



# **Draft Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement**

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# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## PART 1: Context

### 1.1 Introduction

1.1.1 The Planning and Compulsory Purchase Act 2004 makes it a requirement for local planning authorities in Wales to prepare a **Local Development Plan** (LDP) for their areas. Anglesey County Council and Gwynedd Council have decided to prepare the LDP jointly for Anglesey and Gwynedd Planning Authority areas. Those areas of Gwynedd inside the Snowdonia National Park do not form part of the Joint LDP area. The map on the following page shows the Joint LDP area.

1.1.2 When the Joint LDP is adopted, it will replace the Development Plans shown in the table below. It will also replace the Anglesey Unitary Development Plan (that was stopped in 2005), which currently is a material planning consideration for determining planning applications by Anglesey County Council.

<u>Anglesey Planning Authority Area</u>	<u>Gwynedd Planning Authority Area</u>
<ul style="list-style-type: none"><li>• Gwynedd Structure Plan (1993)</li><li>• Isle of Anglesey Local Plan (1996)</li></ul>	<ul style="list-style-type: none"><li>• Gwynedd Unitary Development Plan (2009)</li></ul>

**Table 1: List of Development Plans that will be replaced after adopting the Joint LDP**

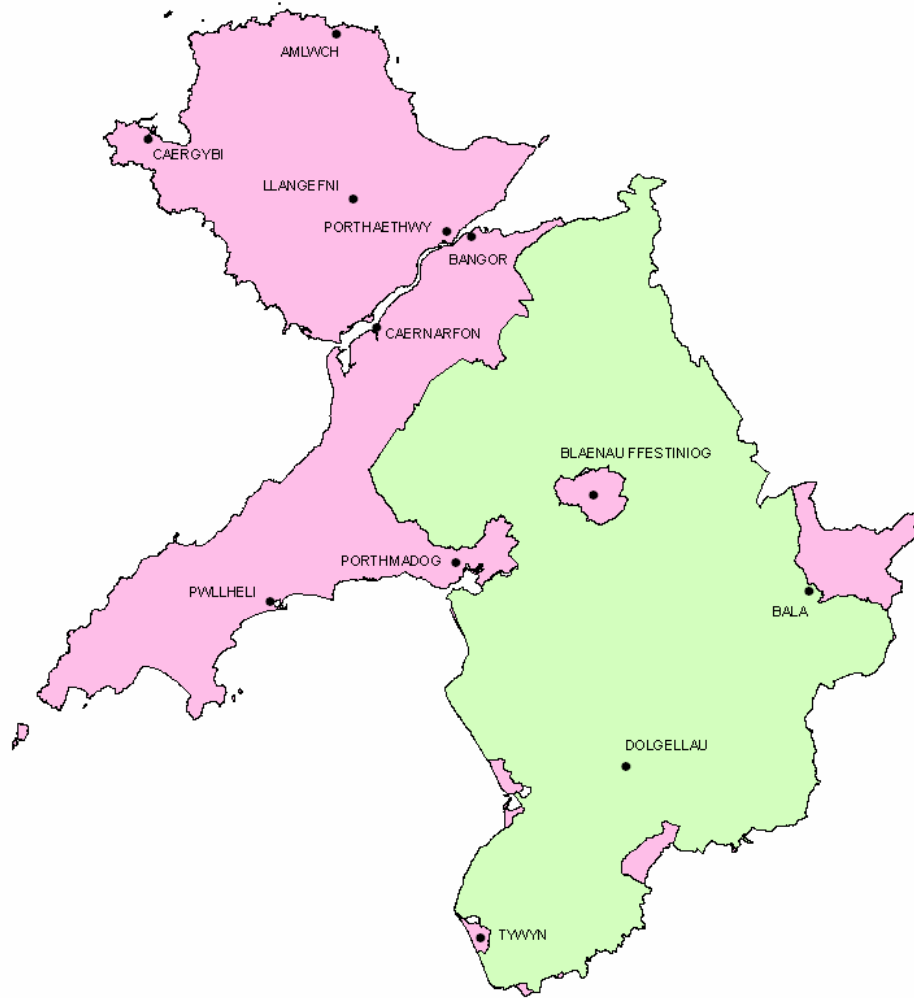
Once the Joint LDP is adopted, the majority of decisions on planning applications in the two Planning Authority areas will be based on the contents of the Joint LDP.

1.1.3 Some of the main objectives of preparing the Joint LDP are the following:



- complete a plan that will be the basis of decisions on planning applications that will be more relevant, inclusive and attractive to local communities, and to
- encourage collaboration amongst key partners.

1.1.4 Firstly, Anglesey County Council and Gwynedd Council, as the Planning Authorities responsible for planning matters in Anglesey and that part of Gwynedd outside the Snowdonia National Park area, must draft a **Delivery Agreement**.

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Nodiant / Notation

-  Ardal y CDLI ar y Cyd / Joint LDP Area
-  Parc Cenedlaethol Eryri / Snowdonia National Park

Map 1: Joint LDP area

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## 1.2 What is a Local Development Plan?

1.2.1 It will state what the strategy and objectives are for development and land use in the Anglesey and Gwynedd Planning Authorities area and will include policies used to implement them over a period of 15 years, namely, between 2011 and 2026. The Joint LDP will have a significant influence on the development of the whole area and individual communities. It will provide guidance regarding the location of new houses, employment opportunities and leisure and community facilities and where these will be built in the area. The Joint LDP will be used to determine which developments will receive permission in the future by the Councils and where.

1.2.2 It is a requirement for the Joint LDP to be 'sound', i.e. showing good judgment and that it can be trusted. The matters that are important to the area must be examined, based on evidence regarding the economy, the society and the environment and fair consideration must be given to practical alternative options. Part 2 of this document provides a brief summary of the population characteristics of the Joint LDP area, along with a brief summary of the local context of this document.

1.2.3 The Joint LDP has to ensure that the developments are economically, socially and environmentally sustainable. The **Sustainability Appraisal Report** will show how these have been considered. More details regarding this Report, along with the **Appropriate Assessment**, are available in Part 2 of the DA.

1.2.4 Once it has been adopted, the Joint LDP will :

- be clear, transparent, brief and available for inspection by the public;
- be easy to review in future;
- provide guidance on the location and type of development;
- provide a clear and sound basis for decisions on individual planning applications and appeals;
- avoid duplicating national planning policy;
- include the development strategy in the Planning Authority area of Anglesey and Gwynedd;
- show areas that will change or areas that will be protected;
- include generic development policies;
- consider statutory and other key plans and strategies, such as the Community Strategy and the Wales Spatial Plan.

1.2.5 As it is anticipated that the Joint LDP will be clear and more focused, there is an important role for the **Supplementary Planning Guidance** to support the Joint LDP strategy, its policies and designations by

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providing more technical and detailed guidance. Further information regarding these Guidelines is available in Part 2 of the DA.

## 1.3 What is a Delivery Agreement (DA)?

1.3.1 A DA must be prepared before being able to proceed to the formal process of preparing the Joint LDP. The final version of the DA is an important and legal part of the process of preparing the Joint LDP and forms an official agreement between the Councils of Anglesey and Gwynedd and the Assembly. During the Public Examination of the LDP, any deviations from the DA that were not agreed by the Assembly forms an important test of soundness of the LDP. The contents of the DA and the manner in which the Councils will implement it is therefore crucial to the overall success of the Joint LDP.

1.3.2 This DA was formed in accordance with the relevant planning legislation, regulations and guidelines, including the following:

- Town and Country Planning (Local Development Plans) Regulations 2005;
- Local Development Plans Manual 2006.

The relevant legislation, regulations and guidelines can be seen on the Assembly's website ([www.wales.gov.uk](http://www.wales.gov.uk)).

1.3.3 The DA replaces the amended DA that was prepared and adopted by Anglesey County Council in January 2009.

1.3.4 There are two main sections to this DA, namely:

**Section A – Joint LDP Preparation Timetable Management Plan**  
that will state:

- the timetable for the preparation of the Joint LDP
- the scope and influence of the Joint LDP
- what is likely to influence the process of preparing the Joint LDP and its content
- what will be the budgetary and staff resources commitment within the Councils for preparing the Joint LDP

**Section B – Community Involvement Scheme** that will state:

- with whom the Councils will contact during the preparation of the Joint LDP;
- how and when Council officers, elected Members, the public, groups with an interest in the area and developers can contribute to the overall process;
- what happens to the representations.



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More information regarding the Community Involvement Scheme is in Part 6 of the DA.

## **1.4 Preparing the DA**

- 1.4.1 A draft DA will be prepared and it will be the subject of consultation with key stakeholders. Every observation received will be given due consideration and the DA will be amended where it is appropriate to do so. When the Councils decide that they are satisfied with the DA, it will be submitted to the Welsh Assembly Government for its agreement. Appendix 1 includes a flow chart, showing the process that must be followed when preparing the DA. The Councils will have to keep an eye on progress against the content of the DA. Should it be necessary to make amendments, then the same process will have to be repeated.

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## SECTION A: JOINT LDP PREPARATION MANAGEMENT PLAN

### PART 2: Scope of the Joint LDP and how it is influenced

#### 2.1 Scope of the Joint LDP

- 2.1.1 When preparing the Joint LDP, it is important that consideration is given to its form and content. The Joint LDP will concentrate on matters that are particularly important to the area of the Joint LDP and it will not repeat national planning policy unnecessarily. The policies and proposals in the Joint LDP must be based on a thorough understanding of the needs, opportunities and restrictions of the area. A map to show the location of the Joint LDP area is included on page 2 and the following paragraphs provide a brief outline of the area.
- 2.1.2 The area of the Joint LDP includes Anglesey and a part of Gwynedd. The mainland of Gwynedd is linked with Anglesey by means of road and railway bridges. The Joint LDP area is a rural area with a total land surface area of approximately 3,260Km<sup>2</sup>. This makes it one of the largest areas in Wales in terms of surface area that is the subject of a LDP.
- 2.1.3 The Joint LDP area has the largest area in terms of coastline – approximately 511km. The coastline extends around the Isle of Anglesey and then from Llanfawr Sands on the eastern shore of the Menai Straits in the north of Gwynedd onwards to Caernarfon Bay, Bardsey Island and finishing in Tywyn, on Cardigan Bay, in the south. Most of the coastline is located around the Isle of Anglesey, which extends to 50Km, and 88Km of the coastline around the Llŷn peninsula has been designated as a Heritage Coast.
- 2.1.4 The main towns are Bangor, Blaenau Ffestiniog, Holyhead, Caernarfon, Llangefni, Porthmadog and Pwllheli. There are a number of other smaller key towns such as Barmouth, Amlwch, Beaumaris, Nefyn, Menai Bridge and Tywyn. The area adjoins the counties of Conwy and Denbighshire to the east, Powys to the south-east and Ceredigion to the south and the area of the Snowdonia National Park Authority that is to the south also.
- 2.1.5 One of the most prominent features of the Joint LDP area is the high quality of the landscape and the environment. There are two Areas of Outstanding Natural Beauty and a substantial number of local, national and regional nature conservation designations. Also seen here are two of the sites that form World Heritage Sites – the Castle and Town Walls of the towns of Edward 1, namely Caernarfon Castle and Town Walls and Beaumaris Castle.

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- 2.1.6 A study of the North West Wales Labour Market commissioned by the Welsh Assembly Government (2010), describes the performance and forecasts for the local economy in Anglesey and in Gwynedd as follows:

### Anglesey – deep recession, poor outlook

From 2008-2010 employment is estimated to contract by 8.9%, approaching 1,500 jobs. By far the lion's share of jobs are concentrated in manufacturing, which accounts for around two-thirds of the job numbers lost; a large proportion of these jobs accounted for by the closure of AAM.

Employment continues to fall 2010-2015 (by 3.1%, approaching 500 jobs) reflecting falling jobs in manufacturing, public administration and electricity generation, as the Wylfa station is decommissioned in 2010 impacting specifically on Anglesey North.

From this point onwards, whilst the economy stabilises, in the absence of a replacement for Wylfa, the Anglesey economy appears to be one in long-term decline.

### Gwynedd – medium-term vulnerability

The effects of the recession are significant in Gwynedd with the loss of around 1,300 jobs (-3.2%) across a range of sectors. Agriculture in contrast performs reasonably well with sterling depreciation against the Euro making products more competitive within the European market, particularly beef and lamb exports.

The public sector is a significant component of the Gwynedd economy with key institutions based here including Gwynedd Council, Bangor University and Ysbyty Gwynedd. Hence employment levels continue to fall 2010-2015 with the loss of around 600 jobs (-1.5%), mainly in the public sector.

