

Consultation Plan: Supplementary Planning Guidance

Consultation Title: Supplementary Planning Guidance: Maintaining and creating distinctive and sustainable communities	Information/ key dates/ activities
1. Why do we need a consultation (short summary, e.g. statutory requirement, policy development, etc)?	<p>After the adoption of the Joint Local Development Plan a series of supplementary planning guidance on specific topics needs to be prepared. The Plan identifies the Supplementary Planning Guidance: maintaining and creating a distinctive and sustainable communities as one of the series. The purpose of guidance is to say how the Plan's policies should be interpreted and applied in specific circumstances or in specific areas. Supplementary Planning Guidance do not form part of the Plan but must be consistent with the Plan and with national policy. They must be derived from a generic policy in the Plan, specific policies for places, and/or designation in the Plan, and clearly cross-reference to those sources. According to the Local Development Plans Manual (2015) guidance should be the subject of consultation followed by the necessary changes before their formal adoption. It is likely that little weight can be given to guidance that do not meet these criteria in any planning appeal.</p>
2. What are the main objectives?	<p>Ensure that:</p> <ol style="list-style-type: none"> i. the Guidance fulfills its purpose, which is to provide clear advice about how to interpret specific policies in the Plan; ii. that relevant stakeholders are aware of the opportunity through Public consultation to view the Guidance in its draft form, and to submit written comments about its contents; iii. that the respondents are aware of how their responses will be addressed, that their responses could lead to a change in the Guidance, and who will make the final decision on the content of the Guidance.
3. What needs to be discovered?	<p>Does the Guidance:</p> <ol style="list-style-type: none"> i. provide a robust description of a distinctive and sustainable community in the local context? ii. identify the full 'family' of policies that promote development that will contribute to maintaining or creating distinctive and sustainable communities? iii. provide robust advice about the information that would be needed to support planning applications? iv. includes explanation of key considerations in Policy PS 1, e.g. what is meant by unexpected windfall sites, significant harm, etc;

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	<ul style="list-style-type: none"> v. provide a sound framework to assist an applicant to consider the impact (positive or negative) of a development on the viability of the Welsh language in communities in the formulation of proposed development, and to assist competent officers to provide advice and guidance to a Planning Officer about a submitted planning application; vi. provide sufficient guidance to the applicant and his advisor about where and how to obtain information.
4. Who will be consulted?	<ul style="list-style-type: none"> i. Public in general; ii. Specific consultation bodies, e.g. community and town councils, Natural Resources Wales, CADW, adjoining planning authorities, Welsh Government (Planning Department and Welsh Language Division), Welsh language Commissioner's Office; iii. Special interest groups, e.g. Pwyllgor Ymgyrch Tai a Chynllunio Gwynedd a Môn, Council for the Protection of Rural Wales, Merched y Wawr; Hunaniaith, Menter Iaith Mon iv. Individuals with specific interests, i.e. individuals who submitted comments about Policy PS 1 in the Joint Local Development Plan; v. Planning consultants that advise applicants applying for planning permission.
5. When will we consult?	<p>If the Committee supports the proposal at its meeting on 16 November 2018, the aim is to begin the public consultation period (7 weeks) during December 2018.</p>
6. How will we consult?	<ul style="list-style-type: none"> i. Electronic copy of the Guidance on both Council's website; ii. A hard copy of the Guidance in the public libraries and main Council offices in Gwynedd and Anglesey; iii. Questionnaire on both Council's website; iv. Editable pdf and word copy on both Council's website; v. A hard copy of the form in the public library and main Council offices in Gwynedd and Anglesey. <p>Please note that we will not respond directly to the respondents. The public consultation material will set out the intention to record the relevant responses and consider them and then to prepare a report on the public consultation which will be published on the website of the two Councils at the time of the publication of the Joint Planning Policy Committee's programme (see 11 below).</p>

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7. How will notify about the public consultation?	<ul style="list-style-type: none"> i. Councils' websites – notice on the front page, consultation page and planning policy page; ii. Letter and e-mails to stakeholders referred to above; iii. Rhaeadr (Gwynedd Council) & Isle of Anglesey County Council's intranet page & Monitor; iv. Twitter and Facebook pages – both Councils; v. Press release.
8. Who will analyse the comments?	<p>The Joint Planning Policy Unit in consultation with relevant planning officers, Welsh language development officers in both Councils, and the specialists appointed to assist in the preparation of this Guidance.</p>
9. How will we respond to the comments?	<p>Preparation of consultation report, which summarises each individual comment received during the public consultation period, alongside the Joint Planning Policy Unit's response, and identification of amendments required to address relevant responses.</p>
10. Who will receive the report on the comments and response to them and when will that happen?	<p>The Joint Local Development Plan Panel and then the Joint Planning Policy Committee will receive a copy of the consultation report together with a copy of the revised Guidance (which will incorporate amendments required as a result of an assessment of the responses received during the public consultation period). The aim is to do this during March and May 2019, respectively. The final timetable will depend on the responses received during the public consultation period, - the number of comments, their substance and the need to make amendments.</p>
11. How will give feedback to respondents and when will that happen?	<p>Councils' websites – publish the consultation report when the Joint Planning Policy Committee's agenda and papers are published (May 2019 - date to be confirmed).</p> <p>Write to those that responded during the public consultation at the adoption stage.</p>

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12. Who will evaluate this consultation plan and when will that happen?	Joint Local Development Plan Panel – 22 March 2018 Community Scrutiny Working Group (Gwynedd Council) – March 2018

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