



***ENVIRONMENT, REGENERATION AND STREETSCENE SERVICES  
CABINET BOARD***

***IMMEDIATELY FOLLOWING SCRUTINY COMMITTEE  
THURSDAY 14 SEPTEMBER 2023***

***MULTI-LOCATION MEETING – COUNCIL CHAMBER PORT TALBOT  
AND MICROSOFT TEAMS***

**ALL MOBILE TELEPHONES TO BE SWITCHED TO SILENT FOR THE  
DURATION OF THE MEETING**

**Webcasting/Hybrid Meetings:**

This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and/or training purposes.

**Part 1**

1. Appointment of Chairperson
2. Chairpersons Announcement/s
3. Declarations of Interest
4. Minutes of Previous Meeting (*Pages 5 - 14*)
  - 14 July 2023
  - 28 July 2023
5. Forward Work Programme (*Pages 15 - 16*)
6. Public Question Time  
Questions must be submitted in writing to Democratic Services,

[democratic.services@npt.gov.uk](mailto:democratic.services@npt.gov.uk) no later than two working days prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.

**For Decision:**

7. Amendment to Byelaw prohibiting cycling at Neath Memorial Gates and along the path between the bottom pond and Cimla Crescent (Pages 17 - 48)
8. Public Space Protection Orders - Aberavon Seafront (Pages 49 - 68)
9. Replacement Local Development Plan (RLDP) - Revised Delivery Agreement (DA) (Pages 69 - 188)
10. Parking Review 2023 (Pages 189 - 228)
11. Urgent Items  
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Regulation 5(4)(b) of Statutory Instrument 2001 No. 2290 (as amended).
12. Access to Meetings - Exclusion of the Public (Pages 229 - 234)  
To resolve to exclude the public for the following items pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290 and the relevant exempt paragraphs of Part 4 of Schedule 12A to the Local Government Act 1972.

**Part 2**

**For Decision:**

13. Transfer Station Electricity Contract (Exempt Under Paragraph 14) (Pages 235 - 240)

**K.Jones**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Friday, 8 September 2023**

**Environment, Regeneration and Streetscene Services Cabinet Board Members:**

Councillors. J.Hurley, W.F.Griffiths and S.Jones

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## EXECUTIVE DECISION RECORD

### ENVIRONMENT, REGENERATION AND STREETSCENE SERVICES CABINET BOARD

14 JULY 2023

#### **Cabinet Members:**

Councillors: J.Hurley, W.F.Griffiths and S.Jones (Chairperson)

#### **Officers in Attendance:**

C.Morris, D.Griffiths, S.Brennan, D.Phillips, A.Collins, J.Stevens, A.Harvey, S.Owen, A.Phillips, T.Rees and C.Plowman

#### **Scrutiny Invitees:**

S.Pursesey and T.Bowen

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#### 1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor S.Jones be appointed as Chairperson for the meeting.

#### 2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chairperson welcomed everyone to the meeting.

It was explained that Agenda Item 14 of the circulated agenda pack, had been deferred from this meeting due to the need for more information in order to consider the report.

#### 3. **DECLARATIONS OF INTEREST**

There were no declarations of interests received.

#### 4. **MINUTES OF PREVIOUS MEETING**

That the minutes of the meetings held on 14 April 2023 and 2 June 2023 be approved as an accurate record.

5. **FORWARD WORK PROGRAMME**

The Forward Work Programme was noted.

6. **PUBLIC QUESTION TIME**

No questions were received.

7. **LIST OF APPROVED CONTRACTORS**

**Decision:**

Having had due regard to the Integrated Impact Assessment, the List of Approved Contractors be amended as follows:-

The following companies have passed the required assessments to be added to the List of Approved Contractors:

<b><u>Company</u></b>	<b><u>Category</u></b>
Afan Treescapes Ltd (A075)	101, 111
Integrex Ltd (I018)	61, 111

The following company to be removed from the List of Approved Contractors, due to the nature of its business; Arboricultural Consultant. Consultancy work does not fall under the remit of the List of Approved Contractors:

<b><u>Company</u></b>	<b><u>Category</u></b>
ArbTS (A046)	101

**Reason for Decision:**

To keep the List of Approved Contractors up to date and as far as possible, ensure a competitive procurement process.

These recommendations be adopted for the purpose of supplying a List of Approved Contractors for invitation to tender within the relevant category.

**Implementation of Decision:**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

8. **VILLAGE ROAD, VILLAGE GARDENS, PENTRE AFAN AND BROOKLYN GARDENS (REVOCATION, PROHIBITION OF WAITING, LOADING AND UNLOADING AT ANY TIME, PROHIBITION OF MOTOR VEHICLES EXCEPT FOR ACCESS) ORDER 2023**

**Decision**

- Having had due regard to the integrated impact assessment, the objections be upheld in part to the Village Road, Village Gardens, Pentre Afan and Brooklyn Gardens (Revocation, Prohibition of Waiting, Loading and Unloading At Any Time, Prohibition of Motor Vehicles Except for Access) Order 2023 (as detailed in Appendix A to the circulated report).
- That the scheme be implemented as advertised, and an additional scheme be consulted upon (as detailed in Appendix B to the circulated report).
- That the objectors will be informed of the decision accordingly.

**Reason for Decision**

The Orders were necessary to prevent indiscriminate parking in the interest of road safety.

**Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

9. **STREETSCENE CAPITAL FUNDING 2023/24**

**Decision**

Having had due regard to the first stage Integrated Impact Assessment, that the proposed funding allocations set out in the circulated report be approved.

**Reason for Decision**

To determine spending proposals with respect to 'Environment Street Scene Improvement' monies included in the capital budget for 2023- 24.

### **Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

## 10. **KEY PERFORMANCE INDICATORS 2022/2023 – QUARTER 4 (1ST APRIL 2022 – 31ST MARCH 2023)**

### **Decision**

That the report be noted.

## 11. **URGENT ITEMS**

Because of the need to deal now with the matter contained in Minute No 12 and 13 below, the Chairperson agreed these could be raised at today's meeting as urgent items pursuant to Section 100B (4) (b) of the Local Government Act 1972.

### **Reason**

Due to the time element.

## 12. **ADDITION TO STREETCARE FEES AND CHARGES 2023/2024**

### **Decision**

Having due regard to the first integrated assessment, that an additional trade waste charge relating to Green Garden/Tree Cutting Wastes at a rate of £56.34/tonne be approved for implementation.

### **Reason for Decision**

To agree an additional trade waste charge for the disposal of commercially generated garden waste for recycling.

### **Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

13. **PROPOSED COMPULSORY PURCHASE ORDER – LAND AND BUILDINGS AT PONTNEDDFECHAN**

**Decisions**

- Having due regard to the integrated impact screening assessment, that Members grant delegated authority to the Head of Property and Regeneration to commence the work necessary to prepare for Compulsory Purchase Order powers to be utilised by the Neath Port Talbot Council in respect of the land and buildings at Pontneddfechan, to facilitate the UK Government Levelling Up Fund Project
- That a report be brought back to Members for approval to seek the Compulsory Purchase Order at the appropriate time.

**Reason for Decisions**

To ensure that the Council could deliver the Pontneddfechan LUF project.

**Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

14. **ACCESS TO MEETINGS - EXCLUSION OF THE PUBLIC**

**Decision**

That the public be excluded from the meeting during consideration of the following item of business on the grounds that it involved the likely disclosure of exempt information as set out in Paragraph 14 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.

15. **COMMERCIAL PROPERTY GRANT (CPG), PLACE MAKING GRANT (PMG), PROPERTY DEVELOPMENT FUND (PDF) AND VALLEYS AND VILLAGES PROSPERITY FUND (VVPF) - DIRECT AWARD FOR QUANTITY SURVEYING (QS) SERVICES (EXEMPT UNDER PARAGRAPH 14)**

**Decision**

Having given regard to the Integrated Impact Assessment, that approval be granted for the Council to make direct awards to Faithful and Gould and AHR Architects Ltd, for interim Quantity Surveying services for CPG, PMG, PDF & VVPF projects until the completion of the competitive procurement process.

### **Reason for Decision**

To assist Regeneration in completing on PMG, PDF & VVPF projects whilst the limited funding was still available over the next two financial years

### **Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

16. **OPTION AGREEMENT FOR THE GRANT OF AN EASEMENT IN PERPETUITY FOR ROAD WIDENING AND ELECTRICAL APPARATUS WORKS IN RESPECT OF THE PROPOSED MYNYDD FFORCH DWM WIND FARM DEVELOPMENT IN AND AROUND TONMAWR PORT TALBOT (EXEMPT UNDER PARAGRAPH 14)**

### **Decision**

That the report be deferred.

17. **PROPOSED AGREEMENT FOR LEASE OF RETAIL UNIT 3 WITHIN THE NEW NEATH TOWN CENTRE LEISURE AND RETAIL DEVELOPMENT TO THE CHERRY BLOSSOM COMPANY LIMITED (EXEMPT UNDER PARAGRAPH 14)**

### **Decision**

Having had due regard to the first stage Integrated Impact Assessment, the granting of the agreement for lease and lease on the terms set out in the circulated report, be approved.

### **Reason for Decision**

The grant of the agreement for lease and lease will allow this prominently located vacant premises to be let and operated by a local company and provide an annual income for the Council.

### **Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

18. **PROPOSED AGREEMENT FOR LEASE AND LEASE OF PART OF THE FORMER PRODUCTION AREA AT THE METAL BOX NEATH TO THREE SIXTY AQUACULTURE LIMITED (EXEMPT UNDER PARAGRAPH 14)**

### **Decision**

- Having had due regard to the first stage Integrated Impact Assessment, that the granting of the Agreement for Lease and lease on the terms set out in the circulated report be approved;
- That the Councils Contract Procedure Rules be excluded in accordance with rule 5, and that the Head of Property & Regeneration be granted delegated authority to directly award a contract to Andrew Scott Ltd for the works required at the remainder of the production unit.

### **Reason for Decision**

The grant of the Agreement for lease and lease will allow for a substantial part of the former Production Area to be renovated, refurbished, and then let to a local company to grow and expand and provide an annual income for the Council. The direct award of the contract for works will provide value for money for the Council.

### **Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

19. **AGREEMENT FOR LEASE, GROUND LEASE, LICENCE TO BUILD AND OPTION TO PURCHASE OF LAND AND BUILDINGS KNOWN AS THE FORMER DAIRY SITE OFF CRIBBS ROW NEATH - ZOARS LIMITED (EXEMPT UNDER PARAGRAPH 14)**

### **Decision**

Having had due regard to the first stage Integrated Impact Assessment, that the revised terms and conditions for the grant of the Agreement for

Lease, Ground Lease, Licence to Build and Option to Purchase to include provisions relating to the Council's proposed active travel route scheme, as set out in the aforementioned report, be approved. This would be subject to provision that the approval of the Welsh Government is obtained in connection with compliance with the grant funding arrangements prior to the Council entering into the relevant documentation, and that if repayment of grant funding is required this will not exceed or be required in advance of the sums to be received from Zoars Ltd.

### **Reason for Decision**

The Agreement for Lease, Ground Lease, Licence to Build and Option to Purchase will enable an established local business to develop and expand its business through significant financial investment and include provisions relating to the Council's proposed active travel route scheme for the benefit of the Neath and wider community.

### **Implementation of Decision**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 18 July 2023.

**CHAIRPERSON**



**EXECUTIVE DECISION RECORD**

**ENVIRONMENT, REGENERATION AND STREETSCENE SERVICES  
CABINET BOARD**

**28 JULY 2023**

**Cabinet Members:**

Councillors: J.Hurley, W.F.Griffiths and S.Jones (Chairperson)

**Officers in Attendance:**

T.Rees, D.Griffiths, J.Stevens, A. Collins, I.Rees, S.Cook and J.Woodman-Ralph

**Scrutiny Invitees:**

Councillor S.Pursey

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor S.Jones be appointed as Chairperson for the meeting.

2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chairperson welcomed everyone to the meeting.

3. **DECLARATIONS OF INTEREST**

No declarations of interests were received.

4. **PUBLIC QUESTION TIME**

No questions were received.

5. **COMMERCIAL PROPERTY GRANT: 14 ORCHARD STREET, NEATH**

**Decision:**

That having given due regard to the Integrated Impact Assessment, the grant detailed in the circulated report be approved.

**Reason for Decision:**

To implement the provisions of the Commercial Property Grant scheme in accordance with the criteria and terms of administration of the grant, in order to contribute to the regeneration of Neath Town Centre.

**Implementation of Decision:**

The decision will be implemented after the three day call in period, which ended at 9am, Tuesday 1 August 2023.

6. **PARKING REVIEW OPTIONS REPORT 2023**

**Decision:**

After consideration by Members the item was deferred to a future meeting.

7. **URGENT ITEMS**

There were no urgent items received.

**CHAIRPERSON**

**Environment, Regeneration and Streetscene Services Cabinet Board**  
**(Immediately following the Scrutiny Committee starting at 10am)#**

<b>Meeting Date 2023</b>	<b>Agenda Item and Type</b>	<b>Contact Officer</b>
6 <sup>th</sup> October	Select List (Various)	Dave Griffiths
	Traffic Regulation Orders (Various)	Dave Griffiths
	Quarter 1 Performance Indicators 2023/2024 For Monitoring	Joy Smith
	Highways Asset Management Plan	Mike Roberts/Steve Owen

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Environment, Regeneration and Streetscene Services Cabinet Board**

**14<sup>th</sup> September 2023**

**Joint Report of the  
Head of Engineering & Transport  
(David W. Griffiths) and  
Head of Streetcate  
(Michael Roberts)**

#### **Matter for Decision**

**Wards Affected:** Neath North, Neath South, Cimla and Pelenna.

**Amendment to byelaw prohibiting cycling at Neath Memorial Gates and along the path between the bottom pond and Cimla crescent.**

**Purpose of the Report:**

To seek Members' approval to commence the legal process to amend the byelaw prohibiting cycling through the memorial gates, along the access to the bottom pond in the Gnoll and the path between the bottom pond and Cimla crescent.

### **Executive Summary:**

This report is to seek approval to commence the process to amend an existing Byelaw which prohibits cycling along the path at the War Memorial Gates and in the Gnoll estate between the War Memorial Gates and Cimla Common. Amending the byelaw will allow the development of an active travel route (for walking and cycling) between Neath and Cimla.

### **Background:**

In line with the Welsh Governments transport strategy, Llwybr Newydd, and the Active Travel (Wales) Act to create and encourage more sustainable modes of transport; a proposal is being considered to create a new active travel route between Neath and Cimla. The route will allow the residents of Cimla to access Neath town centre on foot or by bicycle. Improving access for all while encouraging a modal shift to help reduce carbon production.

The main transport route between Neath and Cimla is along the B4287 Cimla road & Afan Valley road. The speed limit on the route is 30mph for the majority of its length; with two 20mph zones near Crynallt Primary school and Cefn Saeson Comprehensive school. Traffic data captured in 2017 & 2019 and shows that on Cimla road, where the speed limit is 30mph the number of vehicles in a 24 hour period was 14,724 and 11,314 with the 85th percentile of traffic being 36 and 34 and the average speeds being 31 and 29.

The existing active travel provision along this road is poor especially for cyclists, with cyclists having little alternative but to cycle on road with the traffic. Given the speeds and volume of traffic and the gradient of the road, walking and cycling this route is unsuitable and unsafe for many people wanting to walk and cycle between Neath and Cimla.

Cimla road is often congested at the junction of Cimla road and Eastland road, and is an area being monitored for poor air quality. Encouraging a modal shift to active travel modes rather than private car could help alleviate some of the congestion in the area. There is land within the Cimla that has been proposed as part of the LDP as potential housing land; unfortunately due to the congestion in this area development within Cimla is restricted. Again providing an alternative safe and accessible active travel route will encourage residents to travel more sustainably rather than using their cars and could help ease the congestion.

## **THE PROPOSAL**

An alternative route is being considered which follows the following route:

Forester Road, Woodland Road, Gnoll Drive through the memorial gates and along the lower access into the Gnoll estate towards the bottom pond, linking onto Cimla Crescent, along Cimla common across Afan Valley road and continues along to Afan Valley road (B4287) to Cefn Saeson Comprehensive school and the playing fields beyond. A location plan is included in **Appendix A** showing the alignment of the proposed route.

The route will not only allow the residents of Cimla to access the retail and employment areas in Neath town centre but will also connect to Crynallt Primary school and Cefn Saeson Comprehensive school making it safer for pupils to walk and cycle to school.

The new active travel route is being designed in accordance with the Active Travel Act Guidance and will involve a number of measures depending on the location. Measures include:

- off road shared use walking and cycling

- shared use walking and cycling adjacent to the carriageway
- off road walking routes with cycling on carriageway (for quiet streets only)
- Amendments to the gate at the Gnoll Gatehouse to allow an opening of 1.5m (as required in the Active Travel Act Guidance).
- Opening the main gate of the Memorial Gates to allow an opening of 1.5m (as required in the Active Travel Act Guidance). It is likely that the gates would need to be repaired to allow them to be opened.
- Removal of parking from Gnoll Avenue.

A plan is included in **Appendix B** showing the possible measures to construct the route.

### **PROHIBITION OF CYCLING WAR MEMORIAL GARDENS AND GNOLL GROUNDS**

In 1975 a byelaw was implemented by the former Neath Borough Council setting out the rules of use of many of the pleasure grounds and public open spaces in the former Neath Borough including both the Gnoll Estate and The War Memorial Gardens. Section 7ii of the byelaw states “a person shall not except in the exercise of any lawful right or privilege ride any bicycle, tricycle or other similar machine in any part of the pleasure ground”.

In order to allow cycling on the proposed route above it will be necessary to amend the wording in the 1975 byelaw to permit cycling along the path at the War Memorial Gates and between the War Memorial Gates and Cimla Common on the designated active travel route.

The route is routinely used by cyclists and pedestrians the proposal will address safety issues within the Gnoll estate with the current infrastructure being used by pedestrians, cyclists and vehicles.



At this time it is proposed that the byelaw remains as written for the remaining areas within the Gnoll Estate and for the other pleasure grounds and public open spaces listed in schedules 1 and 2 of the Byelaw. A copy of the Byelaw can be found in **Appendix C**.

Legal services have advised that we would need to make a new byelaw which sets out the changes we wish to make. i.e in this particular case we would need to create a byelaw which has a provision declaring that section 7(ii) of the original byelaw does not apply to the proposed transport route.

## **SUMMARY**

To enable the proposed Active Travel Route to be constructed the existing Byelaw needs to be amended to permit cycling along the path at the War Memorial Gates and in the Gnoll estate between the War Memorial Gates and Cimla Common. Permission is required to amend the wording of the Byelaw.

### **Financial Impacts:**

Funding has been secured from Welsh Government/Transport for Wales to develop this proposal. Further funding applications will be made for delivery in future years subject to amending the wording of the Byelaw.

### **Integrated Impact Assessment:**

A first stage Impact Assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1)

Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix D, has indicated that a more in-depth assessment is not required. A summary is included below:-

The report is seeking approval to commence the process to amend the Byelaw prohibiting cycling at the memorial gates in Neath and between the memorial gates and Cimla Common.

Public and stakeholder consultation will be undertaken as part of the legal process to amend the byelaw.

The development of the scheme will be subject to a separate IIA.

**Valleys Communities Impacts:**

No implications.

**Workforce Impacts:**

No implications.

**Legal Impacts:**

The existing Byelaw will need to be amended to permit cycling along the path at the War Memorial Gates and in the Gnoll estate between the War Memorial Gates and Cimla Common.

### **Risk Management Impacts:**

No implications.

### **Consultation:**

There is no requirement for external consultation on this item at this time. Public consultation will be undertaken as part of the process to amend the Byelaw.

### **Recommendations:**

It is recommended that approval is granted to allow officers to commence the process of amending the byelaw that presently prohibits cycling at the Neath memorial gates and within the Gnoll estate between the memorial gates and Cimla Common. This will allow the deployment of an active travel route linking Neath and Cimla.

### **Reasons for Proposed Decision:**

To enable the development of an active travel route between Neath and Cimla facilitating travel for everyday journeys on foot or by bike rather than by private car.

### **Implementation of Decision:**

The decision is proposed for implementation after the three-day call-in period.

### **Appendices:**

Appendix A – FR-PT-SU027 LOCATION PLAN – showing the alignment of the proposed route

Appendix B - FR-PT-SU027 IMPROVEMENT PLAN – showing possible measures to construct the route. Appendix C - copy of the existing Byelaw  
Appendix D - IIA

### **List of Background Papers**

None.

### **Officer Contact**

Hasan Hasan, Engineering Manager

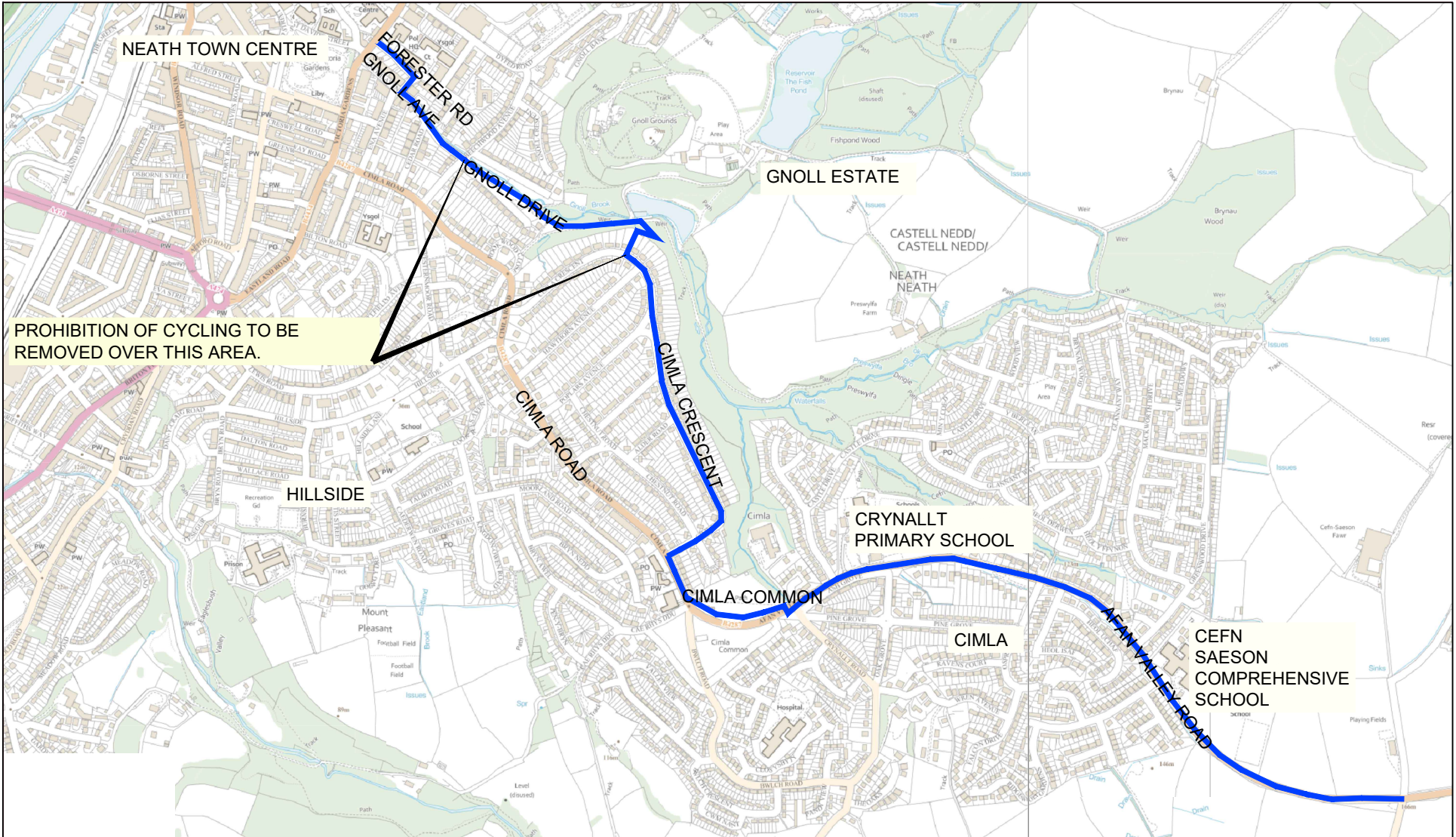
Tel. No: 01639 686463

Email: [h.hasan@npt.gov.uk](mailto:h.hasan@npt.gov.uk)

Amanda Phillips, Programme & Commissioning Manager

Tel. No: 01639 686483

Email: [environment@npt.gov.uk](mailto:environment@npt.gov.uk)



PROHIBITION OF CYCLING TO BE REMOVED OVER THIS AREA.