From 2015 the economy gradually begins to stabilise with some modest growth. Growth over this period is negatively impacted by the reduction in employment at Trawsfynydd, which combined with a fall in agricultural employment, will specifically impact Meirionnydd.

- 2.1.6 Appendix 2 includes an outline of strategic issues and trends in the Joint LDP area, along with a map showing landscape and environment features of recognised national or international importance.
- 2.1.7 The process of Joint Planning for Gwynedd Tomorrow during 2010 has identified a series of draft outcomes and sub-outcomes for Gwynedd. These are identified in the table below.

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## Draft Strategic Outcomes and Sub-outcomes for Gwynedd

### 1. A Flourishing Economy

- i. Quality jobs within the county and the population with skills to take advantage of them
- ii. A local economy that takes advantage of high value sectors including a green and sustainable economy
- iii. Key sectors that maintain basic employment that has the capacity to cope with change
- iv. A workforce that is supported to cope with substantial changes in the local economy
- v. The social sector playing a full part in ensuring a strong and varied economy
- vi. A robust infrastructure to promote the success of the economy across Gwynedd

### 2. A Sustainable Environment

- i. Gwynedd's carbon footprint is low
- ii. The people and communities of Gwynedd are able to cope with climate change

### 3. Children and Young People of Gwynedd Succeed in Having a Good Future

- i. Parents and families are successful in bringing up and caring for their children
- ii. Children and young people are able to learn, gain crucial skills and to venture
- iii. Children and young people are able to voice their opinions and participate fully in the lives of their communities
- iv. Children and young people are able to live healthily and participate in physical, cultural and social activities.

### 4. Strong and Safe Communities

- i. Thriving and self-sufficient communities
- ii. The people of Gwynedd have access and reasonable transport to quality services
- iii. More young people and families of working age choosing to remain in the county to live and work
- iv. Gwynedd communities and families are supported to rise from poverty
- v. Gwynedd people feel safe within their communities
- vi. Suitable housing for the needs of Gwynedd residents
- vii. Towns and villages that are suitable for the needs of Gwynedd residents
- viii. The Welsh language and culture flourishing in Gwynedd communities.

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## 5. Better Health and Care in the Community

- i. Gwynedd residents receive appropriate support to live more independently
- ii. Gwynedd residents live healthy and safe lives
- iii. Gwynedd residents have equal opportunities to good health.

Table 2: Strategic results for Gwynedd

2.1.8 Currently, Anglesey's Community Strategy (2005) identifies the six following key strategic aims:

- Create a thriving future for Anglesey by sustainable economic regeneration,
- Promote healthy and active individuals and communities,
- Protect and promote the island's rich, varied environment of high quality
- Promote a safe island where people can live safely in their homes and communities without fear of crime,
- Support strong and inclusive communities that thrive,
- Support communities that are completely bi-lingual, where the Welsh language, culture and heritage can succeed and thrive.

2.1.9 Anglesey Local Services Board has already started the process of reviewing the Community Strategy and its evidence base.

2.1.10 The work of developing the evidence base for the Joint LDP in order to identify the main matters and objectives to be discussed in the Plan, along with deciding on its basis, means reviewing the information and data available already regarding the above (or any updates of them) in a wide range of documents, including local, regional and national strategies. In addition to this, there will be a need to examine factors involved with the demand for development and development opportunities. Analysis of the information and data about the above will influence the composition of groups/ forums that the Councils will target in order to ascertain their expectations and aspirations for the Joint LDP and achieve as much common understanding as possible on particular issues.

## 2.2 Likely Format of the Joint LDP

2.2.1 The following will be roughly the format of the Joint LDP:

- Introduction

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- Strategy – vision, main objectives, strategic matters, key/strategic policies and monitoring targets.
- Generic policies
- Principal land-use designations
- Specific policies/proposals for individual areas where there will be change or where protection is required
- Brief justification for policies
- Proposals map.

## **2.3 Supplementary Planning Guidance**

2.3.1 Supplementary Planning Guidance (SPGs) are non-statutory documents and they are prepared in order to reinforce policies or proposals in a LDP. SPGs are important in the planning process and a material consideration when determining planning applications. The Councils have a series of SPGs that reinforce the current development plans and the process of preparing the Joint LDP means that these will have to be reviewed and possibly new ones will have to be prepared. A list of the current SPGs will be published, noting if it is anticipated that they will have to be amended, and identifying new ones when publishing the Pre-deposit Joint LDP.

2.3.2 Relevant stakeholders will be consulted when the current SPGs are amended and when new ones are drafted. They will be published and will be available for public inspection. Whenever possible, it is intended to hold the consultation concurrently with the consultation on the Joint LDP (especially where the SPG can assist readers to better understand a policy or proposal in the Joint LDP). This will not be possible every time and in such circumstances there will be a period of separate public consultation on those SPGs. The Councils will adopt the SPGs that support the Joint LDP after the Inspector's report regarding the robustness of the Joint LDP has been received.

## **2.4 Sustainability Assessment (including a Strategic Environmental Assessment) and a Appropriate Assessment**

2.4.1 The Planning and Compulsory Purchase Act 2004 states that the Joint LDP must be the subject of a Sustainability Assessment (SA) and to report on the findings of this work throughout the process of preparing the Plan. Also, the Joint LDP is recognised by European law as the type of plan that must be the subject of a Strategic Environmental Assessment (SEA). SEA Regulations have their own specific requirements. Despite this, it is possible to evaluate the Joint LDP in accordance with the requirements of these Regulations jointly with the SA. This is proposed and will be in accordance with the Assembly's guidelines on this matter.

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- 2.4.2 The Joint LDP will deal with linguistic and cultural matters, and equality and health matters. The SA process will assess the effect of the Joint LDP on these matters. This aspect of the SA process will be informed by applying the Councils' existing assessment models. The joint SA and SEA will provide the relevant information for forming appropriate policies in the Joint LDP throughout its preparation process.
- 2.4.3 In addition to this, another European law states that any plan or programme that is likely to have a significant effect on a Natura 2000 site (namely a Special Area of Conservation –SAC, Special Protection Area –SPA, or a RAMSAR site) must be the subject of Habitats Regulations. An Appropriate Assessment may have to be undertaken of the Joint LDP to conform to these Regulations. The aim of these Regulations is to ensure the accuracy of the sites in question. The findings of this work will also be included regularly in the Joint SA and SEA.
- 2.4.4 More details regarding the key steps and the timetable for their completion are available in Appendix 3. When preparing the Joint AC and SEA, the Sustainability Assessment Task Groups will be used that will include professional officers with an interest and expertise in the relevant fields. At appropriate times, representatives from specialist organisations will join this Group. An external consultant with expertise in the field has been appointed to check the work throughout the process as well as preparing relevant documents and consulting with environmental groups. The Groups will assist with the work of assessing the effects of relevant parts of the Joint LDP on the society, the economy and the environment.

## **2.5 Links with key national, regional and adjoining local policies and strategies**

It's important to consider how national and regional policies and strategies, along with policies and strategies of adjoining authorities, can influence the Joint LDP area, e.g. what role the Spatial Plan anticipates for the area; proposals in the Wales Transport Strategy; initiatives in the Regional Transport Plan. The key policies and strategies have been recorded and they will be reviewed in order to develop a thorough understanding of their requirements and the resulting opportunities or restrictions.

## **2.6 Other plans and strategies for Anglesey and Gwynedd**

- 2.6.1 The Councils are committed to achieve the visions of the Community Strategies for Anglesey and Gwynedd through the aims and objectives of a number of plans and strategies for which the individual Councils are responsible for preparing or those that are prepared by collaborating with others. Corporate synergy is crucial to achieve this and as the Joint LDP will aim to achieve the element of land use of all

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the relevant plans and strategies, it has a key role as one of the strategic corporate documents of the two Councils. Dealing with matters in a coherent way will also ensure that the Councils will not duplicate work that has already been completed.

2.6.2 The evidence base for the Joint LDP will also draw from the wide range of current corporate plans and strategies that include the following:

- Gwynedd's Community Strategy (2008-12)
- Gwynedd's Local Housing Strategy(2009-12)
- Gwynedd's Regeneration Strategy (2007-13)
- Children and Young People Plan for Anglesey (2008-11)
- Health, Social Care and Well-being Strategy for Anglesey (2008-11)
- Llŷn AONB Management Plan (2010-15)
- Anglesey AONB Management Plan Review (2009-15)
- Anglesey Life (2007)
- Anglesey Energy Island Programme (2010)

The evidence base is currently being developed. A list of documents will be available to be inspected on the Councils' websites, in public libraries and at the Councils' main offices in Bangor, Caernarfon, Dolgellau, Llangefni and Pwllheli.

2.6.3 The Community Strategies for Anglesey and Gwynedd and several other key strategies/plans are being reviewed by the Councils and their partners during 2010-2012. The early stages of these reviews will be concurrent with the early stages of preparing the Joint LDP. This will provide an opportunity for joint-planning and both Councils have measures in place to facilitate this.

2.6.4 In order to ensure that the Joint LDP achieves this synergy and to ensure it reflects the corporate and strategic objectives of the Council, a Joint LDP Panel was established that includes Councillors from both Councils. The Panel will convene on a regular basis and will provide guidance regarding policy and proposals, along with management of the process. The Joint Planning Policy Unit (see 3.1.3 below), will support and report to the Panel. An invitation will be given to officers from other Units to attend meetings as required to give evidence and provide assistance. This Panel will have no authority to make decisions. It will make recommendations to the Joint-Planning Policy Committee and/or to the Anglesey Executive Committee/ Gwynedd Council Board, which have the authority to make decisions on behalf of the Councils, unless regulations note otherwise. The Table in Appendix 4 broadly shows what will be the role of the various committees.



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## 2.7 Tests of Soundness

2.7.1 The Joint LDP must pass the 'soundness' test. Preparing the Joint LDP in accordance with the published DA is one of the soundness tests. Crucially, a sound plan will be a plan that: has been properly prepared in accordance with statutory requirements; based on sound and credible evidence and has been developed with continuous contribution by the community; shows policy integration and contributes towards ensuring sustainable development.

2.7.2 The Inspector will undertake a Public Examination that will decide whether or not the Joint LDP is robust. The Planning Inspectorate has published guidelines on the matter, namely 'A Guide to the Examination of Local Development Plans' and it can be seen on the Planning Inspectorate website ([www.pins.gov.uk](http://www.pins.gov.uk)). The soundness tests are listed, for information, in Appendix 5 of this DA.

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## **PART 3: The Resources and the Timetable**

The timetable for preparing the various steps in the process of preparing the Joint LDP, how the process is managed and information regarding the resources required for its preparation is one key element of the Delivery Agreement (DA).

### **3.1 The resources - staff**

3.1.1 It is a requirement for the Councils to commit staff and funding resources for undertaking the various steps in the process of preparing the Joint LDP.

3.1.2 The Project Board, that includes the following officers, will be responsible for the overall completion of the Joint LDP.

Anglesey County Council:	Gwynedd Council
<ul style="list-style-type: none"> <li>• Corporate Director and Environmental and Technical Services</li> <li>• Head of Planning Service and Public Protection</li> </ul>	<ul style="list-style-type: none"> <li>• The Corporate Director will provide strategic guidance in the fields of health, well-being and social care, provider, leisure, transportation, housing and regulatory fields (planning and public protection).</li> <li>• Head of Regulatory Department (Planning, Transportation and Street Care, Public Protection)</li> </ul>

**Table 3 Joint LDP Project Board**

3.1.3 A Joint Planning Policy Unit was established in order to lead on the day-to-day work of preparing the Joint LDP and any consultation documents. The following table shows the structure of the Unit and an estimate of officer time given to preparing the Joint LDP.

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<u>Officer title</u>	<u>% of officer time allocated for the JOINT LDP</u>
Environmental Services Manager, Gwynedd Council	20
Planning Policy Manager x 1	70
Planning Policy Team Leaders x 2	70
Planning Policy Senior Officers x 4	80
Planning Policy Officers x 2	90
Planning Policy Assistant x 1	90
Planning Policy Systems Assistant x 1	90
Planning Support Assistant x 1	90

**Table 4 Staff resources**

- 3.1.4 Officers from other Services of the Councils will also be a part of various aspects of the preparation process of the Joint LDP, as required. This support will include assistance when forming policies, sustainability assessment, habitat regulations assessments and expert advice to respond to the observations received.
- 3.1.5 Consideration will be given to the possibility of employing additional staff to assist during specific times, e.g. during and immediately after the formal consultation periods. A computerised package has been purchased, made specifically to facilitate the process of placing key document on the internet to enable stakeholders to input their observations on-line and to facilitate the process of analysing the comments received.
- 3.1.6 When required, external consultants will be commissioned to undertake technical/specialist surveys to contribute to the Joint Planning Policy Unit's capacity to undertake surveys, or to provide advice on specific technical/specialist matters. This will be particularly true during the first few years of the programme. It is anticipated that a sum of up to approximately £400,000 will be needed for this work. The following table identifies some of the possible matters that need this type of attention.

