

Appendix 1 – Draft Delivery Agreement

Rhondda Cynon Taf County Borough Council

Revised Local Development Plan 2022 – 2037

Draft Delivery Agreement

January 2022

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1. INTRODUCTION

1.1. The Local Development Plan

- 1.1.1. The Planning and Compulsory Purchase Act 2004 requires that Local Authorities prepare a Local Development Plan (LDP) for the Local Authority area. The document provides the development strategy and policy framework for the specified plan period. It is an important land use planning document, which will guide and control development, providing the basis of how planning applications are determined. Once adopted, the LDP provides certainty to the communities of the County Borough regarding where development will be located over the plan period. The LDP will also ensure that the principles of place making and sustainability are at the heart of the plan-making process, reflecting the Well-being of Future Generations (Wales) Act 2015.
- 1.1.2. The Council has prepared a Review Report in which the progress of the existing LDP has been considered. The Review Report concluded that a revised LDP was required. This was approved by Council in July 2020. The Council is now preparing a Revised LDP which will cover the plan period 2022-2037. The first stage of this is to prepare a Delivery Agreement in line with Regulation 9 of the LDP (Wales) Regulations 2005. The existing LDP 2006-2021 will continue to be the mechanism for determining planning applications.
- 1.1.3. This Delivery Agreement has been prepared during the worldwide COVID-19 pandemic. The Council will adhere to the Government Regulations regarding COVID-19; this includes social distancing and seeking innovative methods to consult during this time. Should additional opportunities arise during the plan preparation process especially where restrictions continue to be lifted, the Council will endeavour to respond to these.

1.2. What is a Delivery Agreement?

- 1.2.1. A Delivery Agreement (DA) is a project management tool that must consist of two parts, the Timetable and the Community Involvement Scheme (CIS). The purpose of the DA is to establish the Local Planning Authorities (LPA) early and full engagement and involvement in the preparation of the LDP. The Delivery Agreement must be produced prior to the formal preparation of the LDP, and forms an important and legal part of the process for the preparation of the Plan. Once approved the Delivery Agreement commits the LPA to produce or revise its plan in line with the timescale and community engagement processes.
- 1.2.2. The DA is comprised of the following sections:
Section A – The Project Management Timetable for the Revised LDP: The timetable details the stages in the preparation of the LDP and how the plan-making process will be project managed. It sets out in a realistic manner what the Authority can do in the timescale and with the budgetary and staffing resources available, as

well as the corporate framework in which the plan will be prepared. The timetable provides a clear indication of when each stage of the plan preparation process will take place.

Section B – The Community Involvement Scheme: The Community Involvement Scheme (CIS) sets out the LPAs principles, strategy and mechanisms for early and continuous community stakeholder involvement in the preparation of the LDP. The purpose of the CIS is to show how, who, and when the LPA will seek the views of its stakeholders including its communities, as the LDP progresses. The CIS is written to maximise collaboration between the Council and its stakeholders, in doing so it will discharge its duty under the Well-being of Future Generations (Wales) Act.

1.2.3. A glossary of terms can be found at Appendix 6.

1.3. Stages in the Preparation of the Delivery Agreement

1.3.1. The preparation of the Delivery Agreement requires a number of steps that are set out below, along with their timescales:

- Preparation of the Delivery Agreement (DA) document including the timetable and the Community Involvement Scheme. (December 2021)
- Political reporting to Cabinet to seek approval of and to consult on the DA (January 2022)
- Consultation of the DA (February 2022).
- Amendments to the DA post consultation and preparation of the initial final document. (February 2022).
- Cabinet approval of the amended DA following postponement (July 2020).
- Political reporting of the DA and approval by resolution of the Council (March 2022).
- Submission of the DA to the Welsh Government for approval (March 2022)
- Publication of the approved DA and making the document available for public inspection and official start of the LDP process (April 2022)
- Review the DA on a regular basis.

1.4. Preparation of a Revised LDP

1.4.1. In preparation of the Revised LDP, the Council will aim to achieve the following key outcomes;

- Support sustainable development and quality places based around the National Sustainable Placemaking Outcomes, aligned with national policy (set out in PPW) integrated with an SA/SEA/HRA, including Welsh language and the requirements of the WBFGA 2015.
- Be based on and underpinned by early, effective and meaningful community involvement in order to understand and consider a wide range of views, with the aim of building a broad consensus on the spatial strategy, policies and proposals.
- Be based on a robust understanding of the role and function of an area(s) including the functional linkages to areas beyond administrative boundaries.
- Be distinctive by having plans setting out clearly how their area will develop and change, giving certainty for communities, developers and business.
- Be resilient to climate change (using the latest UK Climate Projections, flood risk and vulnerability assessment data) and support the transition to a low carbon society in line with the latest carbon reduction targets and budgets as set out in the Environment (Wales) Act (Part 2). The principles of Placemaking, the Sustainable Transport Hierarchy and the Energy Hierarchy as set out in PPW must be adhered to.
- Ensure the sustainable management of natural resources in accordance with the Environment (Wales) Act 2016 and other relevant legislation.
- Deliver what is intended through deliverable and viable plans, taking into account necessary infrastructure requirements, financial viability and other market factors
- Be proactive and responsive with plans, kept up-to-date and flexible to accommodate change.

(Welsh Government, Development Plans Manual, Edition 3, March 2020)

- 1.4.2. Preparation of the Revised LDP will include consideration of a host of guidance, policy and legislation emanating from the European, national, regional and local level. The Revised LDP will also be guided by the aims and objectives set forth in the Cwm Taf Well-being Plan 2018-2023 entitled *Our Cwm Taf*. These are centred around having *thriving communities, healthy people* and a *strong economy*, with the cross cutting objective of *tackling loneliness and isolation*. The revised plan will also be influenced by the cultural, economic, environmental and social well-being goals and objectives within *Our Cwm Taf*, where they relate to land-use planning.

1.5. **Sustainability Appraisal incorporating Strategic Environmental Assessment (SA/SEA)**

- 1.5.1. The Planning and Compulsory Purchase Act 2004 (s.62) requires the LPA to undertake a Sustainability Appraisal (SA) of its Revised LDP and report the findings as an integral part of the plan-making process. Policies in the plan are required to address those aspects of sustainable development that can be addressed through the land-use planning system. Consideration of social, economic and cultural implications should be fully considered.
- 1.5.2. In addition to this, Local Authorities are required to comply with European Union Directive 2001/42/EC and the Environmental Assessments of Plans and Programmes (Wales) Regulation, which require the formal Strategic Environmental Assessment (SEA) of the LDP. The scope of the SEA is limited to environmental effects.
- 1.5.3. Both first generation and Revised LDPs have to be subject to an SEA. It is considered by the Welsh Government that an appropriate way of undertaking the Strategic Environmental Assessment (SEA) is to incorporate it into the SA. The SA incorporating SEA is a statutory requirement in the preparation of a Revised LDP, to fully assess the social, environmental and economic implications of the Plan's strategy and associated policies. The process ensures that LDP policies reflect the principles of sustainable development, whilst taking full account of any significant effects of the Plan on the environment.
- 1.5.4. The SA process should be fully integrated into the LDP process and reflected in the timetable alongside each stage of the plan preparation process. There are elements of the SA/SEA process, which requires that specific work is undertaken and this needs to be clearly identifiable within the process. These will be reflected in the timetable and engagement plan.
- 1.5.5. There are 5 main stages in the SA/SEA process. These are set out below:
- Stage A – Scoping. This establishes the baseline evidence and sets the context and objectives.
 - Stage B – Appraisal of Alternatives. Developing and refining options and assessing effects.
 - Stage C – Assessment of the Deposit Plan and preparation of SA Report
 - Stage D – Examination and Adoption
 - Stage E – Monitoring. Monitoring the significant effects of implementing the development plan.

(Welsh Government, Development Plans Manual, Edition 3, March 2020)

1.6. **Habitats Regulations Assessment (HRA)**

- 1.6.1. A Habitats Regulation Assessment is a legal requirement under the Conservation of Habitats and Species Regulations 2017 (the 'Habitats Regulations'). The Local Authority must undertake a Habitats Regulation Assessment (HRA) in order to

assess if the policies and proposals in the LDP will have any significant effect on the integrity of European designated sites.

- 1.6.2. The HRA will not be integrated with the SA due to different legislative requirements. Engagement and consultation with Natural Resources Wales (NRW) will be undertaken throughout the HRA process.

1.7. Evidence Base

- 1.7.1. With the production of a Revised LDP, there will be a corresponding need to update or renew a number of studies/documents contained within the current LDP evidence base, which underpins the plan. In line with previous AMRs, all contextual, policy and legislative changes that have occurred since the adoption of the LDP will also need to be given due consideration, as part of the evidence base updates. The list below illustrates those areas of evidence base documents that are likely to be required, as part of the LDP full revisions process:

- Population Data and Housing Forecasts
- Local Housing Market Assessment (LHMA)
- Gypsy and Traveller Accommodation Needs Assessment
- Urban Capacity Study
- Settlement Boundary Review
- Sustainable Settlement Hierarchy
- Employment Land Review
- Retail Study Update
- Green Infrastructure Assessment
- Assessment of Environmental Constraints
- Public Open Space Assessment
- Renewable Energy Assessment
- Transport Assessment
- Landscape

- 1.7.2. The list is not definitive nor exhaustive, as the need for additional evidence may present itself throughout the plan-making process.

- 1.7.3. Given that a number of local authorities within South East Wales are currently progressing revised plans, the Council will endeavour to explore possibilities for the joint commissioning of evidence base documents.

1.8. The Well-being of Future Generations (Wales) Act

- 1.8.1. The Well-being of Future Generations (Wales) Act received Royal Assent in April 2015. The Act requires public bodies to think about the long-term impact of their decisions, to work more effectively with people, communities and each other, and to prevent persistent problems such as poverty, health inequalities and climate

change. The Act sets seven well-being goals, which it requires public bodies to achieve. These are:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant and thriving Welsh Language
- A globally responsible Wales

1.8.2. It must be demonstrated that the LDP contributes to all of these goals, with the production of the SA alongside the plan providing an understanding of how this contribution can be maximised.

1.8.3. The Act also identifies 5 ways of working, which the LPA is required to demonstrate, these are 'long-term', 'involvement', 'integration', 'prevention' and 'collaboration'.

1.8.4. As a requirement of the Act, a Local Well-being Plan must also be produced; Rhondda Cynon Taf has the Cwm Taf Well-being Plan, 2018-2023, which has been summarised above.

1.8.5. Both the WBFGA and the Local Well-being Plan will be given full consideration through the plan preparation process, including when undertaking engagement.

1.8.6. **Future Wales: The National Plan 2040**

1.8.7. Future Wales: The National Plan 2040 is the National development plan for Wales. It is the highest level development plan in Wales and the LDP will need to accord with the plan and reflect its aims and objectives.

1.9. Tests of Soundness

1.9.1. The Planning and Compulsory Purchase Act 2004 requires that a LDP is subject to an independent examination, to ensure that the Plan is 'sound'. The Revised LDP will be submitted to the Welsh Government, who will appoint an independent Inspector to examine the Plan. The Inspector will determine whether the Plan has been produced in accordance with the legal and regulatory requirements and whether it conforms to the Community Involvement Scheme.

1.9.2. The Inspector will further assess whether the Plan meets the preparation requirements and the three soundness tests, which are:

- Does the plan fit? – Is it consistent with all other plans?
- Is the plan appropriate? – Does the plan address the issues of the area?

- Will the plan deliver? – Will the plan be effective?

1.9.3. There is a fundamental need for a strong evidence base and consultation process. It is also essential to demonstrate the rationale behind the Plan's policies and to assess the outcomes. The conclusions drawn by the Inspector in the final report will be binding on the LPA. Unless the Welsh Government intervene, the LPA must accept the changes and accordingly seek to adopt the Revised Plan at full Council.