**LOCATION PLAN SHOWING**  
**Active Travel Route FR-NEA-SU027**  
 Neath To Cimla

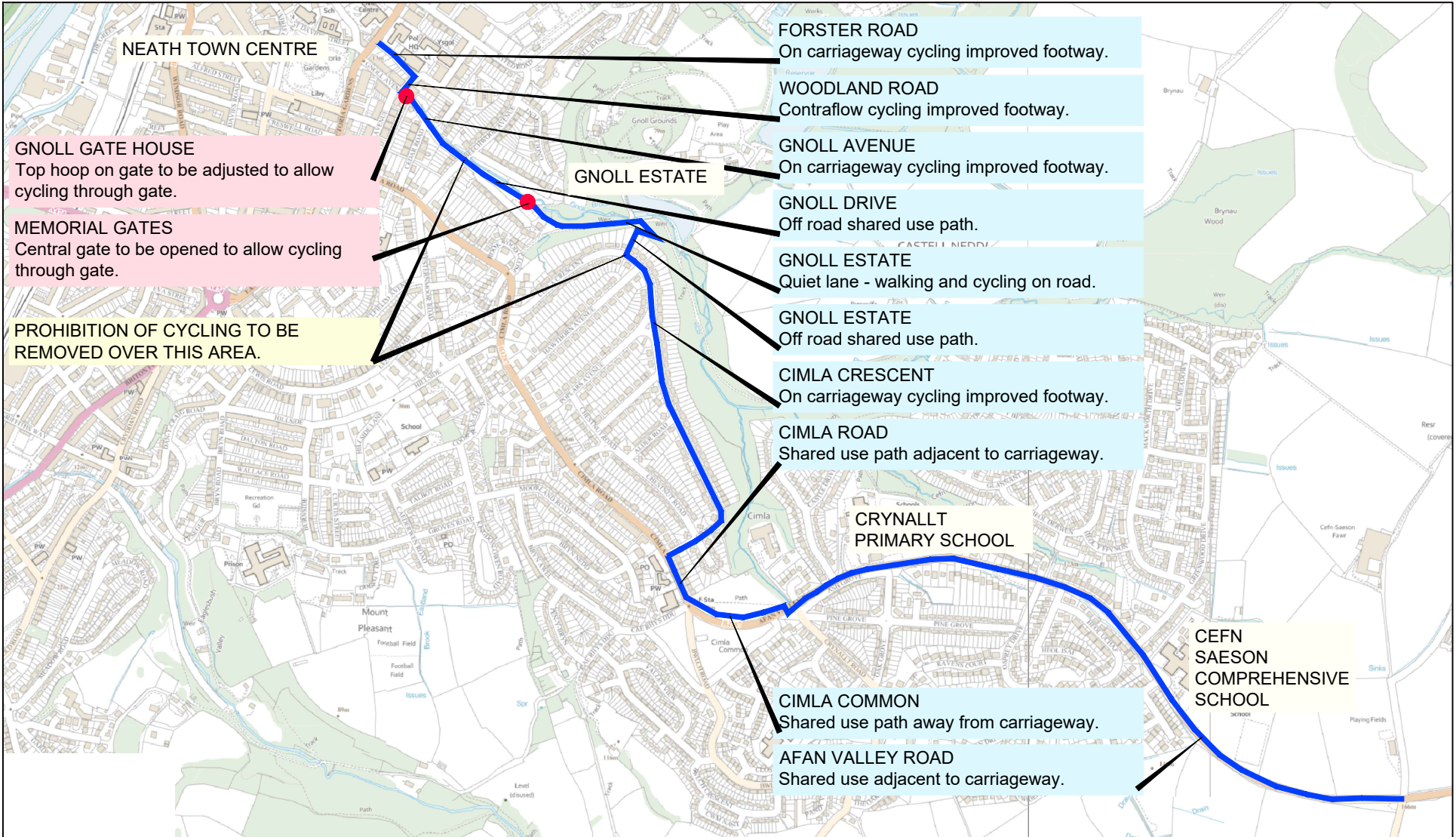
**Key**

- PROPOSED ACTIVE TRAVEL ROUTE
- REVOCATION OF PROHIBITION OF CYCLING ORDER




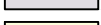


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**POSSIBLE MEASURES TO CONSTRUCT**  
**Active Travel Route FR-NEA-SU027**  
Neath To Cimla

<b>Key</b>	
	PROPOSED ACTIVE TRAVEL ROUTE
	BRIEF DESCRIPTION OF PROPOSAL
	LISTED STRUCTURES AFFECTED BY THE PROPOSAL
	REVOCATION OF PROHIBITION OF CYCLING



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# Neath Borough Council

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## BYELAWS

made under Section 164 of the Public Health Act,  
1875, with respect to the Pleasure Grounds in the  
Borough of Neath

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*And under Sections 12 and 15 of the  
Open Spaces Act, 1906,*

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Shaway House, London, SE26 5AE  
J15590 □

# Neath Borough Council

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## BYELAWS

made under Section 164 of the Public Health Act,  
1875, with respect to the Pleasure Grounds in the  
Borough of Neath

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*And under sections 12 and 15 of the  
Open Spaces Act, 1906.*

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Local Government Publishers,  
Shaway House, London, SE26 5AE  
J15590 □

## Byelaws

made under section 164 of the Public Health Act, 1875, by the Neath Borough Council with respect to the Pleasure Grounds named in Part I of the Schedule hereto and under Sections 12 and 15 of the Open Spaces Act, 1906, with respect to the Pleasure Grounds named in Part II of the said Schedule.

1. Throughout these byelaws the expression "the Council" means the Neath Borough Council, and the expression "the pleasure ground" means except where inconsistent with the context each of the pleasure grounds named in the Schedule hereto.

2. An act necessary to the proper execution of his duty in the pleasure ground by an officer of the Council, or by any person or servant of any person employed by the Council, shall not be deemed an offence against these byelaws.

3. The pleasure ground, except the pleasure grounds known as Victoria Park, Briton Ferry and War Memorial Gardens, shall be opened at the hour of 8 o'clock in the forenoon of every day and shall be closed one hour after sunset of every day throughout the year.

PROVIDED always that this byelaw shall not be deemed to require the pleasure ground to be opened and closed at the hours hereinbefore prescribed on any day when, in pursuance of any statutory provision in that behalf, the Council close the pleasure ground to the public.

4. On any day on which the pleasure ground to which the foregoing Byelaw applies is open to the public a person shall not enter it before the time or enter or remain in it after the time appointed in the foregoing byelaw.

5. A person shall not in the pleasure ground

(i) wilfully, carelessly, or negligently soil or defile any wall or fence in or enclosing the pleasure ground, or any building, barrier, railing, post, or seat, or any erection or ornament;

(ii) climb any wall or fence in or enclosing the pleasure ground, or any tree, or any barrier, railing, post, or other erection;

(iii) wilfully, carelessly, or negligently remove or displace any barrier, railing, post, or seat, or any part of any erection or ornament, or any implement provided for use in the laying out or maintenance of the pleasure ground.

6. A person shall not, except, in pursuance of a lawful agreement with the Council, or otherwise in the exercise of any lawful right or privilege, bring or cause to be brought into the pleasure ground any cattle, sheep, goats, or pigs, or any beast of draught or burden.

7. (i) A person shall not except in the exercise of any lawful right or privilege bring or cause to be brought into the pleasure ground any barrow, truck, machine or vehicle other than—

(a) a wheeled bicycle, tricycle or other similar machine;

(b) a wheel-chair or perambulator drawn or propelled by hand and used solely for the conveyance of a child or children or an invalid:

Provided that where the Council set apart a space in the pleasure ground for the use of any class of vehicle, this byelaw shall not be deemed to prohibit the driving in or to that space by a direct route from the entrance to the pleasure ground of any vehicle of the class for which it is set apart.



(ii) A person shall not except in the exercise of any lawful right or privilege ride any bicycle, tricycle or other similar machine in any part of the pleasure ground.

8. A person who brings a vehicle into the pleasure ground shall not wheel or station it over or upon

(i) any flower bed, shrub, or plant, or any ground in course of preparation as a flower bed, or for the growth of any tree, shrub, or plant;

(ii) any part of the pleasure ground where the Council by a notice board affixed or set up in some conspicuous position in the pleasure ground prohibit its being wheeled or stationed.

9. A person shall not in the pleasure ground ride or drive any vehicle at such a speed and in such a manner as to cause danger to other persons in the pleasure ground or without reasonable consideration for such persons.

10. A person shall not affix any bill, placard, or notice, to or upon any wall or fence in or enclosing the pleasure ground, or to or upon any tree, or plant, or to or upon any part of any building, barrier, or railing, or of any seat, or of any other erection or ornament in the pleasure ground.

11. A person shall not in the pleasure ground walk, run, stand, sit, or lie upon

(i) any grass, turf, or other place where adequate notice to keep off such grass, turf, or other place is exhibited: Provided that such notice shall not apply to more than one fourth of the area of the pleasure ground;

(ii) any flower bed, shrub or plant, or any ground in course of preparation as a flower bed, or for the growth of any tree, shrub, or plant.

12. A person shall not in the pleasure ground

(i) bathe, wade, or wash, in any ornamental lake, pond, stream, or other water;

(ii) wilfully, carelessly, or negligently foul or pollute any such water.

13. A person shall not cause or suffer any dog belonging to him or in his charge to enter or remain in the pleasure ground, unless such dog be and continue to be under proper control, and be effectually restrained from causing annoyance to any person, and from worrying or disturbing any animal or waterfowl, and from entering any ornamental water.

14. Where the Council set apart any such part of the pleasure ground as may be fixed by the Council, and described in a notice board affixed or set up in some conspicuous position in the pleasure ground, for the purpose of any game specified in the notice board, which, by reason of the rules or manner of playing, or for the prevention of damage, danger, or discomfort to any person in the pleasure ground may necessitate, at any time during the continuance of the game, the exclusive use by the player or players of any space in such part of the pleasure ground—a person shall not in any space elsewhere in the pleasure ground play or take part in any game so specified in such a manner as to exclude persons not playing or taking part in the game from the use of such a space.

15. A person resorting to the pleasure ground and playing or taking part in any game for which the exclusive use of any space in the pleasure ground has been set apart shall

(i) not play on the space any game other than the game for which it is set apart;

- (ii) in preparing for playing and in playing, use reasonable care to prevent undue interference with the proper use of the pleasure ground by other persons;
- (iii) when the space is already occupied by other players not begin to play thereon without their permission;
- (iv) where the exclusive use of the space has been granted by the Council for the playing of a match, not play on that space later than a quarter of an hour before the time fixed for the beginning of the match unless he is taking part therein;
- (v) except where the exclusive use of the space has been granted by the Council for the playing of a match in which he is taking part, not use the space for a longer time than two hours continuously, if any other player or players make known to him a wish to use the space.

16. A person shall not in any part of the pleasure ground which may have been set apart by the Council for any game play or take part in any game when the state of the ground or other cause makes it unfit for use and a notice is set up in some conspicuous position prohibiting play in that part of the pleasure ground.

17. A person shall not in the pleasure ground

- (i) except as hereinafter provided erect any post, rail, fence, pole, tent, booth, stand, building, or other structure:

Provided that this prohibition shall not apply where upon application to the Council they grant permission to erect any post, rail, fence, pole, tent, booth, stand, building, or other structure, upon such occasion and for such purpose as are specified in the application;

- (ii) hang, spread, or deposit any linen or other fabric for drying or bleaching;
- (iii) sell, or offer or expose for sale, or let to hire, or offer or expose for letting to hire, any commodity or article, unless, in pursuance of an agreement with the Council, or otherwise in the exercise of any lawful right or privilege, he is authorised to sell or let to hire in the pleasure ground such commodity or article.

18. A person shall not in the pleasure ground wilfully obstruct, disturb, interrupt, or annoy, any other person in the proper use of the pleasure ground, or wilfully obstruct, disturb, or interrupt any officer of the Council in the proper execution of his duty, or any person or servant of any person employed by the Council in the proper execution of any work in connection with the laying out or maintenance of the pleasure grounds.

19. A person shall not in the pleasure ground drive, pitch or chip a solid golf ball except on any area set aside by the Council as golf links or a putting green.

20. A person shall not, except in the exercise of any lawful right or privilege, ride any horse in the pleasure ground except in the pleasure ground known as Gnoll Grounds.

Where any part of the pleasure ground known as Gnoll Grounds has, by a notice affixed in a conspicuous position in the pleasure ground, been set apart as a place where horse-riding is permitted a person shall not except in the exercise of any lawful right or privilege ride a horse in any other part of the pleasure ground.

21. Every person who shall offend against any of these byelaws shall be liable on summary conviction to a fine not exceeding twenty pounds.

22. Every person who shall infringe any byelaw for the regulation of the pleasure ground may be removed therefrom

by any officer of the Council, or by any constable, in any one of the several cases hereinafter specified: that is to say—

- (i) Where the infraction of the byelaw is committed within the view of such officer or constable, and the name and residence of the person infringing the byelaw are unknown to and cannot be readily ascertained by such officer or constable:
- (ii) Where the infraction of the byelaw is committed within the view of such officer or constable, and, from the nature of such infraction, or from any other fact of which such officer or constable may have knowledge, or of which he may be credibly informed, there may be reasonable ground for belief that the continuance in the pleasure ground of the person infringing the byelaw may result in another infraction of a byelaw, or that the removal of such person from the pleasure ground is otherwise necessary as a security for the proper use and regulation thereof.

#### Repeal of byelaws

23. The Byelaws relating to the pleasure grounds known as the Briton Ferry Recreation Ground, Gnoll Grounds, Jersey Park, Mount Pleasant Recreation Ground and Victoria Gardens which were made by the Mayor, Aldermen and Burgesses of the Borough of Neath acting by the Council on the ninth day of September 1930 and were allowed by the Minister of Health on the fourth day of November 1930, are hereby repealed.

## SCHEDULE

### PART I

Briton Ferry Recreation Ground.  
Dyfed Road Recreation Ground.  
Gnoll Grounds.  
Jersey Park.  
Mount Pleasant Recreation Ground.  
Neath Castle Grounds.  
Rhoddfa Clarke.  
Shelone Woods.  
Victoria Gardens.  
War Memorial Gardens, Neath.

### PART II

Brynhyfryd Recreation Ground.  
Cefn Saeson Playing Field.  
Court Herbert Playing Field.  
Giant's Grave Playing Field.  
Melyncrythan Recreation Ground.  
Penydre Children's Playground.  
Price's Children's Playground.  
Victoria Park, Briton Ferry.

GIVEN UNDER THE COMMON SEAL of the Neath Borough Council this 29<sup>th</sup> day of May 1975 in pursuance of a resolution of the Council passed on the 29<sup>th</sup> day of May 1975.

THE COMMON SEAL of the NEATH BOROUGH COUNCIL was hereunto affixed in the presence of



Mayor.



Clerk and Chief Officer.



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The Secretary of State this day confirmed the foregoing byelaws and fixed the date on which they are to come into operation as the first day of November 1975.

*K. P. Witney.*

(K P WITNEY)

An Assistant Under Secretary  
of State

Home Office  
WHITEHALL

28 September 1975

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## Appendix D

### Impact Assessment - First Stage

#### 1. Details of the initiative

**Initiative description and summary:** Amendment to byelaw prohibiting cycling at Neath Memorial Gates and along the path between the bottom pond and Cimla crescent.

**Service Area:** Engineering & Transport

**Directorate:** Environment & Regeneration

#### 2. Does the initiative affect:

	Yes	No
Service users	x	
Staff		x
Wider community	x	

Internal administrative process only		<b>x</b>
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**3. Does the initiative impact on people because of their:**

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	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age	<b>x</b>				H	<p>Amendments to the byelaw prohibiting cycling will allow the development of an active travel route between Neath and Cimla.</p> <p>The existing cycle route between Neath and Cimla is on the man road, this is not suitable for many users due to the speed and volume of traffic.</p> <p>The proposal will allow residents to travel by more sustainable modes and connects the employment and retail areas in Neath town centre to the large residential area in Cimla, Crynallt Primary School and Cefn Saeson Comprehensive School.</p>
Disability	<b>x</b>				H	
Gender Reassignment		<b>x</b>				
Marriage/Civil Partnership		<b>x</b>				
Pregnancy/Maternity		<b>x</b>				
Race		<b>x</b>				
Religion/Belief		<b>x</b>				
Sex		<b>x</b>				
Sexual orientation		<b>x</b>				

**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		x				All consultations will be undertaken bilingually, all publications and press releases produced will be bilingual.
Treating the Welsh language no less favourably than English		x				All consultations will be undertaken bilingually, all publications and press releases produced will be bilingual.

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?

To maintain and enhance biodiversity	x					<p>There is no impact on biodiversity in the amendment to the byelaw. An ecological impact assessment and biodiversity mitigation plan will be prepared in the development of the proposal to create the active travel</p>
						<p>route. This will ensure that any loss of biodiversity will be mitigated against and that there will be enhancement to the existing biodiversity in the final scheme.</p> <p>SuDS approval will be required for the scheme discussions with the SAB will take place to determine what measures need to be implemented to discharge surface water.</p>

To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.	<b>x</b>				<p>There is no impact on biodiversity in the amendment to the byelaw.</p> <p>The amendments will allow the development of an active travel route between Cimla and Neath. This will allow the residents of Cimla to travel to Neath for their everyday needs by walking and cycling rather than using private motor vehicles. This will reduce emissions from vehicles and help to improve air quality.</p>
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**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
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<p><b>Long term</b> - how the initiative supports the long term well-being of people</p>	<p>✓</p>	<p>The amendment to the byelaw will allow cycling through the memorial gates and between the memorial gates and Cimla Common, facilitating the construction of an active travel route between Neath and Cimla.</p> <p>Once completed the scheme will ensure accessibility for all, encourage active travel and commuting between the key destination of Neath and Cimla while also improving access to Crynallt Primary School, Cefn Saeson Comprehensive school and the local shops. The route also links with local bus stops enabling multi modal journeys with commuters able to use active travel for the first and last leg of their journeys.</p> <p>The proposal will enable low cost commuting to work and key destinations as an alternative to single use car.</p> <p>By enabling active travel the scheme will contribute to improved health benefits for users whilst reducing carbon emissions from vehicles.</p>
<p><b>Integration</b> - how the initiative impacts upon our wellbeing objectives</p>	<p>✓</p>	<p>The amendment to the byelaw will allow cycling through the memorial gates and between the memorial gates and Cimla Common, facilitating the construction of an active travel route between Neath</p>

		<p>and Cimla. Once complete the route will contribute to the following objectives:</p> <p><b>NPT LSB WELL-BEING PLAN 2023-28 AND NPR CORPORATE PLAN 2022-27 – ALL CHILDREN WILL HAVE THE BEST START IN LIFE.</b></p> <p>The route, when completed, will connect directly to Crynallt primary and Cefn Saeson Comprehensive schools.</p> <p>Physical activity is a brilliant for all children. Undertaking daily exercise by walking is both fun and beneficial for the whole family and is an excellent way to stay health, active and happy.</p> <p>According to campaigners Living Streets, ‘A generation ago, 70% of us walked to school – now it’s less than half’.</p> <p>Physical activity is good for children and society as a whole. The benefits to children are:</p> <p>Health - Regular exercise makes children healthier and reduces risk of obesity, which can lead to heart disease, type 2 diabetes and other health issues.</p> <p>Road Sense - travelling by active travel modes children gain roadsense, they are able to learn about risk and therefore how to look after themselves and be safe.</p> <p>Good mental health - research shows that walking helps children sleep well and be less stressed which makes them happier. Safety - reducing the number of cars on our roads by enabling active travel makes the roads safer for everyone.</p>
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		<p>Social and Independent - Walking is sociable for children and helps them become more independent.</p> <p>Pollution - is reduced if more children walk. Air quality and particulate matter are especially relevant in our cities.</p> <p>Start young - regular walking from a young age means children grow up with this good healthy habit for life.</p> <p><b>NPT LSB WELL-BEING PLAN 2023-28 AND NPR CORPORATE PLAN 2022-27 – OUR LOCAL ENVIRONMENT, CULTURE AND HERITAGE CAN BE ENJOYED FOR FUTURE GENERATIONS.</b></p> <p>There have been numerous studies that show how both exercise and the natural environment can be conducive to good mental health. Our local environments, in particular our natural environments can have significant effects upon our wellbeing. The route will enable users to travel whilst enjoying their surroundings. An ecological assessment has been undertaken of the route, no major issues were identified. A green wall will be created directly adjacent to the path to encourage wildlife.</p> <p>The scheme will be designed to ensure that the risk for polluting watercourses is minimal. The scheme will require SuDS approval the design of the proposal will look to sustainably treat surface water.</p> <p><b>NPT LSB WELL-BEING PLAN 2023-28 AND NPR CORPORATE PLAN 2022-27 – ALL OUR COMMUNITIES WILL BE THRIVING AND SUSTAINABLE</b></p>
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		<p>In Wales, the ability to live healthy lives is central to overall wellbeing for Welsh people. Enabling active travel modes to key services will allow people to become more active and healthier and will contribute to creating a safer, confident and resilient community</p> <p>Sustainable development can help communities to thrive by meeting today's needs in a way that harmonises economic growth, social inclusion and environmental protection, ensuring that the needs of future generations are not compromised. There is no detriment to ecology as a result of the scheme and there will be enhancement to biodiversity in the form of a green wall. Encouraging more people to travel sustainably by constructing appropriate active travel routes will help to reduce air pollution. A 2017 report published by Public Health Wales estimated the equivalent of 1604 deaths of people aged 30+ years were attributable to PM2.5 and an estimated equivalent of 1108 deaths to NO2 each year.</p> <p>Access to the route will be available for all members of the community as there will be no barriers along the route that would prevent access for adapted bikes and wheelchairs.</p> <p>The scheme supports the following objectives of the LDP</p> <ul style="list-style-type: none"><li>□ Reducing the impacts of traffic growth, congestion and commuting levels whilst promoting the safe and efficient use of the transport network</li></ul>
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		<ul style="list-style-type: none"> <li>• Provide opportunities for integrated sustainable transport for increased walking, cycling, car-sharing and use of public and community transport</li> <li>• Encourage a modal shift to more sustainable modes of transport for people and freight.</li> </ul> <p>The scheme complies with the Regional Transport Plan objectives by improving access to services and facilities including employment and business, education and training, health care, tourism and leisure. Improving the sustainability of transport and improving integration between modes of transport.</p>
<b>Involvement</b> - how people have been involved in developing the initiative	✓	<p>The process to amend the Byelaw will involve undertaking a public consultation.</p> <p>Local Members will be involved in the schemes development.</p> <p>Consultation with the community, members, and local representatives is a vital part of a schemes development. If undertaken successfully and inclusively, consultation can ensure the success of a project and enables great certainty of delivery to both time and budget.</p>
<b>Collaboration</b> - how we have worked with other services/ organisations to find shared sustainable solutions	✓	<p>Discussions have been held internally with NPT's parks, neighbourhood, public rights of way and legal sections will all parties being supportive of the amendment to the byelaw.</p>

<p><b>Prevention</b> - how the initiative will prevent problems occurring or getting worse</p>	✓		<p>In NPT 25.5% of homes do not have access to a car. Where car ownership levels are low, residents are more likely to be reliant on public transport and active travel for their day to day needs and to access key services and employment. Poor facilities can lead difficulty in using public transport and active travel which can cause to social exclusion and isolation, which subsequently can lead to a range of health and social problems.</p> <p>Facilitating more journeys by active travel will reduce our consumption of natural resources and act to tackle the causes and consequences of congestion, climate change, traffic pollution and noise.</p> <p>Encouraging people to be more active by providing active travel routes will help people to be healthy, to achieve their potential.</p>
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**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	

This First Stage Impact Assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Wellbeing of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

This First Stage Assessment has indicated that a more in-depth assessment is not required. A summary is below:-

The report is seeking approval to commence the process to amend the Byelaw prohibiting cycling at the memorial gates in Neath and between the memorial gates and Cimla Common and does not negatively impact any of the groups with protected characteristics.

