

**A meeting of the Carmarthenshire Local Development Plan Advisory
Panel at the Video Conferencing Room, County Hall, Carmarthen
17 December 2008 at 2.00p.m**

Present:

Councillors:

C. Scourfield	Executive Board Member Regeneration & Leisure
J.J.J. Davies	Chair of the Planning Committee
W.T Evans	
J.G. Edwards	
E. Dole	
D.B. Davies	
S.P. Dunn	
W.K. Davies	
T. Davies	

The following officers were in attendance:

Mr D.J. Timothy – Forward Planning Manager
Mr I.R. Llewelyn – Senior Forward Planning Officer
Ms B.M. Lovering – Forward Planning Officer
Mr R.N. Bateman – Forward Planning Officer
Mr O.R. Enoch - Forward Planning Officer
Mr S.P. Murphy – Senior Solicitor, Regeneration & Leisure

1. APOLOGIES

None.

2. DECLARATIONS OF PERSONAL INTEREST

None.

3. INTRODUCTION

The Forward Planning Manager gave a brief introduction to the Local Development Plan process and the progress made relating to the Delivery Agreement and subsequent work to date.

He advised that the role of the Advisory Panel will be to take political ownership of the Plan.

4. ELECTION OF CHAIR & VICE CHAIR OF THE PANEL

It was explained that the Chair of the Panel, together with the Executive Board Member for Regeneration and Leisure (Cllr C. Scourfield), will sit on the LDP Key Stakeholder Forum (KSF). In the absence of either, the Vice Chair would deputise.

It was

RESOLVED that

Councillor J.J.J. Davies be elected as Chair of the Panel

Councillor E. Dole be elected as Vice Chair of the Panel

5. TERMS OF REFERENCE

The Senior Solicitor advised that the role of the Advisory Panel will be to scrutinise and evaluate the views of the KSF and to arbitrate on any matters where the KSF fail to achieve consensus. The Panel will be required to meet at key stages throughout the Plan's preparation. It was also suggested that, as far as is practically possible, the current membership of the Panel should be maintained until the Plan is adopted in 2012. In the event of a Member leaving the Forum, the co-option of a replacement will be determined by the Executive Board in order to maintain the political balance of the Panel. It was clarified that in the event of a Member being unable to attend a meeting it was not possible to nominate a substitute.

In response to a question raised by a Member, the role of the KSF was explained. The Forward Planning Manager added that the Advisory Panel has political responsibility for the LDP and should be satisfied that the Plan is heading in the right direction. Key stages of Plan preparation will be referred to Full Council and the Executive Board where appropriate. The preparation of the Plan is governed by a tight schedule set out in the Delivery Agreement.

A question was raised regarding the role of officers. Whilst it was confirmed that officers possessed the necessary professional expertise to prepare the Plan, it was emphasised that Member involvement is essential not only to ensure political ownership of the Plan but to provide a strategic steer. The LDP will embrace broad participation in accordance with the Community Involvement Scheme set out in the Delivery Agreement. Examples were given in respect of the methods that the Council has already undertaken in engaging stakeholders at the broadest level, and in addition to the KSF. It was also confirmed that Town and Community Councils will be consulted via One Voice Wales and Planning Aid Wales and that seminars will be held for Town and Community Councils in the New Year. The LDP Examination will look at the levels of consultation undertaken and these must be robust for the Plan to be deemed sound.

It was emphasised that whilst the UDP was originally intended to cover the period until 2016, the LDP will be formally adopted in 2012 and would thus replace the UDP.

In response to an enquiry as to whether the Council's publication *Community News* was being utilised to inform the public of the LDP process, it was confirmed that the LDP team has reserved a space in each edition of the publication throughout the Plan period, and that several articles have appeared already this year. It was noted that local newspapers are also used on a regular basis to keep the public updated in respect of the Plan.

It was explained that the LDP represents a new approach to development planning introduced by the Welsh Assembly Government and that the process and preparation will differ from the UDP. It was stressed that the purpose of a Development Plan was to provide certainty for developers and the public alike in terms of the development and use of land.

In response to a question, it was explained that issues relating to the omission of UDP sites, phasing of development, the setting of housing densities and any transitional period for the introduction of the LDP were to be further examined.

It was

RESOLVED that

(a) The verbal report be accepted and that the terms of reference be approved.

(b) The contents of verbal discussions undertaken be noted herewith

6. LDP - PROGRESS TO DATE

6.1 Discussion Papers

With reference to the circulated Report, the Forward Planning Manager briefed the Panel Members on the Discussion Papers that were published for consultation earlier in the year. It was stated that a number of responses had been received, and while the official consultation period has now ended, responses to the Papers would still be valid due to their possible contribution to the Plan's Preferred Strategy.

It was

RESOLVED that the report, including any recommendations contained therein, be accepted.

6.2 Key Stakeholder Forum (KSF)

With reference to the circulated Report, the Forward Planning Manager briefed the Panel Members on the first KSF that had taken place in October 2008. In conjunction with Planning Aid Wales, the event proved successful and provided a useful platform for discussion. A written account of the first KSF is available online. The second KSF, planned for February 2009, will provide an opportunity to finalise the Vision

and Objectives and will inform the Spatial Strategy. The outcomes of KSF 2 will be reported to the Advisory Panel at the next meeting planned for March 2009.

In response to a question, it was envisaged that following completion of the LDP's Preferred Strategy the involvement of the KSF will minimise, however the Advisory Panel's function will remain until the Plan is formally adopted.

It was

RESOLVED that the KSF report, including any recommendations contained therein, be accepted.

6.3 Sustainability Appraisal (SA) Scoping Report

With reference to the circulated Report, the Forward Planning Manager briefed the Panel Members on the SA Scoping Report. It was emphasised that sustainability objectives should underpin all aspects of LDP preparation. Attention was drawn to the Sustainability Appraisal (SA) Scoping Report and it was explained that this represents the first stage in the SA-SEA (Strategic Environmental Assessment) process. Members were already aware of the Report having been provided with a copy during the consultation period held in September 2008. The SA forms an integral part of the LDP process and will be carried out alongside every stage of the Plan's preparation. A number of responses had been received to the SA consultation and these were presented to Panel Members as an appendix to the written report that they had received with the summons to the meeting. The primary recommendation of the written report was that these consultation responses be forwarded to the Authority's consultants in order to inform the next stage of the SA-SEA process.

It was

RESOLVED that the report, including any recommendations contained therein, be accepted.

7. NEXT STEPS

It was confirmed that the timescale for the preparation of the Plan is in broad adherence with the Delivery Agreement.

It was agreed that Panel Members be fully briefed on the business to be transacted at future meetings; Members were reminded that the Council's website contains an up to date account of all information in respect of the LDP.

It was confirmed that the deliberations, recommendations and resolutions of the Advisory Panel will be referred to Executive Board and where appropriate, Full Council.

8. CLOSURE

The meeting terminated at 15.30pm.