><br><br>Result:<br><b>0.0</b> | Target:<br><b>25.0</b><br><br>Result:<br><b>30.0</b> | Target:<br><b>25.0</b><br><br>Result:<br><b>30.0</b> | Target:<br><b>97.0</b> |
| <b>Comment</b>  | 30 Jobs accommodated via two completed Transformational Commercial property development Fund Projects |              |   |  |  |  |                        |
| <b>Service Head:</b> Wendy S Walters                        |   |              | <b>Performance status:</b> On target                    |  |  |  |                        |

| Measure Description  | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                           |  |   |                         |
|--|---|--------------|---|--|--|---|-------------------------|
|  | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3   | End of Year             |
| The number of people placed into jobs with Regeneration assistance.<br>EconD/003 | Not applicable  |              | Q3:<br><b>136.5</b><br><br>End Of Year:<br><b>250.5</b> | Target:<br><b>20.0</b><br><br>Result:<br><b>39.0</b> | Target:<br><b>40.0</b><br><br>Result:<br><b>75.0</b> | Target:<br><b>60.0</b><br><br>Result:<br><b>113.0</b> | Target:<br><b>116.0</b> |
| <b>Comment</b>   | 113 people supported into jobs via Communities for work; communities for work +; and Workways |              |   |  |  |   |                         |
| <b>Service Head:</b> Wendy S Walters   |   |              | <b>Performance status:</b> On target                    |  |  |   |                         |

| Measure Description  | 2017/18 Comparative Data   |              |  | 2018/19 Target and Results                                 |  |   |                            |
|--|--|--------------|--|--|--|---|----------------------------|
|  | Best Quartile  | Welsh Median | Our Actual   | Quarter 1  | Quarter 2  | Quarter 3   | End of Year                |
| The level of Private Sector Investment / external funding secured (£)<br>EconD/008 | Not applicable   |              | Q3:<br><b>9630868</b><br><br>End Of Year:<br><b>16721475</b> | Target:<br><b>1500000</b><br><br>Result:<br><b>4950173</b> | Target:<br><b>3000000</b><br><br>Result:<br><b>6295186</b> | Target:<br><b>4500000</b><br><br>Result:<br><b>14152037</b> | Target:<br><b>13373763</b> |
| <b>Comment</b>   | £14,152,037 PSI / External funding secured to date through: Carmarthenshire Rural Enterprise Fund; Property Development Fund; Communities for Work / C4W+ / Legacy / Fusion; Community Bureau; Business Engagement; Cross Hands East Phase 2; North Dock Pontrillas; Bucanier; and TRI |              |  |  |  |   |                            |
| <b>Service Head:</b> Wendy S Walters   |  |              | <b>Performance status:</b> On target                         |  |  |   |                            |

**Theme: 7. Increase the availability of rented and affordable homes**  
**Sub-theme: A. Affordable Homes Delivery Plan**

| Measure Description   | 2017/18 Comparative Data |              |   | 2018/19 Target and Results                       |  |  |                       |
|---|--------------------------|--------------|---|--|--|--|-----------------------|
|   | Best Quartile            | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year           |
| The number of affordable homes delivered as part of the affordable homes plan 2016-21<br>7.3.2.24 | Not applicable           |              | Q3:<br><b>178</b><br><br>End Of Year:<br><b>235</b> | Target:<br><b>55</b><br><br>Result:<br><b>81</b> | Target:<br><b>111</b><br><br>Result:<br><b>124</b> | Target:<br><b>170</b><br><br>Result:<br><b>183</b> | Target:<br><b>236</b> |
| <b>Service Head:</b> Jonathan Morgan  |                          |              | <b>Performance status:</b> On target                |  |  |  |                       |

| Measure Description   | 2017/18 Comparative Data |              |   | 2018/19 Target and Results                           |  |   |                        |
|---|--------------------------|--------------|---|--|--|---|------------------------|
|   | Best Quartile            | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3   | End of Year            |
| Percentage of empty private properties brought back into use<br>PAM/013 | 6.90                     | 4.69         | Q3:<br><b>4.91</b><br><br>End Of Year:<br><b>6.90</b> | Target:<br><b>0.98</b><br><br>Result:<br><b>2.62</b> | Target:<br><b>3.52</b><br><br>Result:<br><b>4.58</b> | Target:<br><b>5.09</b><br><br>Result:<br><b>6.42</b><br><br>Calculation:<br><b>(164 ÷ 2554) × 100</b> | Target:<br><b>7.24</b> |
| <b>Service Head:</b> Jonathan Morgan                                    |                          |              | <b>Performance status:</b> On target                  |  |  |   |                        |

| Measure Description  | 2017/18 Comparative Data |              |                                      | 2018/19 Target and Results                           |  |  |                        |
|--|--------------------------|--------------|--------------------------------------|--|--|--|------------------------|
|  | Best Quartile            | Welsh Median | Our Actual                           | Quarter 1  | Quarter 2  | Quarter 3  | End of Year            |
| Average number of calendar days taken to complete all housing repairs<br>PAM/037 | Not applicable           |              | New measure                          | Target:<br><b>16.6</b><br><br>Result:<br><b>16.0</b> | Target:<br><b>16.6</b><br><br>Result:<br><b>14.5</b> | Target:<br><b>16.6</b><br><br>Result:<br><b>15.2</b><br><br>Calculation:<br><b>209341.8897 ÷ 13808</b> | Target:<br><b>16.6</b> |
| <b>Service Head:</b> Jonathan Fearn  |                          |              | <b>Performance status:</b> On target |  |  |  |                        |

**ACTIONS - Theme: 7. Increase the availability of rented and affordable homes**  
**Sub-theme: A. Affordable Homes Delivery Plan**

|                                      |  |                    |   |
|--------------------------------------|--|--------------------|---|
| <b>Action</b>                        | 12545  | <b>Target date</b> | 31/03/2021 (original target 31/03/2018) |
| <b>Action promised</b>               | We will support all Council tenants through Welfare Reform as changes are implemented and deliver Universal Credit action plan in order to maximise income and develop new training and employment opportunities.  |                    |   |
| <b>Comment</b>                       | We have a comprehensive action plan in place which involves targeting support and advice to those most effected by the welfare reform changes. Roll out in Carmarthenshire commenced in December. We have protocols in place with the Department of Works and Pension which involve us being alerted when one of our tenants transfers on to Universal Credit. Housing officers contact the tenant immediately to support and advise them through the main changes. We are closely working with partners to ensure specialist support is in place to help manage income they receive in a better way. We have incorporated our approach into a Council wide plan which will be reported via the political process. |                    |   |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target   |                    |   |
| <b>Action</b>                        | 13184  | <b>Target date</b> | 30/06/2018                              |
| <b>Action promised</b>               | We will deliver a clear affordable homes commissioning plan which will inform the newly established Local Housing Trading Company's Business Plan.   |                    |   |
| <b>Comment</b>                       | We have developed a detailed list of developments for the Local Housing Company in line with housing need. The first development will hopefully be onsite in April 2019.   |                    |   |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target   |                    |   |
| <b>Action</b>                        | 13185  | <b>Target date</b> | 31/03/2021                              |
| <b>Action promised</b>               | We will deliver the Swansea Bay City Deal programme to develop 'Homes as Power Stations' to help generate sustainable and affordable homes and address fuel poverty for our residents  |                    |   |
| <b>Comment</b>                       | A detailed business case has now been developed for the "Homes as Power Stations" project as part of the Swansea Bay City Deal. This will result in additional energy efficient measures being invested in new homes as well as retrofitting to existing ones. Work has now commenced on developing innovative proposals for Carmarthenshire, with a more detailed update being provided in Qtr 4.   |                    |   |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target   |                    |   |
| <b>Action</b>                        | 13186  | <b>Target date</b> | 31/12/2018                              |
| <b>Action promised</b>               | We will engage with tenants and key partners to maintain the Carmarthenshire Home Standard for all Council owned properties.   |                    |   |
| <b>Comment</b>                       | Engagement events including meetings, surveys and focus groups with tenants and stakeholders over the past 12 months has helped in shaping CHS+ business plan 2019 objectives. This is a continuous process of seeking views to shape our service. "Our approach to tenant involvement" will set out our future plans to get tenants more involved in shaping the service for tenants.   |                    |   |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target   |                    |   |
| <b>Action</b>                        | 13187  | <b>Target date</b> | 31/12/2018                              |
| <b>Action promised</b>               | We will develop actions to deliver a sustainable future for the Station Road area in Llanelli by engaging with the community   |                    |   |
| <b>Comment</b>                       | The final Planning for Real report was presented to Grwp Llywio Tyisha`s Steering Group in November 2018. These findings now provide the foundation for the development of a detailed master-plan. Experts have been engaged to work with us and the community to develop this plan, with future delivery options proposed for April/May 2019.   |                    |   |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target   |                    |   |
| <b>Action</b>                        | 13188  | <b>Target date</b> | 31/12/2018                              |
| <b>Action promised</b>               | We will develop actions to deliver a sustainable future for the Station Road area in Llanelli by creating an ambitious but sustainable master plan   |                    |   |
| <b>Comment</b>                       | The final Planning for Real report was presented to Grwp Llywio Tyisha`s Steering Group in November 2018. These findings now provide the foundation for the development of a detailed master-plan. Experts have been engaged to work with us and the community to develop this plan, with future delivery options proposed for April/May 2019.   |                    |   |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target   |                    |   |

## PIMS Scrutiny Report

|                                      |   |                    |            |
|--------------------------------------|---|--------------------|------------|
| <b>Action</b>                        | 13189   | <b>Target date</b> | 31/12/2018 |
| <b>Action promised</b>               | We will develop actions to deliver a sustainable future for the Station Road area in Llanelli with development of a costed delivery plan  |                    |            |
| <b>Comment</b>                       | The final Planning for Real report was presented to Grwp Llywio Tyisha` s Steering Group in November 2018. These findings now provide the foundation for the development of a detailed master-plan. Experts have been engaged to work with us and the community to develop this plan, with future delivery options proposed for April/May 2019. |                    |            |
| <b>Service Head:</b> Jonathan Morgan | <b>Performance status:</b> On target  |                    |            |

### ACTIONS - Theme: 8. Help people live healthy lives (tackling risky behaviour & Adult obesity) Sub-theme: A. Eat and breathe healthily

|                                |   |                    |   |
|--------------------------------|---|--------------------|---|
| <b>Action</b>                  | 13190   | <b>Target date</b> | 29/03/2019 (original target 31/07/2018) |
| <b>Action promised</b>         | We will review catering provision across the Leisure Division   |                    |   |
| <b>Comment</b>                 | Catering support structure and review of front line posts underway. PCP restaurant building spec completed.               |                    |   |
| <b>Service Head:</b> Ian Jones | <b>Performance status:</b> On target  |                    |   |
| <b>Action</b>                  | 13194   | <b>Target date</b> | 31/03/2019                              |
| <b>Action promised</b>         | We will work with community organisations to improve access to the network of footpaths and bridleways across the County. |                    |   |
| <b>Comment</b>                 | Works are continuing, and we have planned works for the last quarter of 18-19.  |                    |   |
| <b>Service Head:</b> Ian Jones | <b>Performance status:</b> On target  |                    |   |