2. THE TIMETABLE

2.1. Introduction

- 2.1.1. The Timetable is a crucial element of plan preparation. It ensures that the plan is produced efficiently and in a structured way. Timeliness is even more crucial during a full revision of the LDP, as the Local Development Plan Manual now sets out that the Welsh Government expect the delivery of a Revised LDP to take no longer than 3.5 years (3.75 incorporating slippage) from commencement to adoption.
- 2.1.2. There are two stages to the timetable, those that are definitive and those that are indicative. Definitive stages are those up to and including the statutory deposit period. These stages of the process are under the direct control of the Council and therefore the timetable is as realistic as possible. This part of the timetable is firmer as the project management of the process can be monitored and controlled more carefully. Every effort will be made to avoid deviations from the approved timetable during these stages. Where deviations are necessary, often due to factors outside of the control of the LPA, a period of slippage is built into the process and the LPA needs to seek permission from Welsh Government to invoke this period.
- 2.1.3. Indicative stages are the stages beyond the statutory deposit period. The Council has less control over the later stages of the process, as they are dependent on many factors such as the number of representations that need to be handled and the availability of the Planning Inspectorate. The indicative stages of the timetable will be subject to review as the LDP progresses, and the Council will endeavour to liaise with the Planning Inspectorate, informing them about the progress of the plan as it moves forward.

Table 1 – Key Stages in the preparation of a Revised LDP

Key Stage	Date
Preparation of the Pre-Deposit Stage of the Revised LDP including the Preferred Strategy	From April 2022
Consultation on the Preferred Strategy	June/July 2023
Preparation of the Deposit Revised LDP	From August 2023
Consultation on the Deposit Revised LDP	July/August 2024
Submit Revised LDP to Welsh Government	November 2024
Independent Examination	April/May 2025
Adoption	October 2025

Further details on the projected timescales for plan preparation are set out in **Table 2**.

2.2. Management of the LDP Process

- 2.2.1. The Director of Prosperity and Development will hold overall responsibility for the delivery of the LDP. On a day-to-day basis, the Development Services Manager (Planning Policy) will be responsible for the management of the process. Under the Development Services Manager, the Planning Policy Team will be responsible for the preparation and production of the Revised LDP, with Member engagement and reporting at the relevant stages.

Resources

- 2.2.2. The Council recognises the importance of ensuring sufficient resources are available in order to efficiently and expediently deliver the LDP. The Planning Policy Team, which is responsible for the production and delivery of the LDP, consists of:

Current LDP Team

- Development Services Manager (Planning Policy) (Grade 15) x1
 - Planning Policy Team Leader (Grade 13) x1
 - Senior Planning Policy Officer (Grade 11) x 2
 - Planning Policy Officer (Grade 10) x1
 - Planning Assistant and Technical Officer (Grade 8) x 1
 - Planning Assistant (Grade 9) x 1- Vacant
- 2.2.3. As well as the LDP team, officers and expertise will be drawn from various departments within the Council, throughout the LDP process. This is likely to include support from Development Management, Countryside, Highways, Housing, Regeneration, Education, Public Health, Legal and Democratic Services, ICT and Welsh Translation.
- 2.2.4. The LPA will also enlist professional expertise for specialist services required in the production of a robust evidence base, to support plan preparation. Whilst Council officers will endeavour to produce as much evidence as possible in-house, it will nonetheless be necessary to engage external consultants to compile those highly specialist and technical studies, required in the plan-making process. Where possible opportunities for joint commissioning of evidence base work will be explored.
- 2.2.5. The Delivery Agreement has been compiled on the premise of solely preparing a Revised LDP for Rhondda Cynon Taf. The Council are however also committed to regional working, through the preparation of the Strategic Development Plan.

2.3. LDP Budget

- 2.3.1. An estimated budget of £600,000 will be required for the production and implementation of the plan. It is considered that a sufficient budget is achievable to enable the production of the plan, in line with the Delivery Agreement timetable.

Stage	Estimated Cost
Delivery Agreement	Existing staffing and resources
Pre-deposit	£250,000
Deposit	£167,000
Submission and Examination	£200,000
Adoption and Annual Monitoring	£50,000
Total	£667,000

Revised LDP Budget Requirements (Non Staffing)	
Evidence Base Requirements	
Sustainability Appraisal / Strategic Environment Assessment Habitats Regulations Assessments	£70,000 plus Internal Staff Resources (Internal)
Housing Needs Assessment/	Internal + Consultants/Software £20,000
Local Housing Market Assessment	Internal
Population and Dwelling Projection Report and Economic Led Scenarios	Internal + Consultants/Software £20,000
Urban Capacity Study	Internal
Candidate Sites Assessment	Internal
Employment Land Review	Internal + £25,000 Consultants
Retail Assessment	Internal + £25,000 Consultants
Infrastructure/Transport Needs Study	Internal + £25,000 Consultants
Leisure Study	Internal
Renewable Energy Study	Internal + £25,000 Consultants
Ecological Sites Identification	Internal
Greenspace Assessment and Open Space Assessment	Internal + £15,000
Green Belt/Wedge Assessment	Internal + £10,000
Minerals Assessment	Internal + £10,000
Waste Assessment	Internal + £10,000
Open Space Assessment	Internal

Gypsy and Traveller Accommodation Assessment	Internal
Flooding – Strategic	Internal + £30,000
Landscape	Dependent on need
Viability Assessments	Internal + £70,000 Consultants/Software
Total Evidence Base	£355,000
Other Costs	
LDP Database	£42,000 Purchase of software
Formal Mapping	Internal + £10,000 Consultants (ongoing)
Consultation material and events	Internal + £10,000 costs
Examination (Planning Inspectorate & Programme Officer)	£200,000
Adoption, publication and ongoing Annual Monitoring	£50,000
Total Other	£312,000
Overall Total, (Non Staffing) Budget Requirement:	£667,000

- 2.3.2. The accrued, unspent LDP budget over recent years gives us a total pot of £502,000. The continuation of the annual budget of £68,000 per annum throughout the plan preparation period would then meet this need. It also allows scope for small shortfalls in estimated costs, unseen costs that may arise during the long production period of the Plan, and to meet a few ongoing commitments.

2.4. Risk Assessment and Management

- 2.4.1. The Council considers that its timetable is realistic and deliverable however the timescales involved, set by Welsh Government, are challenging, this is along with the further challenges brought by the COVID-19 pandemic. There is inevitably some element of risk that cannot be foreseen, which could witness the plan deviate from the timetable, as proposed. More detail relating to risk and potential mitigation is outlined at Appendix 3.

3. COMMUNITY INVOLVEMENT SCHEME (CIS)

3.1. Introduction

- 3.1.1. The Community Involvement Scheme (CIS) specifies how the LPA intends to proactively engage with and involve local communities/stakeholders in plan preparation, as part of the Revised LDP. The CIS provides information to interested parties on how the Council intends to consult with interested parties and provides information and certainty on when and how people can have their say throughout the LDP process.
- 3.1.2. Rhondda Cynon Taf firmly believes that community and stakeholder engagement in the plan-making process is fundamental to the success of the Revised LDP. Community involvement will be the cornerstone in addressing any contentious issues that arise as part of the process, in addition to assisting with mediation. Such engagement will also serve to highlight the shared goals and aspirations for the County Borough and expose those areas of common ground upon which consensus can be built.
- 3.1.3. The Development Plans Manual, Edition 3, states that when preparing the CIS LPAs should:
- Create the conditions for early involvement and feedback at a stage when people can shape and influence the plan, based on the 5 ways of working, as set out in the WBFGA 2015
 - Encourage the commitment from all participants to an open and honest debate on realistic development alternatives in search of broad consensus
 - Recognise the need to adopt approaches/techniques for involving all elements of the community (age groups, local community action groups, hard to reach groups and protected characteristic groups) including business, which seeks to involve those not normally involved
 - A one size fits all approach will not be appropriate
- 3.1.4 The LPA has prepared the Community Involvement Scheme during the COVID-19 Pandemic. The Council will adhere to the latest Government guidelines and Regulations in terms of its consultation methods such as social distancing rules. The LPA will endeavour to engage the community in innovative ways and will keep the methods under review as the plan preparation is undertaken.
- The CIS has been written with regard to achieving these principles.

3.2. Lessons Learnt from the Previous Plan

- 3.2.1. During the preparation of the current LDP, various methods were employed to engage all interested parties. Such methods included the provision of clearly written information, as well as the opportunity to discuss issues, in person, with Council officers. It is considered that the previous methods of consultation were successful and did engage a wide range of individuals and organisations. This is evidenced by the amount of correspondence that the Council received during the process.
- 3.2.2. Since the original CIS however there have been numerous changes, which may make the consultation and engagement process even more effective.
- 3.2.3. The biggest change since the consultations on the previous plan, is the introduction of the Well Being of Future Generation (Wales) Act and the Cwm Taf Well-being Plan. Therefore the consultation approaches and methods used in the production of the new plan will be in conformity with these documents.
- 3.2.4. Social media has grown exponentially since the previous plan along with the Council's online presence generally, and the Council will investigate all opportunities for the use of this platform during the LDP process.
- 3.2.5. The Council further recognises the importance of obtaining the views of the younger generation, as such the Council would like to ensure greater engagement in this regard. This has been made easier since the previous plan with the formation of the RCT Youth Forum.
- 3.2.6. Due to the current situation with COVID-19 some methods of involvement and consultation such as meetings in person and workshops may need greater consideration of how they will be organised, to ensure that Government COVID-19 regulations are met. The Council will explore ways of doing this, and these methods will be reviewed as Government guidance changes. Along with this the use of online methods will be used where appropriate.
- 3.2.7. During engagement events undertaken during 2021 the Council has successfully utilised video conferencing software such as Team and Zoom to undertake meetings, forums and other events. These methods have proven very successful and an efficient way of engaging a large number of people. The Council will continue to use these methods where appropriate.
- 3.2.8. Along with providing information on the LDP website the Council will also utilise online methods of consultation such as the Let's Talk page to engage as widely as possible.

3.3. Principles of Engagement

- 3.3.1. The Council is committed to ensuring meaningful community involvement, therefore the Council will ensure that the principles of engagement will conform to the following standards.
- 3.3.2. Along with the principles of the Well-being Act, the principles of the Cwm Taf Well-being Plan will also be reflected. This document states:
- 3.3.3. Rhondda Cynon Taf Council has endorsed the National Principles for Public Engagement in Wales. The principles and standards have been developed and endorsed by the Welsh Government to make sure that participation happens in consistent and effective ways.

1. **Engagement is effectively designed to make a difference** - Engagement gives a real chance to influence policy, service design and delivery from an early stage.
2. **Encourage and enable everyone affected to be involved, if they so choose** - The people affected by an issue or change are included in opportunities to engage, as an individual or as part of a group or community, with their views both respected and valued.
3. **Engagement is planned and delivered in a timely and appropriate way** - The engagement process is clear, communicated to everyone in a way that is easy to understand within a reasonable timescale, and the most suitable method(s) for those involved is are used.
4. **Work with relevant partner organisations** - Organisations should communicate with each other and work together wherever possible to ensure that people's time is used effectively and efficiently.
5. **The information provided will be jargon free, appropriate and understandable** - People are well placed to take part in the engagement process, as they have easy access to relevant information that is tailored to meet their needs
6. **Make it easier for people to take part** - People can engage easily as any barriers for different groups of people are identified and addressed.
7. **Enable people to take part effectively** - Engagement processes should try to develop the skills, knowledge and confidence of all participants.
8. **Engagement is given the right resources and support to be effective** - Appropriate training, guidance and support are provided to enable all participants to effectively engage, including both community participants and staff.

9. People are told of the impact of their contribution - Timely feedback is given to all participants about the views they express and the decisions or actions taken as a result; methods and forms of feedback should take account of participants' preferences.

10. Learn and share lessons to improve the process of engagement - People's experience of the process should be monitored and evaluated, to measure its success in engaging people and the effectiveness of that participation. Lessons should be shared and applied in future engagements.

3.3.4. The Council is also developing Corporate Consultation Standards, which it will publish later in the year. Consultation during the LDP will be consistent with said standards.