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## Subject

Population projections, national households and housing — analysis and understanding

Needs of the housing market – analysis and understanding of the drivers

Viability of housing developments – methodology for their assessment

Future needs of the local economy and an assessment of quality and supply of employment lands

Retail needs and capacity, including the role of centres and town centres

Needs and capacity of the tourist sector

Assessment of open recreational and green spaces

Needs of Gypsies and Travellers and responses to them

An assessment of the character of the landscape

A renewable energy assessment

An urban capacity study – true potential to supply the demand

A Level 1 (and possibly Level 2) Strategic Flood Risk Assessment

Guidance regarding the SEA and Appropriate Assessment process

**Table 5 Possible matters when external technical expertise will have to be purchased**

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## 3.2 The resources – funding

3.2.1 Based on previous experience of preparing development plans and the experience of other authorities the Councils have allocated a sum of money to ensure that the Joint LDP moves forward through the process in accordance with the Delivery Agreement, at least until the Public Examination. Bids will be made for additional funding if required by means of the usual internal bidding processes of the Councils.

## 3.3 The timetable

3.3.1 The Planning and Compulsory Purchase Act 2004 and the Town and Country Regulations (Local Development Plans) (Wales) 2005 note the steps that should be taken for preparing a Joint LDP. Table 1 below states the key steps in the process of preparing the Joint LDP and it notes the proposed rough timetable for the completion of these steps. The timetable is based on the resources referred to above and it acknowledges the Council elections in May 2012. It is aimed to ensure that key discussions with Councillors, Strategic Officers and the Stakeholders Group will have taken place and important discussions regarding the vision and general objectives for the area, the preferred strategy, the implications for developments as a result of implementing this strategy, including identifying any major sites and a series of smaller sites, will have been taken by this time. A more detailed timetable can be seen in Appendix 3.

Step in the preparation process		Timetable
<b>Definitive Timetable</b>		
1.	Preparing and publishing the final Delivery Agreement ( <i>Regulation 5-10</i> )	January - November 2011
2.	Review and develop the evidence base	July 2010 - July 2012
3.	Pre-deposit participation – preparing the pre-deposit documents that will outline the main aims and preferred strategy ( <i>Regulation 14</i> ). This will not be the full draft of the Joint LDP	January 2011 – July 2012
4.	Pre-deposit Consultation – a period of 6 weeks ( <i>Regulation 15</i> ) Formal consultation on the pre-deposit documents and the Sustainability Appraisal Report	September 2012 - October 2012
5.	Participation – developing the evidence base further and preparing the Pre-Deposit Joint LDP (full draft plan) based on the evidence base that includes the response received to the pre-deposit documents.	November 2012 - September 2013
6.	Placing the Joint LDP and associated documents on deposit – consultation period of 6 weeks ( <i>Regulation 17</i> )	October 2013 - November 2013

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

<b>Indicative Timetable<sup>1</sup></b>		
7.	Considering observations on the Deposit Joint LDP ( <i>Regulation 18 &amp; 19</i> )	December 2013 - June 2014
8.	Publishing observations regarding alternative sites and consultations upon them – a period of 6 weeks ( <i>Regulations 20 &amp; 21</i> )	January 2014 - February 2014
9.	Submitting the Joint LDP to the Assembly Government for Examination ( <i>Regulation 22</i> )	November 2014
10.	Independent Public Examination ( <i>Regulation 23</i> )	April 2015
11.	Publishing the Inspector's Report ( <i>Regulation 24</i> )	January 2016
12.	Adopting the Joint LDP ( <i>Regulation 25</i> )	April 2016
13.	<b>Monitoring and Reviewing</b>	Annual report

**Table 6: Timetable for preparing the Joint LDP**

3.3.2 In accordance with the Joint LDP Regulations, the final timetable for taking steps 7-12 will be decided within 3 months from the end of the consultation period on the deposited Joint LDP. During this time, the Council will have agreed the timetable of the Public Examination with the Planning Inspectorate.

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<sup>1</sup> The timetable for steps 7 – 12 will depend on external factors and influences that aren't known to the Council at this point

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## **PART 4: Risk management**

### **4.1 Making decisions**

4.1.1 It will be the responsibility of the Anglesey County Council Executive Committee and the Gwynedd Council Board to make decisions about some matters early in the process of preparing the Joint LDP. The Joint Planning Policy Committee will make decisions on other matters except for the times where the authority of the full Councils is required. The table in Appendix 4 identifies the role of the various committees.

### **4.2 Factors that could influence the process**

4.2.1 The Councils are of the opinion that the timetable that has been identified is realistic and can be achieved. Every effort will be made to keep to that timetable. However, some matters have been identified where there is a risk that they could lead to a departure from the timetable noted in this DA. More details regarding the risks and the steps that are intended to be taken to meet/mitigate those risks are in Appendix 6.

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## **PART 5: Monitoring and Reviewing**

### **5.1 Monitoring and Reviewing against the DA**

5.1.1 The Joint LDP Project Board will monitor and review the progress made against the DA throughout the work of preparing the Joint LDP in order to ensure that the aims of the DA are being achieved in accordance with the proposed timetable. The following are examples where there could be a need to review and amend the DA:

- If the process is delayed substantially in terms of the timetable (3 months)
- If any substantial changes are required to the Community Involvement Scheme.
- If there are any substantial changes in the resources available to the Councils.
- If any new legislation, regulations or guidance from Europe, the UK or the Assembly make it a requirement that new procedures or tasks have to be implemented.
- If there are any other changes to the environment that has a material effect on the presentation of the plan in accordance with the DA.

5.1.2 The Joint LDP Project Board will report on any significant deviation (3 months or more) from the timetable to each Council's Environment Scrutiny Committee, and then to the Anglesey County Council Executive Committee/ Gwynedd Council Board/Joint Planning Policy Committee, justifying the delay and recommending the appropriate steps.

5.1.3 If the Councils identify that there is a need to review the DA, there must be a re-discussion with the specific consultation bodies and agreement must be sought from the Welsh Assembly Government in accordance with the LDP Regulations.

### **5.2 Annual Monitoring Reports (AMR)**

5.2.1 After accepting the plan, the Councils will produce an Annual Monitoring Report (AMR) on the Joint LDP and the SA/SEA. In accordance with the guidance provided in the Local Development Plans Wales Regulations (2005), the report will include the period between 1 April – 31 March of each year and will be submitted to the Welsh Assembly Government by 31 October the same year. The AMR will be available for public inspection and for them to submit their observations upon it. The AMR will also assess how effective the policies and proposals of the plan have been implemented. If the policy has not been implemented, the Councils will explain the reasons



# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

for this and they will note the steps they intend to take to ensure its implementation and any intention to modify the Joint LDP in order to replace or adapt the policy.

- 5.2.2 In accordance with the guidance of the Assembly Government, the Councils will attempt to integrate the method of monitoring the plan with their other strategies and plans, in particular monitoring/reviewing the Community Plans. Where the objectives of the Joint LDP are in accordance with those in other strategies, monitoring will highlight common indicators and targets.

## **5.3 Reviewing the Joint LDP**

- 5.3.1 After adopting the plan, the Councils intend to undertake a full review of the Joint LDP at least once every four years, although the frequency and timing will depend on the findings in the AMR/local circumstances. The review will include reconsideration of the 'robustness' of the plan, along with a re-assessment of the sustainability assessment and trends that become apparent and it will identify whether or not the plan needs to be modified. Should there be a need to modify the plan, the process undertaken to achieve this will be similar to the process of preparing it.

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## SECTION B – COMMUNITY INVOLVEMENT SCHEME

### PART 6 – Scope of the Community Involvement Scheme (CIS)

#### 6.1 Introduction

6.1.1 The Regulations of the LDP require that Councils work in partnership with stakeholders and communities early on in the process of preparing the Joint LDP and throughout the process thereafter. The main principles which are the basis for engaging with communities in the Joint LDP process are defined in 'LDP Wales' (2005) as follows:

- To create circumstances that allow early participation and feedback at a time when people can see that an opportunity exists to influence the Plan;
- To encourage the commitment of all stakeholders to an open and honest discussion on other practical development options when seeking consensus; and
- To acknowledge the need to adopt methods of involving the community, including businesses, whilst also seeking the opinion of those people that would not usually participate.

#### 6.2 Aims and Principles of the CIS

6.2.1 The purpose of public participation is to ensure that a wide range of communities and individuals who have an interest and specific consultation bodies participate in the decision making process regarding the contents of the Joint LDP. This is done by encouraging discussion and sharing relevant information. The Councils are of the opinion that involving communities in the Joint LDP process is crucial to ensure local ownership and the legitimacy of policies that will determine the development of the area in future. This method should reduce the time taken to adopt the plan by reducing the number of objections to policies in the Joint LDP and therefore reduce the time spent on the later stages of the process of preparing the plan. The process of reaching consensus is assisted by establishing and sharing a common base of information for key matters from the very beginning of the process.

6.2.2 The CIS will provide an understanding of the following:

- The features of the communities within the Joint LDP area – a taste of the area's population profile is found in Part 2 of the CIS;
- The periods when the communities can participate in the process and to what extent;
- The range of possible methods and techniques used to ensure that communities can participate in the process.

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6.2.3 The principles found in the public consultation and communication frameworks of the Councils, e.g. 'Gwynedd Council's Public Communication Strategy' (2009 – 2012), 'Gwynedd Participation Strategy' created by the Children and Young People Strategic Partnership, Anglesey County Council Community Consultation Framework and the Gwynedd and Anglesey Cynnwys Project set out the context for facilitating the involvement of the communities in the task of preparing the Joint LDP. The next section refers to the principles and relates them to the process of preparing the Joint LDP.

## Objectives for Involvement

<b>Access to information</b>	So that communities and stakeholders can make the correct choices and understand the context of the Joint LDP, appropriate and timely information will be provided, in an easily accessible and understandable form.
<b>Early Participation</b>	Ensure that communities and stakeholders have every opportunity to get involved and participate from the very first stage of the process of preparing the Joint LDP. Contributions will be encouraged during the times of preparing the Joint LDP when ideas can best influence the process.
<b>Relevant Information</b>	The available information will encourage involvement and participation throughout the process and it will be appropriate and relevant to each specific group, based on a clear understanding and the needs and experience of the communities and stakeholders.
<b>Regular Feedback</b>	Provide regular feedback so the communities and stakeholders can see how ideas develop or be informed of why ideas cannot be developed further.
<b>Transparency</b>	Be clear from the very beginning regarding who will take part and when, including their role during each stage.
<b>Sharing Information</b>	Ensure that contributions from communities are then fed into work undertaken on plans and other key strategies.

Table 7: The Principles of Public Participation

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## 6.3 From whom will we expect input?

6.3.1 We will be concentrating on getting input from the following:

**The Public**, namely individual members who live, work or stay in the Joint LDP area. One of the aims of the new Joint LDP system is to engage with members of the community that would not usually take part in the planning process. These hard to reach groups can include, for instance, young people, older people, gypsies and travellers, disabled individuals and individuals who are suffering due to economic and social deprivation. Analysis of the profile and characteristics of the local population indicate that these groups are those that need to be targeted at key stages in the process of preparing the Joint LDP. Current partnerships will have a role to play to reach some of these e.g. Children and Young People Partnership. Some of the general consultation bodies referred to below will also have a role to play.

Businesses, landowners, developers and agents: Some general consultation bodies (see below) will have a role to play to reach some in the business community, landowners and developers. Landowners and prospective developers and agents will have an opportunity to submit ideas for land that could be available to be developed early on in the process by registering information on the **Register of Possible Sites** (please see below).

**General Consultation Bodies:** Namely, groups and organisations which have a specific interest in the area e.g. bodies that represent the interests of different race or ethnic groups; bodies that represent the interests of those running their businesses in Joint LDP area; bodies that represent the interests of the Welsh culture in the area. A list of these can be found in Appendix 7.

**Specific Consultation Bodies**, namely those that the Council has to consult with e.g. the Assembly Government, Countryside Council for Wales, Community and Town/City Councils and nearby authorities. A list of these can be found in Appendix 8.