**ACTIONS - Theme: 8. Help people live healthy lives (tackling risky behaviour & Adult obesity)**

**Sub-theme: B. Physical Activity**

|                                |   |                                      |   |
|--------------------------------|---|--------------------------------------|---|
| <b>Action</b>                  | 12601   | <b>Target date</b>                   | 30/09/2019 (original target 31/03/2018) |
| <b>Action promised</b>         | We will manage a Workplace Health & Well-being Co-ordinator & team of champions to effect change in physical & mental well-being activity levels of staff and adults on a sustainable basis for the department.   |                                      |   |
| <b>Comment</b>                 | The Authority has in the past couple of months appointed a second Health and Wellbeing Coordinator to help roll out the initiative. The two members of staff will work 3 days a week each ensuring a full week of coverage. The Health and Wellbeing programme seeks to encourage and support employees to make positive lifestyle changes and take responsibility for their health, through provision of advice, support, events and activities. The programme is led by the Health and Wellbeing Co-ordinator, supported by a network of 'Health & Wellbeing Champions'. The Champions are authority employees volunteering for this role in addition to their current duties throughout the organisation who provide support and advice to colleagues. The Coordinators will focus on working with employees to develop achievable programs of health and wellbeing interventions. To date a number of health and wellbeing events have been held across the Authority ranging from employee lung function tests to a Health and Wellbeing Fair which consisted of a variety of stalls all focussed on informing and improving the health and wellbeing of the workforce. Targeted interventions have also been developed, HR have undertaken a piece of work in relation to sickness absence statistics and have developed a report detailing which departments within the Authority are at highest risk. This has helped determine where targeted interventions are required for a team or section and by working with HR, Occupational Health and Health and Safety an appropriate program of intervention has been developed where required. The initial coordinator post as of the 1st April 2018 falls under the line management of colleagues in Occupational Health and is being funded by the Communities, Environment and Education departments with a specific remit of reducing sickness absence and improving employee wellbeing in general. The additional Coordinator post role will be to support the Health and Wellbeing Coordinator with the continued roll out and implementation of the project and assist with coordinating the Corporate Health and Wellbeing Champions. This will ensure that the Authority continues to provide a support mechanism for employees to focus on and improve their Health and Wellbeing which has the potential to reduce sickness levels and improve the productivity of employees whilst they are in work. |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 12602   | <b>Target date</b>                   | 31/03/2022 (original target 31/03/2018) |
| <b>Action promised</b>         | We shall invest in the County's leisure centre provision with the development of a new facility in Llanelli as part of the Wellness Village   |                                      |   |
| <b>Comment</b>                 | Royal Institute of British Architects (RIBA) stage 2 client design input completed with ARUP (Consultancy Company). Build costs being developed in tandem with revenue funding modelling work. Wellness hub steering group continues to meet regularly and feed into project board.   |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13195   | <b>Target date</b>                   | 31/03/2023                              |
| <b>Action promised</b>         | We will implement the Cycling Strategy for Carmarthenshire that will focus on 5 key strategic themes. 1- Education, Development & Training; 2-Infrastructure and Facilities; 3-Marketing & Branding; 4-Tourism and 5 - Events   |                                      |   |
| <b>Comment</b>                 | Key infrastructure projects at Carm Velodrome and Pembrey Closed Road Circuit completed. Tywi Valley Path works ongoing. Cycling webpages all updated. Strategic Cycling development group in place to take further actions forward. Discussions ongoing with SportWales and and Welsh Cycling re: mountain bike / BMX pump track grant investment at PCP   |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13196   | <b>Target date</b>                   | 30/09/2019 (original target 31/03/2019) |
| <b>Action promised</b>         | We will review and implement an improved pathway of aquatics provision that enables participants to reach their full potential.   |                                      |   |
| <b>Comment</b>                 | Aquatics restructure complete, with School Swim and Learn to Swim Co-ordinators in place in all three geographical areas. Countywide Aquatics Manager now also in place. Aquatics pathway mapped (artwork produced to promote) with many stages being delivered. Best model not in place at all stages, so work remaining at Swim Club level in particular.   |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13198   | <b>Target date</b>                   | 31/03/2023 (original target 31/03/2019) |
| <b>Action promised</b>         | We will develop a new 3G pitch and improved parking facilities in Ammanford and track improvements at Carmarthen leisure centre.  |                                      |   |
| <b>Comment</b>                 | Capital funding allocated. Consultants appointed to both projects. Specification being finalised. Decision to form and feed into broader masterplan at Ammanford (including school transport and regeneration plans). Still projected to complete both projects by September 2019 currently.  |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |

**PIMS Scrutiny Report**

**Theme: 8. Help people live healthy lives (tackling risky behaviour & Adult obesity)**

**Sub-theme: C. Mental Health**

| Measure Description                                      | 2017/18 Comparative Data  |              |   | 2018/19 Target and Results                           |  |  |                        |
|--|---|--------------|---|--|--|--|------------------------|
|  | Best Quartile   | Welsh Median | Our Actual  | Quarter 1  | Quarter 2  | Quarter 3  | End of Year            |
| Number of library visits per 1,000 population<br>PAM/016 | 5422  | 4666         | Q3:<br><b>5774</b><br><br>End Of Year:<br><b>7689</b> | Target:<br><b>1896</b><br><br>Result:<br><b>1892</b> | Target:<br><b>3916</b><br><br>Result:<br><b>3881</b> | Target:<br><b>5803</b><br><br>Result:<br><b>6087</b><br><br>Calculation:<br><b>(1134899 ÷ 186452) × 1000</b> | Target:<br><b>7727</b> |
| <b>Comment</b>   | Recent developments with the launch of 'Makerspace' facility at Ammanford Library provide a model for how traditional and digital provision can be balanced. With increased visits to digital and online resources, makerspace equipment, digital newspapers/ magazines, audio books, ebooks and children's literacy resource. Improved promotional marketing with regular events & activities held over October half term & Christmas holidays has resulted in a rise in visits during Q3. |              |   |  |  |  |                        |
| <b>Service Head:</b> Ian Jones                           |   |              | <b>Performance status:</b> On target                  |  |  |  |                        |

**ACTIONS - Theme: 8. Help people live healthy lives (tackling risky behaviour & Adult obesity)**

**Sub-theme: C. Mental Health**

|                                |   |                                      |   |
|--------------------------------|---|--------------------------------------|---|
| <b>Action</b>                  | 13200   | <b>Target date</b>                   | 31/03/2019 (original target 31/03/2020) |
| <b>Action promised</b>         | We shall improve and develop the infrastructure and facilities at Pembrey Country Park to enable it to become a first class facility for residents and visitors.  |                                      |   |
| <b>Comment</b>                 | Wi-Fi and new barrier system due for installation and operational by March 2019.<br>Restaurant re-furb plans developing with aim to open in Summer` 19.<br>TAIS grant application successful for new toilet facility by model railway and play areas.   |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13201   | <b>Target date</b>                   | 31/03/2023 (original target 31/03/2019) |
| <b>Action promised</b>         | We will deliver a £2million programme to re-develop Burry Port Harbour.   |                                      |   |
| <b>Comment</b>                 | Site investigation works have been completed in Nov/Dec 2018  |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |
| <b>Action</b>                  | 13202   | <b>Target date</b>                   | 31/03/2019                              |
| <b>Action promised</b>         | We will celebrate and promote Carmarthenshire's rich cultural and sporting achievements and diversity.  |                                      |   |
| <b>Comment</b>                 | The Town and Village of Culture for 2019 have been identified as Whitland and Drefach Felindre respectively. Whitland Town Council will be holding a launch event on 10th January with Lord Dafydd Elis Thomas in attendance. A planning meeting for the 2019 Culture Awards is due to be held on 11th January with requests for nominations to follow in advance of the celebration date which has been set as 5th April 2019. |                                      |   |
| <b>Service Head:</b> Ian Jones |   | <b>Performance status:</b> On target |   |

**ACTIONS - Theme: 9. Support good connections with friends, family and safer communities**

**Sub-theme: B. promote and develop strong connections for people, places and organisations**

| Action                               | 13207   | Target date | 31/03/2019 |
|--------------------------------------|---|-------------|------------|
| <b>Action promised</b>               | We will support community groups and organisations to promote and publicise the rich variety of community event being held in Carmarthenshire from agricultural shows, festivals and carnivals to exhibitions, concerts and performances.   |             |            |
| <b>Comment</b>                       | <p>The event support scheme was fully allocated through this period for financial year 18/19 with applications being received for 2019 / 2020. Funding has been agreed for the Wales Sheepdog trials event in August 2019 and dates have been agreed to meet with the organiser in January 2019 on tourism potential. More time has had to be spent working with the successful event organisers on the details needed to claim from the fund than previously thought and one of the aims for the future is to simplify this process especially for smaller amounts of money.</p> <p>An umbrella marketing brand was developed for the Winter 18 period that would enhance the awareness all of the small to big events over this period including the very busy Xmas period. Using the whats on listing on discover Carmarthenshire as a focal hub for all these events proved to be very effective for people to view in one place all the things to do whilst we were able to focus resources on ensuring there was promotion of this through the days out guide and all of the social media channels we operate.</p> <p>The Tour of Britain cycle race event was delivered through the County in this period and the working relationships between us, local community groups and national bodies here has proved to show the prototype for future events of this scale. There was great local buy in to taking part in activities on the day of the event which in itself ensured Carmarthenshire was widely promoted through the national media as well as the cycling magazines and websites</p> |             |            |
| <b>Service Head:</b> Deina Hockenull | <b>Performance status:</b> On target  |             |            |

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**COMMUNITY SCRUTINY COMMITTEE  
28<sup>th</sup> MARCH 2019**

**Revenue & Capital Budget  
Monitoring Report 2018/19**

**To consider and comment on the following issues:**

- That the Scrutiny Committee receives the budget monitoring report for the Housing, Regeneration, Planning and Leisure & Recreation Services and considers the budgetary position.

**Reasons:**

- To provide Scrutiny with an update on the latest budgetary position as at 31<sup>st</sup> December 2018, in respect of 2018-19.

**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)

|  |  |  |
|--|--|--|
| <p><b>Directorate:</b><br/>Corporate Services</p> <p><b>Name of Service Director:</b><br/>Chris Moore</p> <p><b>Report Author:</b><br/>Chris Moore</p> | <p><b>Designation:</b></p> <p>Director of Corporate Services</p> | <p><b>Tel No. / E-Mail Address:</b></p> <p>01267 224120<br/><a href="mailto:CMoore@carmarthenshire.gov.uk">CMoore@carmarthenshire.gov.uk</a></p> |
|--|--|--|

## EXECUTIVE SUMMARY

# COMMUNITY SCRUTINY COMMITTEE 28<sup>th</sup> MARCH 2019

## Revenue & Capital Budget Monitoring Report 2018/19

The Financial monitoring Report is presented as follows:

### Revenue Budgets

#### Appendix A

Summary position for the Community Scrutiny Committee. Services within the Community Scrutiny remit are forecasting a £225k overspend.

#### Appendix B

Report on the main variances on agreed budgets.

#### Appendix C

Detail variances for information purposes only.

#### Appendix D

The HRA is predicting to be on target at year end.

### Capital Budgets

#### Appendix E

Details the main variances on capital schemes, which shows a forecasted net spend of £25,903k compared with a working net budget of £27,325k giving a -£1,422k variance. The variance will be slipped into future years, as the funding will be required to ensure that the schemes are completed.

#### Appendix F

Details all Capital Regeneration Schemes

#### Appendix G

Details all Capital Leisure Schemes

#### Appendix H

Details all Capital Housing General Fund (Private Housing) Schemes

#### Appendix I

Details all Capital Housing HRA (Public Housing) Schemes

#### Appendix J

Savings Monitoring Report

**DETAILED REPORT ATTACHED?**

**YES – A list of the main variances is attached to this report.**

## 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 |
| <b>NONE</b>                             | <b>NONE</b> | <b>YES</b> | <b>NONE</b> | <b>NONE</b>            | <b>NONE</b>           | <b>NONE</b>     |

### 3. Finance

Revenue - The Regeneration, Planning, Leisure & Recreation and Non-HRA Housing Services show a net variance of £225k against the 2018/19 approved budgets and the HRA Housing Service is predicting to be on target.

Capital - The capital programme shows a variance of -£1,422k against the 2018/19 approved budget.