3.4. Who should be Involved?

3.4.1. The LPA is committed to engaging with any person or organisation who has an interest in shaping the future of Rhondda Cynon Taf. The LDP, once adopted, will be used to guide development in the County Borough and will be a key decision making tool for the consideration of planning applications. The Council therefore encourages anyone who wishes to express their views, to do so as part of the preparation of the LDP. The Council will endeavour to ensure that the process is transparent, engaging and accessible to all.

3.4.2. The legal requirements for community involvement and public participation for the LDP are set out in the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 (as amended 2015). The Council intends to meet and where possible, exceed these requirements. A list of Specific and General Consultation bodies is set out at Appendix 2.

3.5. Equality

3.5.1 We aim to treat everyone with dignity and respect, and to operate in an equitable manner. The Council will make every effort to ensure that the plan preparation process is accessible to all. The Council will engage as widely as possible with all sectors of the community to reflect people from a range of backgrounds and identities. Where due to current COVID-19 pandemic restrictions it is not possible to undertake all consultations in person the Council will seek other appropriate methods of engagement to ensure that all members of the community are fully engaged in the process.

3.6. Hard to Reach Groups

3.6.1. There are particular sections of the community that the Council wishes to ensure are involved in the LDP process, due to their specific needs and/or the fact that they have traditionally been under represented in the planning process.

- 3.6.2. The Council will make every effort to ensure that hard to reach groups are included in the process. Hard to reach groups include:
- Young people;
 - People with disabilities;
 - The elderly;
 - Ethnic minorities;
 - Gypsies and Travellers;
 - People with learning difficulties;
 - Homeless people; and
 - Ex-offenders.
- 3.6.3. Clearly, hard to reach groups are by definition hard to reach and it is not always possible to predict which groups will, in fact, prove difficult to consult with. In order to ensure that the community involvement process is as all-inclusive as possible, the Council will monitor and review the statutory consultation periods throughout the process. Where it is clear that groups have not been represented, the Council will seek to invite such groups into the process.
- 3.6.4. The Council intends to work with its existing partners in the community and develop new partnerships where possible. The preparation of the plan will be closely linked with the work undertaken on the Council's Corporate Plan and Well-being Plan, and where possible, utilise the partnerships that have arisen as a direct result of these plans.

3.7. Welsh Language

- 3.7.1. The Welsh Language Standards were published by the Welsh Language Commissioner as a set of legally binding requirements that have applied from the 30th March 2016. The principal aim of the Welsh Language Standards is to ensure that Welsh is not treated less favourably than English, thus ensuring greater consistency in Welsh Language services. The Standards therefore allow individuals to access services via the medium of Welsh, English or bilingually. The Council published *Strategaeth Hybu's Gymraeg/Welsh Language Promotion Strategy* in September 2016, which alongside the Standards, will be adhered to at each stage of the plan-making process.

3.8. SA/SEA

- 3.8.1. Although the SA/SEA approach should be integrated into the LDP preparation process, there are certain areas of work that need to be specifically prepared. Likewise, consultation on the SA/SEA process can be integrated with other LDP consultation periods however there are specific requirements for the involvement of certain consultation bodies.
- 3.8.2. The SEA Regulations identifies the following bodies that require consultation:
- Authorities with 'environmental responsibility', known as the Consultation Bodies. In Wales these are Natural Resources Wales and CADW (SEA Regulation 14);

- The Public (SEA Regulation 13 (2(b))); and
- Other EU Member States where the plan is likely to have significant effects on the Country.

4. CONSULTATION METHODOLOGY AND TECHNIQUES

4.1. Introduction

- 4.1.1. The LPA will employ a number of consultation methods and techniques in order to facilitate community involvement throughout the plan-making process. All methods utilised have been devised in order to ensure effectual, efficient and wide reaching participation.
- 4.1.2. Whilst a number of different techniques will be used to involve the community as a whole, the Council will ensure the provision of clearly written information in accessible locations and ensure that there is the opportunity to discuss issues with members of staff. Due to the COVID-19 pandemic the Council will, where possible be available in person, subject to regulations set out by the Government such as social distancing. Where this is not possible the Council will seek alternative appropriate methods of engagement such as being available on the telephone and online, to ensure that the community can effectively engage with us in the process.
- 4.1.3. During engagement events undertaken during 2021 the Council has successfully utilised video conferencing software such as Team and Zoom to undertake meetings, forums and other events. These methods have proven very successful and an efficient way of engaging a large number of people. The Council will continue to use these methods where appropriate.
- 4.1.4. Along with providing information on the LDP website the Council will also utilise online methods of consultation such as the Let's Talk page to engage as widely as possible.
- 4.1.5. Listed below are some of the techniques that will be used to consult on the stages of the plan.

4.2. STEERING GROUPS

- 4.2.1. The LPA will host a number of discussion groups, focus groups and workshop sessions in a bid to maximise engagement and ensure a community-led approach, as far as possible. The input of other groups and organisations will also be key to the success of the Revised LDP and the same techniques will be employed to secure their input.

4.3. LDP Member Steering Group

- 4.3.1. The Council will establish a Member Steering Group, in order to guide the formulation of the Revised LDP. This will be made up of a number of appropriate members.

4.4. LDP Officer Steering Group

- 4.4.1 In order to ensure that the Revised LDP is sustainable and deliverable, the Council will establish a LDP Officer Steering Group. The Group will consist of Council Officers with responsibility for areas including Planning, Highways, Engineering, Drainage and Flood Management, Biodiversity, Economic Development, Housing, Education and Public Health, although this list is not exhaustive. It is anticipated that a series of sub-groups will be created beneath the umbrella of the Steering Group, to assist in key areas of policy development.

4.5. Developer Forum

- 4.5.1. The LPA will also draw on the knowledge and expertise of those organisations involved in its unique Developer Forum. The Developer Forum was established in 2012, post adoption of the current LDP, to provide innovative solutions to overcoming barriers to housing delivery. Membership of the Forum comprises representatives of volume and local house builders (operating within RCT); the Home Builders Federations; Registered Social Landlords (RSLs) (operating within RCT); National Financial Institutions; the Federation of Master Builders; and Rhondda Cynon Taf County Borough Council. The LPA will work with the Forum to establish any obstacles to development that have previously been encountered and analyse any issues that emerge, to assist in the plan-making process, in relation to the Revised LDP.

4.6. LDP Forum

- 4.6.1. The Council is committed to working in partnership with the community as a whole throughout the plan making process. For this reason, it is proposed to establish an LDP Forum to assist in and inform the development plan process. The Forum will play an important role in ensuring that the LDP reflects the development needs and aspirations of Rhondda Cynon Taf.
- 4.6.2. It is anticipated that the role of the Forum will be two-fold. Firstly, it will serve as a mechanism for discussion, which will allow open dialogue to take place between stakeholders on key issues of policy. Secondly, it will act as a control group for the various stakeholders in the development plan process. This Forum will be identified on a focus basis, incorporating further Council Members, Council groups, Specific and General Consultation bodies.

4.7. SA/SEA Working Group

- 4.7.1. The Council will set up a SA/SEA working group to help guide and inform the SA/SEA process.

4.8. Social Media and online presence

- 4.8.1. Social Media presents an opportunity to reach a large number of people in an efficient manner. The Council will use its existing social media platform and other online platforms where appropriate to advertise news and stages of the plan. The use of social media will be in line with the Council's social media policy. The Council however will not accept formal consultation representations made through certain social media platforms which will be made clear on that particular social media platform when this restriction applies.

4.9. Website

- 4.9.1. The Council's website will be one of the main sources of information and utilised for consultation throughout the plan process. It will be updated with information about each stage of the plan-making process, as well as hosting all the documents prepared and contain contact information for the Planning Policy Team. The website will also host consultation stages of the plan and include information such as how to make a representation and provide the relevant forms needed to do so. The website will be kept up to date throughout the plan process.
- 4.9.2. During engagement events undertaken during 2021 the Council has successfully utilised video conferencing software such as Team and Zoom to undertake meetings, forums and other events. These methods have proven very successful and an efficient way of engaging a large number of people. The Council will continue to use these methods where appropriate.
- 4.9.3. Along with providing information on the LDP website the Council will also utilise online methods of consultation such as the Let's Talk page to engage as widely as possible.

4.10. Drop-in sessions during consultation periods

- 4.10.1. The LDP team will endeavour to be as accessible as possible during the LDP process. In order to assist in this, various drop-in sessions will be held during consultation periods of the LDP where they can accord with up to date Government guidance on COVID-19. It will be ensured that these will be in accessible locations and at convenient times.

4.11. Written Information

- 4.11.1. The Council will produce clearly written information throughout the process. The Council will also translate these documents in line with the Welsh Language Standards. Requests for these documents in different formats should be made to

the Council in writing. The Council will endeavour to make the written information as accessible as possible.

4.12. Document Availability (Deposit Locations)

4.12.1. During the various stages of plan preparation, electronic documents associated with the LDP full revision process will be available on the Council's website. Electronic representations forms will also be available on the website, at the relevant stages of consultation. Additionally, copies of these documents will be available at main Council offices and libraries; at the time of writing these are:

- Sardis House, Sardis Road, Pontypridd, CF37 1DU.
- Pontypridd One 4 All Centre and Library 1 Llys Cadwyn, Taff St, Pontypridd CF37 4TH
- Aberdare One4All Centre and Library, Green Street, Aberdare, CF44 7AG.
- Porth One4All Centre, and Library Porth Plaza, Pontypridd Road, Porth, CF39 9PG.
- Mountain Ash One4All Centre and Library Oxford Street, Mountain Ash, CF45 3HD
- Treorchy One4All Centre and Library Station Road, Treorchy, CF62 6NN
- Abercynon Library, Ynysmeurig Road, Abercynon, CF45 4SU.
- Church Village Library, Garth Olwg Community Campus, off St Illtyd's Road, Church Village, Pontypridd, CF38 1RQ.
- Ferndale Library, The Hwb, North Road, Ferndale, CF43 4PS.
- Hirwaun Library, High Street, Hirwaun, CF44 9SW.
- Llantrisant Community Library, Llantrisant Leisure Centre, Southgate Park, Llantrisant, CF72 8DJ.
- Pontyclun Library, Heol-y-Felin, Pontyclun, CF72 9BE.
- Rhydyfelin Library, Library Court, Poplar Road, Rhydyfelin, CF37 5LR.
- Tonypandy Library. De Winton Street, Tonypandy, CF40 2QZ.
- Mobile Library

4.12.2 The Council will keep these locations up to date on its website. Please note appointments might be needed to view documents due to Covid restrictions.

4.12.3 Principal Office

4.12.4 The Teams Principal office is located in Sardis House Pontypridd. At the start of the pandemic the LDP team began working from home. Homeworking is likely to continue and therefore appointments will need to be made to view documents or to meet with the LDP team in person. To make an appointment please call or email the team.

4.13. Direct Correspondence

- 4.13.1. Anybody who has an interest in Rhondda Cynon Taf and the LDP can and should be involved in the LDP process. The Council will host a consultation database, which will hold the contact details of any individual or organisation who wishes to be kept informed of the plan process. During the various stages of the process, the Council will make direct contact with individuals and organisations via email or letter. The Council will endeavour to reduce the amount of paper used during the LDP process and therefore will, where possible, require an email address from participants. It is however understood that not everyone has an email address and therefore these individuals will be written to via post.

4.14. Availability of the LDP Team

- 4.14.1. The LDP team will endeavour to be as accessible as possible throughout the LDP process. The team has a direct email address and telephone number. The team can be contacted during office hours, which are between 9.00am-5.00pm Monday to Friday (excluding bank holidays).
- 4.14.2. The Council will also endeavour to meet with community groups and/or residents as appropriate and where possible.
- 4.14.3. Contact details for the team are included at Appendix 1.
- 4.14.4. Set out above are the main consultation and engagement techniques that will be employed by the Council during the plan-making process. There will however inevitably be opportunities that arise during the LDP process to engage further with the public, especially as COVID-19 restrictions are gradually lifted. The Council will explore any opportunity to do so.