## 6.4 When will the communities and key stakeholders participate in the process?

6.4.1 The timetable for preparing the Joint LDP can be found in Appendix 3. Information can also be found on the opportunities that will be available to the communities and key stakeholders to take part in the process. There are two designated stages, namely the participation stage and then the consultation stage.

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## The Public Participation Stage

6.4.2 This stage mainly happens early on in the process of preparing the Joint LDP (up to July 2012). Although any discussions will be based on a clear structure, this stage will be less formal and will aim to seek to reach consensus on important and strategic matters. During this period, the aim is to reach an agreement on:

- The main special and sustainable matters facing the Joint LDP area;
- The vision of the community on the spatial future of the area;
- The land use planning objectives for realising this vision;
- The preferred strategy (after considering several options) for the scale and spatial distribution of new developments in future.

## Public Consultation Stage and Formal Involvement

6.4.3 When the preferred strategy is chosen following community and key stakeholder participation, a more formal stage will begin which will involve periods of official public consultation. The Regulations state how much time should be allocated for this. Anyone will have an opportunity to submit written observations on the documents which will be available to view, and a formal record will be made of those observations. After consideration has been given to the observations, the work of drawing up a draft version of the Deposit Joint LDP will be undertaken, which can involve contacting organisations, establishments or partners formally to request information or specialist leadership. The Deposit Joint LDP will be available to view for an official period of 6 weeks, when it will be possible to submit observations on its contents to the Council. Should observations be received which offer sites that have not been included in the Deposit Joint LDP, then there will be a further period of public consultation. Objectors to the Deposit Joint LDP can submit their case to an Independent Inspector.

## Sustainability Assessment/Strategic Environmental Assessment

6.4.4 Every stage of the Joint LDP will have to be the subject of a Sustainability Assessment. Sustainability Assessments are created through a technical process and interested parties are invited to submit observations. Work that will have to be completed early on during this process will be to identify the evidence base regarding the social, economic and environmental characteristics of the area. This evidence base and other information will form a part of the Scoping Report. This report will be the subject of a formal public consultation.

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## 6.5 Engagement, Consultation and Participation methods

6.5.1 A number of methods are used to facilitate the involvement of stakeholders and communities throughout the process of preparing the Joint LDP. It's important that the techniques used are appropriate for the purpose with regards to different stages of preparing the Joint LDP and for the purposes of different groups. Here is a list of the types of engagement and consultation methods that are considered for use:

- Press Statements
- Articles in 'Newyddion Gwynedd News' and Community Paper for Anglesey
- Council Websites – a specific part of the websites will be designated for information on the Joint LDP ([www.gwynedd.gov.uk](http://www.gwynedd.gov.uk) or [www.anglesey.gov.uk](http://www.anglesey.gov.uk))
- "Cyswllt" news-sheet, intranet, staff e-bulletins – over 10,000 individuals work for Anglesey County Council and Gwynedd Council, and a very high percentage of these workers, their families and friends, also live in the Joint LDP area.
- Reception desks in the main Council Offices in Bangor, Caernarfon, Dolgellau, Llangefni and Pwllheli, payment offices, and local libraries.
- Use of events/meetings that already exist e.g. youth clubs.
- Direct contact (through letter or e-mail)
- Adverts in local newspapers
- Community Papers
- Text messages and/or use of social networking sites (e.g. Facebook)
- Holding workshops/open meetings

6.5.2 In addition to the above, the Councils are committed to using networks and partnerships that already exist, including:

- Gwynedd Together Partnership
- Gwynedd and Anglesey Local Service Boards
- Gwynedd Economic Partnership
- Gwynedd Environmental Partnership
- Gwynedd Housing Partnership
- Gwynedd Children and Young People Partnership
- Gwynedd Health, Care and Well-being Partnership
- Anglesey Planning Forum that includes representatives from focus groups involved with land use planning matters.
- Anglesey Forum, that includes representatives from the Economic Regeneration Partnership, Area Regeneration Partnership, Crime and Disorder Partnership, Children and

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Young People Framework Partnership, Health, Care and Well-being Partnership Board.

- Anglesey Environment Forum.

## **Key Stakeholders Group of the Joint LDP**

6.5.3 A Key Stakeholders Group of the Joint LDP will be established to assist with preparing the plan which will be a forum for constructive discussions. The KSG will include a cross-section of representatives which have a significant interest in the future development of the Joint LDP area. The possible members of the KSG can be found in Appendix 9 – these can change as the work of preparing the Joint LDP is ongoing. The members of the KSG will play an important role in the key stages of the preparatory work for the plan. They will help to note strategies and other options and assess them while the plan moves forward.

## **Citizen Panels for Gwynedd and Anglesey**

6.5.4 Gwynedd Council has established a Citizen Panel and Anglesey Council is considering whether or not it would be appropriate to establish Citizen Panel. The Panels would be a means to investigate the opinion of a cross-section of the population of Anglesey and Gwynedd. The Panels could form another useful 'sounding board'. The Panels would be consulted at the important stages of preparing the Joint LDP, especially in the early stages of noting matters and considering other options.

## **6.6 Links with Wales Spatial Plan and Joint Working**

6.6.1 When preparing the Joint LDP, it's important that the Councils are completely aware of proposals and developments in neighbouring authorities and beyond that could affect the Joint LDP area. A range of forums already exist, such as the Wales Spatial Plan Working Group, North Wales Planning Policy Officers Group, the Regional Transport Plan and the Regional Waste Plan. A close working relationship will be nurtured with Snowdonia National Park Authority and Conwy, Ceredigion, Denbighshire and Powys County Councils through regular programmes of meetings.

## **6.7 Councillor Involvement**

6.7.1 At key stages throughout the preparation stages of the Joint LDP and Sustainability Assessment, reports will be submitted to the Environment Scrutiny Committee (Anglesey), Gwynedd Council Environment Scrutiny Committee, Joint LDP Panel, Joint Planning Policy Committee, Anglesey County Council Executive Committee, Gwynedd Council Board, and to the full Councils (when a corporate

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

decision is needed). This formal consultation can be expanded with timely seminars for Councillors when an opportunity will be offered to discuss key matters. The Councillors will be briefed on a regular basis and before consultation exercises.

## **6.8 Involvement of Council Officers**

6.8.1 Consulting with relevant officers within the Councils will be crucial throughout the preparatory stages of the Joint LDP and Sustainability Assessment. Gwynedd Council has, for instance, a Strategic Direction Service which includes officers who are involved in many different fields. The meetings of this Service in addition to the meetings of other current groups on officer level are used to submit and discuss matters relating to the Joint LDP e.g. Senior Managers Forum and other groups that deal with topical matters e.g. housing, waste and matters related to specific areas. Relevant officers are also invited to submit evidence to the Joint LDP Panel (see 2.5.2 above) and to discuss relevant matters with the Panel members.

## **6.9 Document Availability and Feedback**

6.9.1 Consultation documents will be widely available in order to encourage and ensure effective engagement throughout the Joint LDP process. They will be provided to the consultees and published electronically on the Council's website ([www.gwynedd.gov.uk](http://www.gwynedd.gov.uk) or [www.anglesey.gov.uk](http://www.anglesey.gov.uk)) and through e-mail. Paper copies will also be available in the following places.

- The Council's main offices in Bangor, Caernarfon, Llangefni, Pwllheli and Dolgellau.
- Public Libraries in Anglesey and Gwynedd

6.9.2 Paper copies will be available for a price that covers the administrative costs of the Councils. The reports and minutes of the Key Stakeholders Group, Joint LDP Panel, Joint Planning Policy Committee, Anglesey Council Executive Committee and Gwynedd Council Board, in addition to any public meetings organised during the process will be published electronically on the Council's website ([www.gwynedd.gov.uk](http://www.gwynedd.gov.uk) or [www.anglesey.gov.uk](http://www.anglesey.gov.uk)).

6.9.3 Full consideration is given to the needs of disabled individuals in order to ensure that they have access to information. Whenever practically possible, large print copies and/or audio copies of documents will be available on request.



# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## **6.10 The use of the Welsh language**

6.10.1 Preparing the Joint LDP, the liaising and consulting will conform to the Welsh Language Plan of both Councils. Wherever possible, public documents will be published bilingually even though the need to produce them bilingually will be reviewed in the case of documents which are technical in nature which are of limited interest.

## **6.11 What will be expected of the communities and key stakeholders?**

6.11.1 So as to ensure that everyone plays a full part throughout the Joint LDP process it is important for them to consider the following:

- That they respond to correspondence within an appropriate time limit, while following any specific procedure
- Understand that the Joint LDP does not deal with everything and raise matters that the Joint LDP can legally deal with
- Commit to the process by being present, contributing and assisting in creating a consensus
- Identify any gaps in the information provided/ in the evidence base
- Identify and submit appropriate details about timely proposed sites
- Follow guidelines and relevant procedures
- Share/provide information by demand
- Understand that the Report of the Inspector is binding and that it is not possible to appeal against the recommendations of the Inspector
- Provide contact details so that the Council can share information and share responses

## **6.12 The Candidate Sites Register**

6.12.1 A Candidate Sites Register will be created early in the process of preparing the Joint LDP. Suggestions are invited for possible sites to be developed (e.g. for housing, businesses, shops etc.) by means of adverts in the local press and on the website of each Council ([www.gwynedd.gov.uk](http://www.gwynedd.gov.uk) or [www.anglesey.gov.uk](http://www.anglesey.gov.uk)). Anyone can suggest a site, but the suggestions would have to be supported by information that shows why the site is suitable. Guidance will be given regarding the type of information needed on the websites of both Councils.

6.12.2 The Register will be available for public viewing (on the Council websites). Following consideration of the sites, an assessment will be published. This Register will fulfil an important function when identifying sites to be allocated for development and when discussing other options. The closing date for submitting ideas will be published (in the local press and on the websites of both Councils). Individuals who

## **Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement**

submitted candidate sites as part of the former Anglesey LDP (now withdrawn) process will be contacted to inform them about this new call for sites process.

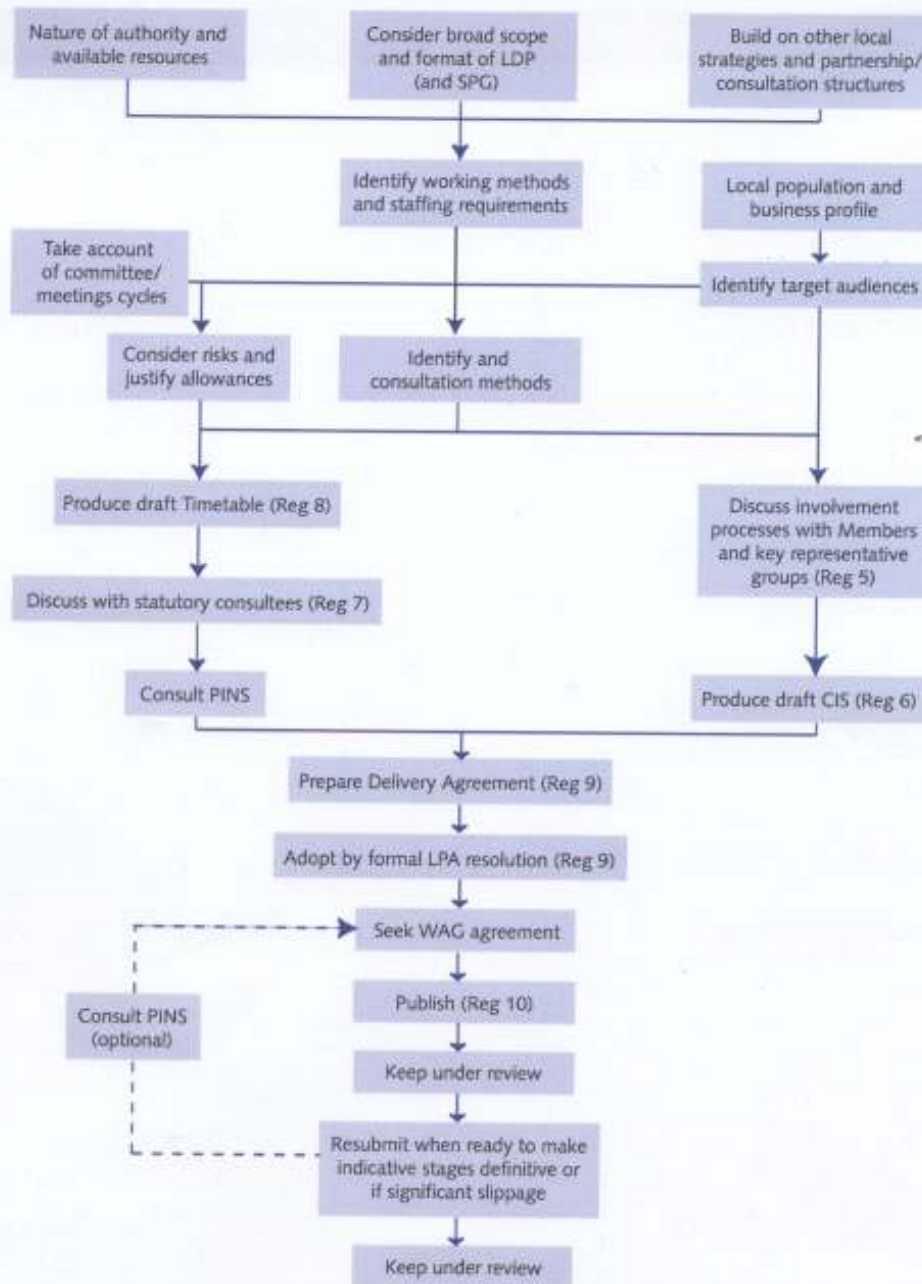
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# Appendix 1 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## Flow chart of the Delivery Agreement preparation process