Savings Report - The expectation is that at year end £160k of Managerial savings put forward for 2018-19 will not have been delivered however Policy savings are projected to be on target

## 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 – N/A
4. Staff Side Representatives and other Organisations – N/A

**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 Budget    | Corporate Services Department, County Hall, Carmarthen                       |

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**Community Scrutiny Report**  
**Budget Monitoring as at 31st December 2018 - Summary**

| Division             | Working Budget       |                 |                                   |               | Forecasted           |                 |                                   |               | Dec 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 | Oct 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 |
|----------------------|----------------------|-----------------|-----------------------------------|---------------|----------------------|-----------------|-----------------------------------|---------------|---|---|
|                      | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000  | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000  |   |   |
| Regeneration         | 5,020                | -3,339          | 5,403                             | 7,084         | 4,702                | -3,021          | 5,403                             | 7,084         | -0  | 0   |
| Planning             | 4,201                | -2,457          | 284                               | 2,027         | 4,076                | -2,091          | 284                               | 2,269         | 241   | 244   |
| Leisure & Recreation | 14,413               | -7,130          | 4,525                             | 11,809        | 14,605               | -7,321          | 4,525                             | 11,809        | 0   | 0   |
| Council Fund Housing | 9,216                | -7,955          | 243                               | 1,505         | 9,018                | -7,773          | 243                               | 1,489         | -16   | 0   |
| <b>GRAND TOTAL</b>   | <b>32,851</b>        | <b>-20,881</b>  | <b>10,455</b>                     | <b>22,425</b> | <b>32,401</b>        | <b>-20,205</b>  | <b>10,455</b>                     | <b>22,651</b> | <b>225</b>  | <b>245</b>  |

## Community Scrutiny Report

### Budget Monitoring as at 31st December 2018 - Main Variances

| Page 186 | Division                            | Working Budget       |                 | Forecasted           |                 | Dec 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 | Notes  | Oct 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 |
|----------|-------------------------------------|----------------------|-----------------|----------------------|-----------------|---|--|---|
|          |                                     | Expenditure<br>£'000 | Income<br>£'000 | Expenditure<br>£'000 | Income<br>£'000 |   |  |   |
|          | <b>Planning</b>                     |                      |                 |                      |                 |   |  |   |
|          | Planning Admin Account              | 334                  | -9              | 413                  | -144            | -56   | Staff vacancies £5k, projected over-achievement of income £4k, various net underspends £47k  | -23   |
|          | Minerals                            | 339                  | -205            | 305                  | -184            | -13   | Underspend mainly due to charging out of staff to projects as a 'direct cost'.   | -20   |
|          | Development Management              | 1,477                | -1,265          | 1,440                | -874            | 355   | Overspend due to ongoing shortfall in income which is driven by a small number of larger schemes which attract higher planning fees. This mirrors the trend across Wales and fees can't be increased as rates set nationally. England by comparison have increased their fees by 20% | 326   |
|          | Conservation                        | 407                  | -31             | 352                  | -14             | -38   | Underspend mainly due to staff vacancies - Ecologist post to be filled in March19.   | -35   |
|          | <b>Leisure &amp; Recreation</b>     |                      |                 |                      |                 |   |  |   |
|          | Sport & Leisure West                | 249                  | -21             | 224                  | -21             | -25   | In year staff vacancy  | -23   |
|          | Carmarthen Leisure Centre           | 1,283                | -1,329          | 1,316                | -1,319          | 44  | Increased cost of Catering materials £31k and Gas £13k   | 48  |
|          | Gwendraeth Sports Centre            | 7                    | -4              | -12                  | 0               | -15   | Location no longer in use  | -9  |
|          | Sport & Leisure General             | 971                  | -56             | 965                  | -69             | -20   | In year staff vacancy  | -16   |
|          | Sport & Leisure South               | 166                  | -23             | 147                  | 14              | 17  | Grant adjustments for previous financial years impacting on current year budget  | 16  |
|          | PEN RHOS 3G PITCH                   | 31                   | -31             | 12                   | -37             | -25   | Part year saving of Premises and Supplies budget for this new Service in the Leisure portfolio   | -23   |
|          | Outdoor Recreation - Staffing costs | 148                  | -48             | 139                  | -18             | 20  | Vacancy factor not achieved  | 4   |
|          | Carmarthen Museum, Abergwili.       | 161                  | -16             | 175                  | -19             | 11  | One off relocation expenses £6k increased NNDR £5k   | 11  |
|          | Museum of speed, Pendine            | 70                   | -24             | 49                   | -20             | -17   | Part year staff vacancy  | -11   |
|          | Museums General                     | 173                  | 0               | 191                  | 0               | 18  | Contribution to Documentation Assistant post £11k, temporary storage rental £7k  | 17  |
|          | St Clears Craft Centre              | 138                  | -84             | 126                  | -62             | 10  | Shortfall in catering income   | 9   |
|          | Leisure Management                  | 290                  | 0               | 312                  | 0               | 21  | Tour of Britain Sponsorship costs  | 12  |
|          | <b>Council Fund Housing</b>         |                      |                 |                      |                 |   |  |   |
|          | Home Improvement (Non HRA)          | 833                  | -288            | 739                  | -224            | -29   | New funding stream was introduced in 1819 and working with partners and other council departments, the budget was allocated accordingly. Projects due to commence later in the year  | -50   |
|          | Penybryn Traveller Site             | 169                  | -125            | 149                  | -81             | 24  | 18k site investigations, unable to be Capitalised  | -0  |
|          | Temporary Accommodation             | 480                  | -103            | 486                  | -119            | -10   | Reduced B&B costs  | -0  |
|          | <b>Other Variances</b>              |                      |                 |                      |                 | -48   |  | 12  |
|          | <b>Grand Total</b>                  |                      |                 |                      |                 | <b>225</b>  |  | <b>245</b>  |

## Community Scrutiny Report

### Budget Monitoring as at 31st December 2018 - Detail Monitoring

| Division   | Working Budget       |                 |                                   |              | Forecasted           |                 |                                   |              | Dec 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 | Notes  | Oct 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 |
|--|----------------------|-----------------|-----------------------------------|--------------|----------------------|-----------------|-----------------------------------|--------------|---|--|---|
|  | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000 | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000 |   |  |   |
| <b>Regeneration</b>                                      |                      |                 |                                   |              |                      |                 |                                   |              |   |  |   |
| <b>Regeneration - Core Budgets</b>                       |                      |                 |                                   |              |                      |                 |                                   |              |   |  |   |
| Parry Thomas Centre                                      | 30                   | -30             | 1                                 | 1            | 32                   | -32             | 1                                 | 1            | 0   |  | 0   |
| Betws wind farm community fund                           | 87                   | -87             | 1                                 | 2            | 129                  | -128            | 1                                 | 2            | -0  |  | -0  |
| Welfare Rights & Citizen's Advice                        | 130                  | 0               | 2                                 | 131          | 130                  | 0               | 2                                 | 131          | 0   |  | 0   |
| Llanelli Coast Joint Venture                             | 142                  | -142            | 5                                 | 5            | 142                  | -142            | 5                                 | 5            | -0  |  | 0   |
| The Beacon   | 143                  | -136            | 43                                | 50           | 182                  | -175            | 43                                | 50           | 0   |  | -0  |
| Econ Dev-Rural Carmarthen, Ammanford, Town Centres       | 429                  | 0               | 5,062                             | 5,491        | 429                  | 0               | 5,062                             | 5,491        | -0  |  | -0  |
| Econ Dev-Llanelli, C Hands, Coastal, Business, Inf & Ent | 485                  | 0               | 45                                | 530          | 485                  | 0               | 45                                | 530          | 0   |  | -0  |
| Community Development and External Funding               | 627                  | 0               | 105                               | 733          | 627                  | 0               | 105                               | 733          | 0   |  | -0  |
| Regeneration - Externally Funded Schemes Total           | 2,948                | -2,945          | 138                               | 142          | 2,547                | -2,543          | 138                               | 142          |   |  | 0   |
|  |                      |                 |                                   |              |                      |                 |                                   |              |   |  | 0   |
| <b>Regeneration Total</b>                                | <b>5,020</b>         | <b>-3,339</b>   | <b>5,403</b>                      | <b>7,084</b> | <b>4,702</b>         | <b>-3,021</b>   | <b>5,403</b>                      | <b>7,084</b> | <b>0</b>  |  | <b>-0</b>   |
|  |                      |                 |                                   |              |                      |                 |                                   |              |   |  |   |
| <b>Planning</b>  |                      |                 |                                   |              |                      |                 |                                   |              |   |  |   |
| Planning Admin Account                                   | 334                  | -9              | -97                               | 228          | 413                  | -144            | -97                               | 172          | -56   | Staff vacancies £5k, projected over-achievement of income £4k, various net underspends £47k  | -23   |
| Building Regulations Trading - Chargeable                | 481                  | -536            | 56                                | 0            | 395                  | -450            | 56                                | 0            | 0   |  | 0   |
| Building Regulations Trading - Non-chargeable            | 30                   | 0               | 7                                 | 37           | 28                   | 0               | 7                                 | 34           | -2  |  | -2  |
| Building Control - Other                                 | 174                  | 0               | 13                                | 187          | 170                  | -0              | 13                                | 183          | -4  |  | -2  |
| Build Control Other Works                                | 0                    | 0               | 0                                 | 0            | 2                    | -2              | 0                                 | 0            | -0  |  | 0   |
| Minerals   | 339                  | -205            | 45                                | 180          | 305                  | -184            | 45                                | 167          | -13   | Underspend mainly due to charging out of staff to projects as a 'direct cost'.   | -20   |
| Policy-Development Planning                              | 576                  | -28             | 34                                | 582          | 584                  | -36             | 34                                | 582          | -0  |  | 0   |
|  |                      |                 |                                   |              |                      |                 |                                   |              |   |  |   |
| Development Management                                   | 1,477                | -1,265          | 182                               | 393          | 1,440                | -874            | 182                               | 748          | 355   | Overspend due to ongoing shortfall in income which is driven by a small number of larger schemes which attract higher planning fees. This mirrors the trend across Wales and fees can't be increased as rates set nationally. England by comparison have increased their fees by 20% | 326   |
| Typic Centre   | 33                   | -34             | 9                                 | 8            | 83                   | -83             | 9                                 | 8            | 0   |  | 0   |
| Conservation   | 407                  | -31             | 30                                | 407          | 352                  | -14             | 30                                | 369          | -38   | Underspend mainly due to staff vacancies - Ecologist post to be filled in March 19.  | -35   |
| Caeru Mynydd Mawr - Marsh Fritillary Project             | 132                  | -132            | 4                                 | 4            | 102                  | -102            | 4                                 | 4            | -0  |  | 0   |
| ESD grant - Natural Resource Management                  | 46                   | -46             | 0                                 | 0            | 46                   | -46             | 0                                 | 0            | 0   |  | 0   |