Public and stakeholder consultation will be undertaken as part of the legal process to amend the byelaw. The development of the scheme will be subject to a separate IIA.

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	
N/A	

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	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by:-	Amanda J. Phillips	Programme & Commissioning Manager	AJP	22/8/23
Signed off by:-	David W. Griffiths	Head of Engineering & Transport	DWG	22/8/23



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Environment, Regeneration and Streetscene Services Cabinet Board**

**14<sup>th</sup> September 2023**

#### **Report of the Head of Streetcare.**

Mr. Michael Roberts

#### **Matter for Decision**

**Wards Affected: Sandfields West, Sandfields East**

**Public Space Protection Order, Aberavon Beach and Promenade**

#### **Purpose of the Report:**

To seek Cabinet Board approval to authorise a statutory consultation, with external stakeholders, on a proposal to make Public Space Protection Orders at Aberavon Beach and Aberavon Promenade under the Anti-social Behaviour, Crime and Policing Act 2014.

#### **Executive Summary:**

The Anti-Social Behaviour, Crime and Policing Act 2014 provided several tools and powers for use by local authorities to address and control a range of issues linked with anti-social behaviour. This included powers to introduce Public Space Protection Orders and

measures relating to the control of dogs. Although, the majority of dogs and their owners cause few issues, for many years the council has had in place By-laws, and in more recent years PSPOs, relating to the control of dogs on Aberavon Beach and Aberavon Promenade.

There are currently two PSPO's in force at Aberavon, namely:

Public Spaces Protection Order – Exclusion of dogs from Aberavon Beach (1<sup>st</sup> May – 30 September) Order 2017; and

Public Spaces Protection Order – Dogs on leads on Promenade (1<sup>st</sup> May – 30<sup>th</sup> September) Order 2017.

PSPOs have to be reviewed/renewed every three years and further to their initial introduction in 2017, on 2nd September 2020 Cabinet determined to extend the two current PSPO's under Section 60 of the 2014 Act. The orders are now due for review again, and unless they are further extended they will cease to have effect after 18 October 2023. There is a legal process including consultation which must be followed to extend a PSPO and this process is the same regardless of whether a local authority wants to extend or create a PSPO. Given time constraints and the fact that the process is the same, it is proposed to introduce new orders as opposed to extend the existing. This gives an opportunity for a broader review and for changes should that be desired. This report seeks permission to go to public consultation on the making of orders and contains details of the proposed consultation questionnaire. Any new orders would need be in place for 1<sup>st</sup> May 2024. The results of the consultation would be brought back to Members for decision.

**Background:**

## General

For many years, the Council has been committed to dealing with the detrimental environmental effects caused by uncontrolled dogs on the Beach and Promenade, particularly during the summer seasonal period (from 1 May to 30 September, each year). This is also a requirement for potential 'Blue Flag' status.

To this end the Council has in place Public Space Protection Orders to preclude dog owners from taking their dogs onto a designated part of the beach from 1 May – 30 September annually, in line with the holiday period, and that dogs must be kept on a lead whilst on the promenade during the same period. Prior to the introduction of the orders, consideration was given to dog walkers who wished to visit the beach with their dogs and as a consequence certain areas of the beach were omitted from the orders for this purpose.

Dog owners who fail to clean up after their dogs or control their animals not only cause a nuisance but potentially threaten the health and well-being of the public. This is particularly the case around the beach area during the summer months where there are many visitors, and a significant number of children playing on the beach. To address this issue, the Council adopted the 'Aberavon Beach Public Space Protection Orders' in 2017, further to a change in legislation with dispensed with the former Dog Control Bylaws. The order put in place seasonal restrictions relating to the control of dogs during the bathing season each year from 1<sup>st</sup> May to 30<sup>th</sup> September. PSPOs are only valid for three years and these PSPO's were extended for a further three years in 2020 after a public consultation.

The existing PSPOs are now due for review again, and unless they are further extended they will cease to have effect after 18 October 2023. There is a legal process including consultation which must be followed to extend a PSPO and this process is the same regardless

of whether a local authority wants to extend or create a PSPO. Given time constraints and the fact that the process is the same, it is proposed to introduce new orders as opposed to extend the existing. This gives an opportunity for a broader review and for changes should that be desired. This report seeks permission to go to public consultation on the making of orders and contains details of the proposed consultation questionnaire. Any new orders would need be in place for 1<sup>st</sup> May 2024. The results of the consultation would be brought back to Members for decision.

### Enforcement

A breach of the a PSPO is a criminal offence, which can be dealt with either by way of a £75 Fixed Penalty Notice (FPN), or a prosecution resulting in a fine of up to £1,000 on conviction. Only those aged over 18 can be issued with a FPN. Enforcement is conducted by the Waste Enforcement Section within Neighbourhood Services. Officers also liaise with South Wales Police to ensure that front-line personnel such as Police Community Support Officers are also aware of the power, and how to utilise it, to help maximise the impact of the orders.

The current restrictions and associated enforcement is believed to be having a positive impact on the local environment generally, and children playing in the beach area in particular. Furthermore, given the positive impact there is believed to be an expectation from the public that the Council will continue with controls and their policing along the beach and promenade during the summer periods.

### Statutory Requirement for Consultation

There is a requirement on the Council to consult when implementing a PSPO, and a consultation exercise has to be undertaken for a minimum of 6-8 weeks. The specific wording of the legislation sets out who local authorities are obliged to consult and accordingly officers would consult with:



- The Chief Officer of South Wales Police;
- Any community representatives/groups that the local authority thinks it appropriate to consult. For example, any particular groups that may have an interest in the use of the facility such as dog walking associations; the Kennel Club, Dogs Trust etc.;
- The owners and/or occupiers of the land within the restricted area (other than land owner and/or occupied by the Council). In effect, members of the public who are non-dog owners who frequent the beach, and any business operating at that location.

We will also be consulting directly with the local Ward Members in the two wards affected.

Given the validity of the current orders are coming to an end, it is proposed to engage in a six week consultation exercise, to commence as soon as possible, via an open access online survey. The consultation would be publicised through the Council's website and social media, as well as by direct contact where possible. Public notices would also be displayed at key areas along Aberavon Beach and Promenade, inviting responses to the online survey questionnaire. Paper copies of the consultation would also be available on request. At the end of the consultation period, feedback would be collated and a report including a summary of responses and final proposals would be presented for approval.

### **Financial Impacts:**

There are no financial impacts associated with this report.

### **Integrated Impact Assessment:**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix B, has indicated that a more in-depth assessment is not required. A summary is included below:-

A full impact assessment is not required as the proposals will not have any adverse impact on people with protected characteristics or people's ability the ability to use the welsh language. Generally, there is a positive impact in terms of biodiversity, with the only potential negative impact being the dispersal of dog walkers to other areas of the coast; however, as this is currently the status quo and has been for the past six years, the impact will be minimum and can be managed by an education programme if required. The initiative will also support the sustainable development principle as required by The Wellbeing of Future of Generations Wales Act.

**Valleys Communities Impacts:**

No implications.

**Workforce Impacts:**

No implications.

**Legal Impacts:**

The implementation of PSPO's is a discretionary power and for an order to be made or extended, a local authority must be satisfied it is

reasonable and necessary to do so. The expiry date for the Current PSPOs in Aberavon is October 2023. Associated with any continuation a statutory consultation process must be undertaken and an outcome report of the proposed consultation exercise would be prepared following discussions with the Council's Legal Section.

The 'legal test' for the making of a PSPO relates to the impact of the anti-social behaviour. Section 59 of the 2014 Act, empowers local authorities to make a PSPO if they are satisfied on reasonable grounds that two conditions are met. Firstly, that:

- a) Activities carried on in a public space within the local authorities area have had a detrimental effect on the quality of life of those in the locality; and,
- b) It is likely that activities will be carried on in a public space within that area and that they will have such effect.

The second condition is that the effect of the activities is, or is likely to be, of a persistent or continuing nature such as to make the activities unreasonable and therefore justifies the restrictions imposed by the PSPO.

Section 59(5) of the 2014 Act provides that the only prohibitions or requirements that may be imposed are ones that are reasonable to impose in order to:

- Prevent the detrimental effect referred to above from continuing, occurring or reoccurring; or
- Reduce the detrimental effect or to reduce the risk of its continuance, occurrence of reoccurrence.

As referred to above, there is a statutory requirement for a local authority to consult with the persons and/or public bodies identified

above. Consideration of any representations received is important as when any new PSPO is made the order can be challenged in the High Court by any person directly affected by the making of an Order within six weeks of the PSPO being made.

### **Risk Management Impacts:**

The existing PSPO's will effectively expire at the end of the current summer season. Should new PSPO's not be made then it is anticipated that anti-social behaviour associated with a lack of dog control would return and increase in the next summer season.

### **Consultation:**

The requirement for consultation, if PSPOs are to remain in place at Aberavon Seafront, is the subject of the report.

### **Recommendations:**

Having had due regard to the first stage Integrated Impact Assessment, it is recommended that Members:

1. Approve a six week public consultation on the proposal to make the new Public Space Protection Orders at Aberavon seafront;
2. Endorse the proposed consultation questionnaire as included as Appendix A.

### **Reasons for Proposed Decision:**

To ensure that appropriate dog control measures continue as appropriate at Aberavon Beach and Promenade.

### **Implementation of Decision:**

The decision is proposed for implementation after the three day call in period.

**Appendices:**

Appendix A – Proposed public consultation questions.

Appendix B – Integrated Impact Assessment

**List of Background Papers:**

None.

**Officer Contact:**

Mr James Davies, Neighbourhood Services Manager, 01639 686408,  
[j.davies19@npt.gov.uk](mailto:j.davies19@npt.gov.uk)

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## Appendix A – Proposed Consultation Questions

### **Do you own a dog(s)?**

- Yes
- No

### **Are you a dog walker?**

- Yes
- No

### **Are you a professional dog walker?**

- Yes
- No

### **How many dogs do you walk?**

- None
- One
- Two
- Three
- More than three

### **Who are you responding as?**

- A local resident who lives in the Neath Port Talbot area
- A Neath Port Talbot County Borough Council employee
- A person who works in the Neath Port Talbot area
- Visitor to the Neath Port Talbot area
- Local business owner/manager
- A local County Borough, Town or Community Councillor
- Representative of a local community group
- Prefer not to say
- Other

### **How often do you visit Aberavon Beach?**

- Daily
- Weekly
- Monthly
- Less often
- Never

### **How often do you visit the Aberavon Promenade?**

- Daily
- Weekly
- Monthly
- Less often
- Never

**Do you think there is an issue, or would be an issue, with having dogs on Aberavon Beach during the high season between 1<sup>st</sup> May and 30<sup>th</sup> September?**

- Yes
- No
- Don't know

**Do you think there is an issue, or would be an issue, with dogs not on leads, on Aberavon Promenade between 1<sup>st</sup> May and 30<sup>th</sup> September?**

- Yes
- No
- Don't know

**Do you think a continuation of the legal restrictions to exclude dogs from Aberavon Beach (between 1<sup>st</sup> May and 30<sup>th</sup> September each year) would protect local residents and visitors?**

- Yes
- No
- Don't know

**Do you think legal restrictions to ensure dogs are kept on leads on Aberavon Promenade (between 1<sup>st</sup> May and 30<sup>th</sup> September each year) would protect local residents and visitors?**

- Yes
- No
- Don't know

**The Council is proposing to continue to make it an offence if a person in charge of a dog(s), allows that dog(s) on to Aberavon Beach between 1<sup>st</sup> March and 30<sup>th</sup> September, annually. Do you;**

- Agree
- Disagree
- Don't know

**The Council is proposing to continue to make it an offence if a person in charge of a dog(s), allows that dog(s) to be on Aberavon Promenade without a lead, between 1<sup>st</sup> March and 30<sup>th</sup> September, annually. Do you;**

- Agree
- Disagree
- Don't know

**If you have any other comments or suggestions please write them here:**

This box will automatically expand on the public consultation form placed on the internet.



**You are also invited to complete the following equalities monitoring form.**

**Age**

- Under 16
- 16-24
- 25-29
- 30-39
- 40-49
- 50-59
- 60-74
- 75-85
- 86+
- Prefer not to say

**Welsh Language – are you: (please select one answer)**

- Little or no knowledge
- Learner
- Fairly fluent speaker
- Fluent speaker
- Fairly fluent speaker & writer
- Fluent speaker & writer

**Do you consider yourself to have a disability? (Please select one answer)**

- Yes
- No
- Prefer not to say

**Ethnic origin: (please select answer)**

- White British
- White Irish
- Bangladeshi
- Mixed: White & Black Caribbean
- Mixed: White & Black African
- Mixed: White & Asian
- Indian
- Pakistani
- Black: African
- Black: Caribbean
- Other
- Prefer not to say

**If other, please specify**

**Sex (please select one answer)**

- Female
- Male
- Prefer not to say
- Transgender

**Religion/Belief: (please select one answer)**

- No religion

- Christian
- Muslim
- Buddhist
- Hindu
- Jewish
- Sikh
- Any other religion
- Prefer not to say

**If you have another religion, please specify**

**Sexual Orientation (please select one answer)**

- Heterosexual
- Lesbian
- Gay
- Bisexual
- Prefer not to say

**Nationality (please select one answer)**

- Welsh
- British
- Irish
- Scottish
- Other
- Prefer not to say

**If you have another nationality, please specify**

## Impact Assessment - First Stage

### 1. Details of the initiative

**Initiative description and summary:** Public Space Protection Order's prohibiting dogs on Abervaon beach and requiring them to be kept on the lead on Aberavon promenade have been in place since 2017. This board reports requests permission to go out for consultation to create two new PSPO's covering Aberavon beach and promenade to cover the next three years, as the current PSPO's run out this year.

**Service Area:** Streetcare – Neighbourhood Services

**Directorate:** Environment and Regeneration

### 2. Does the initiative affect:

	Yes	No
Service users	x	
Staff	x	
Wider community	x	
Internal administrative processes	x	

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		x				The proposals will have no impact
Disability		X				The prohibition of dogs on the beach would impact on anyone who requires the company of a guide dog; however, the proposed PSPO's include exemptions for working guide dogs and therefore the initiative will have no impact.

Gender Reassignment		x				The proposals will have no impact
Marriage/Civil Partnership		x				The proposals will have no impact
Pregnancy/Maternity		x				The proposals will have no impact
Race		x				The proposals will have no impact
Religion/Belief		x				The proposals will have no impact
Sex		x				The proposals will have no impact
Sexual orientation		x				The proposals will have no impact

**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language			x			The proposals will have no impact, all signage/notification and communication will be produced bilingually as standard.
Treating the Welsh language no less favourably than English			x			The proposals will have no impact, all signage/notification and communication will be produced bilingually as standard.

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
--	-----	----	---------------------	---------------	-----------------	--

To maintain and enhance biodiversity			X		<p>Aberavon beach provides habitat for biodiversity, including species with legal protection. The beach is used for foraging for wading sea birds, such as sanderling and ringed plover and the wider Swansea Bay area, which can be impacted by activity on Aberavon beach, supports breeding populations of porpoise. Dog walking in areas is known to have negative impacts on biodiversity, for example, through disturbance and displacement of nesting birds, or through pollution impacts of dog waste on areas. Therefore, restricting access to Aberavon beach for dog walkers is likely to have a positive impact for biodiversity in this area. There is a risk that displaced dog walking will put more pressure on biodiversity of other sites along the coastline for the time that the PSPO is in place. However, as the PSPOs have been in place for the last 6 years and this initiative is simply proposing to continue the present circumstances, there is not likely to be a change in the impacts on maintaining and enhancing biodiversity from this initiative.</p>
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.	X			M	<p>A lack of regulation of recreational activities in sensitive areas such as the beach and sand dunes has been identified as a key threat to the ecosystem resilience of coastal habitats in NPT (NPT State of Nature, NPT LNP). A restriction on dog walking on Aberavon beach will positively contribute to ecosystem resilience of this coastal habitat, namely by reducing disturbance to wading birds and reducing pollution in the form of dog excrement and discarded plastic 'poo-bags'. There is a risk that displaced dog walking will put more pressure on biodiversity of other sites along the coastline for the time that the PSPO is in place. Fact finding through the consultation could determine if this is likely to be the case and if so, a public education programme to help reduce the impact on these other areas put in place to minimise any negative impact on resilience of ecosystem.</p>

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	X		The implementation of the PSPO's will ensure that people can safely use and enjoy the beach and promenade safely during the summer months.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	X		The implementation of the PSPO's will ensure that people can safely use and enjoy the beach and promenade safely during the summer months. The beachfront is a key location and an asset for various reasons, such as leisure, tourism, exercise, community cohesion etc.
<b>Involvement</b> - how people have been involved in developing the initiative	x		Permission is being sought to undertake a consultation exercise so that the views of local residents and the wider community can be considered.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions		X	Not applicable.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	x		The implementation of the PSPO's will ensure that beach and promenade users are safe from the health hazards associated with dogs being off the lead and any associated fouling.

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	x
Reasons for this conclusion	

The proposals will not have any adverse impact on people with protected characteristics or people's ability the ability to use the welsh language. Generally, there is a positive impact in terms of biodiversity, with the only potential negative impact being the dispersal of dog walkers to other areas of the coast; however, as this is currently the status quo and has been for the past six years, the impact will be minimum and can be managed by an education programme if required. The initiative will also support the sustainable development principle as required by The Wellbeing of Future of Generations Wales Act.

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

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	Name	Position	Signature	Date
Completed by	Colette Powney	Streetscene Manger	C.Powney	07/09/2023
Signed off by	James Davies	Neighbourhood Services Manager	J.M.Davies	07/09/2023

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNCIL

### ***Special* Environment, Regeneration and Streetscene Services Cabinet Board**

14<sup>th</sup> September 2023

### **Report of the Head of Planning and Public Protection Ceri Morris**

#### **Matter for Decision**

**Wards Affected:** All Wards

**Neath Port Talbot Replacement Local Development Plan (RLDP) 2021-2036  
Consideration of: a revised Draft Delivery Agreement (DA) for the basis of  
consultation and subsequent submission to Welsh Government for  
approval.**

#### **Purpose of the Report**

To consider and agree the revised Draft RLDP Delivery Agreement for the basis of consultation and subsequent submission to Welsh Government for approval, including a revised base date of 2023 and amended plan period of 2023-2038, along with the recommended delegated powers post-consultation to be implemented.

#### **Executive Summary**

The current Neath Port Talbot LDP (2011-2026) sets the framework for the development and use of land up to 2026. The Council has an obligation to undertake a full review of the LDP at intervals no longer than every four years from initial adoption and the LDP Review Report was therefore published in July 2020.

Work formally commenced on the RLDP in January 2022 with the publication of the original Delivery Agreement. Due to a lack of deliverable / viable housing land however to meet the Authority's economic growth needs over the plan period (2021-2036), there is a fundamental risk in progressing the plan towards Preferred Strategy consultation, initially scheduled for November of this year.

This report therefore seeks agreement of a revised Draft Delivery Agreement which in effect restarts the RLDP process with an amended plan period (to allow additional time to undertake further evidence base studies and explore potential solutions to the existing housing deliverability issues), along with the approval of the consultation arrangements and suggested delegated powers post-consultation.

## **Background**

Members will be aware that there has been a significant under delivery of housing within Neath Port Talbot over the current LDP Period, with 223 homes per annum built on average over the period 2011/12 to 2021/22, whilst in contrast, job creation has been very positive – average of 633 jobs per annum between 2001 to 2019.

Neath Port Talbot has a number of constraints, which, combined, are preventing sites coming forward, including viability, contamination, flood risk and infrastructure, most notably capacity of the local highway network.

In 2022, Turley Associates Ltd were commissioned to undertake an 'Economic and Housing Growth Assessment' for NPT and Swansea which concluded that the positive economic growth of the last 20 years could continue over the RLDP plan period based on an analysis of macro-economic trends and existing and planned investment opportunities.

A substantial level of housing however would be required to support these economic aspirations and at the present time, this level of housing is unachievable in Neath Port Talbot. If the RLDP Strategy wants to embed these economic aspirations and allow for the identified level of potential economic investment, the strategy would need to ensure there is sufficient, deliverable housing land available to align the economic and housing strategies to comply with National Planning Policy and to produce a robust and 'sound' RLDP.

Without being able to evidence deliverable and viable housing land, there would be a significant risk to the Authority in progressing the RLDP and could result in a 'Category A' objection from Welsh Government at Preferred Strategy stage.

Following discussion and consultation with WG officials, it was suggested that a potential way forward would be to amend the RLDP plan period and prepare a new Delivery Agreement to re-start the plan with a revised base date of 2023.

Whilst it would appear that it would be akin to 'starting again', the evidence-based studies that have been undertaken to date – e.g. Strategic Flood Consequences Assessment (SFCA), Integrated Sustainability Assessment (ISA), Green Wedge Assessment, Settlement Assessment etc. will all remain relevant and be used as the emerging evidence base.

Restarting the plan process would also present an opportunity to enable the Council to produce a robust, sound plan by providing additional time to work through potential solutions for a number of existing constraints. It will also reduce the under-delivery of housing in the initial years of the plan and enable another 'Call for Candidate Sites' to be undertaken.