4.15. Interacting with the Council/Expectations of Consultees

- 4.15.1. For comments and/or representations to be made on the Revised LDP, it is essential that they are submitted during the specified timescales, to allow the LPA to give them due consideration. The timetable of relevant stages is set out earlier in the Delivery Agreement, which provides a guideline with regard to when involvement is sought. This will allow all views expressed to be considered and ultimately inform the plan-making process, where appropriate.

4.16. Representation forms

- 4.16.1. A standard representation form will be made available by the Council during consultation periods. The completion of key sections of this will be required to make a valid representation.
- 4.16.2. Should any personal details change from the point of initial contact, it is advisable to inform the LPA to ensure that you continue to remain informed of the Plan's progress. Additionally, the Council acknowledges that a change in land ownership details of Candidate Sites could occur during the process. Consequently, it is imperative that any such changes are communicated to the LPA, as a matter of urgency.

4.17. Consensus Building

- 4.17.1. The LPA will ensure that consensus is built via the engagement and consultation techniques referenced in the Community Involvement Scheme. In order to build a consensus, it is essential that stakeholders and all other interested parties are kept fully informed and engaged throughout the full revision procedure. This will be of particular importance at the outset of the process. It is however acknowledged that on occasion, consensus will not be achievable and a difference of opinion between various parties will prevail. As such, a clearly defined audit trail of decisions will be maintained, thus ensuring transparency in the decision making process.

4.18. Handling of Representations and Other Data

- 4.18.1. Representations which are received in the prescribed timescales will be handled in the following manner:
- Representation logged and given a representation number;
 - Confirmation sent to representor in receipt of the representation;
 - Representation and details of representor logged;
 - All valid representations considered and responses formulated; and
 - Local Authority's responses to representations recorded and published in accordance with the Regulations.

4.19. Data Protection

- 4.19.1. All personal information and data will be handled in line with the agreed Prosperity and Development Departments data protection and privacy policies.

4.20. Late Representations

- 4.20.1. For representations to be considered, the consultation responses for the specific stage will be required within a precise period. Late comments/representations will not be logged as valid if they fail to comply with the published timescales.
- 4.20.2. There may be extenuating circumstances in which a representation is submitted late, it will however be at the discretion of the LPA with regard to whether such

comments/representations are accepted. The LPA faces a challenging timetable in the production of a revised plan; therefore, late representations have the potential to cause further and unnecessary delays, which would not be acceptable.

4.21. Monitoring and Review of the Delivery Agreement

- 4.21.1. It is proposed to monitor and review the effectiveness of the Delivery Agreement at each stage of the Local Development Plan preparation process. This will establish whether the LPA is meeting its objectives in terms of public engagement in the process, and whether or not the timescales, as indicated, are being met. This will be of particular importance during this time due to COVID-19 restrictions and the evolving nature of the situation. Where there is opportunity to improve the methods of engagement we will seek to do so. However any significant amendments to the community involvement scheme and any changes to the timetable will require formal Council and Welsh Government approval.
- 4.21.2. An updated timetable will be submitted to the Welsh Government, following the Deposit stage. This will provide the opportunity to specify a refined timescale for the 'indicative' stages of the timetable, once further details are known.

4.22. Monitoring and Review of the LDP

- 4.22.1. The Council will produce an Annual Monitoring Report (AMR) each year following the date of adoption, which will assess how effectively the policies and proposals of the plan are performing and highlight any need for modifications. The monitoring report will also include references to new or updated National Planning Guidance and any other relevant information. Once produced, the monitoring report will be made available to the public to view on the Council's website.
- 4.22.2. Following the adoption of the LDP, it is intended that the plan will be reviewed on a four-yearly cycle. A review of the SA/SEA baseline information and trends will also take place and feed into the revision.

4.23. Supplementary Planning Guidance

- 4.23.1. The Revised LDP will contain sufficient policies and proposals to provide the basis for determining planning applications. The selective use of SPG will be utilised as a means of setting out more detailed thematic policies or site-specific guidance on the way in which the LDP policies will be applied. SPG does not form part of the development plan but will be derived from policies contained within the plan, thus ensuring consistency in the policies/proposals that it supplements.
- 4.23.2. Following the adoption of RCT's current LDP, a number of SPG were produced to provide support to existing LDP policy. These were:
 - Design and Place-making (March 2011)

- Design and Place-making: Access, Circulation and Parking (March 2011)
- The Historic Environment (March 2011)
- Design in Town Centres (March 2011)
- A Design Guide for Householder Development (March 2011)
- Affordable Housing (March 2011)
- Nature Conservation (March 2011)
- Planning Obligations (March 2011)
- Planning Obligations (Revised) (December 2014)
- Shopfront Design (October 2014)
- Development of Flats (June 2015)
- Employment Skills (June 2015)
- Houses in Multiple Occupation (HMOs) (May 2018)

4.23.3. A review of all the existing SPG documents, including ones prepared more recently, will form part of the LDP full revision procedure, with amendment or revised likely in most instances.

4.23.4. The Council will use SPG to cover detailed and numerical guidelines where it is considered that they may change during the lifetime of the plan. This will ensure that the LDP does not become outdated in the short term and will assist with the flexibility of the plan. Where SPG will aid the understanding of the LDP, it will be prepared and consulted on in parallel. It will not however be possible to prepare all SPG in parallel and in these circumstances, SPG will be subject to a separate formal process of consultation and adoption. A report of public consultation will be prepared in respect of each SPG document.

4.23.5. SPG cannot be formally adopted until after the Inspector's binding report has been received and it is clear that there will be no change in the policy approach.

5. TIMETABLE AND PROPOSED METHODS OF ENGAGEMENT

The information below provides a detailed breakdown of the plan making process, up to and including the submission of the LDP to the Planning Inspectorate for examination. It seeks to explain the purpose of the stage, who will be engaged and the Council's expectations of consultees. The subsequent stages in the process are not directly in the control of the Council and therefore may be subject to change.

Table 2

Stage in the LDP Preparation Process: Pre-Deposit Participation (Regulation 14) including preparation of the Preferred Strategy	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Preparation of detailed background papers of LDP topics Review evidence base Preparation of an Integrated Sustainability Appraisal (ISA) Scoping Report – this report will encompass: Strategic Environmental Assessment (SEA) as well as the Wellbeing of future Generations Act, a Welsh language impact assessment, an Equalities Impact Assessment, a health impact assessment and the Environment Act. Preparation of Issues, Objectives, Vision and Aims	April 2022-May 2023	RCT Steering Groups Specific Consultation Bodies General Consultation Bodies General Public	Workshops Direct Correspondence via email/letter Online presence such as through the internet, social media platforms and video conferencing.	Preparation of formal evidence base documents and reports on engagement. Pre-deposit proposals and papers approved by Council and approval for public consultation	LDP Planning Policy Team Officer Steering Group Member Steering Group Consultants ICT Translation

<p>Preparation of strategy options and assessment of alternatives (Incorporating ISA requirements)</p> <p>Preparation of Spatial Strategy and Preferred Options document</p> <p>Preparation of the initial ISA Report</p> <p>Habitats Regulation Assessment preparation.</p>					
<p>Call for Candidate Sites</p>	<p>June 2022-September 2022</p>	<p>RCT Steering Groups</p> <p>Specific Consultation Bodies</p> <p>General Consultation Bodies</p> <p>Other consultees</p> <p>Public Landowners</p>	<p>Information made available on the Council's Website with Press Release</p> <p>Corporate Facebook and Twitter Accounts and other appropriate social media platforms.</p> <p>Direct correspondence via email and letter</p>	<p>Preparation of a Candidate Sites Register</p>	<p>LDP Planning Policy Team</p> <p>ICT</p> <p>Marketing and press</p> <p>Translation</p>

		Any other interested party wishing to submit land to the process.			
Integrated SA/SEA					
5 week Statutory consultation on ISA Scoping report	July/ August 2022	Statutory Consultation Bodies ISA working group	Direct correspondence via email/ letter Workshop/meeting	Consideration of representations on Draft ISA Scoping Report. Preparation of formal evidence base documents.	LDP Planning Policy Team Consultation Bodies (ISA Working Group) SA/SEA consultants.

Stage in the LDP Preparation Process: Pre-Deposit (Preferred Strategy) Public Consultation (Regulation 15 & 16)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Consultation on Pre-deposit Proposals and supporting documents including Preferred Strategy and the Candidate Sites Register	June/July 2023 (for 6 weeks)	RCT LDP Steering Groups Specific consultation bodies, General consultation bodies, Other consultation bodies ISA Consultation bodies Any other interested party/general public.	Direct Correspondence via email and letter Documents placed on the Councils website Online presence such as through the internet, social media platforms, video conferencing and video sharing. Copies of all relevant documents placed in deposit locations Drop in sessions/ exhibitions/meeting where appropriate Documents sent to Specific and General consultation bodies	Preparation of formal evidence base documents Analyse and record representations received Details of responses received to be incorporated into a report of consultation (initial consultation report) Confirm/Amend Preferred Strategy. Approval of Pre-deposit proposals	LDP Planning Policy Team Elected Members ICT Translation team Events team Printing costs Marketing costs

Stage in the LDP Preparation Process: Pre-Deposit (Preferred Strategy) Public Consultation (Regulation 15 & 16)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
			Hard copies of the main documents placed in main Council offices and libraries (deposit locations) Social media posts	for Deposit consultation.	
6 week consultation on the initial ISA Report	June/July 2023	As above	As above	Analyse and record representations received Details of responses received to be incorporated into a report of consultation Amend/update ISA as necessary	ISA working group Consultants And as above

Stage in the LDP Preparation Process: Preparation of Deposit Revised LDP (Regulation 16, 17, 18 and 19)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Likely Resources
Preparation of Deposit Revised LDP	August 2023- June 2024	LDP Planning Policy Team Officer Steering Group LDP Members Steering Group Developer Forum LDP Forum	Meetings Workshop Video Conferencing Digital correspondence	Appropriate contributions to the Deposit Revised LDP.	LDP Planning Policy Team Officer Steering Group LDP Members Steering Group Developer Forum LDP Forum
Preparation of the ISA report and the HRA for the Deposit Revised LDP.	August 2023- June 2024	LDP Planning Policy Team/ ISA Consultants Officer Steering Group LDP Members Steering Group LDP Forum ISA Working Group	As above	Appropriate contributions to the Deposit Revised LDP.	LDP Planning Policy Team/ ISA Consultants Officer Steering Group LDP Members Steering Group LDP Forum ISA Working Group

Stage in the LDP Preparation Process: Statutory Deposit of Proposals (Regulation 17, 18 and 19)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Likely Resources
Statutory consultation of the Deposit Draft LDP and supporting documents.	July/August 2024 (for 6 weeks)	RCT Steering Groups Specific consultation bodies, General consultation bodies, Other consultation bodies ISA Consultation bodies Any other interested party including general public.	Direct correspondence via email and letter Documents made available at deposit locations All relevant documents published on the Councils Website with press release. Online presence such as through the internet, social media platforms, video conferencing and video sharing. Documents sent to Specific and	Details of responses incorporated into a Report of Consultation. Copies of representations placed in deposit locations and on website	LDP Planning Policy team Internal consultees ICT Marketing and events Printing costs

			<p>General consultation bodies</p> <p>Corporate Facebook and twitter</p> <p>Drop in sessions/ exhibitions/ meetings as appropriate</p> <p>Site notices for site specific allocations</p>		
Statutory Consultation on the Deposit stage ISA report and the HRA.	July/August 2024	As above	As above	As above	As above