Local Development Plan Manual June 2006

Figure 4.2: The Delivery Agreement



## Appendix 2 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Key Strategic Facts and Figures

#### Social

- slight increase (1.5%) in population between 2001 and 2009;
- higher % of the population is aged 50+ compared to the Welsh average, and the % is particularly high in some coastal and more rural wards;
- more young people moving out of the area than moving into the area;
- the national 2008 based population projections suggest that by 2023 the population will increase by 7,700;
- without a positive net migration during the projection period, the population would decline;
- around 99% of the population is white;
- long term illness and disability levels are below the Welsh average overall, but long term illness and disability is an issue in some wards within the area and amongst the older generation;
- cancers, coronary heart diseases and respiratory diseases are the most common causes of death;
- the crime rate has gradually fallen since 2006 – 07;
- the most deprived wards are Peblig, Marchog, Morawelon, Tudur and Porthyfelin;
- 44% of all wards in Gwynedd and 55% of all wards in Anglesey were more deprived than the Wales average;
- 66% of the population 3+ years old speak Welsh;
- on average 395 new housing units have been built annually since 2001 - 02;
- the national 2008 based household projections suggest that between 2008 and 2033 the number of households is projected to increase by 16.5%;
- house prices rose significantly prior to the recession;
- despite the recession affordability ratio stood at 7.8 and 7.6 in Anglesey and Gwynedd respectively in December 2010, and the ratio is particularly high in some coastal and more rural wards.

#### Economic

- six wards are amongst the 10% most deprived wards in Wales;
- in 2008, Anglesey had the lowest GVA in Wales at £11,333 per head, compared to the Welsh average of £15, 222, whilst Gwynedd stood at £13, 664, which is the 8<sup>th</sup> lowest in Wales;
- in 2007 Anglesey's GDP stood at 18,800 euro per inhabitant, the lowest but one in Wales, whilst Gwynedd's GDP stood at 22,000;
- median annual earnings (£23,700) are below the national average (£24,350);

## Appendix 2 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

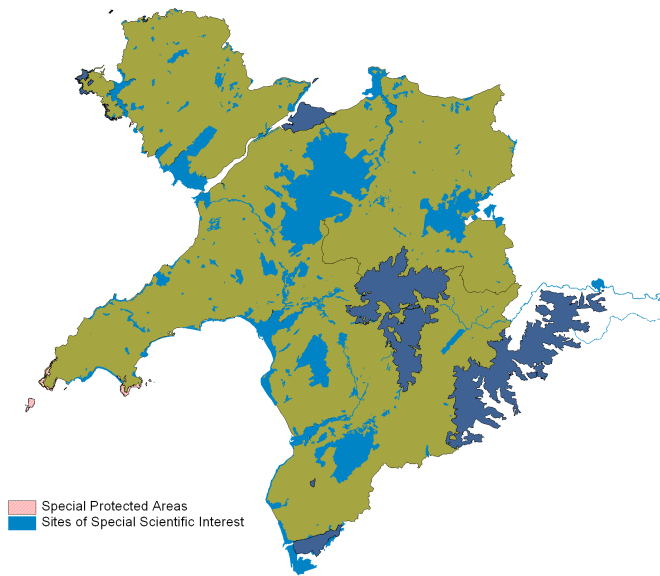
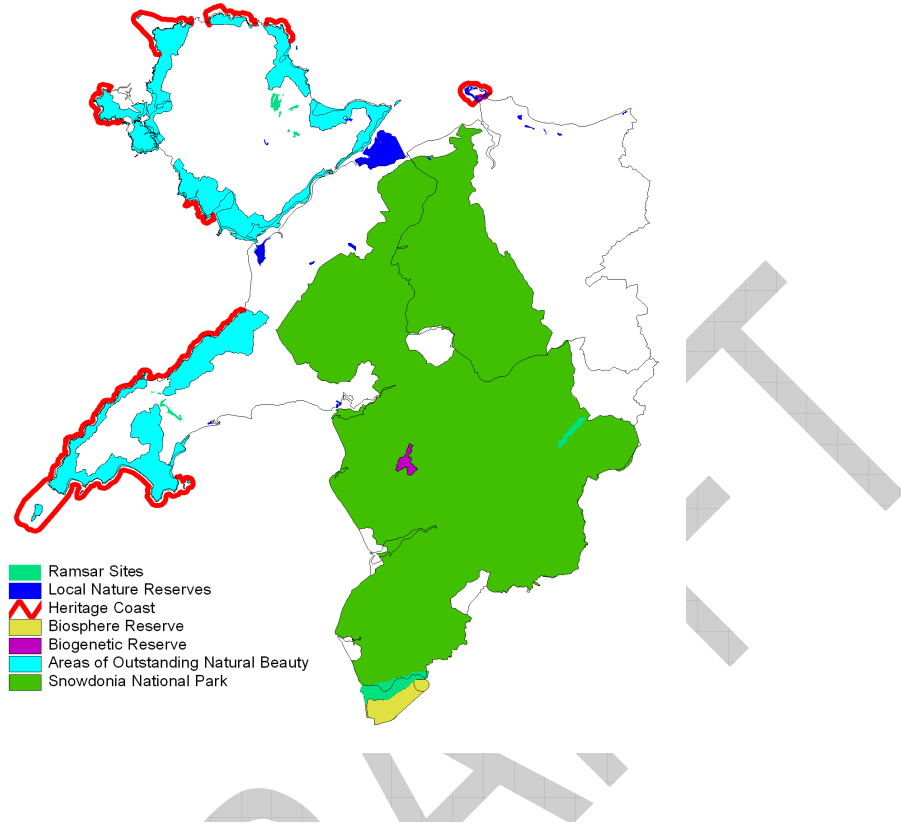
- around 14% of households have an annual household income of less than £10,000;
- in June 2010, overall, the economic activity rate (73.6%) was above the Wales average (72.8%), but the economic activity rate varies within Anglesey and Gwynedd;
- the number of people who are of working age who are economically inactive (21.75%) is slightly higher than the Wales average (20.6%);
- in January 2011, 4% of working age people were claiming Job Seekers' Allowance, which is equal to the Wales average;
- in January 2011, nearly 31% of people aged 17 – 24 were claiming Job Seekers' Allowance;
- the unemployment rate varies within Anglesey and Gwynedd;
- there is an over-dependence on public administration, education and health sectors as well as distribution, hotels and restaurants;
- employment land/ premises is mainly located on traditional industrial estates or business parks, which are mainly located within or near to the main towns;
- around 23% of households have no car and rely on public transport;
- there are capacity issues along sections of the local road network;
- there is poor accessibility by public transport to major employment sites from the deeper rural areas;
- Bangor is the largest retail centre in the area (ranked 375 in the UK), and a proportion of expenditure continues to be leaked to other centres along the North Wales coast and beyond;
- there are instances where the localised water supply network may not be sufficient to meet additional demand;
- there are instances where improvements works will be required to existing waste water treatment works to meet additional demand.

### Environmental

- waste recycling and composting rates have increased;
- air quality is generally very good when compared with the rest of Wales;
- the local landscape has a rich variety of habitats: 206 sites of special scientific interest, 29 national nature reserves, 20 special areas of conservation; 8 special protection areas, etc;
- 138 km of the coastline is a designated Heritage Coast;
- 37,000 ha is designated as Areas of Outstanding Natural Beauty;
- there are 52 conservation areas, over 3600 listed buildings and over 400 scheduled ancient monuments;
- 1 World Heritage Site, which includes Caernarfon Castle and Town Walls and Beaumaris Castle.

# Appendix 2 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## Conservation designations



## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Key stages in the process of preparing the Joint LDP and participation opportunities

#### Stage 1: The Delivery Agreement (Regulation 9) When: January – November 2011

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	Resources (in addition to usual staffing costs)
Drafting the Delivery Agreement (DA)  January – March 2011	Prepare a document that is a public statement of the LDP preparation timetable and how stakeholders and the community can contribute.	Council Departments (e.g. Customer Care, Strategic and Improvement)  Elected Members	Direct contact with individual officers  Environment Scrutiny Committee (Gwynedd) and Anglesey Environment and Technical Services Scrutiny Committee (Anglesey)  Joint Planning Policy Committee	Consider the suggestions and make appropriate amendments  Publish minutes of Scrutiny and Joint Planning Policy Committee on websites	Printing and translation costs
Consult on the draft DA (6 weeks)	Inform stakeholders and communities that the Councils are going to prepare a LDP	Welsh Assembly Government  Specific consultation	Letter and copy of the draft DA to the Assembly Government and other specific	Consider the suggestions and make appropriate amendments	Printing and posting costs  Advertising

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	back Resources (in addition to usual staffing costs)
(April – May 2011)	<p>Receive opinions on the contents of the DA</p> <p>Identify the relevant stakeholders</p>	<p>bodies</p> <p>General consultation bodies</p> <p>Other relevant stakeholders (including the public)</p>	<p>consultation bodies</p> <p>Letter to general consultation bodies and other stakeholders</p> <p>Publish the documents on the Councils' websites (<a href="http://www.gwynedd.gov.uk/">www.gwynedd.gov.uk/</a> <a href="http://www.anglesey.gov.uk">www.anglesey.gov.uk</a> )</p> <p>Copies in main Council offices and public libraries</p> <p>Advert in the local papers</p> <p>Provide an observations form which will include</p>	<p>Include contact details of contributors/suggestions re. LDP on Council data base to be used again</p> <p>A report summarising the suggestions and submitting the amended draft DA to the Scrutiny Committee, Joint Planning Policy Committee, The Board/Executive Committee</p> <p>Submit report to the full Committees</p>	<p>costs</p> <p>Translation costs</p>



### Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
			relevant questions  An opportunity to submit observations on-line	in order to reach a decision to approve the amended draft DA as a document to be submitted to the Assembly Government	
Send Amended Draft DA to Assembly Government  (October 2011)	Inform Assembly Government that the Councils have approved the amended draft DA  Request Assembly agreement	Welsh Assembly Government	Letter and copy of the draft DA	Consider the suggestions and make appropriate amendments (if applicable) Joint Planning Policy Committee, The Board/Executive Committee and Full Councils (should significant amendments need to be submitted)	Printing and posting costs

### Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
Publish final DA agreed by Welsh Assembly Government  (November 2011)	Inform about the approved DA and where it can be viewed	Welsh Assembly Government  Specific consultation bodies  General consultation bodies  Other relevant stakeholders (including the public)	Letter  Publish the documents on the Councils' websites ( <a href="http://www.gwynedd.gov.uk">www.gwynedd.gov.uk</a> <a href="http://www.anglesey.gov.uk">www.anglesey.gov.uk</a> )  Copies in main Council offices and local public libraries	Letter to elected Members informing them that the Welsh Assembly Government has agreed to the DA	Printing costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Stage 2 & 3: Pre-deposit Participation (Regulation 14) When: July 2010 – July 2012

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
Review and develop evidence base, including preparing a register of candidate sites  (July 2010 – July 2012)	In order to understand the context, review and expand the quantitative and qualitative information and identify the matters and objectives that the Joint LDP can address	Departments/Council Services (e.g. Strategic Direction Service, Council Land and Property Service, Highways and Municipal Service)  Elected Members  Specific consultation bodies  General consultation bodies  Other relevant stakeholders (including landowners and the public)	Direct contact with individual officers and established officers forums  Public Seminars/Workshops  Joint LDP Panel  Direct contact with specific consultation bodies and various general consultation bodies  Publish draft topic papers and invite suggestions  Citizens Panel	Publish topic papers and keep in evidence base library in public places and on Council websites  Direct contact with specific consultation bodies and various general consultation bodies to inform about published topic papers  Publish candidate sites register on Council websites	Hold seminars and meetings  Printing costs  Costs of commissioning consultants work when required