## Community Scrutiny Report

### Budget Monitoring as at 31st December 2018 - Detail Monitoring

| Division  | Working Budget       |                 |                                   |              | Forecasted           |                 |                                   |              | Dec 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 | Notes  | Oct 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 |
|---|----------------------|-----------------|-----------------------------------|--------------|----------------------|-----------------|-----------------------------------|--------------|---|--|---|
|   | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000 | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000 |   |  |   |
| Morfa Berwick S.106 fund                            | 11                   | -11             | 0                                 | 0            | 6                    | -6              | 0                                 | 0            | 0   |  | 0   |
| WPD Grid Connection S.106 Project                   | 57                   | -57             | 1                                 | 1            | 42                   | -42             | 1                                 | 1            | -0  |  | 0   |
| Water Vole S.106 Project                            | 5                    | -5              | 0                                 | 0            | 5                    | -5              | 0                                 | 0            | -0  |  | 0   |
| GT South Wales Regional Aggregates<br>Working Party | 50                   | -50             | 0                                 | 0            | 50                   | -50             | 0                                 | 0            | 0   |  | 0   |
| GT Waste planning monitoring report                 | 17                   | -17             | 0                                 | 0            | 16                   | -16             | 0                                 | -0           | -0  |  | 0   |
| GT Heritage for Schools                             | 31                   | -31             | 0                                 | 0            | 38                   | -38             | 0                                 | 0            | 0   |  | 0   |
| <b>Planning Total</b>                               | <b>4,201</b>         | <b>-2,457</b>   | <b>284</b>                        | <b>2,027</b> | <b>4,076</b>         | <b>-2,091</b>   | <b>284</b>                        | <b>2,269</b> | <b>241</b>  |  | <b>244</b>  |
| <b>Leisure &amp; Recreation</b>                     |                      |                 |                                   |              |                      |                 |                                   |              |   |  |   |
| Millenium Coastal Park                              | 223                  | -38             | 969                               | 1,154        | 212                  | -30             | 969                               | 1,152        | -2  |  | -5  |
| Burry Port Harbour                                  | 86                   | -127            | 45                                | 4            | 87                   | -132            | 45                                | -1           | -4  |  | -1  |
| Discovery Centre                                    | 82                   | -111            | 63                                | 34           | 77                   | -103            | 63                                | 37           | 2   |  | 3   |
| Pendine Outdoor Education Centre                    | 486                  | -326            | 74                                | 234          | 462                  | -300            | 74                                | 236          | 2   |  | 6   |
| Pembrey ski shop                                    | 0                    | 0               | 0                                 | 0            | 0                    | 2               | 0                                 | 2            | 2   |  | 4   |
| Pembrey Ski Slope                                   | 357                  | -319            | 133                               | 171          | 389                  | -345            | 133                               | 177          | 6   |  | 15  |
| Sport & Leisure West                                | 249                  | -21             | 22                                | 250          | 224                  | -21             | 22                                | 225          | -25   | In year staff vacancy  | -23   |
| Newcastle Emlyn Sports Centre                       | 276                  | -128            | 24                                | 172          | 275                  | -131            | 24                                | 168          | -4  |  | -0  |
| Carmarthen Leisure Centre                           | 1,283                | -1,329          | 658                               | 611          | 1,316                | -1,319          | 658                               | 655          | 44  | Increased cost of Catering materials £31k and Gas £13k   | 48  |
| St Clears Leisure Centre                            | 138                  | -40             | 89                                | 187          | 137                  | -33             | 89                                | 193          | 6   |  | 5   |
| Bro Myrddin Indoor Bowling Club                     | 0                    | 0               | 75                                | 75           | 1                    | 0               | 75                                | 75           | 1   |  | 1   |
| Sport & Leisure East                                | 192                  | -49             | 17                                | 159          | 193                  | -50             | 17                                | 159          | 0   |  | -4  |
| Amman Valley Leisure Centre                         | 734                  | -682            | 79                                | 131          | 744                  | -690            | 79                                | 133          | 3   |  | -5  |
| Brynamman Swimming Pool                             | 0                    | 0               | 7                                 | 7            | 0                    | 0               | 7                                 | 7            | 0   |  | 0   |
| Llandoverly Swimming Pool                           | 193                  | -85             | 15                                | 123          | 198                  | -88             | 15                                | 125          | 2   |  | 5   |
| Garnant Golf Course                                 | 0                    | 0               | 1                                 | 1            | 0                    | 0               | 1                                 | 1            | 0   |  | 0   |
| Gwendraeth Sports Centre                            | 7                    | -4              | 4                                 | 6            | -12                  | 0               | 4                                 | -9           | -15   | Location no longer in use  | -9  |
| Dinefwr Bowling Centre                              | 5                    | 0               | 93                                | 98           | 5                    | 0               | 93                                | 98           | 0   |  | 0   |
| 5 x 60 (E)  | 224                  | -282            | 9                                 | -48          | 215                  | -282            | 9                                 | -57          | -9  |  | -6  |
| Dragon Sport (E)                                    | 118                  | -56             | 26                                | 88           | 127                  | -56             | 26                                | 97           | 9   |  | 6   |
| LAPA Additional Funding (E)                         | 26                   | -26             | 0                                 | 0            | 26                   | -26             | 0                                 | 0            | 0   |  | -0  |
| Sport & Leisure General                             | 971                  | -56             | 44                                | 959          | 965                  | -69             | 44                                | 940          | -20   | In year staff vacancy  | -16   |
| National Exercise Referral Scheme (E)               | 175                  | -175            | 8                                 | 7            | 175                  | -175            | 8                                 | 7            | -0  |  | -0  |
| Sport & Leisure South                               | 166                  | -23             | 18                                | 162          | 147                  | 14              | 18                                | 179          | 17  | Grant adjustments for previous financial years impacting on current year budget                | 16  |
| PEN RHOS 3G PITCH                                   | 31                   | -31             | 0                                 | 0            | 12                   | -37             | 0                                 | -25          | -25   | Part year saving of Premises and Supplies budget for this new Service in the Leisure portfolio | -23   |
| Llanelli Leisure Centre                             | 1,237                | -1,016          | 606                               | 827          | 1,189                | -963            | 606                               | 832          | 5   | Shortfall against budgeted income  | 3   |
| Coedcae Sports Hall                                 | 42                   | -14             | 3                                 | 32           | 41                   | -11             | 3                                 | 34           | 2   |  | 3   |
| ESD Rev Grant - Ynys Dawela                         | 43                   | -43             | 2                                 | 2            | 43                   | -43             | 2                                 | 2            | 0   |  | 0   |

## Community Scrutiny Report

### Budget Monitoring as at 31st December 2018 - Detail Monitoring

| Division   | Working Budget       |                 |                                   |               | Forecasted           |                 |                                   |               | Dec 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 | Notes  | Oct 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 |
|--|----------------------|-----------------|-----------------------------------|---------------|----------------------|-----------------|-----------------------------------|---------------|---|--|---|
|  | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000  | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000  |   |  |   |
| Wales Coast Path Maintenance Fund (E)                              | 73                   | -73             | 1                                 | 1             | 73                   | -73             | 1                                 | 1             | -0  |  | 0   |
| Country Parks General  | 451                  | 0               | 73                                | 524           | 448                  | -1              | 73                                | 520           | -4  |  | -5  |
| Outdoor Recreation - Staffing costs                                | 148                  | -48             | 89                                | 190           | 139                  | -18             | 89                                | 210           | 20  | Vacancy factor not achieved  | 4   |
| Pembrey Country Park   | 654                  | -697            | 21                                | -22           | 688                  | -738            | 21                                | -28           | -6  |  | -9  |
| Llyn Lech Owain Country Park                                       | 88                   | -31             | 22                                | 80            | 111                  | -55             | 22                                | 79            | -2  |  | -2  |
| Carmarthen Library   | 411                  | -33             | 141                               | 520           | 408                  | -34             | 141                               | 515           | -5  |  | -7  |
| Ammanford Library  | 265                  | -14             | 43                                | 294           | 267                  | -18             | 43                                | 292           | -2  |  | -2  |
| Llanelli Library   | 438                  | -32             | 123                               | 528           | 522                  | -113            | 123                               | 532           | 4   |  | -7  |
| Community Libraries  | 210                  | -9              | 183                               | 384           | 213                  | -10             | 183                               | 386           | 2   |  | 2   |
| Libraries General  | 1,069                | -2              | 62                                | 1,130         | 1,080                | -11             | 62                                | 1,131         | 2   |  | 6   |
| Mobile Library   | 118                  | 0               | 12                                | 130           | 112                  | 0               | 12                                | 124           | -6  |  | -7  |
| School Libraries General   | 0                    | 0               | 0                                 | 0             | 0                    | 0               | 0                                 | 0             | 0   |  | 0   |
| Carmarthen Museum, Abergwili.                                      | 161                  | -16             | 86                                | 231           | 175                  | -19             | 86                                | 242           | 11  | One off relocation expenses £6k increased NNDR £5k                                 | 11  |
| Kidwelly Tinplate Museum   | 16                   | 0               | 1                                 | 17            | 10                   | 0               | 1                                 | 11            | -6  |  | -5  |
| Parc Howard Museum   | 61                   | -9              | 51                                | 103           | 122                  | -77             | 51                                | 97            | -6  |  | 0   |
| Museum of speed, Pendine   | 70                   | -24             | 20                                | 66            | 49                   | -20             | 20                                | 50            | -17   | Part year staff vacancy  | -11   |
| Museums General  | 173                  | 0               | 12                                | 185           | 191                  | 0               | 12                                | 203           | 18  | Contribution to Documentation Assistant post £11k,<br>temporary storage rental £7k | 17  |
| Archives General   | 130                  | -2              | 44                                | 172           | 122                  | -1              | 44                                | 165           | -7  |  | -9  |
| Arts General   | 67                   | 0               | 14                                | 81            | 61                   | 0               | 14                                | 75            | -6  |  | -8  |
| St Clears Craft Centre   | 138                  | -84             | 46                                | 100           | 126                  | -62             | 46                                | 110           | 10  | Shortfall in catering income   | 9   |
| Cultural Services Management                                       | 81                   | 0               | 11                                | 92            | 84                   | 0               | 11                                | 95            | 4   |  | 4   |
| Laugharne Boathouse  | 145                  | -97             | 30                                | 78            | 164                  | -121            | 30                                | 74            | -4  |  | -8  |
| Lyric Theatre  | 322                  | -199            | 66                                | 189           | 431                  | -308            | 66                                | 189           | -0  |  | -2  |
| Y Ffwrnnes   | 717                  | -427            | 170                               | 460           | 657                  | -369            | 170                               | 458           | -2  |  | 1   |
| Ammanford Miners Theatre   | 55                   | -17             | 2                                 | 40            | 61                   | -21             | 2                                 | 42            | 2   |  | 7   |
| Entertainment Centres General                                      | 441                  | -45             | 83                                | 479           | 445                  | -56             | 83                                | 472           | -7  |  | -7  |
| Oriel Myrddin Trustee  | 178                  | -178            | 0                                 | 0             | 190                  | -190            | 0                                 | 0             | 0   |  | 0   |
| Oriel Myrddin CCC  | 88                   | 0               | 29                                | 117           | 88                   | 0               | 29                                | 117           | 0   |  | 0   |
| Motor Sports Centre - Pembrey                                      | 0                    | -82             | 0                                 | -82           | 0                    | -82             | 0                                 | -82           | 0   |  | 0   |
| Pendine Beach  | 5                    | -29             | 0                                 | -24           | 5                    | -37             | 0                                 | -31           | -7  |  | -8  |
| Beach safety   | 4                    | 0               | 0                                 | 4             | 2                    | 0               | 0                                 | 2             | -2  |  | -2  |
| Let's Play Management  | 290                  | 0               | 5                                 | 295           | 312                  | 0               | 5                                 | 317           | 21  | Tour of Britain Sponsorship costs  | 12  |
| <b>Leisure &amp; Recreation Total</b>                              | <b>14,413</b>        | <b>-7,130</b>   | <b>4,525</b>                      | <b>11,809</b> | <b>14,605</b>        | <b>-7,321</b>   | <b>4,525</b>                      | <b>11,809</b> | <b>0</b>  |  | <b>-0</b>   |
| <b>Council Fund Housing</b>  |                      |                 |                                   |               |                      |                 |                                   |               |   |  |   |
| Independent Living and Affordable Homes                            | 100                  | -45             | 64                                | 119           | 100                  | -45             | 64                                | 119           | 0   |  | -0  |
| Supporting People Providers  | 6,495                | -6,495          | 0                                 | 0             | 6,495                | -6,495          | 0                                 | -0            | -0  |  | -0  |
| Transitional Funding - Implementing the<br>Housing (Wales) Act (E) | 0                    | 0               | 0                                 | 0             | 0                    | 0               | 0                                 | 0             | 0   |  | -0  |
| Rent Smart Wales Project (E)                                       | 17                   | -17             | 0                                 | 0             | 17                   | -17             | 0                                 | 0             | 0   |  | 0   |
| Syrian Resettlement Scheme (E)                                     | 0                    | 0               | 2                                 | 2             | 0                    | 0               | 2                                 | 2             | 0   |  | -0  |