Stage in the LDP Preparation Process: Submission of LDP for Examination (Regulation 18,19,22)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
<p>Consider representations received and update consultation report</p> <p>Update the ISA if necessary</p> <p>Notify all relevant parties of submission</p> <p>Submit the Deposit Draft LDP, ISA and HRA and other relevant documents to Welsh Government</p>	<p>Indicative date: November 2024</p> <p>(Actual dates to be agreed with PINS)</p>	<p>Welsh Government</p> <p>Planning Inspectorate Wales</p> <p>RCT Steering Groups</p> <p>Specific consultation bodies</p> <p>General consultation bodies</p> <p>Other consultation bodies</p> <p>SA Consultation Bodies</p> <p>Those persons who have requested notification when the LDP is submitted</p> <p>Any other interested party.</p>	<p>Direct correspondence via email and letter</p> <p>Information/ statement provided on the Council's website of submission along with relevant documents</p> <p>Hard copies of main relevant documents available at deposit locations</p>	<p>Updated Consultation report</p> <p>Updated ISA if necessary</p> <p>Report of Consultation reported to Council on Deposit plan and any focussed changes sought</p> <p>Submission of Deposit LDP and supporting documents to Welsh Government</p>	<p>LDP Planning Policy Team</p> <p>Printing costs</p>

Stage in the LDP Preparation Process: Independent Examination (Regulation 23)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Notification of independent examination in line with regulation 23	Indicative date: February 2025 (at least 6 weeks prior to the start of the Examination) (Actual to be agreed with PINS)	RCT Steering Groups Specific consultation bodies General consultation bodies Other consultation bodies Those persons who have made valid representations Planning Inspectorate Programme Officer Any other interested parties	Formal notification given by direct correspondence and information provided on the Council's website Notification of those who have made a valid representation	N/A	LDP Planning Policy Team Consultants

Stage in the LDP Preparation Process: Independent Examination (Regulation 23)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Independent Examination	Indicative date: April/May 2025 (Actual to be agreed by PINS)	All those interested individuals and organisations that have made representations at the Deposit Stage of the Plan Planning Inspectorate	Round Table discussions Formal written and oral submission	Inspectors report	Programme officer Cost of examination Administrative costs

Stage in the LDP Preparation Process: Receipt of the Inspectors Report (Regulation 24)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Receipt of Inspectors report	Indicative date: September/October 2025 (Actual to be agreed with PINS)	Any persons who has asked to be notified. RCT Steering Groups	Inspectors report made available on the Councils website Copies of the report made available in deposit locations Press release Corporate Facebook and twitter	Advise Council of receipt of Inspectors report	Cost of printing

Stage in the LDP Preparation Process: Adoption (Regulation 25)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
Formally adopt the LDP as the Development Plan for the County Borough within 8 weeks of receipt of Inspectors Report	October 2025	Those who have asked to be notified Cabinet Council	LDP, adoption statement and the Integrated Sustainability Appraisal report to be published on the Council's website Documents available in deposit locations Adoption statement sent to those who have asked to be notified Press release	Full Council prior to final adoption	Costs of printing Marketing

Stage in the LDP Preparation Process: Adoption (Regulation 25)	Timescale	Who will be Involved	Methods of Engagement	Likely Outcomes & Reporting Mechanism	Resources
			Corporate Facebook and Twitter		
Formal publication of the ISA Report	October 2025		As above	As above	Cost of printing
Annual Monitoring Report (AMR)					
Production of the Annual Monitoring Report	31 st October 2027 and annually thereafter	Any interested party	Published on the Council's Website Send to Welsh Government	Cabinet/Delegated Cabinet Member	Staff Translation ICT

Appendix 1

CONTACT DETAILS

The Planning Policy Team can be contacted using any of the following methods:

Email: LDP@rctcbc.gov.uk

Post:

Planning Policy Team

Floor 2

Sardis House

Sardis Road

Pontypridd

Rhondda Cynon Taf

CF37 1DU.

Telephone: 01443 281129

Appendix 2 – List of Consultation Bodies

The Town and Country Planning (Local Development Plan) (Wales) Regulations 2005 defines General Consultation Bodies and Specific Consultation Bodies as follows:-

General Consultation Bodies are:	Specific Consultation Bodies are:
<ul style="list-style-type: none"> - voluntary bodies, some or all of whose activities benefit any part of the LPA's area; - bodies which represent the interests of different racial, ethnic or national groups in the LPA's area; - bodies which represent the interests of different religious groups in the LPA's area; - bodies which represent the interests of disabled persons in the LPA's area; - bodies which represent the interests of persons carrying out business in the LPA's area; and - bodies which represent the interests of Welsh culture in the LPA's area; 	<ul style="list-style-type: none"> - Natural Resources Wales - Network Rail Infrastructure Limited - insofar as the Secretary of State exercises functions previously exercisable by the Strategic Rail Authority, the Secretary of State, - the National Assembly, - a relevant authority any part of whose area is in or adjoins the area of the LPA, - any person <ul style="list-style-type: none"> (i) to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003, and (ii) who owns or controls electronic communications apparatus situated in any part of the area of the LPA (where known), - if it exercises functions in any part of the LPA's area— <ul style="list-style-type: none"> (i) a Local Health Board, (ii) a person to whom a licence has been granted under section 6(1)(b) or (c) of the Electricity Act 1989, (iii) a person to whom a licence has been granted under section 7(2) of the Gas Act 1986, (iv) a sewerage undertaker, (v) a water undertaker;

The tables that follow comprise the Specific Consultation Bodies, UK Government, General Consultation Bodies and Other Consultees as required by LDP Wales. The tables also include parties who have either requested inclusion directly or been suggested as useful additions by third parties.

The Council undertook targeted consultation on the Delivery Agreement with stakeholders. Suggestions made for additional consultees have been added to this list following the consultation.

These groups will play an important role in the development of the LDP and the Council will ensure that they are kept involved throughout the process.

It must be stressed that this list is not exhaustive or exclusive. The Council welcomes all suggestions, either directly from organisations themselves or individuals, on any interest group, organisation or body who may wish to be included on the database. It is anticipated that the list will grow continuously throughout the development of the LDP.

The Council maintains an LDP Consultation Database, which includes interested parties. The Council is happy to include any individual who wishes to be kept abreast of the LDP process.

Should any party/individual wish to be removed from the LDP databases, they should contact the Development Planning Team directly.

At stages of plan preparation, the Council will consult with those consultation bodies listed below:

Specific Consultation Bodies:

Specific Consultation Bodies (including UK Government Departments)
British Telecom
CADW
Cwm Taf University Health Board
Department for Business, Energy and Industrial Strategy
Department for Transport
Dwr Cymru Welsh Water
Glamorgan-Gwent Archaeological Trust
Home Office
Ministry of Defence
National Grid Company plc
National Grid Wireless
Natural Resources Wales
Network Rail Infrastructure Limited
Office of the Secretary of State for Wales
Telecommunications Operators (inclusive of EE, Vodafone, O2, Three, Tesco Mobile, NTL, Open reach and Virgin Media)
Transco
Wales and West Utilities
Welsh Government (inclusive of the Planning Division)
Welsh Water
Western Power Distribution

South East Wales and Other Local Authorities and Bodies
Blaenau Gwent County Borough Council
Brecon Beacons National Park Authority
Bridgend County Borough Council

Caerphilly County Borough Council
Cardiff Capital Region
Cardiff Capital Region Strategic Planning Panel (when established)
City of Cardiff Council
Merthyr Tydfil County Borough Council
Monmouthshire County Borough Council
Neath Port Talbot
Newport City Council
Powys County Council
Torfaen County Borough Council
Vale of Glamorgan

Town and Community Councils in Rhondda Cynon Taf
Gilfach Goch Community Council
Hirwaun and Penderyn Community Council
Llanharan Community Council
Llanharry Community Council
Llantrisant Community Council
Llantwit Fardre Community Council
Pontyclun Community Council
Pontypridd Town Council
Rhigos Community Council
Taffs Well and Nantgarw Community Council
Tonyrefail Community Council
Ynysybwll and Coed y Cwm Community Council

Community Councils in Adjoining Authorities
Aber Valley Community Council
Blaengwrach Community Council
Coychurch Higher Community Council
Glyn Neath Town Council
Llanfrynach Community Council
Llangan Community Council
Nelson Community Council
Ogmore Valley Community Council
Pencoed Town Council
Pendoylan Community Council
Penllyn Community Council
Pentyrch Community Council
Penyrheol, Trecenydd and Energlyn Community Council
Peterston-Super-Ely Community Council
Tongwynlais Community Council
Welsh St Donats Community Council
Ystradfellte and Pontneddfechan Community Council

General Consultation Bodies:

General Consultees – Voluntary Organisations in RCT
Age Connects Morgannwg
Canolfan Maerdy
Citizen's Advice Rhondda Cynon Taff
Council for Wales of Voluntary Youth Services – Fernhill Youth Project
Home Start Rhondda Cynon Taff
Interlink RCT
Penywaun Building Communities Trust
TraVol Community Transport
Valleys Kids/Plant y Cymoedd
Wales Council for Voluntary Action (WCVA)
Wales Federation of YFC
Women's Aid RCT

General Consultees – Ethnic Minority Groups
Friends, Families and Travellers
Gypsies and Travellers Wales
Showmen's Guild of Great Britain (Wales and Northern Ireland)
The Equality and Human Rights Commission
The Gypsy Council
The National Federation of Gypsy Liaison Groups (Wales)
Traveller Law Reform Project
Travelling Ahead
VALREC (Valleys Race Equality Council)

General Consultees – Religious Organisations
Cardiff Buddhist Centre
Catholic Church in England and Wales
Evangelical Movement of Wales
Kingdom Hall of Jehovah's Witnesses, Miskin, Pontyclun
Mountain Ash Congregation of Jehovah's Witnesses
Muslim Council for Wales
Pontypridd Congregation of Jehovah's Witnesses
Presbyterian Church of Wales
Representative Body of the Church in Wales
Rhondda Congregation of Jehovah's Witnesses
South Wales Baptist Association
The Apostolic Church, UK
The Islamic Centre, Aberdare
The Salvation Army
Trealaw Quakers
UK Islamic Mission
United Reform Church
Wales Synod – The Methodist Church in Wales

General Consultees – Disability Groups
Accessible Wales
British Deaf Association (Wales)
Disability Arts Cymru
Disability Law Service
Disability Resource Centre
Disability Rights Commission Wales
Disability Sport Wales
Disability Wales
Disabled Persons Transport Advisory Committee
Guide Dogs for the Blind
Learning Disability Wales
Mencap Cymru
MS Society Cymru
National Federation of the Blind
Partially Sighted Society
Rhondda Cynon Taff Access Group
Rhondda Cynon Taf People First
Royal National Institute for the Blind (RNIB Cymru)
Sense Cymru
Wales Council for Deaf People
Wales Council of the Blind
Whizz-Kidz

General Consultees – Arts and Culture
Arts Connect
Arts Factory
Cymdeithas yr Iaith
LMT Academy of Performing Arts
Menter Iaith
Model House, Llantrisant
Muni Arts Centre
National Centre for Learning Welsh
Rhondda Cynon Taff Community Arts
Rhondda Theatre Group
Spectacle Theatre Ltd
Stagecoach Performing Arts, Pontypridd
Stardreams Musical Theatre Company
Urdd Gobaith Cymru

Other Consultation Bodies:

Other Consultees as Stated in the LDP Manual	
Airport Operators- Cardiff Airport	Freight Transport Association
British Aggregates Association	Gypsy and Travellers Law Reform Coalition
British Geological Survey	Gypsy Council
Canal and River Trust	Health and Safety Executive
CBI	Home Builders Federation
Centre for Ecology and Hydrology	Institution of Civil Engineers
Chambers of commerce	Local community, conservation and amenity groups and Civic Societies- see separate list below.
Chartered Institute of Housing	Local Transport operators – See separate list below
Chartered Institute of Waste Management	Mineral Products Association Wales
Civil Aviation Authority	National Farmers Union of Wales
Coal Authority	National Grid
Commission for Racial Equality	One Voice Wales
Country Land and Business Association	Planning Aid Wales
Crown Estate Office	Police
Design Commission for Wales	Post Office Property Holdings
Disability Rights Commission	Public Health Wales
Disability Wales	Rail Freight Group
Disabled Persons Transport Advisory Committee	Royal Institute of Chartered Surveyors
Electricity, Gas and Telecommunications Companies – see separate list below	RTPI Cymru
Environmental groups at a national and regional level –See separate list below	Sports Council for Wales
Environmental Services Agency (Waste)	Train Operating Companies- See separate list below
Equality and Human Rights Commission	Wales Council for Voluntary Action
Farmers Union of Wales	Wales Environmental Link
Federation of Small Businesses	Welsh Environmental Services Association
Fields in Trust	Welsh Language Commissioner
Fire and Rescue Services Welsh Ambulance Service South Wales Fire and Rescue Service	Welsh Water DWR Cymru