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods: back	Resources (in addition to usual staffing costs)
			<p>Key Stakeholders Group</p> <p>Publish candidate sites assessment methodology</p> <p>Publish forms to propose candidate sites, publicise this stage and invite proposals</p> <p>Publish candidate site register and invite comments</p>		
Screen the LDP (March 2011)	Confirm that the Joint LDP will need to be the subject of a Strategic Environmental Assessment (SEA)	Environmental Consultation Bodies	Direct Contact with the Environmental Consultation Bodies	Inform the Environmental Consultation Bodies of the decision	None

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
				Publish the decision on Council websites	
<p>Develop the SA Scoping Report</p> <p>(August 2010 – April 2011)</p>	<p>Comply with SEA Regulations legislative requirements</p> <p>Identify baseline environmental information about the Joint LDP area</p> <p>Review plans, programmes and relevant policies</p> <p>Identify the key issues/matters</p> <p>Develop the SA/SEA framework which includes the</p>	<p>Sustainability Appraisal Task Groups</p> <p>Nearby Authorities for relevant cross-boundary matters</p> <p>Elected members</p>	<p>Structured discussions/working groups</p> <p>Joint LDP Panel</p>	<p>Publish the Sustainability Appraisal Task Group minutes and LDP Panel on Council websites</p>	<p>Administrative Costs</p> <p>Consultants costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
	sustainability objectives				
Habitats Regulations Assessment (HRA)  (February – March 2011)	Comply with the Habitats Directive legislative requirements  Collect evidence, identify key issues and possible in-combination cross-boundary effects	Planning and Biodiversity Officers Group and relevant environmental consultation bodies  Nearby Authorities for relevant cross-boundary matters	Structured discussions/working groups	Publish the decision on Council websites  Inform all participants of the conclusions	Administrative Costs  Consultants costs
Publish SA Scoping Report for public consultation (6 weeks period)  (May – June 2011)	Seek stakeholder opinion re. scope of the SA/SEA and objectives	The Public  Specific consultation bodies  General consultation bodies  Council Departments/Services	Direct mail-shot (letters/e-mails) to raise awareness  Letter and copy of Scoping Report to relevant Consultation Bodies, including Environmental Consultation Bodies	Publish received observations on public website  Consider the observations and make appropriate amendments (if applicable)  Letter to all	Printing costs  Administrative Costs  Consultants costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods: back	Resources (in addition to usual staffing costs)
			<p>Publish documents on Council websites (<a href="http://www.gwynedd.gov.uk/">www.gwynedd.gov.uk/</a> <a href="http://www.anglesey.gov.uk">www.anglesey.gov.uk</a> )</p> <p>Copies in main Council offices and local public libraries</p>	<p>participants to inform of consultation conclusions</p>	
<p>Identify the vision of the LDP</p> <p>Identify the main objectives of the LDP</p>	<p>Agree on a clear vision, with spatial relevance, of what kind of place is aimed to be achieved in the LDP area</p> <p>Agree on the main objectives of the LDP</p>	<p>Council Departments/Services</p> <p>The public</p> <p>Citizens Panel</p> <p>LDP Key Stakeholders Group</p> <p>Specific consultation bodies</p> <p>General consultation</p>	<p>Direct contact with individual officers and established officers forums</p> <p>Letter and questionnaire to the Citizens Panel</p> <p>Structured discussions/working groups</p> <p>Seminars for Elected</p>	<p>Publish minutes of Stakeholders Group/Scrutiny Committees/LDP Panel/Joint Planning Policy Committee and the Board/Executive Committee on Council websites</p> <p>Publish the vision and objectives on Council websites</p>	<p>Administrative Costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods: back	Resources (in addition to usual staffing costs)
Identify and test strategic options and strategy  (April 2011 – March 2012)	Identify practical options and decide on their strengths and weaknesses	bodies  Elected members  Established forums representing key groups in the local population	Members  Scrutiny Committees  Joint LDP Panel  The Board/Executive Committee	Publish minutes of Stakeholders Group/Scrutiny Committees/LDP Panel/Joint Planning Policy Committee and the Board/Executive Committee on Council websites  Publish involvement report on Council	Administrative Costs



## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	back Resources (in addition to usual staffing costs)
				websites Inform all participants of the conclusions of the work	
SA/SEA & HRA – Asses Strategic Options and Candidate Sites  (April 2011 – March 2012)	Ensure that the Strategic Options and Candidate Sites are consistent with the sustainability objectives agreed on  Ensure that the Strategic Options and Candidate Sites do not have a detrimental effect on the integrity of a Natura 2000 site	Sustainability Appraisal Task Group  Planning and Biodiversity Officers Group and relevant environmental consultation bodies  Nearby Authorities for relevant cross-boundary matters	Structured discussions/working groups	Publish a report of the assessment on Council websites  Publish the minutes of the Sustainability Appraisal Task Group on Council websites	Publish Assessment Document Administrative Costs  Consultants Costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	back Resources (in addition to usual staffing costs)
<b>Local Elections May 2012</b>					
Prepare Proposals Document of Preferred Strategy  (April – July 2012)	Establish a strategic direction that will achieve the vision  Confirm the general vision and objectives of the Councils, the strategic spatial options considered, the chosen spatial strategy chosen and the implications to developments e.g. the strategic sites  Demonstrate, by applying the relevant soundness tests, that the process of choosing a strategy is robust.  Identify consistent	Council Departments/Services (e.g. Strategic Direction Service)  Assembly Government  LDP Key Stakeholders Group  Elected members	Structured discussions/working groups  Scrutiny Committees  Joint LDP Panel  Joint Planning Policy Committee  The Board/Executive Committee	Publish minutes of Stakeholders Group/Scrutiny Committees/LDP Panel/Joint Planning Policy Committee and the Board/Executive Committee on Council websites	Administrative costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods: back	Resources (in addition to usual staffing costs)
	sites/that derive from the chosen strategy				
SA/SEA & HRA – Assess Strategic Sites & other sites  (April 2012 – July 2012)	<p>Ensure that the Strategic Sites and other identified sites are consistent with the sustainability objectives agreed on</p> <p>Ensure that the Strategic Sites and other identified sites do not have a detrimental effect on the integrity of a Natura 2000 site</p>	<p>Sustainability Appraisal Task Group</p> <p>Planning and Biodiversity Officers Group and relevant environmental consultation bodies</p> <p>Nearby Authorities for relevant cross-boundary matters</p>	Structured discussions/working groups	<p>Publish a report of the assessment on Council websites</p> <p>Publish the minutes of the Sustainability Appraisal Task Group on Council websites</p>	

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Stage 4 & 5: Public Consultation on the Pre-Deposit Plan and respond to observations (Regulations 15 & 16) When: September 2012 – September 2013

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
Pre-deposit public consultation (six weeks)  (September – October 2012)	Inform of the Preferred Strategy Proposals Document  Discuss and invite ideas re. the documents for a statutory period of 6 weeks	Assembly Government  Specific consultation bodies  General consultation bodies  Citizens Panel  The public and any other interested parties	Direct mail-shot to everyone on the LDP data base, general consultation bodies and Citizens Panel  Letter and copy of the draft Preferred Strategy Proposals Document to the Assembly Government and specific consultation bodies  Publish relevant documents, including a straightforward summary of the Pre-Deposit Plan, including key information and	Acknowledge receiving observations by letter/e-mail  Contact those who have responded to inform them how they can know the response to the consultation  Publish a report on the response to the consultation on Council websites	Printing and translation costs  Posting costs  Advertising costs  Preparing and holding exhibitions and meetings costs  Administrative Costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	back Resources (in addition to usual staffing costs)
			<p>the standard form for observations on the Council websites</p> <p>Publish an advert in the local papers</p> <p>Documents and relevant information available for scrutiny in the main Council offices and local public libraries</p> <p>The standard form for observations available in specified public places</p> <p>Various techniques to raise awareness, ensure understanding and elicit discussion</p>		

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	Resources (in addition to usual staffing costs)
			(e.g. press releases, exhibitions in key places, working groups/public seminars)		
Sustainability Appraisal Report (draft)  (September – October 2012)	Demonstrate how the preferred choices were reached in view of the SA/SEA  Invite observations on the SA		Direct mail-shot (letters/e-mails) to everyone on the LDP data base and consultation bodies  Letter and copy of the SA to the Assembly Government and other specific consultation bodies  Publish the SA Report on Council websites  SA Report available for scrutiny in main		Printing and translation costs  Posting costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	Resources (in addition to usual staffing costs)
			Council offices and local public libraries		
Consider the observations received  (November 2012 – March 2013)	Give the Councils an opportunity to consider every observation appropriately  Further review and develop the evidence base	Council Departments/Services  Citizens Panel  LDP Key Stakeholders Group  Elected members  Relevant stakeholders	Direct contact with individual officers and established officers forums  Letter and purposeful questionnaire to the Citizens Panel  Structured discussions/working groups  Joint LDP Panel  Joint Planning Policy Committee	Publish minutes of Stakeholders Group//LDP Panel/Joint Planning Policy Committee on Council websites  Publish updated or new subject papers (where appropriate) and keep in evidence base library in public places and on Council websites  Give brief general description of how	Printing costs  Preparation and printing costs of general summary of the conclusions of the consultation and possible costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
				the observations received have affected on LDP policies and proposals to those who responded to the public consultation and stakeholders	
SA/SEA and HRA – Assess substantial changes  (November 2012 – March 2013)	Assess suggested alternative strategies or suggested amendments to the published Preferred Strategy against the agreed Sustainability Appraisal Framework and against the HRA criteria  Consider the observations of the	Sustainability Appraisal Task Group  Planning and Biodiversity Officers Group and relevant environmental consultation bodies  Nearby Authorities for relevant cross-boundary matters	Structured discussions/working groups	Publish amendments/appendix to the Sustainability Report	Administrative Costs  Consultants costs



## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	Resources (in addition to usual staffing costs)
	consultation on the Sustainability Appraisal				
Prepare Deposit LDP and associated documents  (April 2013 – September 2013)	<p>Create completed version of the LDP and publish</p> <p>Create final Consultation Report and publish</p> <p>Create final Supplementary Planning Guidance and publish</p>	<p>Council Departments/Services (e.g. Strategic Direction Service/Planning Service/Legal Service)</p> <p>Elected members</p>	<p>Direct contact with individual officers and established officers forums</p> <p>Structured discussions/working groups</p> <p>Scrutiny Committees</p> <p>Joint LDP Panel</p> <p>Joint Planning Policy Committee</p>	<p>Publish minutes of Scrutiny Committees/Joint LDP Panel and Joint Planning Policy Committee on Council websites</p>	None

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

**Stage 6 & 7: Public Consultation on the Deposit Plan and consider the observations (Regulations 17, 18 & 19) When: October 2013 – June 2014 (the timetable beyond November 2013 is indicative)**

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
A public consultation on the Deposit LDP (6 weeks) (October – November 2013)	Give all interested parties an opportunity to view the LDP and submit observations	<p>Assembly Government</p> <p>Specific consultation bodies</p> <p>General consultation bodies</p> <p>LDP Key Stakeholders Group</p> <p>Citizens Panel</p> <p>The public and any other interested parties</p>	<p>Direct mail-shot (letters/e-mails) to everyone on the LDP data base, the Citizens Panel and the general consultation bodies</p> <p>Letter and copy of the Deposit LDP and relevant documents along with a list of other documents to the Assembly Government and specific consultation bodies</p> <p>Publish Deposit LDP and each</p>	<p>Acknowledge receiving observations through letter/e-mail</p> <p>Publish a copy of each observation received in the relevant public places</p> <p>Give details of the observations received on Council websites, noting where hard copies can be viewed</p> <p>Deal with observations on housing</p>	<p>Printing and posting costs</p> <p>Advertising costs</p> <p>Administrative Costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			<p>relevant document, including a straightforward summary of the Pre-Deposit Plan, including key information and the standard form for observations on the Council websites</p> <p>Publish an advert in the local papers</p> <p>The Deposit Local Development Plan, relevant documents and information available for scrutiny in specific public places</p> <p>The standard form for observations available for use in specified public places</p> <p>Various techniques</p>	<p>designations in accordance with Regulations 20 and 21 (see below)</p>	
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## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			to raise awareness, ensure understanding and elicit discussion (e.g. press releases, exhibitions in key places, working groups/public seminars)		
SA/SEA – Final SA available for viewing along with the Deposit LDP  (October 2013 – November 2013)	Demonstrate how the LDP is in accordance with the agreed Sustainability Appraisal Framework	As above	As above	As above	As above
Consider the observations received  (December 2013 - June 2014)	Give the Councils an opportunity to consider every observation appropriately  Further review and develop the evidence base	Council Departments/Services (e.g. Strategic Direction Service/Planning Service/Legal Service)  Those who have	Direct contact with individual officers and established officers forums  Structured discussions/working groups	Publish minutes of LDP Panel/Joint Planning Policy Committee on Council websites  Publish consultation report outlining how the Councils have	Printing and posting costs  Administrative Costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