## **Revised Delivery Agreement**

The original Delivery Agreement was approved by Council in December 2021, following a period of Stakeholder Consultation. It was subsequently agreed with the WG and published in January 2022.

The revised draft Delivery Agreement is presented in full in Appendix 2 with the following summarising the main changes to the original Delivery Agreement:

- Amending the plan period from 2021-2036 to 2023-2038, this will allow more time to undertake further evidence base research, allow for another Call for Candidate Sites and reduce the under delivery of housing in the early years of the current plan period;
- A revised timetable for the RLDP work programme. Dates for the key stages of plan preparation include: Call for Sites (Nov/Dec 23); Preferred Strategy Consultation (Nov/Dec 24); Deposit Consultation (Nov/Dec 25) and Submission to WG for examination (June 26).
- Removing references to Covid and restrictions in face-to-face meetings and including more opportunities for face-to-face engagement;

- Amending the timing of the Informal Community Feedback on the new Call for Candidate Sites by holding it at the same time as the Preferred Strategy Consultation;
- Amendments to Appendix C to make the document clearer and more concise and better articulate the engagement methods at each stage of the preparation process.

As part of the preparation of the revised Delivery Agreement, an updated Integrated Sustainability Appraisal Scoping Report (ISASR) has also been produced to reflect the amended plan period and base-date. There has been no change to the methodology, scope or level of detail to the version approved by Council in December 2021 and therefore this report has not been brought back to Members for consideration. There will however be a 5-week statutory consultation with NRW and Cadw to comply with the LDP Regulations.

## **Financial Impacts**

The cost of the LDP Review will be met from the LDP budget and carried out by the LDP team with specialist advice and evidence procured from consultants and through collaboration with neighbouring authorities as required. The resources required to prepare the RLDP are set out in section 6.4 of the Delivery Agreement. The amendments to the Delivery Agreement will result in some increased costs due to the longer period of preparation, however, these costs will be covered by the already established LDP budget / reserve.

It should also be recognised that the demands on the RLDP budget will be influenced by factors outside the control of the Council, including the number and nature of objections received, the sites put forward for development consideration, the length of the Examination in Public and whether or not issues emerge that require expert advice and evidence procured from external sources.

## **Integrated Impact Assessment**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment has indicated that a more in-depth assessment is not required (attached in Appendix 1). A summary is included below.

- **Equalities** – The RLDP DA is part of procedures intended to ensure that the RLDP embodies consideration of equalities issues from the start of its preparation, throughout the processes and procedures that govern its preparation and in all its resulting strategies and policies, thereby ensuring that local planning policy within NPT fully embraces all equalities considerations.
- **Welsh Language** – The RLDP DA has been prepared in accordance with the Welsh Language Standards (No.1) Regulations 2015 and the consultation on the documents embodied the principles of the regulations.
- **Biodiversity** – The RLDP DA document will have a negligible effect on biodiversity but will help to ensure that the RLDP takes full account of all duties and requirements to maintain and enhance biodiversity and promote the resilience of ecosystems through its planning strategies and policies.
- **Well-being of Future Generation (5 ways of Working)** – the RLDP DA embraces all five ways of working. The documents positively integrate with the Council's well-being objectives; involve people and include collaboration with partners in their development and implementation; and ultimately will help to address any foreseeable problems in achieving the adoption of the RLDP itself.

## Valleys Communities Impacts

The preparation of the RLDP will have significant spatial implications for the valley communities. The current LDP sets the framework for the development and use of land up to 2026, which seeks to reinvigorate the valley communities by identifying Pontardawe and the Upper Neath Valley as strategic growth areas and also presents a series of policies to provide a more flexible approach to development.

The current strategic approach to the valleys will be reassessed as part of the review of the LDP to determine if the approach remains sound and fit for purpose. Furthermore, the RLDP will need to take account of a range of contextual changes including Future Wales: The National Plan 2040 and the emergence of the Welsh Government's Valleys Task Force: Our Valleys, Our Future and more locally, the outputs of the Council's own Valleys Taskforce initiative.

## **Workforce Impacts**

It is anticipated that the preparation of the RLDP will be accommodated mainly by utilising the existing staff structure within the Planning Policy team. This however will need to be kept under review, to ensure delivery in accordance with the Delivery Agreement.

## **Legal Impacts**

Given that it is now over four years since the LDP was formerly adopted, the report addresses the legal requirement for the Council to proceed with a full review of the LDP.

## **Risk Management Impacts**

The Council will be in breach of its legal requirement to proceed with a full review of the LDP should there be a failure to implement the proposed recommendations.

## **Consultation**

It is a requirement of the LDP Regulations to engage with relevant stakeholders. A 2-week consultation with General, Specific and Key stakeholders is proposed prior to submission of the Delivery Agreement to Welsh Government for approval, albeit due to the limited scope of changes to the Delivery Agreement it is not anticipated that there will be many responses to the consultation. The stakeholders to be engaged are listed in Appendix F, G and H of the Delivery Agreement respectively.

## **Recommendations**

That having considered the report and having due regard to the Integrated Impact Assessment, it is resolved to commend the following to Council for approval:

1. The RLDP Delivery Agreement as presented in Appendix 2 be agreed for the basis of consultation and subsequent submission to Welsh Government for approval.

2. Decision making on responses to any representations received following consultation be delegated to the Head of Planning and Public Protection in consultation with the Cabinet Member for Strategic Planning, Transport and Connectivity. Any substantive<sup>1</sup> changes deemed necessary to the Delivery Agreement will be reported to Council for approval.

## **Reasons for Proposed Decision**

The recommendations are needed to ensure compliance with Section 63 of the Planning and Compulsory Purchase Act 2004; The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015; the Well-being of Future Generations (Wales) Act (2015); the Equality Act (2010); the Welsh Language Standards (No.1) Regulations 2015; Planning Policy Wales 11 (2021) and the Development Plans Manual Edition 3 (2020).

## **Implementation of Decision**

The decision is proposed for implementation after the three-day call-in period.

## **Appendices**

Appendix 1: Integrated Impact Assessment – First Stage.

Appendix 2: Consultation Draft RLDP Delivery Agreement 2023-2038.

## **Officer Contact**

Lana Beynon – Planning Policy Manager

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<sup>1</sup> *Substantive* change is defined as an amendment to the document that would change its meaning, effect or implementation and not amendments that only seek to correct or clarify the existing text.



## APPENDIX 1: Integrated Impact Assessment (IIA) - First Stage

### 1. Details of the initiative

<b>Initiative description and summary:</b> Neath Port Talbot Replacement Local Development Plan Draft Delivery Agreement (RLDP DA)
<b>Service Area:</b> Planning Policy, Planning and Public Protection
<b>Directorate:</b> Environment and Regeneration

### 2. Does the initiative affect:

	Yes	No
Service users	✓	
Staff	✓	
Wider community	✓	
Internal administrative process only		✓

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				The RLDP DA sets out the timetable for preparation of the RLDP together with the Community Involvement Scheme which details the ways in which involvement of stakeholders and the public will be carried out, the timing of the
Disability		✓				
Gender Reassignment		✓				
Marriage/Civil Partnership		✓				



Pregnancy/Maternity		✓				<p>various stages and who will be involved. The DA could potentially affect any residents but is specifically intended to help ensure that no individual group will be impacted differently because of their particular characteristics.</p> <p>Implementation of the DA will be inclusive and will involve the planning policy team working with all staff / sections throughout the Council, the wider public and a wide range of stakeholders including those from the public, private and community / voluntary sectors. This is embodied in the legislation and guidance controlling the parameters of the DA and will be checked and confirmed by it being signed off by the Welsh Government.</p>
Race		✓				
Religion/Belief		✓				
Sex		✓				
Sexual orientation		✓				

**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/ How might it impact?
People's opportunities to use the Welsh language			✓			The RLDP DA will not in itself have a significant impact on people's opportunities to use the Welsh Language. The RLDP DA will be published in Welsh and the consultation will be undertaken in accordance with the Welsh Language Standards (No. 1) Regulations 2015.
Treating the Welsh language no less favourably than English		✓				As above. This is embodied in the legislation and guidance controlling the parameters of the DA and will be checked and confirmed by it being signed off by the Welsh Government.

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity			✓			The RLDP DA will not in itself have any significant impact on the maintenance or enhancement of biodiversity since it is the draft of an agreement to be concluded between the Council and the Welsh Government about procedures for the preparation of the RLDP.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			✓			The RLDP DA will not in itself have any significant impact on the promotion of the resilience of ecosystems since it is the draft of an agreement to be concluded between the Council and the Welsh Government about procedures for the preparation of the RLDP.

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		The RLDP DA is concerned with the delivery of the RLDP, which is a development plan covering the period from 2023 to 2038. The DA will contribute towards ensuring that the RLDP fully embraces the requirement to support the long-term well-being of the people of NPT.

<p><b>Integration</b> - how the initiative impacts upon our wellbeing objectives</p>	✓		<p>The RLDP DA sets out the processes and procedures to be undertaken in the preparation of the RLDP to ensure and require that the new plan will be fully integrated with all other relevant plans, initiatives and strategies, working towards the same well-being objectives.</p>
<p><b>Involvement</b> - how people have been involved in developing the initiative</p>	✓		<p>The draft RLDP DA has been developed in consultation with officers across the Council, elected members and the Welsh Government. This report seeks the endorsement of the draft RLDP DA for full public consultation, which will allow further involvement of the general public, other bodies and organisations and neighbouring authorities. This can then influence changes and amendments to the document prior to further consideration through the council's democratic decision-making process. These procedures will give a wide-ranging opportunity for involvement across the county borough and beyond.</p>
<p><b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions</p>	✓		<p>As above, the consultation processes undertaken during the preparation of the DA will ensure that there has been full collaboration with stakeholders and partners in the development of the final DA, including organisations from the public, private and community/voluntary sectors.</p>
<p><b>Prevention</b> - how the initiative will prevent problems occurring or getting worse</p>	✓		<p>The RLDP DA is concerned with ensuring that the RLDP will be delivered within a challenging timeframe, that all legal and regulatory requirements are met, adequate resources are provided and that the final document is found to be sound and is adopted. This is necessary in order to ensure that the council's planning strategies and policies for the next fifteen years are legally adopted and implemented, aiming to help prevent a wide range of social, economic, environmental and cultural problems that would otherwise not be addressed through the planning system.</p>

**7. Declaration - based on above assessment (tick as appropriate)**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
<p><b>Equalities</b> – The RLDP DA is part of a process intended to ensure that the RLDP embodies consideration of equalities issues from the start of its preparation, throughout the processes and procedures that govern its preparation and in all its resulting strategies and policies, thereby ensuring that local planning policy within NPT fully embraces all equalities considerations.</p> <p><b>Welsh Language</b> – The draft RLDP DA has been prepared in accordance with the Welsh Language Standards (No. 1)) Regulations 2015 and the proposed consultation and its content embodies the principles of the regulations. The DA will help to ensure that the RLDP also takes into account Welsh Language requirements in its preparation and contents.</p> <p><b>Biodiversity</b> – In itself, the RLDP DA will have a negligible effect on biodiversity, but it will help to ensure that the RLDP takes full account of all duties and requirements to maintain and enhance biodiversity and promote the resilience of ecosystems through its planning strategies and policies.</p> <p><b>Well-being of Future Generation (5 ways of Working)</b> – the RLDP DA embraces all five ways of working. The document positively integrates with the Council’s well-being objectives; involves people and collaborates with partners in its development and implementation; and ultimately will help to address any foreseeable problems in achieving the adoption of the RLDP itself.</p>	

	Name	Position	Date
Completed by	Lana Beynon	Planning Policy Manager	22 <sup>nd</sup> August 2023
Signed off by	Ceri Morris	Head of Planning & Public Protection	23 <sup>rd</sup> August 2023



# Replacement Local Development Plan

2023-2038

**Delivery Agreement - Consultation Draft**  
(October 2023)







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## Glossary

Term	Definition
Adoption	The final stage of the RLDP preparation where the RLDP becomes the statutory development plan for the area it covers.
Baseline	A description of the present state of an area.
Candidate Site	A site nominated by an individual with an interest in land (i.e. landowner, developer, agent or member of the public) to be considered for inclusion in the RLDP. All Candidate Sites will be assessed for suitability for inclusion as potential allocations.
Community Involvement Scheme (CIS)	The Community Involvement Scheme forms part of the Delivery Agreement. It outlines the principles of engagement and provides detail on how the Local Planning Authority will involve communities and stakeholders (including businesses and developers) in the preparation of the Replacement Local Development Plan.
Delivery Agreement (DA)	A document comprising the local planning authority's timetable for the preparation of a Local Development Plan, together with its Community Involvement Scheme, submitted to the Welsh Government for agreement.
Deposit	A formal six-week stage in which individuals and organisations can make representations on the RLDP. Representations that relate to whether the plan is 'sound' can then be examined by an Inspector.
Deposit Plan	This is a full draft of the RLDP which undergoes a formal consultation period prior to it being submitted to the Welsh Government for examination in public.
Deposit Venue	<p>Council Offices where RLDP information will be placed. These are</p> <ul style="list-style-type: none"> <li>• Neath Civic Centre, Neath, SA11 3QZ</li> <li>• Port Talbot Civic Centre, Port Talbot, SA13 1PJ</li> <li>• The Quays, Brunel Way, Baglan Energy Park, Neath SA11 2GG</li> </ul>

Duly Made	Representations to the development plan which are made in the correct manner and within the specified consultation time period.
Engagement	A proactive process that seeks to encourage the involvement and participation of stakeholders and the community in the decision-making process.
Evidence Base	Information and data that provides the basis for the preparation of the RLDP vision, objectives, policies and proposals and justifies the soundness of the policy approach of the RLDP.
Examination	The examination involves public examination of the Deposit RLDP, the Deposit representations, the report of consultation, evidence base/background documents and the Integrated Sustainability Appraisal Report. This is carried out by the Planning Inspectorate on behalf of the Welsh Government.
Equalities Impact Assessments (EIA)	Are an evidence-based approach designed to help organisations ensure that their policies, practices, events and decision-making processes are fair and do not present barriers to participation or disadvantage any protected groups from participation.
Future Wales	Future Wales: The National Plan 2040 is the National Development Framework and influences all levels of the planning system in Wales and helps shape and guide Strategic and Local Development Plans.
Habitat Regulations Assessment (HRA)	Habitats Regulations Assessment (HRA) relates to the assessment of the impacts of a plan (or project) against the nature conservation objectives of European designated sites for any likely significant effects. HRA also ascertains whether the proposed plan would adversely affect the integrity of the site.
Health Impact Assessment – (HIA)	Health Impact Assessment is a combination of procedures, methods and tools that systematically judges the potential, and sometimes unintended, effects of a policy, program or project on the health of a population, and the distribution of those effects within the population. HIA identifies appropriate actions to manage those effects.

Indicator	A measure of variables over time, often used to measure progress in the achievement of objectives, targets and policies.
Inspector's Report	<p>The Report prepared by an independent Inspector who examines the RLDP. The Inspector works for PEDW on behalf of the Welsh Ministers.</p> <p>The Inspector's Report contains recommendations on the content of the final RLDP and is binding upon the Council. The Council must adopt the RLDP in the manner directed by the Inspector.</p>
Interested Parties	Any person, group, organisation or company wanting to be involved in the preparation of the RLDP.
Key Stakeholder Group (KSG)	Key stakeholders that will be involved throughout the plan preparation process.
Local Development Plan (LDP) / Revised Local Development Plan (RLDP)	A land use plan which includes a vision, strategy, area wide policies for development types, land allocations, and policies and proposals for key areas of change and protection. Allocations and certain policies are shown geographically on the Proposals Map forming part of the Plan. The LDP is a statutory development plan that each local planning authority area is required to produce in Wales. The revised version is what we are currently working on.
Local Area Coordinators (LACs)–	These work within local communities and assist individual and families with information or practical resources that could be available to them. They will assist by forwarding information on to residents during consultation periods.
Planning and Environment Decisions Wales (PEDW)	An independent body who will be responsible for the formal examination of the RLDP.
Planning Policy Wales (PPW)	National Planning policy for Wales produced by the Welsh Government is set out in this document

Pre-Deposit	Stages of preparation and consultation of the RLDP before the Deposit Plan is finalised and approved by the Council. This stage can also be referred to as the Preferred Strategy stage.
Preferred Strategy	This sets out the broad strategic direction for the RLDP. This includes the preferred level of growth along with the spatial strategy for distributing the growth. It also includes the vision, issues and objectives of the Plan. This stage can also be referred to as the Pre-Deposit stage.
Press Releases	This includes Council press releases or Welsh media including newspapers, radio, TV as appropriate. Media may choose not to print or broadcast an item.
Regulation	Regulations are set out in Welsh Statutory Instruments. They provide the framework for the preparation of the RLDP.
Report of Consultation	A Consultation Report is one of the documents required to be submitted for independent examination. An initial consultation report is also required for the pre-deposit stage.
Representations	Comments received in relation to the RLDP, either in support of, or in opposition to.
Review Report	The Review Report provides an overview of the issues that have been considered as part of the full review process and identifies changes that are likely to be needed to the RLDP, based on evidence. It also sets out the type of revision procedure to be followed in revising the LDP.
Scoping	The process of deciding the scope and level of detail of an integrated sustainability appraisal (SA), including the sustainability effects and options which need to be considered, the assessment methods to be used and the structure and contents of the ISA Report.
Soundness Tests	In order to adopt a RLDP, it must be determined to be 'sound' by the Planning Inspector. The Tests of Soundness are set out in the Development Plans Manual (Edition 3, March 2020). There are three tests to make that judgement in relation to the plan as a

	whole. A framework for assessing the soundness of LDPs has been developed by the Planning Inspectorate.
Stakeholders	People whose interests are directly affected by a RLDP (and/ or Integrated Sustainability Appraisal/ Strategic Environmental Assessment) and whose involvement is generally through representative bodies.
Strategic Development Plan (SDP)	A Strategic Development Plan is a tool for regional planning to cover cross boundary issues such as housing and transport. It will be prepared by a Strategic Planning Panel across a region. LPAs must have regard to the SDP when developing their LDPs. For NPT, it would be the South West Wales Region (SWW)
Strategic Environmental Assessment (SEA)	Generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. The European Strategic Environmental Assessment Directive (2001/42/EC) requires a formal “environmental assessment of certain plans and programmes, including those in the field of planning and land use”
Submission	When the RLDP, ISAR and HRA are formally submitted to the Welsh Government for independent examination by a Welsh Government appointed Inspector.
Supplementary Planning Guidance (SPG)	Provide more detailed or site-specific guidance on the application of RLDP Policies. They provide supplementary information in respect of the policies in a LDP. SPG does not form part of the RLDP and is not subject to independent examination.
Sustainability Appraisal (SA)	An SA appraises the social, environmental and economic effects of a plan from the outset. In doing so it will help ensure that decisions are made that contribute to achieving sustainable development.
Integrated Sustainability Appraisal (ISA)	Tool for appraising policies, including LDPs, to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors). Each LPA is required by Section 62(6) of

	the Act to undertake SA of their Local Development Plan. This form of sustainability appraisal fully incorporates the requirements of the Strategic Environmental Assessment Directive.
Sustainability Appraisal Report (SAR)	A document required to be produced as part of the Sustainability Appraisal process to describe and appraise the likely significant effects on sustainability of implementing a LDP, which meets the requirements for the Environmental Report under the SEA Directive. Section 62(6) of the Act requires each LPA to prepare a report of the findings of the SA of the LDP. It is an integral part of the development plan making process.
South West Wales (SWW)	South West Wales region, as defined in Future Wales
Technical working Groups (TWG)	Technical working groups are set up to deal with bespoke issues, e.g. affordable housing, infrastructure improvements, to assist in the progression of the plan.
Timetable	Sets out the dates by which key stages and processes of RLDP preparation are expected to be completed. These are definitive for stages up to the deposit of the RLDP and indicative for the remaining stages after.
Well-being of Future Generations Act (WBFGA)	The Well-being of Future Generations (Wales) Act 2015 is legislation that requires public bodies, such as local authorities, to put long term sustainability at the forefront of their thinking to make a difference to lives of people in Wales. Local authorities must work towards the seven well-being goals and enact the five ways of working set out in the Act.
Workshop	Where stakeholders have the opportunity to engage in group debates and practical exercises with written or drawn outputs.
Welsh Language Impact Assessment (WLIA)	Welsh Language Impact Assessments are carried out to ensure that all proposals promote and facilitate the Welsh language.





## Part 1 - Introduction and Background

### 1. Introduction

- 1.1.1. The Planning and Compulsory Purchase Act 2004 requires local authorities in Wales to prepare a Local Development Plan (LDP) for their area. Neath Port Talbot's (NPT) LDP was adopted in January 2016. The [Town and Country Planning \(Local Development Plan\)\(Wales\) 2005 \(As amended\)](#) requires LDPs to be reviewed at intervals of not more than 4 years from adoption. Consequently, the Council published its [Review Report](#) in 2020. The Review Report outlines the broad scope of the LDP review, informed by the findings of the Annual Monitoring Reports (AMRs) concluding that a Replacement LDP (RLDP) should be prepared. When adopted, the RLDP will supersede the existing NPT LDP and become part of the statutory development plan for the County Borough alongside [Future Wales - The National Plan 2040](#).
- 1.1.2. As the first stage of preparation of the RLDP, the Council is required to prepare a Delivery Agreement (DA) setting out the timetable, Community Involvement Scheme (CIS) and procedures for plan delivery. This is intended to be both a public statement of commitment and a project management tool. Once formally agreed, the DA commits the Council to producing the RLDP in accordance with the timetable and CIS. This forms part of the LDP tests of soundness, which will be examined by the Planning Inspector at the Examination in Public.
- 1.1.3. Following Welsh Government (WG) approval of the DA on 11<sup>th</sup> January 2022, NPT Council formally commenced the preparation of the NPT RLDP (2011-2036). In line with the DA, a Call for Sites (CfS) was held between 1<sup>st</sup> March 2022 to 31<sup>st</sup> May 2022. In total, 229 sites were submitted.
- 1.1.4. Preliminary findings from the CfS, alongside information obtained from our AMR's and growth projections, indicates that there is a requirement for additional housing land to be identified in addition to existing infrastructure and viability matters that require additional time to overcome.
- 1.1.5. Given this, the Council has decided to stop the preparation of the RLDP and start again. This DA outlines the timeframes for the preparation of the new RLDP which will cover the plan period of 2023-2038, starting with a CfS in November 2023.

1.1.6. The legislation, regulations and WG planning guidance referred to in this document are available on the [WG website](#). Information in respect of the RLDP can be found on the [NPT website](#). This DA is also available in Welsh. Should you need this document in another format, then please contact the LDP team at [ldp@npt.gov.uk](mailto:ldp@npt.gov.uk) or 01639 686821.

## **2. Purpose of the Delivery Agreement**

### **2.1 Purpose of the Delivery Agreement**

2.1.1. The DA is a statutory requirement of the Plan preparation process under Regulation 9 of the Town and Country Planning (LDP) (Wales) Regulations 2005 (as Amended), and must be approved by resolution of the Council and the WG. Its purpose is to provide:

- A timetable outlining the various stages of plan preparation, coupled with the timeframe for when engagement will take place;
- Details of the CIS, outlining who will be involved in the RLDP preparation process, and when engagement with the public and stakeholders will occur; and
- The resources the Authority will invest in plan preparation.