Environmental Groups – Local, National and Regional	
Campaign for the Protection of Rural Wales (CPRW)	The National Allotment Society
Centre for Ecology and Hydrology, Natural Environment Research Council	The National Trust
Coed Cymru, Welsh Woodlands and Timber	The Open Spaces Society
Friends of the Earth (Cymru)	The Wildlife Trust of South and West Wales (Glamorgan)
Glamorgan Bird Club	Wales Environment Link
Glamorgan Gwent Archaeological Trust	Welsh Environmental Services Association
Just Mammals Consultancy	Welsh Historic Gardens Trust
RSPB Cymru	Wildfowl and Wetlands Trust

Local Transport Providers including Rail	
Bus Users UK	Network Rail
Cardiff Bus Company	New Adventure Travel
Edwards Coaches	Stagecoach South Wales
First Call Travel	Thomas of Rhondda
First Cymru Buses	Transport for Wales
Globe Coaches	Traveline Cymru
Great Western Railway	TraVol Community Transport
Harris Coaches	Veolia Transport (including Bebb Travel & Pullman Coaches)
Keolis Amey	Village & Valleys Community Transport
N.A.T Group (South Wales)	

Local Community, Conservation Groups and Civic Societies	
Action for Hirwaun	Pontypridd Historical Society
Cynon Valley History Society	Pontypridd YMCA
Cynon Valley Ramblers	Rhondda Civic Society
Glamorgan Family History Society	Taff Ely Ramblers
Glamorgan Fungus Group	Valleys Steps
Hirwaun Historical Society	
Hirwaun YMCA	
Llantrisant and District Local History Society	
Mountain Ash YMCA	
Pontypridd and District Art Society	

Electricity, Gas and Telecommunications	
Arbed Am Byth	Ofgem
British Gas (Transco) (Wales)	SSE (Scottish and Southern Energy)
Celtic Energy	Western Power Distribution
Mobile UK	

Education	
Cardiff University	University of Glamorgan
Coleg Morgannwg	University of South Wales
Coleg Y Cymoedd	WEA Cymru (Adult Learning Wales)

Housing Associations	
Cynon Taf Housing Association	Rhondda Housing Association
Hafod Housing Association	Trivallis Housing Association
Linc Cymru	Wales & West Housing Association
Newydd Housing Association	Welsh Federation of Housing Associations
Pobl Group/ Seren Housing	

Elderly Persons Organisations	
Age Alliance Wales	Care & Repair Cymru
Age Connects Wales	Older People's Commissioner for Wales
Age Cymru	

Ex-Offender Groups	
Apex charitable trust	Trailblazers
Nacro	Unlock
Probation service	Women in Prison
Rhondda Cynon Taf Youth Offending team	Working Chance
SOVA	Working Links
St Giles Trust	YMCA
Step Together	

Gypsy and Traveller Groups	
Cardiff Gypsy sites group	The Gypsy and Traveller Law Reform Group
Friends Families and Travellers	Travelling Ahead
Gypsies and Travellers Wales	Welsh Government Gypsy and Traveller Policy Officer
Gypsy Council	

Homelessness Organisations	
Crisis	Salvation Army
Cymorth Cymru	Shelter
Emmaus South Wales	Solar Cymru
Huggard	The Wallich
Llamau	YMCA

House Builders	
ASD Build	Jehu
Atlantic Dwellings	Kier Living
Barratt Homes	Leaders Romans Group
Bellway Homes (Wales) Ltd	Lewis Homes
Bovis Homes	Llanmoor Homes
Charles Church (Wales)	Lovells
Davies Brothers (Wales) Limited	Morganstone
Davies Homes	Persimmon Homes
Delta Property	Redrow Homes
Edenstone Homes	Swallow Hill Homes
Enzo's Homes	Taylor Wimpey
Federation of Master Builders	Tirion Homes
Harris Land and Development	WDL Homes
Home Builders Federation	

Planning Consultants and Land Agents	
Alan Stuckey Architects	Lichfields
Alder King	LRM Planning Ltd
Amity Planning	Mango Planning
Asbri Planning	Prospero Planning
Barton Wilmore	RPS
Boyer Planning	Savills
Boyer Planning	Stephen George architects
Capita	Stephen Waldron Architect
DPP Planning	The Urbanists
G Powys Jones	Turley
Geraint John Planning Ltd	WPM Planning and Development
Jenkins Best	WYG
Knight Frank	

Political	
Assembly Member for Cynon	Member of Parliament for Pontypridd
Assembly Member for Ogmore	Member of Parliament for Rhondda
Assembly Member for Pontypridd	Members of the European Parliament
Assembly Member for Rhondda	Plaid Cymru
Assembly Member for South Wales Central	The Welsh Conservatives
Assembly Member for South West Wales	The Welsh Liberal Democrats
Future Generations Commissioner for Wales	UKIP Wales
Member of Parliament for Cynon	Wales Green Party
Member of Parliament for Ogmore	Welsh Labour Party

Other Bodies	
Action on Hearing Loss	New Horizons Mental Health and Emotional Wellbeing Resource Centre
Active Travel Cymru	NFU Cymru
Active Wales	NHS Wales Shared Services Partnership
Addoldai Cymru (Welsh Religious Buildings Trust)	Planning Aid Wales
Arts Council for Wales	Planning Inspectorate, Wales
British Aggregates Association	Public Health Network Cymru
British Astronomical Association (Campaign for Dark Skies)	Ramblers Cymru
British Red Cross	Renewable Energy Association
British Trust for Ornithology	Road Haulage Association
British Waterways	Road Safety Wales
Chartered Institute of Housing (Cymru)	Royal Mail Property Holding
Citizens Advice Bureau	Royal Society of Architects in Wales
Community Land Advisory Service Cymru (CLAS)	Society for the Protection of Ancient Buildings
Confederation of Passenger Transport	South East Wales Energy Agency
Confederation of UK Coal Producers	Sports Council for Wales
Consumer Council for Wales	Sustrans Cymru
Crown Estates Commissioners	TARMAC Ltd
Cwm Taf Public Services Board	The Civic Trust for Wales
DB Cargo UK (formerly EWS)	The Royal Mint
Energy Savings Trust Wales	Welsh Association of Motor Clubs
Football Association of Wales	Welsh Local Government Association (WLGA)
Hanson Aggregates	Welsh Rugby Union
Living Streets (UK)	Young Builders Trust, Building Futures (UK) Ltd
National Federation for the Blind	

Children and Young People	
Action for Children	Save the Children Wales
Barnardos Cymru	Scouts Cymru
Children in Wales	The Arc Youth and Community Project
Girl Guiding Cymru	The National Library of Wales
Ethnic Youth Support Team	The Prince's Trust in Wales
Llwynypia Boys and Girls Club	Ty Hafan
National Youth Advocacy Service (NYAS) Cymru	UpRising
Noah's Ark Charity Wales	Voices for Care Cymru
NSPCC Wales	Young Wales
Penygraig Boys and Girls Club	Youth Cymru
Play Wales	Youth Hostel Association England and Wales
Prince's Trust	

Leisure and Tourism	
Ibis	Travel Lodge
Premier Inn	Visit Wales
Sport Wales Chwaraeon Cymru	Wales Activity Tourism Organisation
Tourism Wales	Wales Tourism Alliance

Commercial	
Aberdare Chamber of Trade	Institute of Directors, Wales
Business in Focus	Pontypridd BID
Business Wales (South Wales Regional Centre)	Retail consortium
Campaign for Real Ale (Camra)	South Wales Chamber of Commerce
Chamber of Commerce	Town Centre Forums
Federation of Small Businesses, Wales	Treforest Growth

Appendix 3 – Risk Management

There are a few main likely outcomes of failing to proceed with LDP preparation as indicated:

The Assembly Government has reserve powers in relation to plan preparation and adoption, which it can use when local planning authorities are clearly failing to progress plan preparation.

Promoters of major development proposals may seek to pursue planning permission for their sites, in advance of consideration through the LDP and to the detriment of the proper long term planning of the Borough.

Some of the main risks to the LDP not proceeding in accordance with the proposed timetable are included in the table below

Risk	Potential Risk	Mitigation
The publication of revised planning guidance by the Assembly Government	Changes needed to the content of the LDP	Ensure that the WG legislative programme is followed through the plan preparation and that the LDP is in general conformity with WG policy. Liaise with WG colleagues throughout the LDP preparation process.
A reduction in the resources and budget available for the project	Timetable slippage	Ensure there is corporate support for the delivery of the LDP. Consider additional resources available from the wider division
Any inability of Service Areas to provide necessary input as required;	Timetable slippage	Liaise with colleagues throughout the plan process to keep them informed of when their input will be required to allow them to forward plan
Unavailability of meetings and/or agenda time of Cabinet, Development Control Committees and Council, at the necessary times, to consider reports and approve necessary documents, or inability to agree plan proposals;	Timetable slippage	Liaise with Cabinet/Council office to consider timescales and take account of this is the timetable. Ensure that the LDP is a Corporate priority.

Risk	Potential Risk	Mitigation
Inability of translators or printers to deliver documents, plans and publicity material in accordance with the approved programme;	Timetable slippage	Liaise with colleagues in translation early to ensure they can take account of the translation needs of the LDP in there forward planning. Consider additional resources and buy in where necessary
The volume or significance of responses to consultations being so great as to require a longer period than projected to respond to their implications	Extra time needed to process and respond to representations. Timetable slippage	Early engagement and consultation with consultees to endeavour to build consensus. Consider bringing additional resources
Political Change/ elections	Time table slippage or abortive work	Ensure that the Revised LDP is a Corporate priority
The ability of statutory consultees to respond within a set timeframe given their resource constraints.	Timetable slippage	Early engagement with the consultees to allow them to forward plan the periods when their input is required.
Legal challenge	Adopted LDP may be subject to challenge in the courts and quashed	Ensure that all the Regulations and legislation are adhered to.
Further lockdown due to COVID-19	Unable to progress with LDP preparation	Limited mitigation. Staff are able to work from home in a reduced capacity, and online consultation would still be possible. This is still a considerable risk to fully accord with the timetable.
Unable to fulfil the CIS due to COVID-19 restrictions	Non- compliance with the CIS	Keep the DA under regular review and endeavour to adapt as necessary to ensure effective consultation

Appendix 4 – Profile and Characteristics of the Local Population

Population

Population	
Total	234,410
Females	119,775
Males	114,635

Age Structure	%
Aged 0-4	6.16
Aged 5-7	3.47
Aged 8-9	2.13
Aged 10-14	5.92
Aged 15	1.20
Aged 16-17	2.49
Aged 18-19	2.65
Aged 20-24	6.90
Aged 25-29	6.32
Aged 30-44	19.46
Aged 45-59	19.57
Aged 60-64	6.59
Aged 65-74	9.38
Aged 75-84	5.55
Aged 85-89	1.44
Aged 90+	0.72

Cultural

Ethnicity	%
White (British)	96.29
White (Irish)	0.248
White Gypsy or Irish Traveller	0.022
Other White	0.806
Mixed (White and Black Caribbean)	0.234
Mixed (White and Black African)	0.081
Mixed (White and Asian)	0.179
Other Mixed	0.146
Asian/British Asian (Indian)	0.279
Asian/British Asian (Pakistani)	0.113
Asian/British Asian (Bangladeshi)	0.045
Asian/British Asian (Chinese)	0.454
Asian/British Asian (Other Asian)	0.399
Black/African/Caribbean/Black British (African)	0.486
Black/African/Caribbean/Black British (Caribbean)	0.042
Black/African/Caribbean/Black British (Other Black)	0.029
Other Ethnic Group (Arab)	0.068
Any Other Ethnic Group	0.070