		<p>made observations to have further explanation, reach agreement on 'comMôn ground' matters</p> <p>Elected members</p>	<p>Joint LDP Panel</p> <p>Joint Planning Policy Committee</p>	<p>considered each observation and place in relevant public places and on Council websites</p> <p>Inform those who have made observations that a response report is available to view</p> <p>Publish updated or new subject papers (where appropriate) and keep in evidence base library in public places and on Council websites</p>	
<p>SA/SEA &amp; HRA – assess new/different sites (that had not previously been considered)</p> <p>(December 2013 –</p>	<p>Asses the new/different sites against the agreed Sustainability Appraisal Framework and against the HRA criteria</p>	<p>Sustainability Appraisal Task Group</p> <p>Planning and Biodiversity Officers Group and relevant environmental</p>	<p>Structured discussions/working groups</p>	<p>Complete the Sustainable Assessment Report, submit a copy to the LDP Panel and the Council Boards</p>	<p>Administrative Costs</p> <p>Consultants costs</p> <p>Printing costs</p>

### Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

June 2014)		consultation bodies  Nearby Authorities for relevant cross- boundary matters		Publish the final Sustainability Assessment and place on Council websites and in relevant public places	
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## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Stage 8: Consultation on alternative sites (Regulation 20 & 21) When: January 2014 - June 2014 (indicative)

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
<p>A public consultation on alternative sites (6 weeks)  (January 2014 - February 2014)</p>	<p>To give everyone an opportunity to submit observations on (a) alternative sites proposed during the consultation period on the Deposit LDP and/ or (b) on suggestions made in relation to the sites allocated in the Deposit Plan, i.e. comments to alter or delete allocated sites.</p>	<p>Citizens Panel  The public and any other interested parties  Specific consultation bodies  General consultation bodies  LDP Key Stakeholders Group</p>	<p>Direct mail-shot (letters/e-mails) to everyone on the LDP data base, and the Citizens Panel to inform them of where the details of the alternative sites can be viewed and the procedure for submitting observations on those proposed  Letter and copy of relevant information regarding the proposed sites to the specific and general consultation bodies</p>	<p>Publish a copy of the observations received regarding the alternative sites during the consultation period on the Council websites and in relevant public places</p>	<p>Printing and posting costs  Advertising costs  Administrative Costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			<p>along with details regarding the procedure for submitting observations</p> <p>Publish the observations on the alternative sites on Council websites and place a copy for scrutiny in relevant public places, along with details regarding the procedure to submit observations on those proposed</p> <p>Publish an advert in the local papers</p> <p>Various techniques to raise awareness, ensure understanding and elicit discussion (e.g. press</p>		
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### Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			releases)		
<p>Consider the observations received during the above consultation period regarding the alternative sites</p> <p>(March 2014 – June 2014)</p>	<p>To consider whether or not there is a need to recommend making amendments to the Deposit LDP and include details of this in the Final Consultation Report</p> <p>(Note: While Councils are required to raise awareness and make an assessment of the new/different sites suggested by those consulted with during the consultation period on the Deposit LDP, it will be the Inspector’s decision whether one or all</p>	<p>LDP Key Stakeholders Group</p> <p>Elected Members</p>	<p>Structured discussions/working groups</p> <p>Joint LDP Panel</p> <p>Joint Planning Policy Committee</p>	<p>Publish minutes of Key Stakeholders Group//Joint LDP Panel/Joint Planning Policy Committee on Council websites</p> <p>Publish a report stating the recommendations of the Councils and place on Council websites and in relevant public places</p>	<p>Printing costs</p> <p>Administrative Costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

	of these alternative sites are included in the adopted plan)				
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### Stage 9: Opting for focussed changes – (Circular by the Assembly – CL-01-2009 (APAA-09-33-004)) When: July – August 2014

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
Should it be required: – 6 week consultation period on the “Appendix” to the Local Development Plan and its associated site evaluation documents.	Inform all stakeholders that the Councils suggest that the Deposit Joint LDP needs to be amended and ask for observations which will be submitted to the Examination Inspector.	Citizens Panel  The public and all other interested parties  Specific consultation bodies  General consultation bodies  LDP Stakeholders Group	Publish an advert in the local papers  Publish a statement on Council websites  Direct mail-shot (letters/e-mails) to everyone on the LDP data base, and the Citizens Panel to inform them of where the document can be	Not relevant	Advertising costs  Printing costs  Administrative Costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			<p>viewed</p> <p>Letter and copy of relevant information regarding the specific amendments to the specific and general consultation bodies along with details of the procedure for submitting observations</p> <p>Publish the observations on the specific amendments on Council websites and place a copy for scrutiny in relevant public places</p>		
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## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Stage 10: Submitting the Joint LDP to the Assembly Government for Examination (Regulation 22) When: November 2014 (indicative)

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods: back	Resources (in addition to usual staffing costs)
Summit the LDP and full series of associated documents (including the SA Report) to the Welsh Assembly Government	Inform all stakeholders that the Councils have submitted the LDP to the Assembly Government	Those who have made observations and all other stakeholders who have declared that they wish to be informed of the development of the LDP	<p>Publish an advert in the local papers</p> <p>Publish a statement on Council websites re. submitting the LDP for Inspection</p> <p>Direct mail-shot (letters/e-mails) to those who have made observations and other stakeholders who have declared that they wish to be informed of the development of the LDP</p> <p>Publish a copy of all</p>	Not relevant	<p>Advertising costs</p> <p>Printing costs</p> <p>Administrative costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			the documents submitted to the Assembly Government on Council websites and in relevant public places		
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### Stage 11: The Public Examination (Regulation 23) When: April 2015 (indicative)

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	back	Resources (in addition to usual staffing costs)
Publish a notice of the Public Examination (at least 6 weeks before the Inspection)	Inform stakeholders that the Examination is taking place	All of those who made observations and any other parties who have declared an interest in the Examination/the LDP process	Letter/e-mail to those who have made observations and other relevant stakeholders giving details of the Examination  Publish an advert in the local papers.  Publish details of	Not relevant		Posting costs  Advertising costs  Printing costs

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			<p>the Examination on Council websites</p> <p>Place posters in relevant public places giving details of the Examination</p>		
Pre-Examination Meeting	To give the Inspector the opportunity to inform of the procedure of the Examination and ask for additional information (should this be required)	All of those who have made observations and anyone else who have declared an interest in the Examination/the LDP process	<p>Letter/e-mail to those who have made observations and other relevant stakeholders giving details of the Examination</p> <p>Publish the details of the Pre-Examination meeting on Council websites</p> <p>Other appropriate techniques to raise awareness and ensure understanding (e.g.</p>	Not relevant	<p>Posting costs</p> <p>The costs involved with holding the meeting (e.g. simultaneous translation, fees, Programme Officer )</p>

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			press releases)		
Examination of the LDP	Get independent opinion re. the soundness of the LDP and the observations received.	All of those who have made observations and who have not withdrawn their objections	Around the table discussion sessions Hearings Formal Hearings  (The Inspector will decide on the best method to submit verbal evidence)  Formal written statements	Inspector's Report	Costs of holding the examination (e.g. simultaneous translation, fees, Programme Officer, administrating the Inspection)  Administrative costs

### Stage 12: Publish Public Inspector's Report (Regulation 24) When: January 2016 (indicative)

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting back methods:	Resources (in addition to usual staffing costs)
Receive/ publish Report of Public Examination	Inform of the decisions of the Inspector of the Public Examination	Elected members  Specific consultation bodies	Letter/e-mail to those who have made observations and other relevant	Not relevant	Printing costs  Administrative costs

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

		<p>General consultation bodies</p> <p>LDP Key Stakeholders Group</p> <p>Citizens Panel</p> <p>All of those who made observations, the public and any other interested parties</p>	<p>stakeholders informing them of the Report and where it can be viewed along with any other relevant details</p> <p>Other appropriate techniques to raise awareness and to ensure understanding (e.g. press releases)</p> <p>Make Report available for inspection on Council websites and in other relevant public places</p>		
Prepare the response of the Councils to the Inspector's Report	Raise awareness re. any significant amendments that need to be made in order to adhere to	Elected members	Report to the Joint Planning Policy Committee highlighting any significant changes	Publish the minutes of the Joint Planning Policy Committee and full Councils on Council	



### Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

	<p>the Inspector's Report</p> <p>(Note: The Councils or the Stakeholders will not have the right to object to any amendments that the Inspector wishes to see)</p>		<p>Report to the full Councils to reach a decision to adopt the LDP</p>	<p>websites</p>	
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#### Stage 13: Adopt the LDP (Regulation 25) When: April 2016 (indicative)

Which stage and when?	Purpose	Participants	How? Participation/consultation method	Reporting methods:	back	Resources (in addition to usual staffing costs)
Formally adopt the LDP as the statutory development plan for the Gwynedd Planning Authority area (within 8 weeks of receiving the Inspector's Report)	Inform stakeholders and the public of the decision to adopt the LDP	<p>Elected members</p> <p>All of those who made observations and any other parties who have declared an interest in the LDP process</p> <p>The public</p>	Letter/e-mail to those who have made observations and other relevant stakeholders informing them of adopting the LDP, enclosing a copy of the adoption statement.	Not relevant		<p>Posting costs</p> <p>Printing costs</p> <p>Administrative costs</p>

## Appendix 3 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

			<p>Make all LDP documents including adoption statement available on Council websites and in other relevant public places</p> <p>Publish an advert in the local papers</p> <p>Other appropriate means of raising awareness and ensuring understanding (e.g. press releases)</p> <p>Send 4 copies of the LDP and adoption statement to the Assembly Government</p>		
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## Appendix 4 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

The role of different committees in the process of preparing the Joint LDP

	1	2	3	4	5	6
	PROVIDE AGREEMENT	STRATEGIC CHOICES AND THE PREFERRED STRATEGY	DEPOSIT PLAN	REPORT ON THE CONSULTATION RESPONSES IN THE DEPOSIT PLAN	PLAN EXAMINATION REPORT	ADOPT THE PLAN
Gwynedd and Anglesey Scrutiny Committee	Scrutinise	Scrutinise	Scrutinise			
Gwynedd Council Board and Anglesey Council Executive Committee	Recommend Agreement	Agree				
Joint Planning Policy Committee	Advise	Advise	Agree	Agree	Accept	
Gwynedd and Anglesey Full Councils	Agree					Adopt

# Appendix 5 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## Tests of Soundness

### Procedural Tests

**G1** The Plan has been prepared in accordance with the Delivery Agreement including the Community Involvement Scheme.

**G2** A Sustainability Appraisal was undertaken in relation to the plan and its policies including a Strategic Environmental Assessment.

### Consistency Tests

**C1** The land use plan has considered plans, policies and other relevant strategies associated with the area or nearby areas.

**C2** It considers national policy.

**C3** It considers the Wales Spatial Plan.

**C4** It has considered the relevant Community Strategy, Strategies and National Park Management Plan.

### Cohesive and Efficiency Tests

**CE1** The Plan notes a cohesive strategy with reasonably derived policies and designations and, where cross-boundary matters are relevant, it assimilates with the development plans prepared by nearby authorities.

**CE2** The strategy, the policies and the designations are realistic and are appropriate and they have considered the relevant alternative choices and are based on a sound and credible evidence base.