2.1.2. The DA will be subject to regular review and if necessary amended in accordance with the LDP Regulations (see Part 3).

2.1.3. The DA takes into consideration the LDP Regulations requirements for engaging stakeholders in the preparation of the DA and the Well Being of Future Generations (Wales) Act (WBFGA) (2015) five ways of working. The level and form of the engagement proposed is considered to suit the local context, and has been amended to include additional practices that proved efficient and acceptable during the Covid-19 pandemic (such as remote meetings and workshops).

### **2.2 Stages in Delivery Agreement Preparation**

2.2.1. There are a number of stages in the preparation of a DA. As the initial DA into the RLDP was approved back in January 2022, the Council is not proposing to substantially amend the separate components of the DA itself, only the delivery timetable. As such, the preparation stages left to follow are shown below in table 2.2.1:

Table 2.2.1: DA Preparation Stages:

Stage	Progress
1. Prepare a draft DA in discussion with WG	Complete
2. Consider any comments and revise as needed	Complete
3. Secure Senior Officer and Member approval of the consultation draft of the DA	Current Stage
4. Engage on the draft DA	Current Stage
5. Consider comments received and revise as appropriate	Current Stage
6. Secure Council resolution (LDP Regulation 9) to adopt the revised/ final DA	Current Stage
7. Submit to WG for agreement	Current Stage
8. Once agreed by WG, publish the agreed DA on the RLDP website, inform relevant consultation bodies (LDP Regulation 10) and keep under review, to ensure that the Plan is prepared in accordance with it.	Current Stage

## 2.3 Structure of the Delivery Agreement

2.3.1. This document is structured as follows:

2.3.2. **Part 1 Introduction and Background** Outlines the purpose, structure and stages in the preparation of the DA and considers the form and content of the RLDP; matters which will inform the development of the RLDP; opportunities for collaborative working; Plan Examination; and preparation of Supplementary Planning Guidance (SPG).

2.3.3. **Part 2 The RLDP Timetable and CIS** The timetable sets out the various stages of Plan preparation (including definitive and indicative dates), how the Council will manage the process and provides an assessment of the resources required. It also establishes key dates for the preparation and publication of the ISA reports and the Habitats Regulations Assessment (HRA) documents.

2.3.4. In respect of the CIS it focuses on the key principles for engagement- the aims of the CIS, how consensus will be built and developed and considers where

engagement in the Plan's preparation will be focused. It sets out who the Council will engage and consult with, and how this will take place.

2.3.5. **Part 3 Monitoring and Review** This section outlines how the DA will be kept under review and the role of the AMR.

### **3. The Replacement Local Development Plan**

3.0.1. The RLDP will cover the period of 2023 to 2038. When adopted the RLDP will supersede the existing NPT LDP (2011-2026) and will become part of the statutory development plan for the Authority, alongside 'Future Wales: The National Plan 2040' (referred to as Future Wales).

#### **3.1. Preparing the Replacement Local Development Plan**

3.1.1. The RLDP will have a major influence on the future shape of NPT and its individual communities. It will be required to:

- Be in general conformity with Future Wales;
- Support the National sustainable placemaking outcomes of Planning Policy Wales (PPW);
- Comply with the requirements of the WBFGA (2015), including the seven Well-being Goals and the five ways of working;
- Ensure that effective regional collaboration informs plan preparation;
- Ensure that the RLDP is fully integrated with and reflects other relevant plans and initiatives including the need to be in general conformity with the emerging South West Wales (SWW) Strategic Development Plan (SDP);
- Ensure that the tests of soundness are met;
- Be informed by an Integrated Sustainability Appraisal (ISA) which includes Strategic Environmental Assessment (SEA), Equalities Impact Assessment (EIA), Health Impact Assessment (HIA) and Welsh Language Impact Assessment (WLIA);
- Satisfy the Socio-economic Duty under Part 1, Section 1 of the Equality Act 2010;
- Satisfy the Duty under Part 1, Section 6 of the Environment (Wales) 2016 Act to maintain and enhance biodiversity and promote the resilience of ecosystems.
- Adopt a strategic view of the spatial implications of development decisions and act as a basis for rational and consistent decisions regarding the use and development of land;
- Guide the amount and location of new development in NPT;

- Reflect local aspirations, based on a vision agreed by the community and stakeholders;
  - Address new policy areas and approaches (e.g. Placemaking and Green Infrastructure);
  - Guide growth and change, while protecting local diversity, character and sensitive environments;
  - Be based on evidence and consideration of all feasible alternatives;
  - Indicate how and where change will occur over the Plan period; and
  - Guide the location of new public / grant funded projects and co-ordinate the provision of new infrastructure, such as highways and schools.
- 3.1.2. There will be a focus on stakeholder and community engagement and collaborative working throughout the process to make the Plan relevant, inclusive and engaging to local communities. It is essential that the process is transparent and fully explained to maintain community and stakeholder confidence in the RLDP.
- 3.1.3. The preparation of the RLDP is regulated by detailed requirements and guidance and will be subject to a tight timetable agreed with WG. The guidance indicates that WG expects replacement plans to be prepared in 3.5 years from formal agreement of the DA (with provision for a single slippage period of 3 months only). Chapter 4 provides further information.

## **3.2. Replacement Local Development Plan Format and Content**

- 3.2.1. It is anticipated that the RLDP will follow a similar format to the existing LDP although, as identified in the Review Report, several Policy areas will need to be reassessed and / or revised. The RLDP will need to be in general conformity with [Future Wales](#), the emerging SWW SDP and ensure compliance with National Policy requirements.

## **3.3. RLDP - Impact Assessments**

- 3.3.1. The Council is required by the Planning and Compulsory Act 2004 to undertake a Sustainability Appraisal (SA) of the RLDP and to report its findings as an integral

part of the Plan preparation process. In addition, separate legislation (The Environmental Assessment of Plans and Programmes (Wales) (The SEA Regulations) 2004) requires plans to be subject to SEA. In accordance with WG guidance, it is intended to integrate the SEA with the SA to inform the plan preparation process in an iterative way.

- 3.3.2. In addition to SA and SEA requirements, a number of other statutory assessments including the WBFGA (2015), Equalities Act (2010), Welsh Language and Health Impacts Assessments are required. It is intended to combine these assessments into a single ISA in order to avoid duplication and to ensure that all relevant aspects are considered in one document. The Socio-economic Duty under Part 1, Section 1 of the Equality Act 2010 must also be assessed and complied with.
- 3.3.3. However, [Habitats Regulations Assessment \(HRA\)](#) will be undertaken separately in accordance with statutory guidance, since this uses a different precautionary testing mechanism. A HRA will be undertaken where it is identified that any plan or programme could affect a designated Natura 2000 site (a Special Area of Conservation (SAC), Special Protection Area (SPA), or a Ramsar site) and needs to be subject to the Conservation of Habitats and Species Regulations 2017 (as amended).
- 3.3.4. It is a requirement of the Regulations that the Local Planning Authority (LPA) takes into account the SEA Environmental Report (i.e. the conclusions of the SEA) in decision making, showing how the results of the assessment have been taken into account, and giving the reasons for choosing the Plan as adopted in light of other reasonable alternatives. The ISA will be prepared with the participation of the Environmental Consultation Bodies (as identified in the Regulations) and consultations will be undertaken in parallel with RLDP consultation.
- 3.3.5. The key stages involved in the preparation of the ISA and the HRA of the RLDP, together with the proposed timetable are provided in Appendices A and B.

### **3.4. Joint Local Development Plans and Regional Collaboration**

- 3.4.1. Collaboration is a requirement of the WBFGA (2015) and part of the first of the three Tests of Soundness set out in the Development Plans Manual (i.e. Does the Plan Fit? - see Independent Examination section below). The Council will ensure



that all opportunities for joint working and collaboration on both plan preparation, and evidence formation, will be fully explored. A close working relationship has been forged with the adjoining Authorities (Swansea, Carmarthenshire, Powys, Bridgend and Rhondda Cynon Taff Councils and the Brecon Beacons National Park Authority).

- 3.4.2. At the present time, as detailed in the [Review Report](#) there is no prospect of undertaking a Joint LDP with an adjoining Authority due to the timelines which each Authority is following.
- 3.4.3. Over the course of preparing the RLDP there will be a need for the Council to closely consider the implications of the emerging SDP for the SWW Region. SDP related discussions are taking place on a regular basis across the SWW region to consider the resources and the scope of the work required. The Corporate Joint Committee (CJC) for the region has been established and a number of joint studies have been produced including the National Growth Area (NGA) Definition and a Nutrient Credit Trading Scheme. The SDP will be prepared in tandem with the NPT RLDP 2023-2038 by a team appointed by the CJC SDP sub-committee. The NPT RLDP will need to be in general conformity with the emerging SWW SDP.
- 3.4.4. The RLDP will also need to align with and reflect the policies of [Future Wales](#), including those specific to the SWW Region such as the Swansea Bay and Llanelli National Growth Area.

### **3.5. Independent Examination**

- 3.5.1. The Council is required to submit its Deposit RLDP, associated documents and representations to WG for consideration of its “soundness” by a WG appointed independent Inspector at an “Examination in Public”. The Inspector will have regard to the evidence submitted with the Plan and the representations received at the Deposit stage in order to determine whether the Plan meets the following [tests of soundness](#):

## **The Tests of Soundness**

Preparation Requirements:

- Has preparation complied with legal and regulatory procedural requirements? (LDP Regulations, CIS, SEA Regulations, SA, HRA etc.)
- Is the plan in general conformity with the NDF (now called Future Wales) and/or SDP? (when published or adopted respectively)

Test 1: Does the plan fit? (i.e. is it clear that the RLDP is consistent with other plans?)

Test 2: Is the plan appropriate? (i.e. is the plan appropriate for the area in the light of the evidence?)

Test 3: Will the plan deliver (i.e. is it likely to be effective?)

3.5.2. In view of the tests set out above, it is crucial that the RLDP is founded on a strong evidence base with its form and content as prescribed by the Regulations and consultation procedures.

3.5.3. Following the examination, the Inspector will produce a report recommending changes to the RLDP together with reasons for the changes. The Inspector's recommendations are binding on the Authority and if the Plan is found sound, the LPA must adopt the RLDP by resolution within 8 weeks of its receipt unless the WG intervenes.

### **3.6. Supplementary Planning Guidance (SPG)**

3.6.1. SPG's are non-statutory documents and are prepared to expand upon policies or proposals contained in the RLDP. They can relate to specific topics or policies contained within the plan or they could also take the form of local level '[Place Plans](#)'. The need to review existing SPG and prepare new SPG will be considered as part of the RLDP preparation process. The Pre-Deposit / Preferred Strategy stage will be a key time at which any new SPG needed will be identified. Relevant stakeholders will be consulted during the production of SPG.

3.6.2. Where SPG will assist the understanding of the RLDP it will be prepared and consulted on as an intrinsic part of the process of engagement as set out in this DA.

## Part 2: RLDP Timetable and Community Involvement Scheme (CIS)

### 4. Replacement Local Development Plan Delivery Agreement Timetable

#### 4.1 Replacement Local Development Plan Timetable Definitive and Indicative Stages

4.1.1 The timetable detailing the various stages of the RLDP process and how it will be project managed, together with the resources required for its preparation is a key part of the DA. The following tables outline the proposed key stages and timetable in the RLDP preparation process required by the Planning and Compulsory Purchase Act 2004 and the LDP Regulations. A more detailed timetable is set out at Appendices A and C. The key stages of RLDP preparation alongside the ISA is outlined in Appendix B.

Table 4.1.1: Replacement Local Development Plan Timetable: Definitive Stages

Key Stage	Stage of RLDP Preparation	Timescale
1	DA	November 2023
2	Pre-Deposit Participation / Preparation (Regulation 14)	November 2023 - September 2024
2	Call for Candidate Sites	November 2023 - December 2023
3	Pre-Deposit (Preferred Strategy) Consultation – (Regulation 15)	November 2024 – December 2024
4	Deposit Participation/ Preparation	December 2024 – September 2025
4	Deposit RLDP Consultation (Regulation 17)	November 2025 – December 2025

Table 4.1.1: Replacement Local Development Plan Timetable: Indicative Stages

Key Stage	Stage of RLDP Preparation	Timescale
5	Submission of RLDP to WG for examination (Regulation 22)	June 2026
6	Independent Examination (Regulation 23)	September 2026 – December 2026
7	Receipt & Publication of the Inspector's Report (Regulation 24)	February 2027
8	Adoption of the RLDP (Regulation 25)	April 2027
9	Monitoring and Review	April 2028

## 4.2 Definitive and Indicative Stages

4.2.1 The LDP Regulations provide for a two-stage timetable – definitive stage and indicative stage.

4.2.2 Definitive stages (stages 1-4) are those up to and including the Deposit Plan stage. As these stages are under the direct control of the Council, the timescales outlined above are considered to be realistic and achievable.

4.2.3 Indicative stages (stages 5-9) relate to those stages of the RLDP process post Deposit and up to and including Adoption. These stages are dependant on various external factors and influences, such as the number of deposit representations received. Dates noted are therefore indicative. Following the closure of the statutory consultation period on the Deposit Plan and prior to submission of the plan, the Council will update the timetable with definitive timings for the remaining plan stages.

## 4.3 Plan Preparation Stages

### 4.3.1. Delivery Agreement (Regulations 5 - 10)

4.3.1.1. The DA provides a timeline showing key plan preparation stages to adopt the RLDP. It also includes the CIS which sets out how, who and when stakeholders will be involved in the RLDP's development. Stakeholders and General Consultees

will be made aware of the decision to produce a RLDP, and it requires their involvement in the development of the Plan. The new DA must be approved by resolution of the LPA and agreed by WG (Regulation 9). Any slippage needs to be agreed with WG.

#### **4.3.2. Call for Candidate Sites (Regulation 14(2))**

4.3.2.1. Following publication of the DA, the first formal stage in preparing the RLDP is the request for nominations for sites (Regulation 14(2)). These are known as "Candidate Sites" and all consultees and members of public who have expressed an interest in participating in the Plan's development will be contacted. Where the Council has up-to-date contact details, landowners, site promoters and developers of undeveloped site allocations in the existing LDP will also be contacted. A publicity campaign will take place in the lead up and during this "Call for Candidate Sites". For reference, a Call for Candidate sites was held in March-May 2021 and it is proposed that these sites are brought forward and are considered as part of this new updated Plan Period, alongside sites identified as part of this new additional Call for Candidate Sites.

4.3.2.2. The ISA Scoping Report will be published alongside the Candidate Sites Assessment Methodology to ensure transparency in assessing candidate sites.

4.3.2.3. A Candidate Site Register (CSR) of all the sites received during the "Call for Candidate Sites" will be prepared and published on the Council's website and available at Deposit Venues at the start of the Pre-deposit public consultation (Regulation 15), when these sites will be available for commenting on. The Deposit Venues are:

- Neath Civic Centre, Neath, SA11 3QZ
- Port Talbot Civic Centre, Port Talbot, SA13 1PJ
- The Quays, Brunel Way, Baglan Energy Park, Neath SA11 2GG

#### **4.3.3. Pre-deposit (Preferred Strategy) Preparation and consultation (Regulations 14 to 16)**

4.3.3.1. During the 'pre-deposit preparation' phase, the Council will undertake the following:

- A Call for Candidate Sites;
- Assess the sustainability, viability and deliverability of Candidate sites submitted;
- Develop (and / or update) the Evidence Base; and
- Conduct targeted meetings with stakeholders to assist in formulating the evidence base.

4.3.3.2. A statutory consultation phase of six weeks will be undertaken on the pre-deposit' document containing the Council's preferred strategy (including ISA Participation). Stakeholders will be given the chance to make representations on the Preferred Strategy, as well as the CSR.

4.3.3.3. Representations received during this consultation period will help provide an understanding of the key issues arising. The Council will need to produce a report of consultation, detailing how the comments received have influenced the evolution of the RLDP.

#### **4.3.4. Statutory Deposit of Proposals (Regulation 17 - 21)**

4.3.4.1. Based on the findings of the background evidence, supplemented by the consultation responses to the Pre-deposit consultation, the SA report and the CSR, the LPA will formulate a deposit plan. This is the plan that the LPA considers is sound and able to be adopted. The deposit plan will contain the strategy, policies and allocations, based on the key issues, objectives and supporting evidence base for the plan. The deposit plan will assist in guiding development proposals to sustainable locations to deliver the scale and type of growth necessary for local community well-being over the plan period. The plan will need to demonstrate that it is financially viable, deliverable over the plan period and is supported by funded infrastructure.

4.3.4.2. A statutory consultation phase of six weeks will be undertaken for representations to be made subsequently on the Statutory Deposit of Proposals in respect of both policies and sites (including ISA).

4.3.4.3. Representations made during this formal consultation period will need to ensure that they are made during the specified consultation period, to ensure that they are

'duly made'. Additionally, all representations will be made publicly available (personal details are omitted). The Council will again produce a consultation report outlining how the comments received have influenced the plan preparation.

#### **4.3.5. Submission of RLDP for Examination (Regulation 22)**

4.3.5.1. After the Deposit and subsequent consultation, the RLDP will be submitted for Examination by an independent Planning Inspector appointed by the WG.

#### **4.3.6. Independent Examination (Regulation 23)**

4.3.6.1. The Inspector's role is to examine the RLDP in its entirety and test its 'soundness'. They will consider all relevant evidence and prepare recommendations and the reasons for those recommendations in the form of the Inspector's Report. All documentation associated with the RLDP Examination will be made available as information to interested parties and the general public in addition to those directly involved in the formal proceedings. There will be an opportunity for those who submitted 'duly made' representations at Deposit to be heard by the Inspector.

4.3.6.2. The Inspector will be assisted by a Programme Officer, who will liaise between all interested parties (including the Council) and the Inspector.

#### **4.3.7. Receipt of the Inspector's Report (Regulation 24)**

4.3.7.1. Once the Inspector has finalised their report, the Council will notify all interested parties and stakeholders involved in the plan preparation process.

#### **4.3.8. Adoption (Regulation 25)**

4.3.8.1. Within 8 weeks of receipt of the Inspector's Report, if the Plan is found to be sound, the Plan will be submitted to the Council for Adoption. The Inspector's Report is binding on the LPA. Following adoption the Council will publish an Adoption Notice in accordance with the regulations, and will publicise as matters of information to participants, consultees database registrants and to the general public all relevant documents including the Council's Adoption Statement and details of the ISA (incl. SEA) and its influence on the adopted RLDP.



### **4.3.9. Annual Monitoring and Review (Regulation 41)**

4.3.9.1. The Council will identify the successful implementation of policies and areas where change is necessary. It will also monitor significant effects of the RLDP against sustainability objectives and it will publish these reports annually.

## 5. Community Involvement Scheme

### 5.1. Aims of the CIS

- 5.1.1. The Council is fully committed to engaging with stakeholders and the local community throughout the Plan's preparation and intends to engage widely and as early as possible in order to take into consideration stakeholders views and build as much consensus as possible. The CIS sets out who will be formally involved in the RLDP process and how and when the participation and consultation will occur.

### 5.2. Principles of Community Engagement

- 5.2.1. In preparing the CIS, the Council has given regard to both previous CISs (LDP (*July '13*) & RLDP (*January '22*) (Appendix D); The WBFGA (2015); and the NPT Well-being Plan. These highlight the importance of ensuring that stakeholders are fully involved in the RLDP preparation and decision making process and that there is full collaboration with other departments and sections within the Council and other bodies (including neighbouring authorities, statutory undertakers and others) who could assist. Furthermore, while all *Covid 19* restrictions have been removed, the pandemic highlighted how quickly situations can change. It also allowed a new way of working through virtual meetings and workshops. The Council will have due regard to the need for both face-to-face meetings and events, as well as any virtual workshops or engagement, and will respond as appropriate and necessary to the changing requirements of the communities.
- 5.2.2. Furthermore, the Development Plans Manual (DPM) indicates that the Council should **profile the community** in order to identify the most appropriate range of interests to be involved in the LDP preparation process. Full details and findings of this process are set out in Appendix E.

### 5.3. Engagement Principles

- 5.3.1. Taking these into account, the following consultation principles will be used to guide the Council's approach to involving the local community and other stakeholders in preparation of the RLDP:

- **Frontloaded:** The community will be encouraged to be involved at an early stage in the preparation of the RLDP;
  - **Continued Involvement:** The community will be encouraged to be involved throughout the process of preparing the RLDP;
  - **Commitment:** Opportunities will be sought for the whole community to engage at appropriate stages in the process;
  - **Inclusive:** The Council will encourage the active participation of everyone who has an interest in, or who may be affected by, the RLDP;
  - **Transparent:** Engagement will be undertaken in a transparent and open manner;
  - **Fit for Purpose:** Engagement will be fit for purpose and capable of being resourced; and
  - **Realistic:** The Council will seek to ensure that all parties involved in the process understand and remain realistic about what can be achieved within the context of relevant legislation, WG guidance, and resources available.
- 5.3.2. In addition, consideration will also be given to the NPT Public Services Board (PSB) Citizen Engagement Scheme which provides a reference for good practice in public consultation. The scheme includes a toolkit to provide a common template for procedures and documents.
- 5.3.3. Consideration is also given to **ten [National Principles for Public Engagement in Wales](#)**. These are:
- Engagement is effectively designed to make a difference;
  - Encourage and enable everyone affected to be involved, if they so choose;
  - Engagement is planned and delivered in a timely and appropriate way;
  - Work with relevant partner organisations;
  - The information provided will be jargon free, appropriate and understandable;
  - Make it easier for people to take part;
  - Enable people to take part effectively;

- Engagement is given the right resources and support to be effective;
- People are told of the impact of their contribution; and
- Learn and share lessons to improve the process of engagement.

## **5.4. Consensus building**

5.4.1. The Council intends to build as much consensus as possible during the RLDP preparation process and hopes that all parties will engage from the outset. In order to do this a variety of consultation methods (see section 5.6) will enable structured discussions and involvement with the aim of building as much consensus as possible. This approach should reduce the time taken to reach adoption by reducing the number of deposit objections to policies and therefore reducing the time spent at later stages of the Plan preparation process. Consensus building will be assisted through the establishment and sharing of a common information base for the key issues from the start of the process.

5.4.2. Where consensus cannot be achieved, it is important that the sources of information leading to a decision are explicit and respected by all parties. In such instances, other appropriate matters such as national policy will be considered to determine any outcome. Progression may also be made on a majority basis.

## **5.5. Role of Stakeholders and Interested Parties**

5.5.0.1. In accordance with the LDP Regulations, engagement in the RLDP's preparation will focus on relevant stakeholders and the public, and includes:

- Key Stakeholder Group (KSG) (Appendix F)
- Elected Members (included as part of KSG);
- Town and Community Councils (included as part of KSG);
- Specific and General Consultation Bodies (Appendices G and H)
- Hard to Reach and Protected Characteristics Groups;
- LDP Consultation Database;
- General public;
- The Citizens' Panel;

- Local Area Co-ordinators;
- Collaboration within the Council including Technical Working Groups (TWG);
- Regional partners and authorities; and
- Developers, Agents and Other Site Promoters.