Religion	%
Christian	50.50
Muslim	0.45
Buddhist	0.22
Hindu	0.17
Pagan	0.09

Sikh	0.078
Jewish	0.037
Other Religion	0.27
No Religion	40.76
No Religion Stated	7.40

Welsh Language Knowledge of Welsh (Aged 3+)	%
No skills in Welsh	80.4
Can speak Welsh	12.3
Can understand spoken Welsh only	4.2
Other combinations of Welsh skills	3.3
Can Speak Welsh (of the 12.3% who can speak Welsh)	%
Can speak Welsh but cannot read or write	1.64
Can speak and read but cannot write Welsh	0.90
Can speak, read and write Welsh	9.71

Health

Health Classification	%
Day-to-day activities limited a lot	14.46
Day-to-day activities limited a little	11.38
Day-to-day activities not limited	74.15
Day-to-day activities limited a lot (Age 16-64)	6.86
Day-to-day activities limited a little (Age 16-64)	6.21
Day-to-day activities not limited (Age 16-64)	50.93

General Health	%
Very good health	44.85
Good health	29.66
Fair Health	15.87
Bad Health	7.42
Very bad health	2.17

Provision of Unpaid Care	%
Provides no unpaid care	87.35
Provides 1 to 19 hours unpaid care a week	6.68
Provides 20 to 49 hours unpaid care a week	1.95
Provides 50 or more hours unpaid care a week	4.00

Employment and the Economy

Economic Activity (All Persons)	%
Economically active: Employee – Part-time	13.40
Economically active: Employee – Full-time	35.58
Economically active: Self-employed	6.41

Economically active: Unemployed	4.71
Economically active: Full-time student	3.08
Economically inactive: Retired	16.03
Economically inactive: Student (including full-time students)	5.76
Economically inactive: Looking after home or family	4.07
Economically inactive: Long-term sick or disabled	8.63
Economically inactive: Other	2.29
Unemployed: Age 16-24	1.64
Unemployed: Age 50-74	0.68
Unemployed: Never worked	0.85
Long-term Unemployment	1.93

Economic Activity (Females)	%
Economically active: Employee – Part-time	21.26
Economically active: Employee – Full-time	27.78
Economically active: Self-employed	2.95
Economically active: Unemployed	3.36
Economically active: Full-time student	3.34
Economically inactive: Retired	17.78
Economically inactive: Student (including full-time students)	5.45
Economically inactive: Looking after home or family	6.98
Economically inactive: Long-term sick or disabled	8.34
Economically inactive: Other	2.71
Unemployed: Age 16-24	1.11
Unemployed: Age 50-74	0.38
Unemployed: Never worked	0.66
Long-term Unemployment	1.51

Economic Activity (Males)	%
Economically active: Employee – Part-time	5.36
Economically active: Employee – Full-time	43.56
Economically active: Self-employed	9.95
Economically active: Unemployed	6.08
Economically active: Full-time student	2.81
Economically inactive: Retired	14.24
Economically inactive: Student (including full-time students)	6.07
Economically inactive: Looking after home or family	1.08
Economically inactive: Long-term sick or disabled	8.93
Economically inactive: Other	1.86
Unemployed: Age 16-24	2.17
Unemployed: Age 50-74	0.99
Unemployed: Never worked	1.03
Long-term Unemployment	2.37

Economic Activity – Hours Worked	%
Part-time: 15 hours or less worked	8.25

Part-time: 16-30 hours worked	20.87
Full-time: 31-48 hours worked	61.46
Full-time: 49 or more hours worked	9.41
Males: Total	52.11
Males: Part-time: 15 hours or less worked	2.53
Males: Part-time: 16-30 hours worked	4.76
Males: Full-time: 31-48 hours worked	37.20
Males: Full-time: 49 or more hours worked	7.60
Females: Total	47.89
Females: Part-time: 15 hours or less worked	5.71
Females: Part-time: 16-30 hours worked	16.11
Females: Full-time: 31-48 hours worked	24.25
Females: Full-time: 49 or more hours worked	1.81

Economic Activity – Year Last Worked	%
In employment	57.73
Not in employment: Total	42.27
Last worked in 2011	1.05
Last worked in 2010	4.20
Last worked in 2009	2.78
Last worked in 2008	2.14
Last worked in 2007	1.61
Last worked in 2006	1.49
Last worked in 2001-2005	5.88
Last worked before 2011	14.15
Never worked	8.96

Employment by Industry	%
Agriculture, forestry and fishing	0.22
Mining and Quarrying	0.33
Manufacturing	12.56
Electricity, gas, steam and air conditioning supply	0.86
Water supply, sewerage, waste management and remediation activities	1.10
Construction	10.38
Wholesale and retail trade, repair of motor vehicles and motor cycles	15.01
Transport and storage	3.90
Accommodation and food service activities	5.00
Information and communication	1.76
Financial and insurance activities	2.97
Real estate activities	1.12
Professional, scientific and technical activities	3.33
Administrative and support service activities	4.08
Public administration and defence, compulsory social security	7.66

Education	10.10
Human health and social work activities	15.36
Other	4.19

Occupational Groups	%
Managers, Directors and Senior Officials	10.4
Professional Occupations	16.2
Associate Professional and Technical Occupations	11.3
Administrative and Secretarial Occupations	9.0
Skilled Trades Occupations	13.1
Personal Service Occupations	10.7
Sales and Customer Service Occupations	8.0
Process Plant and Machine Operatives	9.2
Elementary Occupations	11.4

Education

Education – Qualifications Highest Qualification Attained	%
No qualifications	31.77
Level 1 qualifications (1-4 GCSEs or equivalent)	14.05
Level 2 qualifications (5+ GCSEs or equivalent)	15.65
Apprenticeship	3.53
Level 3 qualifications (2+A-levels or equivalent)	11.42
Level 4 qualifications and above (Degree level or above)	19.55
Other qualifications (Vocational/work-related/foreign)	4.02

Householder

Household Space and Accommodation Type	%
Unshared dwelling	99.981
Shared dwelling: Two household spaces	0.0085
Shared dwelling: Three or more household spaces	0.0104
Household spaces with at least one usual residents	94.637
Household spaces with no usual residents	5.3623
Whole house or bungalow: Detached	14.501
Whole house or bungalow: Semi-detached	26.546
Whole house or bungalow: Terraced (including end-terrace)	50.398
Flat, maisonette or apartment: Purpose-built block of flats	6.625
Flat, maisonette or apartment: Part of converted/shared home	0.985
Flat, maisonette or apartment: In commercial building	0.805
Caravan or other mobile or temporary structure	0.137

Tenure	%
Owned: Owned outright	36.46

Owned: Owned with a mortgage or loan	34.54
Shared ownership (part owned and part rented)	0.15
Social rented: Rented from Council (Local Authority)	6.86
Social rented: Other	6.86
Private rented: Private landlord or letting agency	12.38
Private rented: Other	1.27
Living rent free	1.48

Household Composition	%
One person household: Aged 65 and over	13.22
One person household: Other	16.76
One family only: All aged 65 and over	7.92
One family only: Married or same-sex civil partnership couple: No children	12.35
One family only: Married or same-sex civil partnership couple: Dependent children	13.77
One family only: Married or same-sex civil partnership couple: All children non-dependent	7.27
One family only: Cohabiting couple: No children	4.10
One family only: Cohabiting couple: Dependent children	5.19
One family only: Cohabiting couple: All children non-dependent	0.62
One family only: Lone parent: Dependent children	8.97
One family only: Lone parent: All children non-dependent	4.12
Other household types: With dependent children	2.12
Other household types: All full-time students	0.74
Other household types: All aged 65 and over	0.32
Other household types: Other	2.53

Household Size	%
1 person in household	29.98
2 people in household	33.78
3 people in household	17.26
4 people in household	13.41
5 people in household	4.12
6 people in household	1.16
7 people in household	0.19
8 or more people in household	0.09

Number of Bedrooms	%
No bedrooms	0.18
1 bedroom	5.25
2 bedrooms	22.57
3 bedrooms	56.38
4 bedrooms	13.23
5 or more bedrooms	2.39

Household by Deprivation Dimensions	%
Household is not deprived in any dimension	37.71
Household is deprived in 1 dimension	30.00
Household is deprived in 2 dimensions	25.84
Household is deprived in 3 dimensions	8.91
Household is deprived in 4 dimensions	0.54
<p>*Note – A household is deprived in a dimension if they meet one or more of the following conditions:</p> <ul style="list-style-type: none"> • Employment: where any member of a household, who is not a full-time student, is either unemployed or long-term sick. • Education: no person in the household has at least level 2 education and no person aged 16-18 is a full-time student. • Health and Disability: any person in the household has general health that is 'bad' or 'very bad' or has a long-term health problem. • Housing: the household's accommodation is either overcrowded, with an occupancy rating 1 or less, or is in a shared dwelling or has no central heating. 	

Household Language	%
All people aged 16 and over in household have English or Welsh as a main language	98.36
At least one but not all people aged 16 and over in household have English or Welsh as a main language	0.78
No people aged 16 and over in the household but at least one person aged 3 to 15 has English or Welsh as a main language	0.10
No people in household have English or Welsh as a main language	0.76

Central Heating	%
No central heating	1.27
Gas central heating	90.66
Electric (including storage heaters) central heating	1.78
Oil central heating	0.64
Solid fuel (for example wood, coal) central heating	1.97
Other central heating	0.66
Two or more types of central heating	3.02

Transport

Car or Van Availability	%
No cars or vans in household	27.07
1 car or van in household	42.60
2 cars or vans in household	23.40
3 cars or vans in household	5.33

4 or more cars or vans in household	1.60
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Travel to Work	%
Work mainly at or from home	1.61
Train	2.43
Bus, minibus or coach	2.32
Taxi	0.17
Motorcycle, scooter or moped	0.26
Driving a car or van	40.70
Passenger in a car or van	4.74
Bicycle	0.26
On foot	4.93
Other method of travel to work	0.27
Not in employment	42.27

Appendix 5 - WELSH INDEX OF MULTIPLE DEPRIVATION

WIMD Rank	Electoral Division	SOA Lower Layer Name
444	Aberaman North	Aberaman North 1
243		Aberaman North 2
841		Aberaman North 3
413	Aberaman South	Aberaman South 1
288		Aberaman South 2
245		Aberaman South 3
992	Abercynon	Abercynon 1
33		Abercynon 2
506		Abercynon 3
1069		Abercynon 4
923	Aberdare East	Aberdare East 1
586		Aberdare East 2
736		Aberdare East 3
273		Aberdare East 4
1366	Aberdare West/Llwydcoed	Aberdare West/Llwydcoed 1
1166		Aberdare West/Llwydcoed 2
432		Aberdare West/Llwydcoed 3
451		Aberdare West/Llwydcoed 4
576		Aberdare West/Llwydcoed 5
1886		Aberdare West/Llwydcoed 6
1460	Beddau	Beddau 1
658		Beddau 2
1753		Beddau 3
1602	Brynna	Brynna 1
1371		Brynna 2
501	Church Village	Church Village 1
1872		Church Village 2

WIMD Rank	Electoral Division	SOA Lower Layer Name
1907	Church Village	Church Village 3
813	Cilfynydd	Cilfynydd 1
737		Cilfynydd 2
191	Cwm Clydach	Cwm Clydach 1
551		Cwm Clydach 2
695	Cwmbach	Cwmbach 1
220		Cwmbach 2
1537		Cwmbach 3
742	Cymmer	Cymmer 1
853		Cymmer 2
96		Cymmer 3
83		Cymmer 4
680	Ferndale	Ferndale 1
652		Ferndale 2
471		Ferndale 3
823	Gilfach Goch	Gilfach Goch 1
175		Gilfach Goch 2
51	Glyncoch	Glyncoch 1
463		Glyncoch 2
642	Graig	Graig 1
268		Graig 2
1130	Hawthorn	Hawthorn 1
390		Hawthorn 2
996	Hirwaun	Hirwaun 1
691		Hirwaun 2
176		Hirwaun 3
657	Llanharan	Llanharan 1
1609		Llanharan 2
1649	Llanharry	Llanharry 1
257		Llanharry 2