**CE3 Clear mechanisms** are in place for implementing and monitoring.

**CE4 The Plan** is relatively flexible with regard to ability to deal with changing circumstances.

## Appendix 6 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

### Possible Risks and Response Methods

Risk	Possible Effect	Mitigation Measures
1. Further requirements deriving from legislation or new national guidelines	<ul style="list-style-type: none"> <li>• Need to undertake more work in order to amend the Plan and the work programme</li> <li>• Programme slippage</li> </ul>	Monitor work that's being done with regard to new legislation and guidelines so that we are in a good position to respond as soon and effectively as possible to any changes
2. Heavier than expected work load	Programme slippage	<ul style="list-style-type: none"> <li>• Ensure a realistic timetable which has flexibility</li> <li>• Ensure that we consider how much time it takes to undertake every aspect of the work</li> <li>• Consider additional resources</li> </ul>
3. Substantial objections by consultation bodies	Programme slippage	<ul style="list-style-type: none"> <li>• Flexibility built into the timetable</li> <li>• Ensure that we consult early on (before the formal consultation period) with specific bodies</li> </ul>
4. Lack of political consensus	<ul style="list-style-type: none"> <li>• Failure to agree on the key aspects of the Plan</li> <li>• Conflict undermining what is noted in the Plan</li> </ul>	Seek to resolve as much conflict as possible in the Joint LDP Panel meetings and by discussing with the leading Members e.g. Portfolio Leaders
5. Failure to report to a committee at the appropriate time	<ul style="list-style-type: none"> <li>• Programme slippage</li> </ul>	Discuss requirements with those that arrange both Council's committee timetable as soon as possible

## Appendix 6 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Risk	Possible Effect	Mitigation Measures
6. Lack of consensus between different Council departments	Failure to agree on key aspects of the Plan	<ul style="list-style-type: none"> <li>• Ensure that we are in accordance with the Councils' strategies (Community Strategy, Three Year Plan)</li> <li>• Ensure that there are effective internal discussion procedures in place in relation to the Plan</li> </ul>
7. Delay with translation/printing process	Programme slippage	<ul style="list-style-type: none"> <li>• Use external translators</li> <li>• Share the translation work to different individuals/companies</li> <li>• Consider additional resources</li> </ul>
8. Lack of available funding throughout the process of preparing the Plan	<ul style="list-style-type: none"> <li>• Failure to fund specific and important work tasks e.g. as part of the evidence base</li> <li>• Programme slippage</li> </ul>	Constant monitoring in order to ensure that the funding is used in the most effective way
9. Change in staff or losing staff	<ul style="list-style-type: none"> <li>• Loss of capacity and skills</li> <li>• More pressure on other officers</li> <li>• Programme slippage</li> </ul>	Consider additional resources
10. Lack of expertise	<ul style="list-style-type: none"> <li>• Lower standard of work</li> <li>• Failure to identify weaknesses and note suggestions while verifying the work of consultants</li> <li>• Problems with regard to ensuring the 'soundness' of the Plan</li> </ul>	Train specific staff to specialise in different fields

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Risk	Possible Effect	Mitigation Measures
11. Failure on behalf of the Planning Inspectorate to meet the timetable/targets	Delay with regard to holding the investigation and/or in relation to receiving the report	Ensure close contact with the Planning Inspectorate in order to ensure a process which is as easy as possible. This will also give the opportunity of early warning regarding any problems
12. Plan fails the 'soundness' test	The Plan cannot be adopted without having to undertake further substantial work	Ensure that the LDP is sound by ensuring that we conform to procedures, laws, regulations along with all other specific soundness tests
13. Legal challenge	<ul style="list-style-type: none"> <li>• Abolish the adopted LDP (or parts of it)</li> <li>• Additional workload</li> </ul>	Ensure that we adhere to procedures, laws, regulations etc.
14. Elections	<ul style="list-style-type: none"> <li>• Programme slippage</li> <li>• New members with different opinion regarding the contents of the Plan – changing priorities</li> </ul>	Ensure a realistic timetable with built-in flexibility
15. Problems with I.T. work/Problems in relation to GIS work	Programme slippage	<ul style="list-style-type: none"> <li>• Ensure a realistic timetable with built-in flexibility</li> <li>• Ensure that the Council's I.T. Service is aware of the requirements and schedule time to this purpose</li> <li>• Purchase appropriate software</li> </ul>

## Appendix 6 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

Risk	Possible Effect	Mitigation Measures
16. Results of the SA/SEA outlining the unexpected problems	<ul style="list-style-type: none"> <li>• Additional workload</li> <li>• Programme slippage</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that the timetable is flexible enough to deal with such a situation</li> <li>• Consider additional resources</li> </ul>
17. Consultation bodies failing to submit observations as soon as expected	Programme slippage	<ul style="list-style-type: none"> <li>• Ensure that specific groups are consulted early on at any relevant stage during the process.</li> <li>• Seek to consult at times of the year when the majority of people are likely to be at work e.g. not during August or over Christmas</li> </ul>
18. Receive significant information late in the day	<ul style="list-style-type: none"> <li>• Programme slippage</li> <li>• Additional workload</li> </ul>	Ensure that the timetable is flexible enough to deal with such a situation
19. Requirements associated with responding to the Wylfa B project	<ul style="list-style-type: none"> <li>• Programme slippage</li> <li>• Additional workload</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor progress with regard to this project</li> <li>• Ensure a close working relationship between the Energy Island Project Team and the Joint Planning Policy Unit</li> </ul>



## Appendix 7 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

The Joint Planning Policy Unit has a database of individuals and organizations that wish to be involved including local businesses, voluntary groups, government bodies and individuals. The Joint Planning Policy Unit proposes to engage with umbrella organizations who will in turn engage with their members. These are the general and specific consultation bodies. The list of specific and general consultation bodies identified will constantly evolve throughout the Joint Local Development Plan preparation process. Following the publication of the Delivery Agreement the most up to date version of this list can be viewed on the Councils' website [www.gwynedd.gov.uk/ldp](http://www.gwynedd.gov.uk/ldp) and [www.anglesey.gov.uk](http://www.anglesey.gov.uk)

If you would like to be added to the LDP consultation database, want to change your details or be removed then please contact the Joint Planning Policy Team via [jldp@gwynedd.gov.uk](mailto:jldp@gwynedd.gov.uk) (address to be confirmed). All those on the database will be kept informed of progress and opportunities for involvement via letter or preferably e-mail throughout the preparation of the Joint Local Development Plan.

### General Consultation Bodies

This is how the LDP Regulations describe these bodies and examples are given of different bodies near the description:

- (a) voluntary bodies, where their activities are all or partly for the benefit of any part of the Local Planning Authority, for example, Mantell Gwynedd, Medrwn Môn, Age Concern, Sustainable Gwynedd, Campaign for the Protection of Rural Wales.
- (b) bodies representing the interests of various racial, ethnic or national groups in the Local Planning Authority area, for example, North Wales Race Equality Network, Black Environment Network, the Equal Opportunities Commission;
- (c) bodies representing various religious groups in the Local Planning Authority area, for example, Cytun, the Church in Wales, Bangor Mosque;
- (d) bodies representing the interests of disabled individuals in the Local Planning Authority area, for example, Meirionnydd Access Group, Arfon Access Group, Dwyfor Access Group, North Wales Deaf Association, North Wales Society for the Blind, Disability Wales, Clebran, Taran;
- (e) bodies representing the interests of those that run a business in the Local Planning Authority area, for example, Gwynedd Business Network, Federation of Small Businesses, Chambers of Trade; and
- (f) bodies representing the interests of Welsh culture in the Local Planning Authority area, for example, Welsh Language Board, Cymdeithas yr Iaith, Merched y Wawr, Menter Iaith Môn.

**The consultation draft Delivery Agreement will include a comprehensive list of these bodies.**

# Appendix 8 – Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## Specific Consultation Bodies

### Government Bodies

Cadw	Environment Agency Wales
Countryside Council for Wales	Welsh Assembly Government
Secretary of State for Transport	Transport Department of the UK Government
Trade and Industry Department of the UK Government	Home Office
Ministry of Defence	

### Adjoining Local Authorities

Snowdonia National Park Authority	Conwy County Borough Council
Denbighshire County Council	Powys County Council
Ceredigion County Council	

### City/ Community/ Town Councils within Anglesey and Gwynedd (excluding Snowdonia National Park)

#### Anglesey

Aberffraw Community Council	Amlwch Town Council
Beaumaris Town Council	Bodedern Community Council
Bodffordd Community Council	Bodorgan Community Council
Bryngwran Community Council	Holyhead Town Council
Cwm Cadnant Community Council	Cylch-y-Garn Community Council
Trewalchmai Community Council	Llanbadrig Community Council
Llanddaniel Fab Community Council	Llanddona Community Council
Llanddyfnan Community Council	Llaneilian Community Council
Llanerchymedd Community Council	Llaneugrad Community Council
Llanfachraeth Community Council	Llanfaelog Community Council
Llanfaethlu Community Council	Llanfair Mathafarn Eithaf Community Council
Llanfairpwll Community Council	Llanfihangelesceifiog Community Council
Llanfair yn Neubwll Community Council	Llangoed and Penmon Community Council
Llangefni Town Council	Mechell Community Council
Llangristiolus Community Council	Penmynydd and Star Community Council
Llanidan Community Council	Rhoscolyn Community Council
Moelfre Community Council	Rhosyr Community Council
Pentraeth Community Council	Tref Alaw Community Council
Menai Bridge Town Council	
Rhosybol Community Council	
Trearddur Community Council	
Valley Community Council	

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### Gwynedd

Bangor City Council  
Llanddeiniolen Community Council  
Betws Garmon Community Council  
Llanberis Community Council  
Llandwrog Community Council  
Llanllechid Community Council  
Llanrug Community Council  
Pentir Community Council  
Y Felinheli Community Council  
Botwnnog Community Council  
Clynnog Community Council  
Dolbenmaen Community Council  
Llanbedrog Community Council  
Llannor Community Council  
Nefyn Town Council  
Porthmadog Town Council  
Tudweiliog Community Council  
Arthog Community Council  
Festiniog Town Council  
Llanfrothen Community Council  
Mawddwy Community Council  
Tywyn Town Council

Caernarfon Town Council  
Bethesda Community Council  
Bontnewydd Community Council  
Llandygai Community Council  
Llanddeiniolen Community Council  
Llanllyfni Community Council  
Llanwnda Community Council  
Waunfawr Community Council  
Aberdaron Community Council  
Buan Community Council  
Criccieth Town Council  
Llanaelhaearn Community Council  
Llanengan Community Council  
Llanystumdwy Community Council  
Pistyll Community Council  
Pwllheli Town Council  
Abermaw/Barmouth Town Council  
Corris Community Council  
Llandderfel Community Council  
Llangywer Community Council  
Penrhyndeudraeth Town Council

### City/ Community/ Town Councils that adjoin the Gwynedd Local Planning Authority area

Abergwyngregyn Community Council  
Aberdyfi Community Council  
Brithdir, Llanfachreth, a Rhydymain Community Council  
Dyffryn Ardudwy a Thalybont Corris Community Council  
Llanbedr Community Council  
Llanelltyd Community Council  
Llanfihangel-y-Pennant Community Council  
Llanuwchllyn Community Council  
Pennal Community Council  
Trawsfynydd Community Council  
Bro Machno Community Council  
Llangwm Community Council  
Llandrillo Community Council  
Cynwyd Community Council

Beddgelert Community Council  
Bala Town Council  
Bryncrug Community Council  
Dolgellau Town Council  
Ganllwyd Community Council  
Harlech Town Council  
Llanegryn Community Council  
Llanfair Community Council  
Llangelynnin Community Council  
Llanycil Community Council  
Maentwrog Community Council  
Talsarnau Community Council  
Dolwyddelan Community Council  
Cerrigydrudion Community Council  
Llanfairfechan Community Council  
Corwen Community Council  
Glantwymyn Community Council

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## Infrastructure Providers and Electronic Communications

Welsh Water  
Scottish Power

British Telecommunications plc  
Transco

National Grid  
Betsy Cadwaldr University Local  
Health Board  
Mobile Operators Association

DRAFT

# Anglesey and Gwynedd Joint Local Development Plan Delivery Agreement

## Possible Membership of Key Stakeholders Group

Mantell Gwynedd  
Medrwn Mon  
One Voice Wales  
Assemble Government  
Environment Agency Wales  
Coleg Meirion Dwyfor  
Coleg Menai  
North Wales Fire and Rescue Service  
Job Centre Plus  
Betsy Cadwaladr University Health Board  
Bangor University  
Countryside Council for Wales  
North Wales Police  
Community Safety Partnerships Gwynedd & Anglesey  
Health, Care and Wellbeing Partnerships Gwynedd & Anglesey  
Children and Young People's Partnerships Gwynedd & Anglesey  
Community First Gwynedd & Anglesey  
Economic Partnership Gwynedd  
Economic Regeneration Partnership Anglesey  
Corporate Policy Units Gwynedd & Anglesey  
Environmental Forum Gwynedd & Anglesey  
Snowdonia National Park Authority  
AONB Joint Consultative Bodies Llyn & Anglesey  
Area Regeneration Officers Gwynedd & Anglesey