**Community Scrutiny Report**  
**Budget Monitoring as at 31st December 2018 - Detail Monitoring**

| Division                          | Working Budget       |                 |                                   |               | Forecasted           |                 |                                   |               | Dec 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 | Notes   | Oct 2018<br>Forecasted<br>Variance for<br>Year<br>£'000 |
|-----------------------------------|----------------------|-----------------|-----------------------------------|---------------|----------------------|-----------------|-----------------------------------|---------------|---|---|---|
|                                   | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000  | Expenditure<br>£'000 | Income<br>£'000 | Net non-<br>controllable<br>£'000 | Net<br>£'000  |   |   |   |
| Local Housing Company             | 0                    | 0               | 0                                 | 0             | 0                    | 0               | 0                                 | 0             | 0   |   | 3   |
| GT Pre Tenancy Training           | 38                   | -38             | 8                                 | 8             | 48                   | -48             | 8                                 | 8             | -0  |   | -0  |
| Home Improvement (Non HRA)        | 833                  | -288            | 113                               | 658           | 739                  | -224            | 113                               | 628           | -29   | New funding stream was introduced in 1819 and working with partners and other council departments, the budget was allocated accordingly. Projects due to commence later in the year | -50   |
| Penybryn Traveller Site           | 169                  | -125            | 14                                | 58            | 149                  | -81             | 14                                | 82            | 24  | 18k site investigations, unable to go be Capitalised  | -0  |
| Landlord Incentive                | 12                   | -10             | 0                                 | 3             | 15                   | -13             | 0                                 | 3             | -0  |   | 58  |
| Homelessness                      | 153                  | -64             | 18                                | 107           | 152                  | -61             | 18                                | 110           | 3   |   | 0   |
| Non Hra Re-Housing (Inc Chr)      | 155                  | 0               | 4                                 | 159           | 151                  | 0               | 4                                 | 155           | -3  |   | -9  |
| Temporary Accommodation           | 480                  | -103            | 6                                 | 382           | 486                  | -119            | 6                                 | 372           | -10   | Reduced B&B costs   | -0  |
| Social Lettings Agency            | 764                  | -769            | 10                                | 5             | 665                  | -670            | 10                                | 5             | 0   |   | -2  |
| Landlord Incentive Programme (E)  | 0                    | 0               | 0                                 | 0             | -0                   | 0               | 0                                 | -0            | -0  |   | 0   |
| Houses Into Homes WG Grant Scheme | 0                    | 0               | 0                                 | 0             | 0                    | 0               | 0                                 | 0             | 0   |   | 0   |
| Home Improvement Loan Scheme      | 0                    | 0               | 0                                 | 0             | 0                    | 0               | 0                                 | 0             | 0   |   | 0   |
| Houses Into Homes WG Loan Scheme  | 0                    | 0               | 4                                 | 4             | 0                    | -0              | 4                                 | 4             | 0   |   | 0   |
| Community Cohesion Fund Grant (H) | 0                    | 0               | 0                                 | 0             | -0                   | 0               | 0                                 | -0            | -0  |   | 0   |
| <b>Council Fund Housing Total</b> | <b>9,216</b>         | <b>-7,955</b>   | <b>243</b>                        | <b>1,505</b>  | <b>9,018</b>         | <b>-7,773</b>   | <b>243</b>                        | <b>1,489</b>  | <b>-16</b>  |   | <b>0</b>  |
| <b>TOTAL FOR COMMUNITY</b>        | <b>32,851</b>        | <b>-20,881</b>  | <b>10,455</b>                     | <b>22,425</b> | <b>32,401</b>        | <b>-20,205</b>  | <b>10,455</b>                     | <b>22,651</b> | <b>225</b>  |   | <b>245</b>  |

## Housing Revenue Account - Budget Monitoring as at 31st December 2018

|                          | Working<br>Budget | Forecasted<br>Actual | Dec 2018<br>Variance for<br>Year | Notes  | Oct 2018<br>Forecasted<br>Variance for<br>Year |
|--------------------------|-------------------|----------------------|----------------------------------|--|--|
|                          | £'000             | £'000                | £'000                            |  | £'000  |
| <b>Expenditure</b>       |                   |                      |                                  |  |  |
| <b>Expenditure</b>       |                   |                      |                                  |  |  |
| Repairs & Maintenance    |                   |                      |                                  |  |  |
| Responsive               | 1,760             | 1,665                | -95                              |  | -16  |
| Minor Works              | 2,812             | 2,932                | 120                              |  | 0  |
| Voids                    | 2,350             | 2,575                | 225                              |  | 16   |
| Servicing                | 1,611             | 1,600                | -11                              | Anticipated expenditure based on profiled spend to date.                         | -11  |
| Drains & Sewers          | 128               | 131                  | 3                                |  | 9  |
| Grounds                  | 731               | 735                  | 4                                |  | 3  |
| Unadopted Roads          | 102               | 102                  | 0                                |  | 0  |
|                          |                   |                      |                                  |  |  |
| Supervision & Management |                   |                      |                                  |  |  |
| Employee                 | 4,349             | 4,262                | -87                              | Underspend due to vacant posts part year   | -28  |
| Premises                 | 1,411             | 1,445                | 34                               | Overspend in Rent (£28k) and Other (£6k)   | 32   |
| Transport                | 64                | 63                   | -1                               |  | -3   |
| Supplies                 | 877               | 867                  | -10                              |  | 53   |
| Recharges                | 1,319             | 1,319                | 0                                |  | 0  |
|                          |                   |                      |                                  |  |  |
| Provision for Bad Debt   | 435               | 297                  | -137                             | Provision for bad debt adjustment based on current and former tenants analysis . | -219   |
|                          |                   |                      |                                  |  |  |
| Capital Financing Cost   | 14,205            | 14,108               | -97                              | Forecast reduction in interest rate applicable offset by additional borrowing    | -99  |
| Central Support Charges  | 1,620             | 1,620                | -0                               |  | -0   |
| DRF                      | 13349.42          | 13,016               | -333                             | Re-worked funding of capital programme   | 0  |
|                          |                   |                      |                                  |  |  |
| <b>Total Expenditure</b> | <b>47,123</b>     | <b>46,737</b>        | <b>-386</b>                      |  | <b>-264</b>                                    |

## Housing Revenue Account - Budget Monitoring as at 31st December 2018

|                           | Working Budget | Forecasted Actual | Dec 2018                   | Notes   | Oct 2018                                    |
|---------------------------|----------------|-------------------|----------------------------|---|---|
|                           | £'000          | £'000             | Variance for Year<br>£'000 |   | Forecasted<br>Variance for<br>Year<br>£'000 |
| <b>Income</b>             |                |                   |                            |   |   |
| Rents                     | -39,729        | -39,270           | 460                        | Underachievement of rental income - Void loss prediction at budget setting 2.1%, while current forecast is 2.87% and reduction in rents due | 471   |
| Service Charges           | -750           | -682              | 68                         | Underachievement of service charge income due to predicted void loss  | 55  |
| Supporting People         | -135           | -135              | 0                          |   | 0   |
| Mortgage Interest         | -3             | -3                | 0                          |   | 0   |
| Interest on Cash Balances | -66            | -106              | -40                        | Average opening and closing balance is significantly larger than budgeted for   | 0   |
| Insurance                 | 0              | -189              | -189                       | Settlement of insurance claims  | -89   |
| Other Income              | -598           | -510              | 88                         | Underachievement of water rates commission due to a Government initiative to reduce the water bills for eligible tenants                    | 97  |
| <b>Total Income</b>       | <b>-41,280</b> | <b>-40,894</b>    | <b>386</b>                 |   | <b>533</b>                                  |
| <b>Net Expenditure</b>    | <b>5,843</b>   | <b>5,843</b>      | <b>0</b>                   |   | <b>269</b>                                  |

| HRA Reserve               | £'000  |
|---------------------------|--------|
| Balance b/f 1/4/18        | 20,114 |
| Budgeted movement in year | -5,843 |
| Variance for the year     | -0     |
| Balance c/f 31/3/19       | 14,271 |



## Capital Programme 2018/19

## Capital Budget Monitoring - Report for December 2018 - Main Variances

| DEPARTMENT/SCHEMES                              | Working Budget    |               |               | Forecasted        |               |               | Variance for Year £'000 | Comment   |
|---|-------------------|---------------|---------------|-------------------|---------------|---------------|-------------------------|---|
|   | Expenditure £'000 | Income £'000  | Net £'000     | Expenditure £'000 | Income £'000  | Net £'000     |                         |   |
| <b>REGENERATION</b>                             | 5,563             | -2,028        | 3,535         | 4,739             | -1,252        | 3,487         | -48                     | No Major Variances.   |
| <b>COMMUNITIES</b>                              |                   |               |               |                   |               |               |                         |   |
| - Leisure                                       | 5,110             | -170          | 4,940         | 5,195             | -158          | 5,037         | 97                      | No Major Variances.   |
| - Private Housing                               | 2,218             | -303          | 1,915         | 2,471             | -303          | 2,168         | 253                     |   |
| Disabled Facility Grants                        | 1,954             | 0             | 1,954         | 2,205             | 0             | 2,205         | 251                     | Overspend the result of a significant increase in demand/activity owing to an improved delivery process and reduction in waiting times. Also a greater percentage of larger adaptations being completed. Further work is being undertaken on managing demand moving forward with an extra £200k having being identified to increase the budget for 2019/20. |
| Other Projects with Minor Variances             | 264               | -303          | -39           | 266               | -303          | -37           | 2                       |   |
| - Public Housing                                | 23,125            | -6,190        | 16,935        | 21,482            | -6,271        | 15,211        | -1,724                  |   |
| Sheltered Housing - Remodelling                 | 208               | 0             | 208           | 3                 | 0             | 3             | -205                    | Preliminary design work has been undertaken to upgrade existing sheltered schemes, with delivery planned for 2019/20.   |
| Voids To Achieve The CHS                        | 2,518             | 0             | 2,518         | 3,268             | 0             | 3,268         | 750                     | Additional work being undertaken to bring voids with major works back into use.   |
| Housing Minor Works                             | 1,084             | 0             | 1,084         | 884               | 0             | 884           | -200                    | Options being considered for works at 'Y Bwthyn'. £200k of 2018/19 funding being slipped to 2019/20 to deliver the scheme.  |
| Garages   | 129               | 0             | 129           | 30                | 0             | 30            | -99                     | A number of sites have been identified, slight delay in progress, schemes have been committed and will be delivered in 2019/20.   |
| Adaptations and DDA Works (Building Services)   | 1,900             | 0             | 1,900         | 1,700             | 0             | 1,700         | -200                    | Budget is currently fully committed however delays have arisen on a few large extension schemes owing mainly to: Party Wall Act dispute, Planning, and Utilities.   |
| Stock Condition Survey 2018/19 - County Wide    | 150               | 0             | 150           | 0                 | 0             | 0             | -150                    | The method and capacity to capture and analyse data is in the process of being confirmed.   |
| Managing Private Sector Homes (Social Lettings) | 106               | 0             | 106           | 16                | 0             | 16            | -90                     | Level of capital investment reduced as a result of successful use of alternative funding streams.   |
| Empty Homes                                     | 107               | 0             | 107           | 0                 | 0             | 0             | -107                    | Level of capital investment reduced as a result of successful use of alternative funding streams.   |
| Council New Build                               | 2,000             | 0             | 2,000         | 647               | 0             | 647           | -1,353                  | Delay in starting on site for the Dylan and Garreglwyd council housing developments. Both developments now have planning with works commencing shortly.   |
| Other Projects with Minor Variances             | 14,923            | -6,190        | 8,733         | 14,934            | -6,271        | 8,663         | -70                     |   |
| <b>TOTAL</b>                                    | <b>36,016</b>     | <b>-8,691</b> | <b>27,325</b> | <b>33,887</b>     | <b>-7,984</b> | <b>25,903</b> | <b>-1,422</b>           |   |