### **5.5.1. Key Stakeholder Group (KSG)**

5.5.5.1.1. To avoid consultation fatigue for stakeholders and to encourage structured discussion, engagement will be focussed on organisations and groups identified as Key Stakeholders. Key Stakeholders are those identified in Appendix F.

5.5.5.1.2. During the early stages of Plan preparation, a KSG will be formed. The KSG will be involved throughout the Plan preparation period up to and including the Deposit stage. It will play a central role in identifying the Plan vision, objectives and strategy options and consider the RLDP strategy, distribution of growth, emerging site allocations and policies.

### **5.5.2. Elected Members**

5.5.2.1.1. Members will be kept informed of the Plan's progress throughout the preparation process.

5.5.2.1.2. Elected Members will be expected to act as champions for the RLDP preparation process by keeping their constituents up to date with progress. All-Member seminars will be held at appropriate times.

### **5.5.3. RLDP Member Working Group.**

5.5.3.1.1. A RLDP Member Working Group has been created consisting of a sub-group of cross-party members from the Planning Committee, supported by relevant LDP Officers where necessary.

5.5.3.1.2. The intention is for the group to be used as a 'sounding board' in order to provide informal feedback about existing and proposed policies and proposals, the key spatial planning issues to be addressed, along with the vision, objectives, strategy and proposals of the Plan as they emerge. The group will also have the opportunity to review the background documents and evidence base.

5.5.3.2. The RLDP Working Group will meet regularly to enable a direct role in the evolution of RLDP strategies and policies. This group is not a decision making body but will help to influence the plan's direction and priorities.

#### **5.5.4. Community and Town Councils**

5.5.4.1. Town and Community Councils both within and adjacent to the County Borough will play a key role in disseminating information within their respective communities and encouraging engagement in the RLDP. As a reflection of this role and status as Specific Consultees (Appendix F) the Council will consult them at appropriate stages.

5.5.4.2. Whilst the Council is providing a wide range of opportunities to become involved in the RLDP process, there are clearly resource limitations to the extent of engagement that is possible. Additionally, it is important that all consultees are dealt with in a fair and equal manner.

5.5.4.3. Taking this into account, there are 19 Town and Community Councils (236 seats) of varying sizes and budgets within the County. It is considered that attending the meetings of each of these Councils on an individual basis is impracticable due to resource issues. However, where practicable, the Council will identify other appropriate methods of engagement, where necessary.

5.5.4.4. There are also opportunities to utilise the Council's established Town and Community Council Liaison Forum in order to gain consensus around these groups. In the absence of Town and Community Councils within the Port Talbot area, VIVA Port Talbot Business support and organisations based in those areas will be targeted and engaged in order that the views of those areas are captured. There are also a number of external organisations that could play an important role in supporting engagement with the Sector – including One Voice Wales and Planning Aid Wales.

#### **5.5.5. Specific, General and Other Consultation Bodies**

5.5.5.1. In accordance with the LDP Regulations, the Council has compiled lists of consultation bodies, that is organisations or groups that are likely to have an interest in or be affected by the RLDP. These comprise Specific Consultation Bodies (including the WG, Natural Resources Wales (NRW), Cadw, statutory

undertakers and adjoining local authorities) outlined at Appendix G and General Consultation Bodies (including voluntary groups and representatives of business interests) outlined at Appendix H.

- 5.5.5.2. Liaison with NPT's PSB will be of particular importance to ensure that the RLDP process aligns with the Local Well-Being Plan. The PSB also represents a broad coverage of interested parties and their involvement in the process will aid the RLDP process through the provision of data and evidence base as well as broadening the scope of engagement with parties that have limited or no contact with the development plan process in the past, but with an interest in NPT.
- 5.5.5.3. In order to encourage representation from all sectors of society within NPT (as characterised in Appendix E) in an equitable way, potential stakeholders from some under-represented sectors need to be encouraged to become involved. Additional stakeholder groups have therefore been contacted where gaps are identified in this respect, and these have been included on the General Consultation Bodies list where appropriate (Appendix H).
- 5.5.5.4. A list of Other Consultation Bodies has also been compiled, including organisations or bodies that do not fit into the categories set out in the Regulations, but that may have an interest or be affected. These consultation bodies' lists are set out in Appendix H.
- 5.5.5.5. In addition, specific relevant stakeholder representation will be sought for each of the Technical Working Groups (TWG's). Stakeholders who have an interest in specific topic areas will be encouraged to become involved in TWG discussions and Key Stakeholder workshops and / or meetings. These will consist of both internal officers and external stakeholders. This will enable stakeholders to be fully involved in more detailed identification of the key issues in respect of specific policy matters that face the County Borough, and development of strategies and approaches to address these as appropriate.

## **5.5.6. Hard to Reach and Protected Characteristics Group**

### **Hard to Reach or Seldom Heard Groups**

- 5.5.6.1. The community profiling exercise (Appendix E) has identified a number of Hard to Reach or Seldom Heard Groups within NPT. Measures will be taken to contact

these groups and individuals and where possible to encourage them to participate through the processes outlined above, including forums and discussions.

5.5.6.2. In particular representatives from the following groups will be encouraged to become involved in the RLDP preparation process:

- Young people;
- Older persons;
- People with Disabilities;
- Gypsies and Travellers;
- Unpaid carers;
- Students;
- Black Asian Minority Ethnic (BAME) Groups; and
- LGBTQIA+ Forums.

5.5.6.3. In addition there are other groups identified as significant in the community profiling who are considered to have been under represented previously in LDP preparation. This includes (but is not limited to) those seeking affordable housing in the County Borough, people on low incomes, small house builders and small and medium sized enterprises.

#### **Protected Characteristics Groups**

5.5.6.4. Under the Equality Act 2010, it is against the law to discriminate against someone because of their age, disability, gender, race, religion, sexual orientation, marriage and civil partnership, as well as during pregnancy. All public bodies, including the Council are required under the Act to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations amongst and between different protected groups.

5.5.6.5. The Protected Characteristic Groups have been considered in the compilation of the consultation bodies lists and additional groups contacted and included where appropriate within the RLDP stakeholder groups.



5.5.6.6. The Council has developed a [Strategic Equality Plan \(SEP\)](#) in line with the requirements of the Equality Act 2010 which demonstrates the Council's commitment to progressing the equality agenda in Neath Port Talbot, through providing high quality public services to all citizens. The SEP aims to:

- Remove or minimise disadvantages experienced by people due to their protected characteristics; and
- To take steps to meet the needs of people from protected groups where these are different from the needs of other people.

5.5.6.7. An Equality Impact Assessment (EIA) will be carried out to ensure that the impact of policies, consultations and procedures on all residents and visitors are assessed.

5.5.6.8. With regards to engaging with these groups, appropriate representatives of the identified groups will be invited to participate at the relevant stages of the plan preparation process, in order to maximise the inputs and benefits from the participation. Council departments, existing networks and delivery partners will assist in ensuring access to all and will target specific groups. For example, the Council's Community Cohesion Officer will facilitate contact with the Black and Minority Ethnic (BAME) Community and help to share information to the community and help the community to engage in the consultation process to express their views.

### **5.5.7. Local Development Plan Consultee Database**

5.7.7.1. A comprehensive LDP consultee database has been maintained by the Council since the commencement of the preparation process for the original LDP. It has also been updated following the enactment of The General Data Protection Regulations (2019). The LDP database includes all persons and organisations (including any residents groups) that have expressed an interest in the RLDP process or made comments on any aspect, together with anyone who has asked to be kept informed at any stage of the LDP or RLDP process.

5.7.7.2. Any person who wishes to be added to the consultation database should email the LDP team ([ldp@npt.gov.uk](mailto:ldp@npt.gov.uk)) and give written consent to the Council storing their personal details.

### **5.5.8. General Public**

5.7.8.1. To ensure that the Plan preparation process is transparent, and that the public can help inform the plan, it is essential that their involvement is sought. The Council proposes to use a diverse range of methods to ensure effective community involvement throughout the Plan process while complying with the requirements of the Regulations.

5.7.8.2. During the main formal public consultation stages, members of the public will be informed of RLDP progress through a number of consultation awareness methods, outlined in the next section.

### **5.5.9. Citizens' Panel**

5.7.9.1. The Council has established a Citizens' Panel in order to enable residents of the County Borough to contribute to policy and service development. Membership of the Citizens' Panel is open to residents of NPT County Borough aged over 16 years.

5.7.9.2. The Citizens' Panel is intended to provide a method to gauge the opinions of a cross-section of the County Borough's population.

### **5.5.10. Local Area Co-Ordinators**

5.7.10.1. Local Area Co-Ordinators (LAC's) work within local communities and proactively meet with individuals and families in their neighbourhoods, building trust and connections with people over time. This enables the residents to recognise their own capabilities, as well as any potential community networks or practical resources that they may have available to them. The overarching goal of the scheme is for people to lead better, happier and healthier lives.

### **5.5.11. Collaboration within the Council including Technical Working Groups (TWGs)**

- 5.7.11.1. To ensure that all sections of the Council are fully aware of the RLDP preparation process and its progress, presentations and meetings will be held with relevant senior council officers in all affected departments. This is intended to enable discussion of all aspects and in particular to allow issues to be raised and acknowledged, fully considered and addressed.
- 5.7.11.2. TWGs have been established to address specific policy areas such as housing (and affordable housing), employment or environmental issues, and where necessary area-based community issues. The TWGs include Council Officers with responsibility for areas including Planning, Highways, Engineering, Drainage and Flood Management, Biodiversity, Economic Development, Housing, Education and Public Health, although this list is not exhaustive.

### **5.5.12. Regional Collaboration**

- 5.7.12.1. There is a statutory requirement for regional collaboration to be undertaken and close working relationships have already been formed with the adjoining neighbouring authorities, with key group meetings already established.
- 5.7.12.2. The South West Wales (SWW) Strategic Planning Group and the Minerals and Waste Working Party have already undertaken a significant amount of collaborative working. The most recent studies include: the Swansea Bay and Llanelli National Growth Area (NGA) Definition, and the Nutrient Credit Trading Study – *Feasibility & Toolkit*. These studies will not only inform reviews of individual RLDPs but will also contribute positively as a potential baseline for future work on SDPs.

### **5.5.13. Developers, Agents and Other Site Promoters**

- 5.7.13.1. Developers, agents, landowners and any other interested persons are encouraged to submit suggestions for sites that they wish to be considered for development during the Call for Candidate Sites. Details of the Candidate Sites process, including guidance notes, will be made available on the Council's website prior to the Call for Candidate Sites in order for developers, agents and landowners to fully understand the process, understand the potential costs of submitting a site (including the costs of obtaining supporting evidence such as the

Development Viability Model - DMV) and understand where consultants and specialists may be required.

5.7.13.2. Prior to the Call for Candidate Sites, the LDP Team will write to all landowners, agents and/or developers of undeveloped site allocations to inform them of the Call for Candidate Sites where we have up-to-date contact information.

5.7.13.3. Developers, agents, landowners and other interested persons will also be involved in the Housing TWG. The LDP team will use the existing Housing Steering Group as a basis for the Housing TWG and invite estate agents/ lenders/ valuers etc. to extend the membership to discuss viability input assumptions for example with regards to house prices/ build costs/ developer profit etc.

## **5.6. Methods of Involvement, Participation and Consultation**

5.6.0.1. During the plan preparation process, the RLDP will require engagement across the various stakeholders discussed in section 5.5 above to assist in the formation of the Plan.

### **5.6.1. Formal public consultation events**

5.6.1.1. In order to raise awareness across the authority that formal public consultations are occurring, several consultation methods that will be used to raise as much awareness in the RLDP as possible.

5.6.1.2. These methods include:

- **Direct Contact:** via email / letter to those on the LDP's Consultation Database;
- **Dedicated RLDP Website** - Publication of documents on the Council's website, including Frequently asked Questions and Easy Read notes;
- **Document availability** – key documents to be made available at the Deposit Venues (see 5.6.4);
- **Promotion of consultation by Elected Members, as well as Town and Community Council's:** Community Councils, Town Councils and Members will be provided with information (including posters) to assist in the promotion of the public consultations. In Port Talbot, #VIVA Port Talbot will be used. Members may be asked to distribute information directly to digitally excluded

residents and share information via their own community social media channels;

- **Provision of guidance notes for libraries:** Libraries will be sent publication leaflets promoting the various consultation stages, as well as information relating to access the information on-line;
- **Local Radio Campaigns:** Engagement activities relating to the pre-deposit and deposit consultation stages will be advertised through various local Radio campaigns;
- **Press Releases:** To local and regional newspapers, including NPT News;
- **Social Media:** regular updates will be given via the Council's Social Media accounts (such as Facebook, LinkedIn, Instagram, Twitter (X) and the 'NPT News' monthly e-newsletter);
- **Updates to the PSB Board;**
- **NPT staff updates:** via the 'SWAY' account (as 69% of employees live and work within NPT); Facebook, LinkedIn, Instagram, Twitter (X);
- **NPT News Room** - a live blog that refreshes regularly on the Council's webpage;
- **Pop-up banners:** Distributed to locations to encourage people to visit the Council's website;
- **Posters and Leaflets:** distributed to key local community facilities, such as libraries, GP surgeries, leisure centres and community notice boards.
- **Targeted Public Exhibitions:** Drop in or un-staffed as necessary;
- **Virtual and face to face meetings:** held during the Preferred Strategy and Deposit Plan consultation stages;
- **Digital Screens:** will be used where appropriate and feasible. Locations such as the Civic Centres and transport hubs may be used;
- **Youth Council and Young Mayor** will be contacted and kept informed;
- **Social Services Colleagues:** will assist in distributing information and collect responses with young people through NPT Young which is also known as YOVO (11 plus years old) and Junior YOVO (7 to 11 years old);
- **Local Area Co-ordinators:** will be used to distribute and communicate information;

- **LGBTQIA+ Forums, Black Asian Minority Ethnic Groups, all other relevant seldom heard stakeholder groups:** will be engaged through targeted social media campaigns and awareness raising via other appropriately tailored methods such as posters/leaflets where necessary. Documentation or consultation materials will be translated into other languages and formats when required in order to ensure maximum engagement with seldom heard groups; and
- **Welsh Language stakeholders** will be engaged through the medium of Welsh.

## 5.6.2. Welsh Language

5.6.2.1. The preparation of the RLDP and all engagement with stakeholders and the public will be undertaken in accordance with the Council's Welsh language standards and the [Welsh Language Standards Regulations 2015](#)

- The Authority welcomes correspondence in Welsh or English and will deal with Welsh and English correspondence to the same standards and timescales;
- Correspondents will receive a reply in the language of the original correspondence;
- All forms, consultation documents (excluding technical documents), publicity materials and correspondence will be bilingual; and
- All meetings, whether formal or informal, will be conducted bilingually where requested beforehand.

## 5.6.3. Document Availability

5.6.3.1. All relevant documents produced as part of the RLDP preparation process will be made available to all consultees and stakeholders, in a relevant format at appropriate times, to inform the plan preparation stages. These documents will be published on the RLDP website ([www.npt.gov.uk/ldp](http://www.npt.gov.uk/ldp)). In addition, printed copies will be available to view (by appointment only), at the following offices ('Deposit Venues'):

- Neath Civic Centre, Neath, SA11 3QZ
- Port Talbot Civic Centre, Port Talbot, SA13 1PJ

- The Quays, Brunel Way, Baglan Energy Park, Neath SA11 2GG

5.6.3.2. Paper copies of documents will be available for purchase on request at a price to cover the costs of printing, postage and packaging.

#### **5.6.4. Representation Feedback Arrangements**

5.6.4.1. All representations received as part of the statutory consultation stages will be acknowledged and registered on the RLDP database and the findings of the consultations will be used in the next step of the preparation of the RLDP. Consultees and correspondents will be informed of the next steps in the process. Most of the correspondence will be by e-mail. This will ensure a fast and economic method of engagement. Wherever this is not possible, then postal letters will be sent.

5.6.4.2. At all significant stages (Pre-Deposit and Deposit stages), consultation representations and the LPA's response will be reported to the Council's Environment, Regeneration and Streetscene Services Cabinet Board (ER&SSCB) and Full Council.

5.6.4.3. As mentioned previously, details of all consultation and engagement activity undertaken will be included in the Initial Consultation Report (ICR) and Consultation Report (CR) which is required by the LDP Wales Regulations at the Preferred Strategy and Deposit Plan and Submission stages of the plan preparation process respectively.

#### **5.6.5. Petitions**

5.6.5.1. Petitions are sometimes used by groups to offer their opinions on an issue. Any submitted petition should clearly state on each page the purpose of the petition, and should have an organiser contact name and address / e-mail.

5.6.5.2. All correspondence will be directed to the contact details given of the person organising the petition; individual acknowledgement will not be sent to individual signatories of the petition, and they will not automatically get added to the RLDP database and informed of the next stages.

#### **5.6.6. Duly Made and Late Representations**

5.6.6.1. For a representation to be duly made, they must be submitted to the LDP team in accordance with the information provided at that consultation stage. Typically, this will include the comments being received by standard mail or via email communications. The representation must include your full name and postal address, and specify the matters to which it relates (note any personal details will not be published). Representations must also not include any defamatory information or statements. Where a representation is made at Deposit Stage it must be clear what changes are sought, the grounds upon which the representation is made and the relevant test(s) of soundness that have not been met.

5.6.6.2. The Council will only accept representations received during the prescribed consultation periods. Deadlines will be strictly adhered to and any representations received outside of these consultation periods will be deemed to be not duly made.

5.6.6.3. Whilst social media will be used to help promote the consultation, the Council cannot accept representations made directly via social media.



## **6. Decision Making and Delivery**

### **6.1. Decision Making and Delivery**

6.1.1. Important strategy and policy decisions will need to be made at key stages of the development of the emerging RLDP. The ways in which the council will take these decisions are outlined below, together with measures to ensure that the Plan is delivered within the timescales envisaged.

### **6.2. Internal Reporting**

6.2.1. At key stages of the RLDP preparation process, Directorate Management Team (DMT), Corporate Directors Group (CDG), Environment, Regeneration and Streetscene Services Cabinet Board (ER&SSCB) and Full Council approval will be required. Generally, internal stakeholder engagement (Officers & Members) will involve discussion at the following groups:

- TWG (Including Officers);
- RLDP Member Working Group (MWG)\*/All Member Seminar/Members Briefing;
- DMT;
- CDG;
- ER&SSCB; and
- Full Council.

6.2.2. Decision making on the RLDP will be by ER&SSCB with key formal stages approved by ER&SSCB and Full Council.

### **6.3. Corporate Fit**

6.3.1. The Council is committed to the delivery of its corporate aims and objectives through its strategic and policy documents. The development of a corporate relationship between such documents is central to their effective delivery, with the RLDP being fundamental in conveying land use aspirations.

6.3.2. The Council's Well-being Plan will form a key part of the evidence of the RLDP, shaping and influencing the vision, strategy and objectives of the RLDP.

#### **6.4. Staffing and Financial Resources**

6.4.1. The Council is required to identify the resources – staff and financial – during the various stages in the RLDP process in the DA. The Council's Planning Policy Team will lead in the production and management of the RLDP process, including the preparation of any consultative documents, and will be charged with the management of the definitive stages (1-4, see Table 4.1.1) of the preparation process and progression to Submission of the RLDP to the WG for Examination (Indicative Timetable, Stage 5). Whilst the following officer time is currently scheduled to be dedicated to the RLDP preparation process, the position will be monitored throughout the process and additional resources requested as necessary:

6.4.2. RLDP Team:

- Planning Policy Manager x 1 (50%)
- Planning Policy Team Leader x 0.8 (80%)
- Senior Planning Policy Officers x 3.8 (85%)
- Planning Policy Officer x 1 (85%)
- Temporary (3yr) Planning Policy Officer x 1 (85%)
- Senior Business and Technical Support Officer x 1 (65%)

6.4.3. The Head of Planning & Public Protection and the Planning Policy Manager will be responsible for overall delivery of the RLDP, with the Planning Policy Manager and Team Leader responsible for the day-to-day project management. The Planning Policy Team will lead in the preparation and delivery of the RLDP with Member engagement and political reporting at appropriate stages.

6.4.4. Officers in other Council service areas will also be involved in various aspects of the Plan preparation process as required. Where necessary, external consultants will be engaged to undertake specific pieces of work such as the preparation of technical assessments and studies, advise on particular issues and prepare

documents such as the ISA and HRA. An initial assessment has been carried out of the elements of plan preparation that are likely to require external consultant input and financial resources have been secured accordingly.

- 6.4.5. Regional collaboration with neighbouring authorities will be fundamental to the preparation of the RLDP, where appropriate, opportunities will be sought to develop a joint evidence base with neighbouring authorities and authorities in the SWW Region.

### Budget Position

- 6.4.6. The Council is providing a Budget of £530,830 to fund the preparation of the RLDP to adoption to 2027/28. This includes a base budget of £81,205 per annum with the balance funded from an earmarked reserve. Projected costs relating to all elements of the RLDP (including the Examination in public but excluding staff costs) is £490,830, resulting in a contingency provision of £30,000 over the 5 year period.

Table 6.4.6: Budget Position

Year	Total available budget	Base budget funds available	LDP Reserve funds available	Total estimated spend
2023/24	£100,263	£81,205	£19,058	£100,263
2024/25	£112,945	£81,205	£31,740	£112,945
2025/26	£122,720	£81,205	£41,515	£122,720
2026/27	£103,697	£81,205	£22,492	£103,697
2027/28	£81,205	£81,205	£0	£51,205

## 6.5. Risk Management

- 6.5.1. The definitive stage of the timetable is considered to be realistic and achievable, having regard to resource input in to the RLDP process. While the Council will seek to avoid departure from the proposed timetable, a number of risks have been identified which could result in programme slippage. The potential risks and proposed mitigation measures to address / minimise these risks are set out in Appendix I. The Council will report and justify any substantial deviation (of more

than 3 months) from the proposed timetable. Section 4 identifies the procedures to be followed should the Council identify the need to amend the DA.

## **Part 3 - Monitoring and Review**

### **7. Monitoring and Review**

#### **7.1. Monitoring and Review**

7.1.1. In accordance with the LDP Regulations, the Council will monitor and review progress against the DA throughout the preparation of the RLDP, in order to ensure that the aims of the CIS are being met in accordance with the proposed timetable.

7.1.2. Instances in which the DA may need to be reviewed and amended include:

- If the process falls significantly behind schedule (more than 3 months);
- If any significant changes are required to the CIS;
- If there are significant changes in the resources available to the Council;
- If new legislation, regulations or guidance should require new procedures or tasks to be undertaken;
- If there are any major changes of circumstance that materially affect the assumptions, evidence, policies or proposals contained within the emerging RLDP;
- If there are further unforeseen restrictions associated with Covid-19, or similar local or national events.

7.1.3. If the Council identifies the need to review the DA, it will seek agreement with WG in accordance with the LDP Regulations.

#### **7.2. Annual Monitoring Reports (AMR)**

7.2.1. Following adoption of the RLDP, the Council will produce an AMR in accordance with guidance contained in the DPM. The report will cover the period 1st April to 31st March each year, will be submitted to the WG by 31st October of the same year and will be made available for public inspection via the Council's website.

7.2.2. The AMR will assess how effectively the policies and proposals of the Plan are performing. If a policy is not being implemented the Council will give the reasons

for this and set out the steps it intends to take to secure implementation and any intention to revise the RLDP, to replace or amend the policy.