WIMD Rank		Electoral Division	SOA Lower Layer Name
1744		Llantrisant Town	Llantrisant Town 1
1812			Llantrisant Town 2
1139			Llantrisant Town 3
1736		Llantwit Fardre	Llantwit Fardre 1
1879			Llantwit Fardre 2
1712			Llantwit Fardre 3
1670			Llantwit Fardre 4
534		Llwn-y-pia	Llwyn-y-pia 1
159			Llwyn-y-pia 2
120		Maerdy	Maerdy 1
52			Maerdy 2
1015		Mountain Ash East	Mountain Ash East 1
468			Mountain Ash East 2
474		Mountain Ash West	Mountain Ash West 1
136			Mountain Ash West 2
359			Mountain Ash West 3
6		Penrhiwceiber	Penrhiwceiber 1
275			Penrhiwceiber 2
429			Penrhiwceiber 3
356			Penrhiwceiber 4
579		Pentre	Pentre 1
1451			Pentre 2
141			Pentre 3
493			Pentre 4
262		Pen-y-graig	Pen-y-graig 1
698			Pen-y-graig 2
110			Pen-y-graig 3
730			Pen-y-graig 4

WIMD Rank		Electoral Division	SOA Lower Layer Name
101		Pen-y-waun	Pen-y-waun 1
15			Pen-y-waun 2
1755		Pont-y-clun	Pont-y-clun 1
1904			Pont-y-clun 2
1884			Pont-y-clun 3
1171			Pont-y-clun 4
1485		Pontypridd Town	Pontypridd Town 1
994			Pontypridd Town 2
752		Porth	Porth 1
1280			Porth 2
415			Porth 3
539			Porth 4
707		Rhigos	Rhigos
709		Rhondda	Rhondda 1
480			Rhondda 2
1297			Rhondda 3
209		Rhydfelen Central/Ilan	Rhydfelen Central/Ilan 1
26			Rhydfelen Central/Ilan 2
145			Rhydfelen Central/Ilan 3
1308		Taffs Well	Taffs Well 1
1129			Taffs Well 2
1497		Talbot Green	Talbot Green 1
438			Talbot Green 2
1518		Ton-teg	Ton-teg 1
1651			Ton-teg 2
1193			Ton-teg 3
481		Tonypandy	Tonypandy 1
611			Tonypandy 2

WIMD Rank		Electoral Division	SOA Lower Layer Name
637		Tonyrefail East	Tonyrefail East 1
805			Tonyrefail East 2
87			Tonyrefail East 3
1641			Tonyrefail East 4
577		Tonyrefail West	Tonyrefail West 1
1723			Tonyrefail West 2
185			Tonyrefail West 3
920			Tonyrefail West 4
682		Trallwng	Trallwng 1
1423			Trallwng 2
541			Trallwng 3
554		Trealaw	Trealaw 1
100			Trealaw 2
306			Trealaw 3
604		Treforest	Treforest 1
839			Treforest 2
937			Treforest 3
487		Treherbert	Treherbert 1
114			Treherbert 2
248			Treherbert 3
286			Treherbert 4
869		Treorchy	Treorchy 1
745			Treorchy 2
410			Treorchy 3
560			Treorchy 4
860			Treorchy 5
4		Tylorstown	Tylorstown 1
198			Tylorstown 2
107			Tylorstown 3

WIMD Rank		Electoral Division	SOA Lower Layer Name
1625		Tyn-y-nant	Tyn-y-nant 1
668			Tyn-y-nant 2
149			Tyn-y-nant 3
121		Ynyshir	Ynyshir 1
791			Ynyshir 2
344		Ynysybwl	Ynysybwl 1
705			Ynysybwl 2
1620			Ynysybwl 3
639		Ystrad	Ystrad 1
598			Ystrad 2
403			Ystrad 3
131			Ystrad 4

Appendix 6 - Glossary of Terms

Term	Definition
Adopted Plan	The final version of the Local Development Plan (LDP).
Adoption	The final stage of LDP plan-preparation, where the LDP becomes the statutory development plan for the area it covers.
Annual Monitoring Report (AMR)	The AMR is a yearly report that monitors and assesses the extent to which the strategy and associated policies within the LDP are being implemented. The document is used to determine whether any revisions to the LDP are necessary.
Baseline	A description of the present state of an area that can be compared with future data.
Candidate Site	A site put forward for consideration within the LDP. All candidate sites will be assessed against specific criteria to determine their suitability for inclusion within the Plan, as a potential allocation.
Community	People living in a defined geographical area, or who share other interests and therefore form communities of interest.
Community Involvement Scheme (CIS)	Sets out the project plan and policies of the LPA for involving local communities, including businesses, in the preparation of the LDPs. The CIS is submitted to the Welsh Government for approval, as part of the Delivery Agreement.
Consensus Building	A process of dialogue with communities and other interested parties to understand relevant viewpoints and to seek agreement, where possible.
Consultation	A formal process in which comments are invited on a particular topic or draft document, usually within a specific period.
Council	The 'Council' in this instance is taken to mean Rhondda Cynon Taf County Borough Council.
Delivery Agreement (DA)	A document comprising the Local Planning Authority's (LPA) timetable for the preparation of the LDP, together with its Community Involvement Scheme (CIS), submitted to the Welsh Government for agreement.
Deposit	A formal six week stage in the plan making process, whereby individuals/organisations can make representations on the LDP. Representations pertaining to the 'soundness' of the plan can be examined by the independent Inspector.
Deposit Plan	This is a full draft of the LDP that undergoes a formal consultation period prior to it being submitted to the Welsh Government for public examination.
Development Control Policies	A suite of criteria-based policies, which will ensure that all development within the area meets the aims and objectives set out in the strategy.

Term	Definition
Duly Made	Representations to the LDP, which are made in the correct manner and within the specified consultation period, will be considered 'duly made'.
Engagement	A proactive process, that seeks to encourage the involvement and participation of the community and other interested parties in the decision making process.
Evidence Base	Reports, data and other information that provides the basis for plan preparation and the LDPs vision, objectives, policies and proposals, justifying the soundness of the policy approach of the LDP.
Examination	The examination in public of the Deposit LDP, Deposit representations, the report of consultation, the SA/SEA and the evidence base documents by the independent Inspector, appointed by the Welsh Government.
Habitat Regulation Assessment (HRA)	Habitats Regulations Assessment (HRA) relates to the assessment of the impacts of a plan (or project) against the nature conservation objectives of European designated sites for any likely significant effects. HRA also ascertains whether the proposed plan would adversely affect the integrity of the site.
Indicator	A measure of variables over time, often used to measure progress in the achievement of objectives, targets and policies.
Inspector's Report	The Report compiled by the Inspector at the conclusion of the LDP examination. The Inspector's Report, which is binding on the Council, contains recommendations on the content of the final LDP. The Council must adopt the LDP in the manner directed by the Inspector.
Involvement	A generic term that relates to community involvement, which includes both participation and consultation techniques.
Local Development Plan (LDP)	The LDP is a land-use planning document that includes the vision, objectives, strategy, proposals, policies and allocations for key areas of change/protection. Allocations, along with a number of other proposals are represented geographically on the LDP proposals map. The LDP is a statutory development plan that all LPAs in Wales are required to produce.
Local Planning Authority (LPA)	The LPA is the planning authority responsible for the preparation of the LDP, i.e. County or County Borough Council or National Park Authority. In this case, Rhondda Cynon Taf County Borough Council.
Local Strategic Partnership	A partnership of stakeholders that comprises service providers, private, community and voluntary sector companies/organisations, that work in partnership to identify and meet local needs in a holistic way, typically through producing and employing community strategies.
Objective	A statement of what is intended, specifying the desired direction of change in trends.

Term	Definition
Participation	A process whereby stakeholders and the community can engage directly with the plan-making process, to guide decision-making.
Planning Inspectorate (PINS) (Wales)	The Wales branch of the Planning Inspectorate is the independent body that will be responsible for the formal examination of the LDP.
Planning Policy Wales (PPW)	The document sets out the national planning policies for Wales, as produced by the Welsh Government.
Pre-Deposit	Stages of the preparation and consultation of the LDP before the Deposit Plan is finalised and approved by the Council.
Preferred Strategy	The preferred strategy sets out the broad, strategic direction for the LDP, inclusive of the preferred level of growth and the distribution for said growth, via the spatial strategy. It also includes the vision and objectives of the LDP.
Press Release	Sent to the Welsh media, including newspapers, radio and television news stations, as appropriate. Note: Media may choose not to print or broadcast an item.
Regulation	The regulations that provide the framework for LDP plan preparation are set out in Welsh Statutory Instruments.
Report of Consultation	A consultation report is one of the documents that are required as part of the independent examination. An 'initial consultation report' is also required at pre-deposit stage.
Representations	Comments received in relation to the LDP, either in support of, or in opposition to elements of its content.
Review Report	A document that provides an overview of those issues that have been considered as part of the full review process. It identifies changes that are likely to be required to the LDP, based on evidence. It further expresses the type of revision procedure to be followed in revising the LDP.
Scoping	A process of deciding the scope and level of detail of the Sustainability Appraisal (SA), including the sustainability effects and options that need to be considered, the assessment methods to be used and the structure and contents of the SA report.
Soundness Tests	For an LDP to be adopted, it must be determined to be 'sound' by the independent Inspector. The tests of soundness are set forth in PPW. The three tests are consistency, coherence and effectiveness.
Stakeholders	Individuals whose interests are directly affected by the LDP (and/or SA/SEA) and whose involvement is generally through representative bodies.
Strategic Environmental Assessment (SEA)	Generic term used internationally to describe environmental assessment, as applied to policies, plans and programmes. The SEA Regulations require a formal <i>environmental assessment of certain plans and programmes, including those in the field of planning and land use.</i>

Term	Definition
Strategic Development Plan (SDP)	A Strategic Development Plan is a new plan in the development plan hierarchy in Wales, as introduced by the Planning (Wales) Act, 2015. It is a tool for regional planning, covering cross-boundary issues, such as housing and transport.
Submission	When the LDP, Sustainability Appraisal Report and the Habitats Regulations Assessment are formally submitted to the Welsh Government for examination by the independent Inspector, appointed by the Welsh Government.
Supplementary Planning Guidance (SPG)	Provides more detailed and/or site specific guidance on the application of LDP policies by supplementing certain policies. SPG does not form part of the development plan and is not subject to independent examination.
Sustainability Appraisal (SA)	Tool for appraising policies to ensure they reflect sustainable development objectives (i.e. economic, environmental and social factors). Each LPA is required by S62 (6) of the 2004 Act to undertake sustainability appraisal of its LDP. This form of sustainability appraisal fully incorporates the requirements of the SEA Directive and Regulations.
Sustainability Appraisal Report	A document required to be produced as part of the sustainability appraisal process to describe and appraise the likely significant effects on sustainability of implementing the LDP, which also meets the requirement for the Environmental Report under the SEA Regulations. S62 (6) of the 2004 Act requires each local planning authority to prepare a report of the findings of the sustainability appraisal of the LDP.
Sustainable Development	Development that meets the needs of the present without compromising the ability of future generations to meet their own needs. (Well-being of Future Generations (Wales) Act 2015).
Well-being of Future Generations (Wales) Act 2015	The Well-being of Future Generations (Wales) Act 2015 is legislation that requires public bodies, such as local authorities to put long-term sustainability at the forefront of their thinking to make a difference to lives of people in Wales. Local authorities must work towards the seven well-being goals and enact the five ways of working set out in the Act.
Workshop	Where members of the public have the opportunity to engage in group debates and practical exercises with a written or drawn 'output'.