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## Regeneration

## Capital Budget Monitoring - Scrutiny Report for December 2018 - Detailed Variances

|  |                            | Working Budget       |                 |              | Forecasted           |                 |              | Variance for year<br>£'000 | Comment |
|--|----------------------------|----------------------|-----------------|--------------|----------------------|-----------------|--------------|----------------------------|---------|
| Scheme   | Target Date for Completion | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000 | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000 |                            |         |
| Llanelli JV General  | Ongoing                    | 0                    | 0               | 0            | 1,025                | -1,025          | 0            | 0                          |         |
| Swansea Bay City Region Projects                                     | Ongoing                    | 949                  | 0               | 949          | 949                  | 0               | 949          | 0                          |         |
| Community Development  | Mar-19                     | 30                   | 0               | 30           | 30                   | 0               | 30           | 0                          |         |
| Mynydd Y Betws Wind Farm Community Benefit                           | Ongoing                    | 8                    | 0               | 8            | 8                    | 0               | 8            | 0                          |         |
| <b>County Wide Regeneration fund 2015-16 Onwards</b>                 |                            | <b>1,492</b>         | <b>0</b>        | <b>1,492</b> | <b>1,492</b>         | <b>0</b>        | <b>1,492</b> | <b>0</b>                   |         |
| Rural Enterprise Fund  | Mar-20                     | 379                  | 0               | 379          | 379                  | 0               | 379          | 0                          |         |
| Transformation Commercial Property Development Fund                  | Mar-20                     | 1,113                | 0               | 1,113        | 1,113                | 0               | 1,113        | 0                          |         |
| <b>Health &amp; Safety Remediation Works</b>                         | <b>Mar-19</b>              | <b>64</b>            | <b>0</b>        | <b>64</b>    | <b>64</b>            | <b>0</b>        | <b>64</b>    | <b>0</b>                   |         |
| <b>Llanelli, Cross Hands &amp; Coastal Belt Area</b>                 |                            | <b>317</b>           | <b>0</b>        | <b>317</b>   | <b>286</b>           | <b>0</b>        | <b>286</b>   | <b>-31</b>                 |         |
| Cross Hands East strategic Employment Site                           | Mar-19                     | 119                  | 0               | 119          | 119                  | 0               | 119          | 0                          |         |
| Opportunity Street (Llanelli)  | Mar-19                     | 45                   | 0               | 45           | 31                   | 0               | 31           | -14                        |         |
| Llanelli Regeneration Plan   | Ongoing                    | 22                   | 0               | 22           | 5                    | 0               | 5            | -17                        |         |
| Crosshands East Plot 3   | Ongoing                    | 15                   | 0               | 15           | 15                   | 0               | 15           | 0                          |         |
| Cross Hands East Phase 2   | Mar-19                     | 116                  | 0               | 116          | 116                  | 0               | 116          | 0                          |         |
| <b>Ammanford, Carmarthen &amp; Rural Area</b>                        |                            | <b>2,450</b>         | <b>-2,028</b>   | <b>422</b>   | <b>632</b>           | <b>-227</b>     | <b>405</b>   | <b>-17</b>                 |         |
| Ammanford Town Centre Regeneration                                   | Mar-20                     | 0                    | 0               | 0            | 0                    | 0               | 0            | 0                          |         |
| Coastal Communities - Parry Thomas Centre, Pendine                   | Completed                  | 64                   | 0               | 64           | 64                   | 0               | 64           | 0                          |         |
| Ammanford Town Centre Partnership( Rail Crossing Enhancement Scheme) | Mar-19                     | 3                    | 0               | 3            | 0                    | 0               | 0            | -3                         |         |
| Pendine Iconic International Visitors Destination                    | Ongoing                    | 2,036                | -2,000          | 36           | 234                  | -198            | 36           | 0                          |         |
| Carmarthen Town Regeneration - King Street                           | Ongoing                    | 14                   | 0               | 14           | 0                    | 0               | 0            | -14                        |         |
| Margaret St - Retaining Wall & Road Widening                         | Mar-19                     | 84                   | 0               | 84           | 84                   | 0               | 84           | 0                          |         |
| Carmarthen Western Gateway & Wetlands                                | Ongoing                    | 0                    | -28             | -28          | 1                    | -29             | -28          | 0                          |         |
| Opportunity Street (Ammanford Hwb)                                   | Mar-19                     | 214                  | 0               | 214          | 214                  | 0               | 214          | 0                          |         |
| Ammanford Regeneration Development Fund                              | Mar-20                     | 35                   | 0               | 35           | 35                   | 0               | 35           | 0                          |         |
| <b>Acquisitions of County Buildings</b>                              | <b>Completed</b>           | <b>253</b>           | <b>0</b>        | <b>253</b>   | <b>253</b>           | <b>0</b>        | <b>253</b>   | <b>0</b>                   |         |
| <b>NET BUDGET</b>  |                            | <b>5,563</b>         | <b>-2,028</b>   | <b>3,535</b> | <b>4,739</b>         | <b>-1,252</b>   | <b>3,487</b> | <b>-48</b>                 |         |

**Leisure**

**Capital Budget Monitoring - Scrutiny Report for December 2018 - Detailed Variances**

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| Scheme  | Target Date for Completion | Working Budget       |                 |              | Forecasted           |                 |              |
|---|----------------------------|----------------------|-----------------|--------------|----------------------|-----------------|--------------|
|   |                            | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000 | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000 |
| <b>Swansea Bay City Region Projects</b>                     | <b>Ongoing</b>             | <b>30</b>            | <b>0</b>        | <b>30</b>    | <b>13</b>            | <b>0</b>        | <b>13</b>    |
| <b>Leisure Centres</b>                                      |                            | <b>50</b>            | <b>0</b>        | <b>50</b>    | <b>114</b>           | <b>0</b>        | <b>114</b>   |
| Carmarthen Leisure Centre & Track                           | Ongoing                    | 25                   | 0               | 25           | 63                   | 0               | 63           |
| Amman Valley Leisure Centre Masterplan                      | Ongoing                    | 25                   | 0               | 25           | 51                   | 0               | 51           |
| <b>Countryside Recreation &amp; Access</b>                  | <b>Ongoing</b>             | <b>318</b>           | <b>-50</b>      | <b>268</b>   | <b>306</b>           | <b>-38</b>      | <b>268</b>   |
| <b>Libraries &amp; Museums</b>                              |                            | <b>1,763</b>         | <b>-120</b>     | <b>1,643</b> | <b>1,763</b>         | <b>-120</b>     | <b>1,643</b> |
| Carmarthen Museum - Abergwili                               | Mar-20                     | 50                   | 0               | 50           | 50                   | 0               | 50           |
| Carmarthenshire Archives Relocation                         | Jun-19                     | 1,708                | -120            | 1,588        | 1,708                | -120            | 1,588        |
| Carms Museums Collections                                   | Ongoing                    | 5                    | 0               | 5            | 5                    | 0               | 5            |
| <b>Parks</b>  |                            | <b>1,079</b>         | <b>0</b>        | <b>1,079</b> | <b>1,129</b>         | <b>0</b>        | <b>1,129</b> |
| Burry Port Harbour Dredging                                 | Mar-19                     | 404                  | 0               | 404          | 404                  | 0               | 404          |
| Closed Circuit Track  | Completed                  | 580                  | 0               | 580          | 604                  | 0               | 604          |
| Burry Port Harbour Wall - 2017-2026                         | Ongoing                    | 12                   | 0               | 12           | 38                   | 0               | 38           |
| Cwmaman AFC Ground Improvements                             | Mar-19                     | 45                   | 0               | 45           | 45                   | 0               | 45           |
| Big Green Bicycle Sculpture                                 | Completed                  | 38                   | 0               | 38           | 38                   | 0               | 38           |
| <b>Country Parks &amp; Golf Courses</b>                     |                            | <b>1,870</b>         | <b>0</b>        | <b>1,870</b> | <b>1,870</b>         | <b>0</b>        | <b>1,870</b> |
| Pembrey Country Park - Strategic Infrastructure Development | Completed                  | 1,112                | 0               | 1,112        | 1,112                | 0               | 1,112        |
| Pembrey Country Park - Visitor Hub and Café                 | Ongoing                    | 758                  | 0               | 758          | 758                  | 0               | 758          |
| <b>NET BUDGET</b>   |                            | <b>5,110</b>         | <b>-170</b>     | <b>4,940</b> | <b>5,195</b>         | <b>-158</b>     | <b>5,037</b> |

| Variance for year<br>£'000 | Comment |
|----------------------------|---------|
| -17                        |         |
| 64                         |         |
| 38                         |         |
| 26                         |         |
| 0                          |         |
| 0                          |         |
| 0                          |         |
| 0                          |         |
| 0                          |         |
| 50                         |         |
| 0                          |         |
| 24                         |         |
| 26                         |         |
| 0                          |         |
| 0                          |         |
| 0                          |         |
| 97                         |         |

|   |
|---|
| <b>Housing G.F.(Private Sector)</b>   |
| <b>Capital Budget Monitoring - Scrutiny Report for December 2018 - Detailed Variances</b> |

| Scheme                                      | Target Date for Completion | Working Budget       |                 |              | Forecasted           |                 |              |
|---|----------------------------|----------------------|-----------------|--------------|----------------------|-----------------|--------------|
|   |                            | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000 | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000 |
| Private Sector Housing - Capital Receipts   | Ongoing                    | 0                    | -57             | -57          | 0                    | -57             | -57          |
| Renewal Assistance                          | Completed                  | 2                    | 0               | 2            | 2                    | 0               | 2            |
| Disabled Facility Grants                    | Ongoing                    | 1,952                | 0               | 1,952        | 2,205                | 0               | 2,205        |
| Travellers Sites General                    | Ongoing                    | 18                   | 0               | 18           | 18                   | 0               | 18           |
| ENABLE - Adaptations to Support Independent | Mar-19                     | 246                  | -246            | 0            | 246                  | -246            | 0            |
| <b>NET BUDGET</b>                           |                            | <b>2,218</b>         | <b>-303</b>     | <b>1,915</b> | <b>2,471</b>         | <b>-303</b>     | <b>2,168</b> |

| Variance for year<br>£'000 | Comment |
|----------------------------|---------|
| 0                          |         |
| 0                          |         |
| 253                        |         |
| 0                          |         |
| 0                          |         |
| 253                        |         |