- 7.2.3. The AMR will also report and monitor housing delivery. Including the annual level of housing completions monitored against the Anticipated Annual Build Rate (AABR) as specified in the adopted RLDP housing trajectory; the total cumulative completions monitored against the anticipated cumulative completion rate specified in the adopted RLDP housing trajectory; the level of affordable housing completions monitored against the RLDP's overarching target; and the tenure of affordable housing completions.

### **7.3. Review of the RLDP**

- 7.3.1. Following adoption of the RLDP, the Council intends to undertake a full review of the RLDP at least once every four years, although the frequency and timing will depend on findings in the AMR / local circumstances. The review will be undertaken in accordance with the relevant legislation and guidance.

## Appendices

**Appendix A - Neath Port Talbot Replacement Local Development Plan – Timetable**

	2023					2024					2025					2026					2027																		
	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A				
<b>Publish Final LDP Review Report (July 2020)</b>																																							
<b>Key Stage 1: Delivery Agreement (Regs 5-10)</b>																																							
Prepare and Report draft DA to Board and Full Council	■	■	■	■	■																																		
Submission to WG for approval					■																																		
Publication of approved DA following WG approval						■																																	
<b>Key Stage 2: Pre-Deposit Preparation and Participation (Reg 14)</b>																																							
Review and develop baseline information and evidence	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■		
SA Stage A: Prepare ISA (SEA) Scoping Report				■	■	■																																	
Consultation, assessment, consideration and reporting of representations received on the ISA (SEA) Scoping Report;				■	■	■																																	
Publication of ISA (SEA) Scoping Report including SEA Screening determination						■																																	
Review and develop Strategic Options, Issues, Vision & Objectives						■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■		
Invitation for submission of Candidate Sites							■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■		
Assessment of Candidate Sites								■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■		
<b>Key Stage 3: Pre-Deposit Consultation (Regs 15, 16, 16A)</b>																																							
Prepare the Preferred Strategy, HRA Screening and ISA (SEA Interim report)							■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■		
Reporting of the Preferred Strategy, HRA Screening and ISA (SEA Interim report)																																							
Consultation on the Preferred Strategy (inc. Strategic Sites), Interim ISA (SEA) Report and HRA Screening Report																																							
Publication of Candidate Site Register																																							
Community Feedback on Candidate Sites																																							
Assessment, consideration and reporting of responses received on the Preferred Strategy, Interim ISA (SEA) and HRA Screening Report																																							
Publication of Preferred Strategy, Interim ISA (SEA) and HRA Screening Report & Initial Consultation Report																																							
<b>Key Stage 4: Deposit Participation /Consultation (Reg 17-21)</b>																																							
Preparation of draft Deposit Plan, ISA (SEA) and HRA Reports																																							
Reporting of draft Deposit LDP, ISA (SEA) and HRA Reports																																							
Consultation on draft Deposit LDP, ISA (SEA) and HRA																																							
Assessment and Consideration of the representations received in respect of the draft Deposit LDP, ISA (SEA) and HRA Reports																																							
Prepare & Report on the Final Consultation Report																																							
Reporting of representations to the Deposit LDP, ISA (SEA) and HRA Reports. Approval to Submit to WG																																							
<b>Key Stage 5</b>																																							
Submission to WG (Reg 22)																																							
<b>Key Stage 6</b>																																							
Examination including Pre-Hearing Meeting (Reg 23)																																							
<b>Key Stage 7</b>																																							
Publication of Inspector's Report (Reg 24)																																							
<b>Key Stage 8</b>																																							
Adoption (Reg 25, 25A)																																							
<b>Key Stage 9</b>																																							
Monitoring and Review (Reg 37) (April 2028)																																							



## Appendix B - Key Stages of the LDP, ISA and HRA

Table B1: Key Stages of the LDP, ISA and HRA

Stage	LDP Stage	ISA Stage	HRA Stage
1	Review and Develop Evidence Base	Initial screening  Develop the ISA Scoping Report  Consultation on the ISA Scoping Report	Initial screening
2	Call for and Assessment of Candidate Sites	ISA of Candidate Sites	Assessing Likely Significant Effects
3	Preferred Strategy Preparation of Vision, Objectives, Strategic Options & Preferred Strategy  Preferred Strategy Stakeholder Engagement	ISA assessment of strategic options and sites  Preparation of the ISA Interim Report	HRA Screening
4	Pre-Deposit (Preferred Strategy) Consultation	Consultation on ISA Interim Report	Assessing Likely Significant Effects
5	Deposit RLDP Drafting and Stakeholder Engagement	Assessment of emerging RLDP	Assessing Likely Significant Effects
6	Deposit RLDP and Associated Documents	Consultation on ISA Report	Appropriate Assessment (AA) Scoping (if required)  Appropriate Assessment (AA) (if

Stage	LDP Stage	ISA Stage	HRA Stage
			required)  Formal consultation on AA (if required)  Record AA
7	Submission of RLDP to WG	Submission of ISA Report with RLDP	Submission of HRA Report with RLDP
8	Independent Examination in Public (EIP)		
9	Publication of the binding Inspector's Report		
10	Adoption of the RLDP Prepare Adoption Statement	Preparation of ISA Statement	Preparation of HRA Statement
11	Monitoring and Review	Monitoring the implementation of the RLDP against the ISA Indicators	

## Appendix C - Stages of Plan Preparation & Engagement Methods

Table C.0.1: Preparation and Submission of DA (Regulation 9)

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Draft DA & consult	To set out timetable for plan preparation and process, and methods of community engagement	September /October 2023	General and Specific consultation bodies	Email / Letter	Comments will be considered and the DA amended if necessary.  Final DA to be submitted to the Welsh Government for formal agreement.
Consultation on ISA Scoping Report including ISA screening	To involve the SA/SEA Statutory Consultees in preparing the Scoping Report.	September – October 2023	SEA/SA statutory consultees (Cadw and NRW)	Email / Letter	
Publication of the agreed DA	To inform stakeholders and the public of the agreed DA	November 2023	All parties listed in Section 5 of this document.	Publicise the final document on the Council's Website.  Place in Deposit Venues.  Email / Letter	Updated DA to be published on the Council's website.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Publication of ISA Scoping Report including ISA Screening	To inform stakeholders and the public of the final ISA Scoping Report/ screening	November 2023	All parties listed in Section 5 of this document	Deposit venues Website Email/ letter	ISA Scoping Report (including screening) made available at Deposit venues and on the Council's website.

Table C.0.2: Pre-deposit Preparation and Participation (Regulation 14)

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Call for Candidate Sites -	To establish land availability and landowner's willingness to release land for development to inform the identification of potential development sites.	November - December 2023 (6 week period)	All parties listed in Section 5 of this document.	Email / letter  Website – update to include all relevant material including the Candidate Site submission Form and Candidate Site Assessment Methodology; FAQ to answer the common queries and areas of confusion.  Advertise on Social Media platforms  Send Briefing Note to all libraries.	Candidate Site Register
Identify issues;	To develop and agree an updated	November 2023 –	Elected Members	Email / letter  Workshops	Prepare evidence base topic papers / presentations.

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
<p>Review and develop evidence base;</p> <p>Develop vision and establish RLDP objectives;</p> <p>Consider alternative growth and spatial strategies and options</p> <p>Consider the Draft Pre-deposit Plan – i.e. The draft Vision, Strategy and alternatives.</p>	<p>vision, develop consensus on options including growth levels and spatial distribution, and inform the development of the Preferred Strategy</p> <p>To understand the context, review and supplement data</p> <p>To identify the key issues the RLDP should address</p>	<p>September 2024</p>	<p>RLDP Member Working Group</p> <p>Specific consultation bodies as appropriate</p> <p>General consultation bodies as appropriate</p> <p>KSG</p> <p>Spatial Planning Area based groups, as appropriate</p> <p>Technical Working Groups</p> <p>Regional collaboration</p> <p>Citizens Panel</p> <p>PSB</p>	<p>Meetings</p> <p>Update Council's website regularly</p> <p>Hold virtual or face to face meetings with targeted groups to inform them of progress, as appropriate.</p> <p>Engage with PSB</p> <p>All Member seminars</p> <p>RLDP Member Working Group</p> <p>Engage the Citizen's Panel</p> <p>Maintain</p>	<p>Report to Environment, Regeneration and Streetscene Services Cabinet Board.</p>

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
	<p>To develop a clear vision for the Plan area and objectives for the RLDP</p> <p>To generate viable options and assess each one to develop key policies</p> <p>To agree a preferred strategy for the RLDP</p> <p>To identify areas / topics for SPG production</p> <p>To build consensus</p>			<p>collaborative working by holding Technical Working Group meetings &amp; attending regional forums</p>	

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
ISA and HRA assessment of candidate sites, strategic options and sites	To ensure the vision, strategic options and sites are assessed against the proposed ISA and HRA Screening frameworks	November 2023 – September 2024	Environmental Consultation Bodies (Cadw and NRW)  Specific consultation bodies  General Consultation bodies as appropriate	Email / letter  Meetings, as required.	Report of Consultation



Table C.0.3: Pre-deposit Consultation (Regulation 15)

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Consultation on the Pre-Deposit Plan (Preferred Strategy)	<p>To enable stakeholders and the public to respond to the preferred strategy and suggest modifications</p> <p>To provide an opportunity to identify potential alternative sites that correspond with the preferred strategy</p> <p>To build consensus</p>	November 2024 – December 2024	All parties listed in Section 5 of this document.	<p>Email / letter to all interested parties</p> <p>Website - All information to be placed on the Council's website, along with FAQ's, and representation forms.</p> <p>Hard copies of key documents and representation forms to be placed at Deposit Venues</p> <p>Advertise consultation through Council's social media platforms</p> <p>Distribute posters</p> <p>Advertise consultation using digital screens, where possible and appropriate</p> <p>Promote consultation through radio campaign or radio sound bites</p>	<p>Acknowledge duly made representations by letter / email</p> <p>Summary of representations received together with the Council's response reported to Environment, Regeneration and Streetscene Services Cabinet Board</p>

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
				<p>Send Briefing Note to all libraries.</p> <p>Drop in sessions / Exhibitions</p> <p>Brief Local Area Coordinators</p> <p>Update PSB and Citizen's Panel</p>	
Consultation on ISA Interim Report	To demonstrate how the RLDP complies with the ISA / HRA framework and SEA Regulations	November 2024 – December 2024	<p>Environmental Consultation Bodies (Cadw and NRW)</p> <p>All parties listed in Section 5 of this document.</p>	<p>Email / letter.</p> <p>As above.</p>	Summary of representations received together with the Council's response reported to Regeneration & Sustainable Development Cabinet Board and made available on the Council's website during the Deposit Plan consultation
Community Feedback on Candidate	To invite comments and views on	November 2024 – December 2024	All parties listed in	Operate a virtual Candidate Sites Register which allows comments to be submitted online as	Considered as part of the Preferred Strategy consultation –

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Sites (during the Preferred Strategy consultation)	submitted sites To seek community buy-in to the candidate sites		Section 5 of this document.	part of the Pre-deposit consultation (regulation 15).	responses will be acknowledged by letter / email and summaries will be provided within the Pre- deposit (Preferred Strategy) consultation report.

Table C.0.4: Deposit RLDP and Associated Documents (Regulation 17)

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Prepare Deposit Plan, ISA Report and HRA Report	Develop the Deposit RLDP out of the preceding stages of the Plan process  Prepare ISA Report  Prepare HRA Report	March 2025 – September 2025	Technical Working Groups  Specific, General and Environmental Consultation Bodies  KSG  RLDP Member Working Group  Regional Forums	Email / letter  Meetings, as required.	N / A
Place RLDP and associated documents on Deposit (including ISA and HRA Reports)	To enable stakeholders and general public to make representations to the Deposit RLDP and associated	November 2025 – December 2025	All parties listed in Section 5 of this document.	Inform all stakeholders and members of the public that have expressed an interest in participating via email  All information will be placed on Council's	Acknowledge duly made representations by letter / email  Summary of representations received together with

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
	supporting documents			<p>website including FAQ to answer the common queries and areas of confusion</p> <p>Hard copies of all comment forms and information in Deposit Venues</p> <p>Inform all through social media platforms</p> <p>Distribute posters where necessary</p> <p>Advertise consultation using digital screens, where possible and appropriate</p> <p>Advertise consultation through radio campaign and radio sound bites</p> <p>Send Briefing Note to all libraries.</p>	<p>the Council's response reported to Environment, Regeneration and Streetscene Services Cabinet Board</p> <p>and made available at Deposit Venues and on the Council's website</p> <p>Consider representations and make amendments accordingly.</p> <p>Representations will be noted in the Consultation Report</p>

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
				Brief Local Area Coordinators  Update PSB and Citizen's Panel	

Table C.0.5: Submission of RLDP to the WG and PEDW for Examination (Regulation 22)

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Submission of RLDP and associated documents (including ISA, HRA and Final Consultation Reports) for examination	To submit the plan to WG and inform stakeholders and general public that the Council has submitted its RLDP to the WG	June 2026	All parties listed in Section 5 of this document.	Email / letter  Update Council's website  Hard copies of all documents in Deposit Venues  Council's social media platforms	N / A

Table C.0.6: Independent Examination (Regulation 23)

<b>Stage in the Document Preparation Process</b>	<b>Purpose</b>	<b>Timescale (When?)</b>	<b>Who? Community Involvement</b>	<b>How? Consultation Mechanism</b>	<b>Feedback / Reporting Mechanism</b>
Publication of Notice of Independent Examination	To ensure that stakeholders and the public are advised that an Independent Examination into the RLDP will be taking place	July 2026	All parties listed in Section 5 of this document.	This will be the remit of the Programme Officer	N / A
Pre-examination meeting	To allow the Independent Planning Inspector to advise on Examination procedures and format	September 2026	All representors and any stakeholders that have requested to be informed of RLDP progress	This will be the remit of the Programme Officer	N / A
Examination of the Plan and all evidence base documents	To provide an impartial planning view on the soundness of the Plan and the representations received during	September 2026 – December 2026	All representors and any stakeholders that have requested to be informed of RLDP progress	This will be the remit of the Programme Officer as advised by the appointed Independent Planning Inspector	N / A

<b>Stage in the Document Preparation Process</b>	<b>Purpose</b>	<b>Timescale (When?)</b>	<b>Who? Community Involvement</b>	<b>How? Consultation Mechanism</b>	<b>Feedback / Reporting Mechanism</b>
	the Deposit Plan consultation				

*Table C.0.7: Publication of the Inspector's Report (Regulation 24)*

<b>Stage in the Document Preparation Process</b>	<b>Purpose</b>	<b>Timescale (When?)</b>	<b>Who? Community Involvement</b>	<b>How? Consultation Mechanism</b>	<b>Feedback / Reporting Mechanism</b>
Receipt / publication of the binding Inspector's Report	To inform stakeholders of the Inspector's decisions	February 2027	All parties listed in Section 5 of this document.	Place on Council's website Email/ letter Hard copies of all documents in Deposit Venues Announce on social media	N / A



Table C.0.8: Adoption of the RLDP (Regulation 25)

Stage in the Document Preparation Process	Purpose	Timescale (When?)	Who? Community Involvement	How? Consultation Mechanism	Feedback / Reporting Mechanism
Formal adoption of the RLDP as The Development Plan for NPT	To advise stakeholders and interested parties of the adoption of the RLDP	April 2027	All parties listed in Section 5 of this document.	Publicise on Council's website Inform stakeholders and Examination participants  Place a hard copy of Adopted Plan, Adoption Statement and ISA in Deposit Venues	This will trigger the need for the first AMR (approximately 12 to 18 months post adoption)

## **Appendix D - Previous Community Involvement Scheme Review (LDP DA, July 2013) and (RLDP DA, January 2022)**

D.1 The Development Plans Manual (Paragraph 3.21) suggests that when preparing a CIS for a RLDP, consideration should be given to lessons learnt from the previous CIS.

D.2 The CIS for the first (current) NPT LDP was agreed as part of the DA for that plan in September 2008 and amended in May 2011 and July 2013. The second CIS was prepared for the initial RLDP period (2021-2036), and approved by the Welsh Government in January 2022.

D.3 A wide range of methods were used to engage with stakeholders and the public, many of which were successful, as shown by the amount of correspondence and number of representations received during the plan preparation process. However, there were some specific approaches that did not have the anticipated results, or that were not considered to be time or resource efficient. These are indicated below:

- In the early stages of the plan preparation process, the Authority's community magazine was used for publicity purposes. However, the magazine ceased publication as a result of financial pressures and this method of engagement is no longer available.

The RLDP process will instead be promoted through:

- 'In the Loop' which is an online magazine produced by the Council which is sent to all Council employees (approximately 4,500 staff) monthly informing them amongst other things, current consultations and how to get involved. Many Council employees reside in NPT and all others have a stake in what happens.
- NPT News which is an on-line monthly newsletter with approximately 2,000 subscribers.
- The Sway which is a weekly news bulletin (approximately 4,500 readers).

- A Social media Campaign (see below for further details)
- Posters and LCD Screen notices (see below for further details)
- As an alternative, the Authority sought to get information to every residence and business by posting out leaflets on three occasions at significant stages of the plan preparation process. However, feedback suggests that since the leaflets were delivered with other bulk mail deliveries, they tended to be discarded without being read. It is therefore not proposed to repeat this approach. Instead, promotion will be focussed around a targeted social media campaign and posters/LCD Screen Notices in key local community services and facilities such as Libraries, GP surgeries, Hospitals, Council Offices, Leisure Centres, Bus Stops, Transport Hubs and Community Notice Boards. Local Elected Members, Town and Community Council's and Local Area Co-ordinators will also be used to help distribute posters and communicate their message.
- Previously, printed copies of all documents were made available at all the public libraries across the county borough. However, this appeared to generate little interest or response and took significant resources to implement. There are also concerns that following the Covid-19 Pandemic, the public may be more reluctant to handle communal / publicly accessible hard copy documents. It is now proposed to place printed copies in the Deposit Venues only, in accordance with the LDP Regulations. However, in absence of hard copy documents, guidance notes explaining how to view the RLDP documentation online will be provided to the Libraries.
- As part of the Candidate Sites consultation process, site notices were posted to publicise submitted sites. While this often generated significant local interest and awareness, it proved to be a source of confusion and conflict, as the notices were often taken to be publicising planning applications or approved developments, rather than plan suggestions. Again, this process was expensive in terms of resources, was not considered to be beneficial overall and it is not proposed to continue this approach. Information regarding candidate sites submitted will be made available on the Council's website: ([www.npt.gov.uk](http://www.npt.gov.uk)) and RLDP pages: [www.npt.gov.uk/rldp](http://www.npt.gov.uk/rldp) and at deposit

venues once the CSR has been published. Local Members will be the champion for their electoral ward/ constituents. Feedback can be provided on the Candidate Sites as part of the Preferred Strategy consultation.

- Following on from the engagement events conducted as part of the RLDP 2021 - 2036, given the tight timescales for plan preparation coupled with low event turnout numbers, it has been decided to condense the spatial area meetings from 8 individual ones, to grouping them together depending on the issues that need to be discussed. This will enable wider engagement to occur, and potential cross-area issues to be identified.

D.4 In addition to the above considerations, the Covid-19 pandemic has impacted upon engagement and consultation processes resulting in a greater focus on virtual engagement, particularly where social distancing can not be facilitated in consultation exercises. As a result, engagement and consultation during the preparation of this plan will increasingly be facilitated through the use of social media, on-line surveys and forms, and virtual meeting platforms. Those that are digitally excluded will be engaged through documentation viewing opportunities by appointment at the 3 deposit venues, posters at key local community services and facilities, and Libraries will be supplied with guidance notes on how to assist people to view documents on-line using the computer facilities they contain. Current Government Covid guidelines will be adhered to for all consultation and engagement activities undertaken. Further guidance is available here: <https://gov.wales/protect-yourself-others-coronavirus>.

D.5 There have also been a number of changes in the legislation and guidance relating to the preparation of LDPs, including the issuing of amended LDP Regulations in 2015, the Planning (Wales) Act 2015 (and the revised Development Plans Manual in 2020). The consultation and engagement processes will need to be in accordance with the requirements of the changes in legislation and guidance. The Planning (Wales) Act 2015 introduced two new tiers of national and regional planning (National Development Framework and Strategic Development Plan. Future Wales (the National Development Framework) was published in 2021. Section 7(1) of the Planning (Wales) Act 2015 requires an LDP to be in general conformity with the National Development Framework and Strategic Development Plan.

D.6 In respect of other new legislation, the WBFGA (2015) and the subsequent NPT Well-being Plan are of significant importance. The Act in particular requires local authorities to undertake their functions in collaboration with others including other public bodies and to involve the community and interested parties in decision making. The CIS will need to embody these ways of working in order to ensure that the sustainable development principle is fully implemented.

## Appendix E- Community Profile

The DPM indicates that the Council should profile the community in order to identify the most appropriate range of interests to be involved in the RLDP preparation process. The bullet points below provide a summary of the main relevant characteristics of the County Borough's population. Full details and findings are summarised below.

- The most recent County Borough has a **working age population** of 86,700.
- The **age profile** of NPT is in line with the average for Wales:
  - Aged 16-64: 61.1% compared to an average of 60.9% in Wales; and
  - Aged 65 and over: 21.3% compared to an average of 21.4% in Wales. (ONS Population Estimates (2021)).

Lower proportions than the Welsh average in NPT of adults 16+ able to **speak Welsh**: 13.0% compared to an average of 18.0% in Wales.

With regards to **sexual orientation**, a greater proportion of residents than the average for Wales, in NPT identify as heterosexual (89.7% compared to 89.4%); gay or lesbian (1.6% compared to 1.5%); and a lower proportion identifying as bisexual (1.0% compared to 1.2%); pansexual (0.1% compared to 0.2%); and asexual (0.0% compared to 0.1%); and the same proportion identifying as queer (0.0%).. (ONS Census 2021))

NPT is less **ethnically diverse** than the average for Wales. NPT has:

- A greater proportion of white residents (96.6% compared to 93.8%);
- Fewer residents with mixed/ multiple ethnic groups (1.1% compared to 1.6%);
- Fewer Asian/ Asian British residents (1.6% compared to 2.9%);
- Fewer Black/ African/ Caribbean/ Black British residents (0.4% compared to 0.9%); and
- Fewer residents with other ethnicity (0.3% compared to 0.9%). (ONS Census (2021))

NPT has a greater proportion of residents with poorer **health** and greater **disability** than the Welsh average:

- Fewer residents report 'very good or good health' (75.8% compared to 78.6%);
- A greater proportion report 'bad or very bad health' (8.8% compared to 6.9%); and
- A greater proportion have their day-to-day activities 'limited a lot' (13.2% compared to 10.3%) and 'limited a little' (11.9% compared to 11.3%). (ONS Census (2021))
- A greater proportion of residents in NPT are providing **unpaid care** than the average for Wales (12.2% compared to 10.5%) and a significantly greater proportion (4.6% compared to 3.6%) are providing more than 50 hours unpaid care a week. (ONS Census (2011))

In terms of **economic activity**, compared to the working age resident average for Wales:

- NPT has a lower proportion who are economically active (73.4% compared to 75.5%);
- NPT has a lower proportion who unemployed (3.0% compared to 3.3%);
- A greater proportion are long-term sick economically inactive (42.8% compared to 34.5%);
- Similar proportions are retired (12.2% compared to 12.0%);
- Similar proportions are inactive for other reasons (11.4% compared to 10.6%);
- A lower proportion of economically inactive working age residents are students (7.0% compared to 22.7%); and
- A significantly greater proportion are economically inactive and looking after family/ home (7.7% compared to 1.6%). (ONS Annual Population Survey (2023))

NPT has a greater proportion of **small and medium sized enterprises** than the Welsh average (7.0% compared to 4.6%).