## Housing H.R.A.(Public Sector)

### Capital Budget Monitoring - Scrutiny Report for December 2018 - Detailed Variances

| Page<br>198   |                                  | Working Budget       |                 |               | Forecasted           |                 |               |
|---|----------------------------------|----------------------|-----------------|---------------|----------------------|-----------------|---------------|
|   |                                  | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000  | Expenditure<br>£'000 | Income<br>£'000 | Net<br>£'000  |
| Scheme  | Target Date<br>for<br>Completion |                      |                 |               |                      |                 |               |
| <b>Public Sector Housing External Funding</b>   | <b>Ongoing</b>                   | <b>0</b>             | <b>-6,190</b>   | <b>-6,190</b> | <b>0</b>             | <b>-6,209</b>   | <b>-6,209</b> |
| <b>Internal and External Works (Housing Services)</b>   | <b>Ongoing</b>                   | <b>0</b>             | <b>0</b>        | <b>0</b>      | <b>5</b>             | <b>0</b>        | <b>5</b>      |
| <b>Internal and External Works (PROPERTY)</b>   |                                  | <b>9,490</b>         | <b>0</b>        | <b>9,490</b>  | <b>9,835</b>         | <b>0</b>        | <b>9,835</b>  |
| Sheltered Housing Investment  | Ongoing                          | 568                  | 0               | 568           | 363                  | 0               | 363           |
| Voids To Achieve The CHS (VOI)  | Ongoing                          | 2,518                | 0               | 2,518         | 3,268                | 0               | 3,268         |
| Planned M&E Works - Inc Smoke Detectors (PSW)   | Ongoing                          | 670                  | 0               | 670           | 670                  | 0               | 670           |
| Internal Refurbishment (PKB)  | Ongoing                          | 1,630                | 0               | 1,630         | 1,630                | 0               | 1,630         |
| Housing Minor Works (HMO)   | Ongoing                          | 1,084                | 0               | 1,084         | 884                  | 0               | 884           |
| Rendering and External Works (EXP & EXI)  | Ongoing                          | 2,096                | 0               | 2,096         | 2,096                | 0               | 2,096         |
| Re-Roofing - Council Dwellings  | Ongoing                          | 924                  | 0               | 924           | 924                  | 0               | 924           |
| <b>Environmental Works (Housing Services)</b>   | <b>Ongoing</b>                   | <b>298</b>           | <b>0</b>        | <b>298</b>    | <b>194</b>           | <b>0</b>        | <b>194</b>    |
| <b>Adaptations and DDA Works (Building Services)</b>  | <b>Ongoing</b>                   | <b>1,900</b>         | <b>0</b>        | <b>1,900</b>  | <b>1,700</b>         | <b>0</b>        | <b>1,700</b>  |
| <b>Programme Delivery and Strategy</b>  |                                  | <b>345</b>           | <b>0</b>        | <b>345</b>    | <b>144</b>           | <b>0</b>        | <b>144</b>    |
| CHS Programme   | Ongoing                          | 195                  | 0               | 195           | 144                  | 0               | 144           |
| Stock Condition Survey 2018/19 - County Wide  | Ongoing                          | 150                  | 0               | 150           | 0                    | 0               | 0             |
| <b>Housing Development Programme (New builds &amp; Purchase of Private Dwellings for Hsq Stock)</b> |                                  | <b>11,092</b>        | <b>0</b>        | <b>11,092</b> | <b>9,604</b>         | <b>-62</b>      | <b>9,542</b>  |
| Managing Private Sector Homes (Social Lettings)   | Ongoing                          | 106                  | 0               | 106           | 16                   | 0               | 16            |
| Empty Homes   | Ongoing                          | 107                  | 0               | 107           | 0                    | 0               | 0             |
| Council New Build   | Ongoing                          | 2,000                | 0               | 2,000         | 647                  | 0               | 647           |
| Rural Housing Needs For Capital Programme   | Ongoing                          | 43                   | 0               | 43            | 43                   | 0               | 43            |
| Station Road / Tyisha Masterplan  | Ongoing                          | 47                   | 0               | 47            | 47                   | 0               | 47            |
| <b>NET BUDGET</b>   |                                  | <b>23,125</b>        | <b>-6,190</b>   | <b>16,935</b> | <b>21,482</b>        | <b>-6,271</b>   | <b>15,211</b> |

| Variance for year<br>£'000 | Comment   |
|----------------------------|---|
| -19                        |   |
| 5                          |   |
| 345                        |   |
| -205                       | Preliminary design work has been undertaken to upgrade existing sheltered schemes, with delivery planned for 2019/20.   |
| 750                        | Additional work being undertaken to bring voids with major works back into use.   |
| 0                          |   |
| 0                          |   |
| -200                       | Options being considered for works at 'Y Bwthyn'. £200k of 2018/19 funding being slipped to 2019/20 to deliver the scheme.  |
| 0                          |   |
| 0                          |   |
| -104                       | A number of sites have been identified, slight delay in progress, schemes have been committed and will be delivered in 2019/20.                                   |
| -200                       | Budget is currently fully committed however delays have arisen on a few large extension schemes owing mainly to: Party Wall Act dispute, Planning, and Utilities. |
| -201                       |   |
| -51                        |   |
| -150                       | The method and capacity to capture and analyse data is in the process of being confirmed.   |
| -1,550                     |   |
| 0                          |   |
| -90                        | Level of capital investment reduced as a result of successful use of alternative funding streams.   |
| -107                       | Level of capital investment reduced as a result of successful use of alternative funding streams.   |
| -1,353                     | Delay in starting on site for the Dylan and Garreglwyd council housing developments. Both developments now have planning with works commencing shortly.           |
| 0                          |   |
| 0                          |   |
| -1,724                     |   |

**2018-19 Savings Monitoring Report**  
**Community Scrutiny Committee**  
**28th March 2019**

1 Summary position as at :

31st December 2018

£160 k variance from delivery target

|  | 2018-19 Savings monitoring |            |            |
|--|----------------------------|------------|------------|
|  | 2018-19                    | 2018-19    | 2018-19    |
|  | Target                     | Delivered  | Variance   |
|  | £'000                      | £'000      | £'000      |
| Chief Executive(Community Scrutiny Services) | 48                         | 48         | 0          |
| Communities(Community Scrutiny Services)     | 410                        | 250        | 160        |
| Environment(Community Scrutiny Services)     | 68                         | 68         | 0          |
|  | <b>526</b>                 | <b>366</b> | <b>160</b> |

2 Analysis of delivery against target for managerial and policy decisions:

Managerial  
Policy

£160 k Off delivery target  
£0 k none

|  | MANAGERIAL |            |            | POLICY   |           |          |
|--|------------|------------|------------|----------|-----------|----------|
|  | 2018-19    | 2018-19    | 2018-19    | 2018-19  | 2018-19   | 2018-19  |
|  | Target     | Delivered  | Variance   | Target   | Delivered | Variance |
|  | £'000      | £'000      | £'000      | £'000    | £'000     | £'000    |
| Chief Executive(Community Scrutiny Services) | 48         | 48         | 0          | 0        | 0         | 0        |
| Communities(Community Scrutiny Services)     | 410        | 250        | 160        | 0        | 0         | 0        |
| Environment(Community Scrutiny Services)     | 68         | 68         | 0          | 0        | 0         | 0        |
|  | <b>526</b> | <b>366</b> | <b>160</b> | <b>0</b> | <b>0</b>  | <b>0</b> |

3 Appendix J(i) : Savings proposals not on target

Appendix J(ii) : Savings proposals on target (for information)

| Department                               | Scrutiny Indicator        | 2017-18 Budget | FACT FILE  | '2018-19 Proposed | '2018-19 Delivered | '2018-19 Variance | EFFICIENCY DESCRIPTION  | REASON FOR VARIANCE  |
|--|---------------------------|----------------|--|-------------------|--------------------|-------------------|---|--|
|  |                           | £'000          |  | £'000             | £'000              | £'000             |   |  |
| <b>Managerial - off Target</b>           |                           |                |  |                   |                    |                   |   |  |
| <b>Communities</b>                       |                           |                |  |                   |                    |                   |   |  |
| <b>Homes and Safer Communities</b>       |                           |                |  |                   |                    |                   |   |  |
| <b>Care and Support</b>                  |                           |                |  |                   |                    |                   |   |  |
| <b>Divisional</b>                        |                           |                |  |                   |                    |                   |   |  |
| Divisional Staffing costs                | Community / Env&PP / SC&H | 2,257          | The staffing complement of Housing (Council Fund), Public Protection and Support & care services total nearly 400 FTE's with a pay budget of over £8M. Reviews of service provision will include staffing as part of that process, which will produce savings over the medium term. This also includes acceptance of severance requests. | 160               |                    | 160               | Amend staff budgets to reflect vacancy factor 2018-2019 £30k; Divisional restructure to include on-going severences for Housing, Public Protection and Care & Support Services. | Divisional re-structures ongoing , with implementation not from beginning of financial year resulting in delays in savings delivery. |
| <b>Total Homes and Safer Communities</b> |                           |                |  | <b>160</b>        | <b>0</b>           | <b>160</b>        |   |  |



| Department | Scrutiny Indicator | 2017-18 Budget | FACT FILE | '2018-19 Proposed | '2018-19 Delivered | '2018-19 Variance | EFFICIENCY DESCRIPTION |
|------------|--------------------|----------------|-----------|-------------------|--------------------|-------------------|------------------------|
|            |                    | £'000          |           | £'000             | £'000              | £'000             |                        |

### Managerial - on Target

Regeneration, Policy & Property(Chief Executive's Department)

#### Regeneration

|                              |                   |     |   |           |           |          |   |
|------------------------------|-------------------|-----|---|-----------|-----------|----------|---|
| 3 T's Community Regeneration | Community & P & R | 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 out-sourcing. 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, leveraging 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        | 48        | 0        | Severance of post. Responsibilities being re distributed as part of ongoing Regeneration service realignment. |
| <b>Total Regeneration</b>    |                   |     |   | <b>48</b> | <b>48</b> | <b>0</b> |   |

| Department | Scrutiny Indicator | 2017-18 Budget | FACT FILE | '2018-19 Proposed | '2018-19 Delivered | '2018-19 Variance | EFFICIENCY DESCRIPTION |
|------------|--------------------|----------------|-----------|-------------------|--------------------|-------------------|------------------------|
|            |                    | £'000          |           | £'000             | £'000              | £'000             |                        |

### Homes and Safer Communities(Communities Department)

#### Advice & Tenancy Support

|  |           |     |   |           |           |          |  |
|--|-----------|-----|---|-----------|-----------|----------|--|
| Temporary Accommodation                  | Community | 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 accommodation. We now procure/lease properties from the private rented sector which is better value 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 opportunities to increase the income of the section through fees and recharges. | 10        | 10        | 0        | Procurement of temporary accommodation   |
| Advice & Tenancy Support - staff         | Community | 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        | 60        | 0        | Additional income from Simple Lettings business model 30k, staffing to be part funded by a HRA recharge 15k & additional income from landlord advice and enforcement 15k in year 2018/19. Additional income from empty homes work 20k & additional income from advice and prevention duties 10k in year 2020/21. |
| <b>Total Homes and Safer Communities</b> |           |     |   | <b>70</b> | <b>70</b> | <b>0</b> |  |

### Leisure(Communities Department)

#### Outdoor Recreation

|                              |           |    |  |    |    |   |   |
|------------------------------|-----------|----|--|----|----|---|---|
| Burry Port Harbour           | Community | 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 | 0 | Reduction in net cost of dredging                           |
| Pembrey Country Park         | Community | 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 | 0 | Increased Income (charges / car park / accommodation / F&B) |
| Waste Management procurement | Community | 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  | 0 | Review of cesspool emptying contracts                       |

#### Sport & Leisure

|   |           |     |  |    |    |   |  |
|---|-----------|-----|--|----|----|---|--|
| Leisure Centres                                   | Community | 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 | 40 | 0 | Increased income (higher charges / more activity)  |
| Salix loan ending (for energy saving initiatives) | Community | 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  | 9  | 0 | 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                                     | Community | 10  | The Indoor Bowls in Ammanford is being managed by a local management board on a reducing subsidy from the authority.   | 5  | 5  | 0 | Last year of reducing subsidy  |
| Bro Myrddin Bowls                                 | Community | 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  | 0 | Last year of reducing subsidy  |

| Department           | Scrutiny Indicator | 2017-18 Budget | FACT FILE   | '2018-19 Proposed | '2018-19 Delivered | '2018-19 Variance | EFFICIENCY DESCRIPTION                              |
|----------------------|--------------------|----------------|---|-------------------|--------------------|-------------------|---|
|                      |                    | £'000          |   | £'000             | £'000              | £'000             |   |
| <b>Culture</b>       |                    |                |   |                   |                    |                   |   |
| Theatres             | Community          | 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.<br>266 visiting companies and hirers<br>400 performances/events<br>74,130 attendances<br>33,805 participants   | 11                | 11                 | 0                 | Reduced agency costs & Increased income in Theatres |
| Libraries            | Community          | 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 <sup>th</sup> 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                | 20                 | 0                 | Procurement, cost efficiencies and income           |
| <b>Total Leisure</b> |                    |                |   | <b>180</b>        | <b>180</b>         | <b>0</b>          |   |

| Department                               | Scrutiny Indicator | 2017-18 Budget | FACT FILE   | '2018-19 Proposed | '2018-19 Delivered | '2018-19 Variance | EFFICIENCY DESCRIPTION   |
|--|--------------------|----------------|---|-------------------|--------------------|-------------------|--|
|  |                    | £'000          |   | £'000             | £'000              | £'000             |  |
| <b>Planning (Environment Department)</b> |                    |                |   |                   |                    |                   |  |
| Development Management                   | Community          | 141            | <ul style="list-style-type: none"> <li>The Development Management Unit manages the statutory planning application process (including pre application and also discharge of conditions and variation of conditions post approval).</li> <li>The Unit deals with between 1700 and 1900 applications on average each year (roughly 150 cases per annum per Officer).</li> <li>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.</li> </ul>   | 30                | 30                 | 0                 | 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). |
| Minerals & Waste                         | Community          | 137            | <ul style="list-style-type: none"> <li>The Team ensure that the significant aggregate resources and waste within Carmarthenshire are provided and managed in a sustainable way.</li> <li>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.</li> <li>The Team also undertake the above functions in whole or in part for another 7 Local Authorities in South and West Wales.</li> </ul>   | 15                | 15                 | 0                 | 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                         | Community          | 435            | <ul style="list-style-type: none"> <li>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.</li> <li>These plans include: <ul style="list-style-type: none"> <li>Spatial plans – the potential for plans to span more than one (or part of) County in future years</li> <li>the Local Development Plan which was adopted for Carmarthenshire in 2014 and</li> <li>Development Briefs for specific sites and areas - a number of which have now been produced for the County.</li> </ul> </li> <li>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.</li> </ul> | 6.5               | 6.5                | 0                 | General savings identified within the Forward Planning budget which are not related to the production of the LDP.  |
| Rural Conservation                       | Community          | 287            |   | 5                 | 5                  | 0                 | 2018/19 - Predicted income from new Common Lands procedure for charging titles etc.  |
| Planning Admin.                          | Community          | 365            |   | 6                 | 6                  | 0                 | 2018/19 - Increase in Street name and numbering income.  |
| Building Control                         | Community          | 139            |   | 5.5               | 5.5                | 0                 | Dangerous structure - temporary payments are dealt with  |
| <b>Total Planning division</b>           |                    |                |   | <b>68</b>         | <b>68</b>          | <b>0</b>          |  |

| Department | Scrutiny Indicator | 2017-18 Budget | FACT FILE | '2018-19 Proposed | '2018-19 Delivered | '2018-19 Variance | EFFICIENCY DESCRIPTION |
|------------|--------------------|----------------|-----------|-------------------|--------------------|-------------------|------------------------|
|            |                    | £'000          |           | £'000             | £'000              | £'000             |                        |

### Policy - None

Nothing to report

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## COMMUNITY SCRUTINY COMMITTEE

Thursday, 14 February 2019

**PRESENT:** Councillor S.L. Davies (Chair)

**Councillors:**

S.M. Allen (In place of H.B. Shepardson), D.M. Cundy, W.R.A. Davies, H.L. Davies, S.J.G. Gilasbey, B.W. Jones, H.I. Jones and A.Vaughan Owen

**Also in attendance:**

Councillor L.D. Evans, Executive Board Member for Housing

**The following Officers were in attendance:**

C. Moore, Director of Corporate Services  
J. Morgan, Head of Homes & Safer Communities  
J. Fearn, Head of Property  
J. Willis, Housing Services Manager (Advice & Options)  
A Thomas, Benefits and Council Tax Manager  
G. Ayers, Corporate Policy and Partnership Manager  
J. Jones, Property Maintenance Manager  
M. Dunn, Senior Risks and Processes Officer  
S. Jones, Senior Accountant  
K. Thomas, Democratic Services Officer

**Chamber & Ante Room, - 3, Spilman Street, Carmarthen. SA31 1LE. - 10.00 - 10.55 am**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors A. Davies, H. Shepardson and G.B. Thomas

**2. DECLARATIONS OF PERSONAL INTERESTS INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM**

There were no declarations of personal Interest.

There were no declarations of prohibited party whips.

**3. PUBLIC QUESTIONS (NONE RECEIVED)**

No public questions had been received.

**4. HOUSING REVENUE ACCOUNT BUDGET AND HOUSING RENT SETTING FOR 2019/20**

The Committee was reminded that at its meeting held on the 23<sup>rd</sup> January, 2019 [minute 5 refers] it had endorsed for submission to the Executive Board a proposed 2.4% average increase in housing rents for 2019/20. It was advised that subsequent to that decision, the Welsh Government had announced an

amendment to its Interim Social Housing Policy on the 30<sup>th</sup> January and, as a consequence, a revised proposal had been submitted to the Executive Board to reduce the average rent increase from the recommended 2.4% to 1.92%, with those rents below target rent being progressed by a £1 per week. As the Executive Board had endorsed that proposal for Council's consideration, the Community Scrutiny Committee was being re-consulted thereon prior to its consideration by the Council on the 20<sup>th</sup> February.

**UNANIMOUSLY RESOLVED TO RECOMMEND TO COUNCIL that the amended housing rent increase for 2019/20, as proposed by the Executive Board and detailed below, be endorsed:-**

**“to increase the average housing rent as per the Welsh Government’s Social Housing Rents Policy [amended 30<sup>th</sup> January, 2019] i.e.:-**

- **Properties at target rents to increase by 1.92%;**
- **Those rents above target be frozen until such time as they meet the target rent;**
- **Those rents below target rent be increased by 1.92% and are progressed by a maximum of £1 per week;**

**thereby producing an increase on the average housing rent of 2.4% or £2.05 and will provide the Housing Account with the same overall rent collection value.”**

## **5. UNIVERSAL CREDIT FULL PROGRAMME ROLLOUT IN CARMARTHENSHIRE**

The Committee received an overview report on the support being provided by the Council, its partners and stakeholders to Carmarthenshire’s residents following the introduction of Universal Credit on the 12<sup>th</sup> December 2018 i.e.:-

- Support for Council Tenants;
- Support for Housing Benefit Claimants;
- From April 2019 the contract for Assisted Digital Support and personal budgeting will transfer to the Citizens Advice Bureau;
- Support against Financial exploitation through Trading Standards;
- Signposting to support through ‘Yr Hwb’
- Support for Veterans.

The Committee was advised that, to date, 700 residents within the County had transferred over to Universal Credit, 200 of which were council tenants. Whilst the Government had proposed a mass managed migration over to Universal Credit, that would not now commence until the results were known of a pilot “managed migration” due to start in July 2019, albeit for only 10,000 claimants in English Local Authorities. However, they envisaged the full managed migration programme would still be completed by December 2023.

The following questions/observations were raised on the report:-

- In response to a question on the provision of digital support to benefit claimants, the Benefits and Council Tax Manager advised that whilst it had originally been envisaged that would be provided via the Council’s library service, that would not now be the case from the 1<sup>st</sup> April, 2019 following



the Government's decision to award the Personal Budgeting and Digital Support Contract to the Citizens Advice Bureau. However, should a member of the public seek Digital Support assistance at one of the Council's libraries up until the 31<sup>st</sup> March, 2019 this would be provided in conjunction with the Benefits Section.

- Reference was made to the award of the Digital Support contract and what impact that may have on the Council's relationship and links with the Department for Work and Pensions.

It was confirmed the DWP had met with the CAB to put in place a plan to provide holistic support to Universal Credit claimants. Whilst the CAB would only provide support up to the first Universal Credit full payment, the Council would continue to provide a range of support for example personal budgeting and Discretionary Housing Payments.

The Council also operated a 'Trusted Landlord Portal' and as soon as notification was received of one of its tenants transferring to Universal Credit they would be contacted by a housing officer offering advice and support. That would take the form of telephone call and a home visit, if required, where digital support could be provided without the need for referral to the CAB.

- The report made reference to 160 council tenants being in receipt of Universal Credit, subsequently increasing to 200. Clarification was sought on whether they had encountered any difficulty with the new system.

It was reported that in anticipation of the transfer date of the 12<sup>th</sup> December, 2018 the department had targeted and visited over 1,000 people to ascertain if they had the necessary skills and access to I.T. equipment. Generally, people were coping with the new system with the only major issue arising having been delayed payments with some tenants falling into arrears. In those cases, the department had endeavoured to provide assistance where possible via housing benefits.

It was suggested that whilst the operation of Universal Credit within Carmarthenshire was in its early days, it may be beneficial for the Committee to be provided with an update report thereon at a later date. That could also include extending an invitation to both the DWP and CAB to attend the meeting to gain an insight into their experience of the roll out.

- In response to a question on the provision of assistance with the on-line application forms, it was confirmed that could be provided by housing officers when undertaking home visits. Assistance was also available at the Council's area hubs and at Job Centres.
- Reference was made to Food Bank Vouchers and what measures had been put in place to assist people in need following the DWP's decision to cease their issue. It was noted the department would need to address any impact arising from that decision as part of its evaluation of the introduction of Universal Credit, which could be included within the update report to be provided to a future meeting. The Department had also set aside funding to assist the food banks within the county in anticipation of a potential increased demand for their services.
- It was confirmed that if the department became aware of any Council tenants falling into difficulty, following their migration to Universal Credit, it

would undertake follow up visits and monitoring to provide advice and assistance and act as a link with the DWP and Job centres to discuss those concerns. It also had direct access to the DWP's two relationship officers

#### **UNANIMOUSLY RESOLVED**

- 5.1 That the report be received.**
- 5.2 That an update report on the rollout of Universal Credit in Carmarthenshire be submitted to the meeting in six months to include an update on food banks**
- 5.3 That an invitation be extended to the Department of Work and Pensions and the Citizen Advice Bureau to attend the meeting when the report in 5.2 was considered.**

#### **6. FIRE SAFETY MANAGEMENT IN SHELTERED HOUSING AND GENERAL NEEDS BLOCKS OF FLATS**

The Committee, in accordance with minute 6.1 of its meeting held on the 30<sup>th</sup> January, 2018 received an overview report on fire safety on the Council's general needs and sheltered housing stock.

The following questions/issues were raised on the report:

- Reference was made to the recent Grenfell Tower Fire and to Fire advice provided at the time for tenants to remain in their flats. Clarification was sought on whether the Council's fire risk assessor had recommended the same strategy for the Council's stock.

The Committee was advised that the Council was currently installing early warning systems in all of its appropriate residential properties to ensure tenants were evacuated at the earliest opportunity. There was a system in place within sheltered housing complexes comprising a mix of evacuation and stay put i.e. evacuate to a place of safety within the premises, usually a lounge and remain there until advised otherwise. In the event that area was to be affected by a fire, evacuation would be direct to the outside.

In respect of blocks of flats, they were designed on the 'stay put' principle that was reliant on the compartmentalisation of the flats. Should that fail, and the fire spread, full evacuation would be necessary.

- It was confirmed the majority of fire alarms within the Council's housing stock were 'Hard Wired' heat, smoke and carbon monoxide detectors. Although a small number of tenants had refused those works, the department was currently liaising with them to insist on their installation.
- It was confirmed work was being undertaken on the publication of a fire information leaflet for tenants and that officers could examine the feasibility of including therein the points raised by members during the meeting e.g. reminding tenants to register electrical appliances with the manufacturers, to purchase contents insurance and to leave keys in a readily accessible place to assist with ease of egress in the event of a fire.
- It was confirmed whilst the Council undertook 'Portable Appliance Testing' on electrical appliances it provided within its sheltered housing/ residential complexes etc, it would not be possible to extend that to include testing for tenants' personal electrical appliances.

**UNANIMOUSLY RESOLVED** that the report be received.

**7. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT**

The Committee considered the explanation provided for the non-submission of a scrutiny report.

**UNANIMOUSLY RESOLVED** that the non-submission report be received.

**8. FORTHCOMING ITEMS**

The Committee received a list of forthcoming items to be considered at its next meeting to be held on the 28<sup>th</sup> March, 2019.

**UNANIMOUSLY RESOLVED** that the list of forthcoming items for the meeting of the Committee to be held on the 28<sup>th</sup> March, 2019 be received.

**9. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON THE 23RD JANUARY 2019**

**UNANIMOUSLY RESOLVED** that the minutes of the meeting of the Committee held on the 23<sup>rd</sup> January, 2019 be signed as a correct record.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
DATE

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