(ONS Inter Departmental Business Register (2020)) In terms of **income and poverty**:

- NPT full-time equivalent gross weekly earnings is greater than the average for Wales (£611.00 compared to £603.50).

The Welsh Index of Multiple Deprivation (WIMD) identifies a deep rooted area of deprivation around the village of Croserw in the Afan Valley (LSOA 'Cymmer 2') and more generally shows high proportions of Lower Super Output Areas (LSOAs) within deprivation. (ONS Annual Population Survey (2020))

NPT has a lower rate of households unintentionally homeless and in priority need than the average for Wales (25 compared to 30)/(Welsh Government (2022)).

The most recent Census data identifies 47 **Gypsy and Traveller households** within NPT, out of a total of 1,004 in Wales (ONS Census (2011)).



## E.1. Population

Table E.1: Population

Population	NPT	Wales
Total Population	141,900	3,105,400
Female	72,300 (51.0%)	1,585,700 (51.1%)
Male	69,600 (49.0%)	1,519,700 (48.9%)
Area (ha)	44,200	2,073,511
Density (persons per ha)	3.2	1.5

Source: ONS Population Estimates (2021)

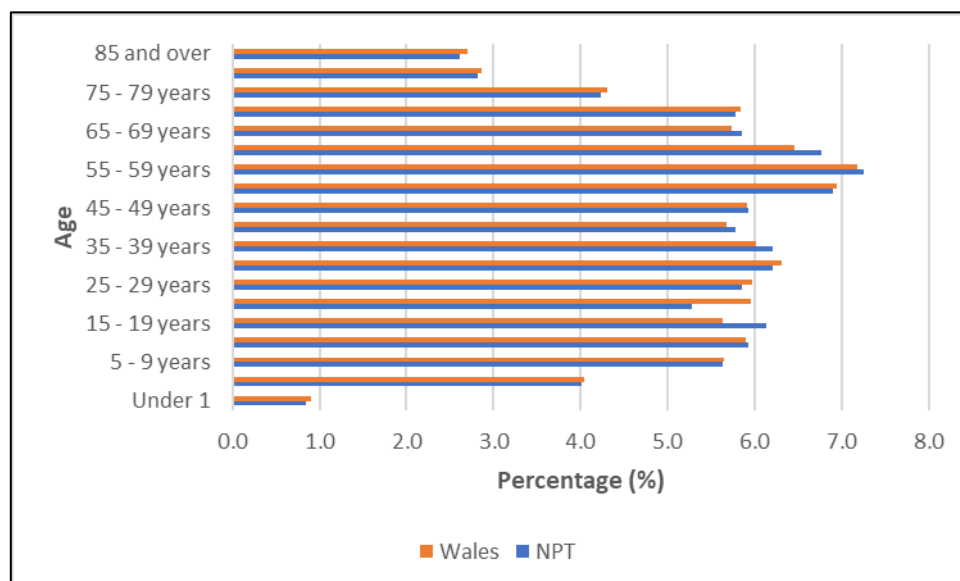
## E.2. Age Structure

Table E.2: Age Structure

Age Structure	NPT	Wales
0-15	17.6%	17.6%
16-64	61.1%	60.9%
65+	21.3%	21.4%

Source: ONS Population Estimates (2021)

Figure E.2: Age Structure



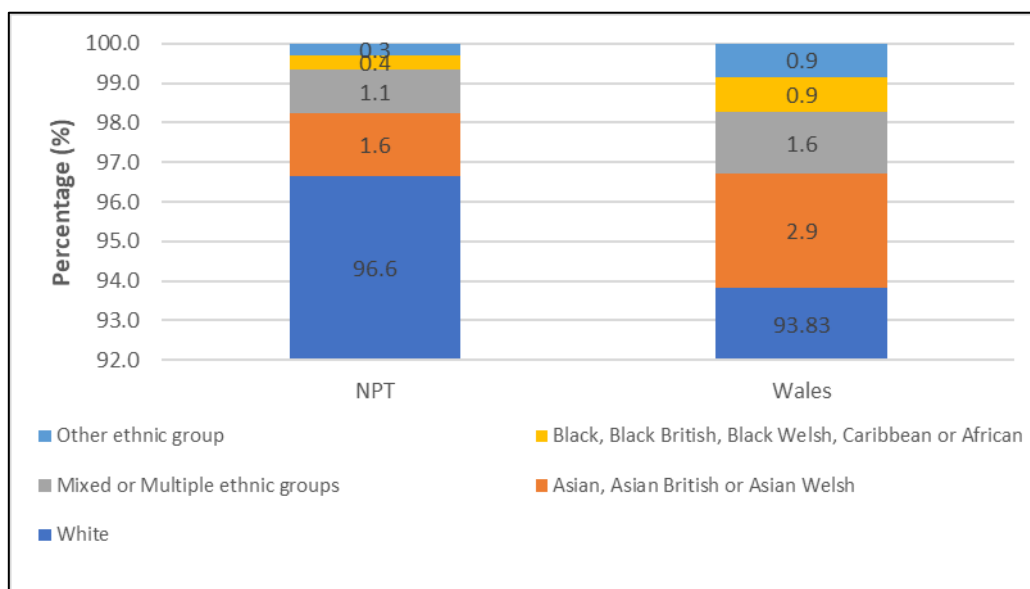
Source: ONS Population Estimates (2021)

### E.3. Ethnicity

Table E.3: Ethnicity

Ethnicity	NPT	Wales
White	96.6%	93.8%
Asian, Asian British, or Asian Welsh	1.6%	2.9%
Mixed or Multiple Ethnic Groups	1.1%	1.6%
Black, Black British, Black Welsh, Caribbean or African	0.4%	0.9%
Other Ethnic Group	0.3%	0.9%

Figure E.3: Ethnicity



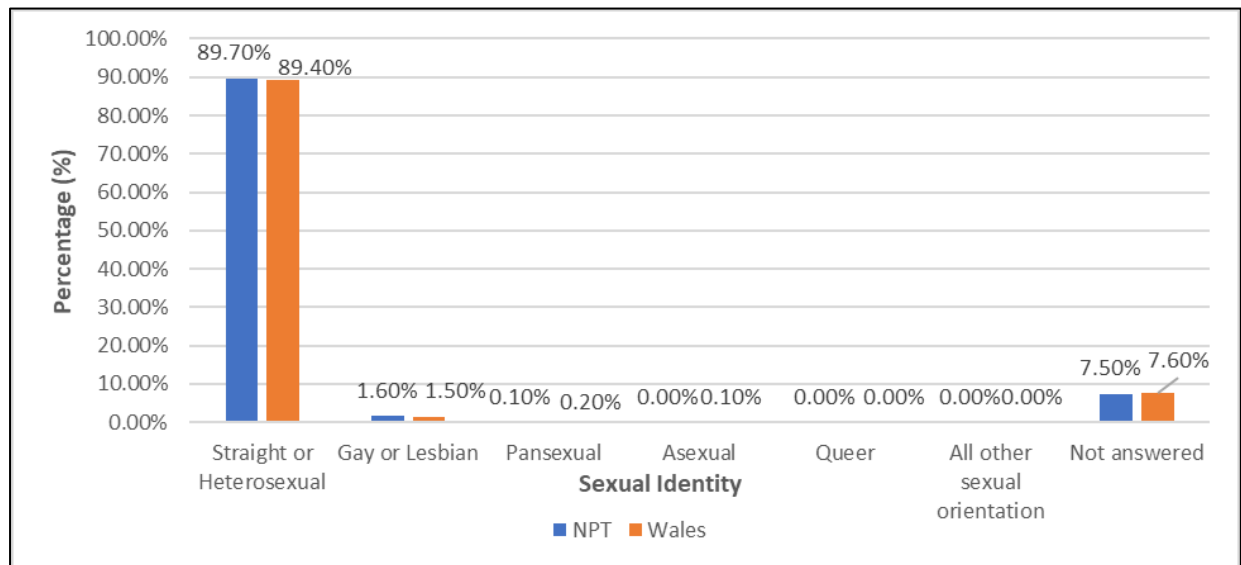
Source: ONS Census (2021)

## E.4. Sexual Identity

Table E.4: Sexual identity

Sexual Identity	NPT	Wales
Straight or Heterosexual	89.7%	89.4%
Gay or Lesbian	1.6%	1.5%
Pansexual	0.1%	0.2%
Asexual	0.0%	0.1%
Queer	0.0%	0.0%
All other sexual orientation	0.0%	0.0%
Not answered	7.5%	7.6%

Figure E.4: Sexual Identity



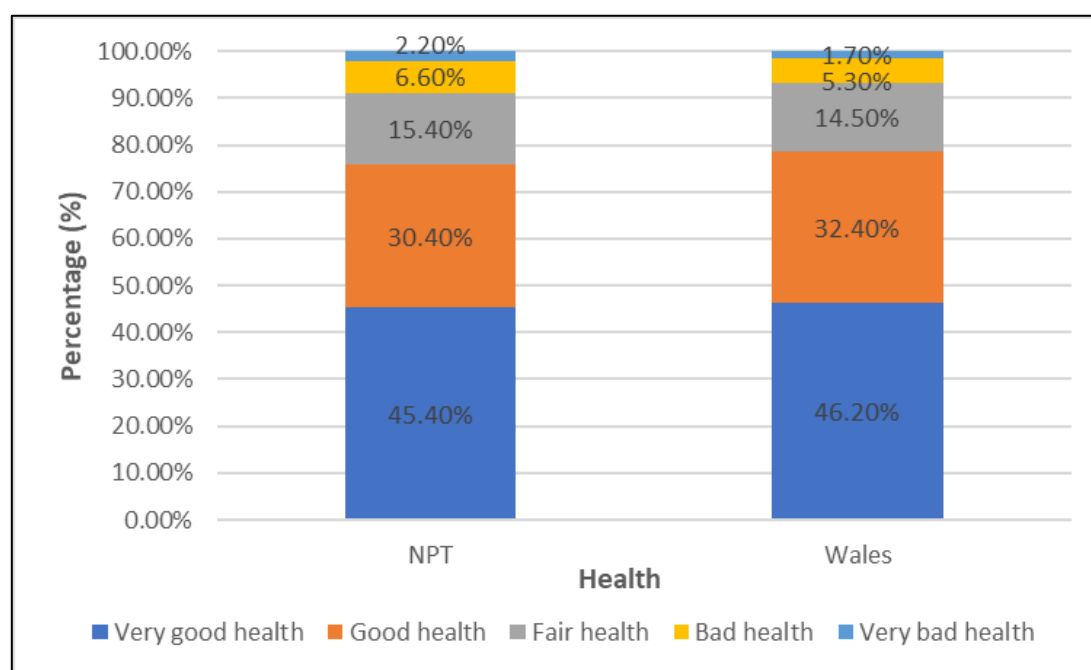
Source: ONS Census (2021)

## E.5. Health

Table E.5: Health

Health	NPT	Wales
Very good health	45.4%	46.2%
Good health	30.4%	32.4%
Fair health	15.4%	14.5%
Bad health	6.6%	5.3%
Very bad health	2.2%	1.7%

Figure E.5: Health



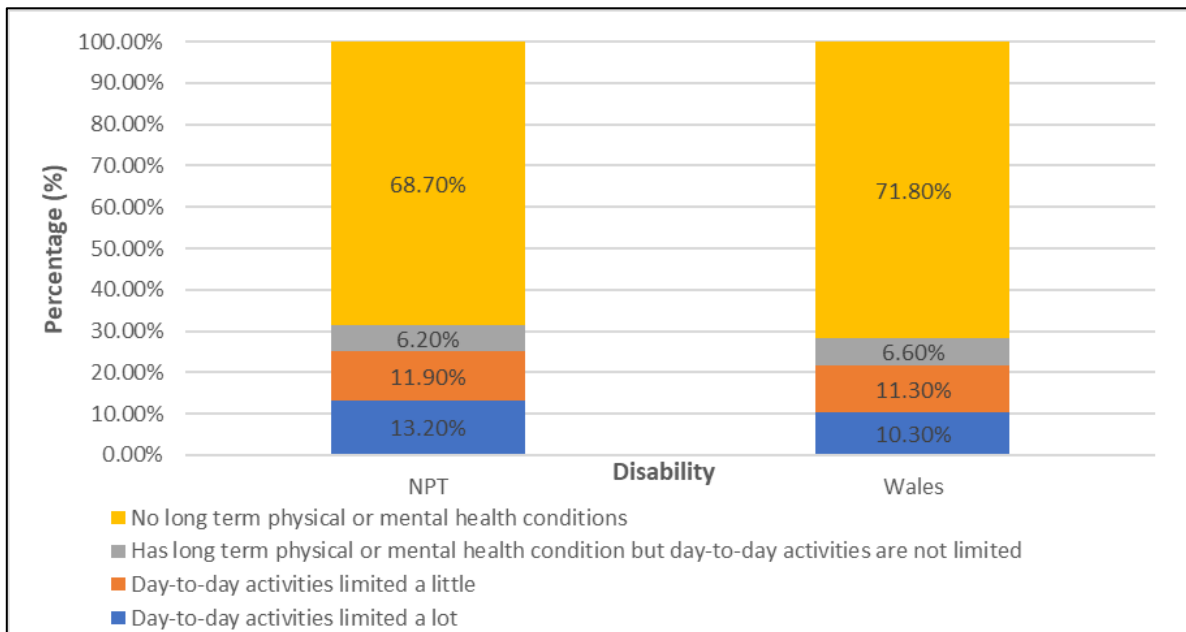
Source: ONS Census (2021)

## E.6. Disability

Table E.6: Disability

Disability	NPT	Wales
Disabled under the Equality Act	25.1%	21.6%
Not disabled under the Equality Act	74.9%	78.4%
Day-to-day activities limited a lot	13.2%	10.3%
Day-to-day activities limited a little	11.9%	11.3%
Has long term physical or mental health condition but day-to-day activities are not limited	6.2%	6.6%
No long term physical or mental health conditions	68.7%	71.8%

Figure E.6: Disability



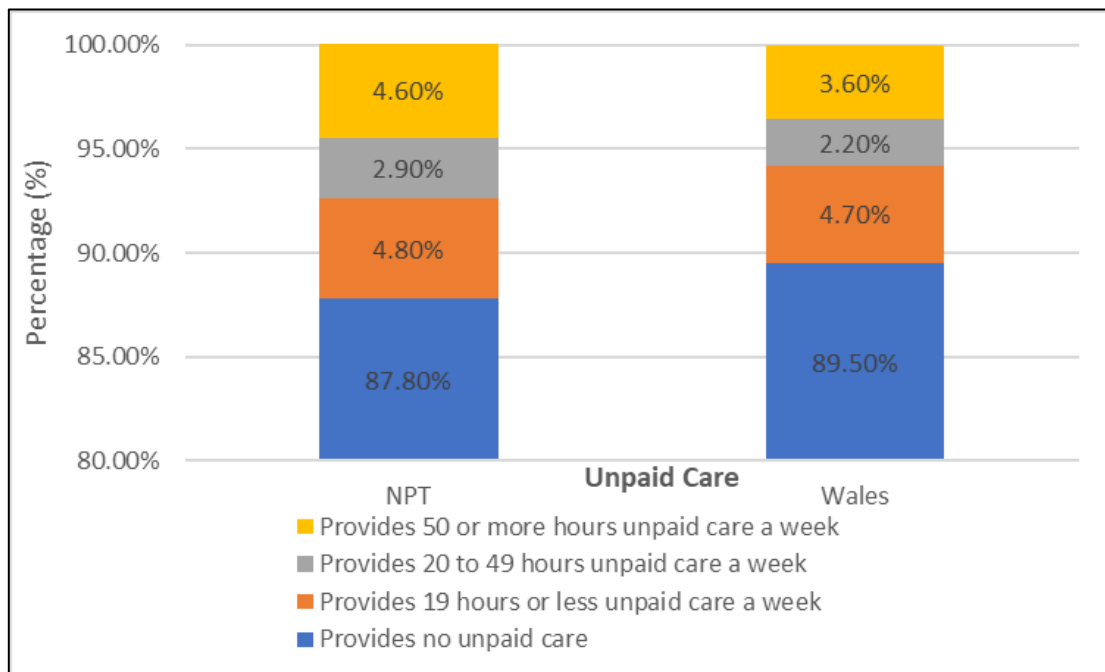
Source: ONS Census (2021)

## E.7. Unpaid Care

Table E.7: Unpaid Care

Unpaid Care	NPT	Wales
Provides no unpaid care	87.8%	89.5%
Provides 19 hours or less unpaid care a week	4.8%	4.7%
Provides 20 to 49 hours unpaid care a week	2.9%	2.2%
Provides 50 or more hours unpaid care a week	4.6%	3.6%

Figure E.7: Unpaid Care



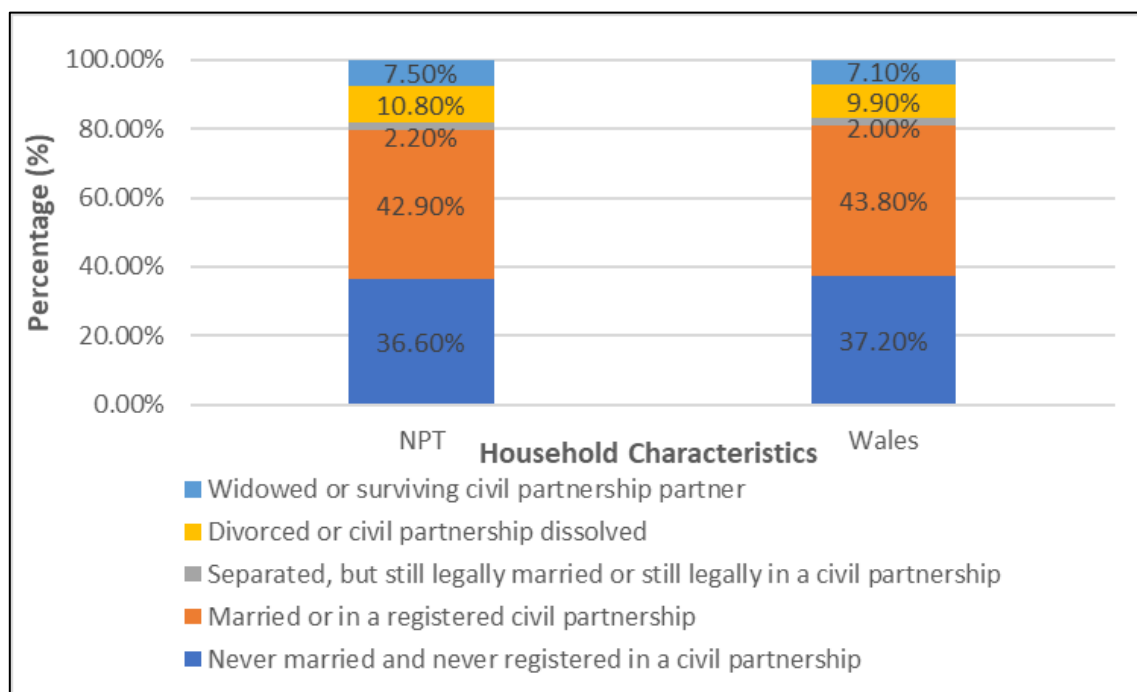
Source: ONS Census (2021)

## E.8. Household Characteristics

Table E.8: Household Characteristics

Household Characteristics	NPT	Wales
Never married and never registered in a civil partnership	36.6%	37.2%
Married or in a registered civil partnership	42.9%	43.8%
Separated, but still legally married or still legally in a civil partnership	2.2%	2.0%
Divorced or civil partnership dissolved	10.8%	9.9%
Widowed or surviving civil partnership partner	7.5%	7.1%

Figure E.8: Unpaid Care



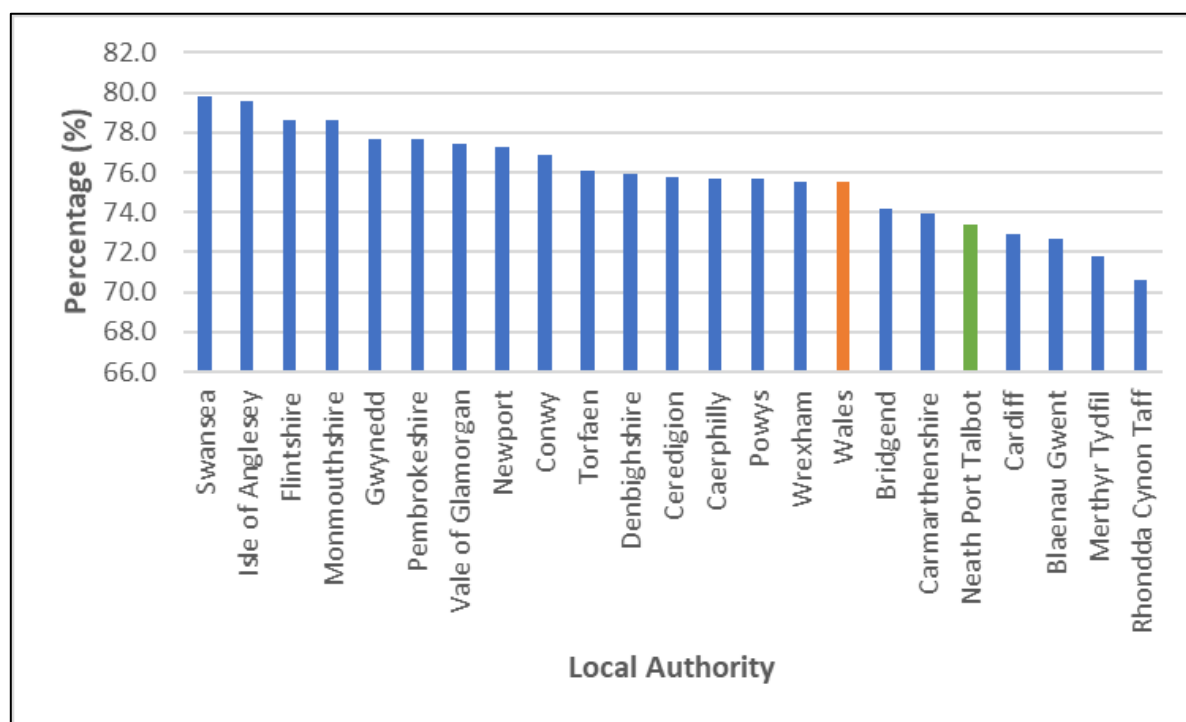
Source: ONS Census (2021)

## E.9. Economic Activity

Table E.9: Economic Activity

Economic Activity	NPT	Wales
Economically active	73.4%	75.5%
In employment	71.1%	73.0%
Employees	65.5%	64.3%
Self-employed	5.6%	8.4%
Unemployed	3.2%	3.3%

Figure E.9: Economic Activity Rate (Working Age Population)



Source: ONS Annual Population Survey (2023)

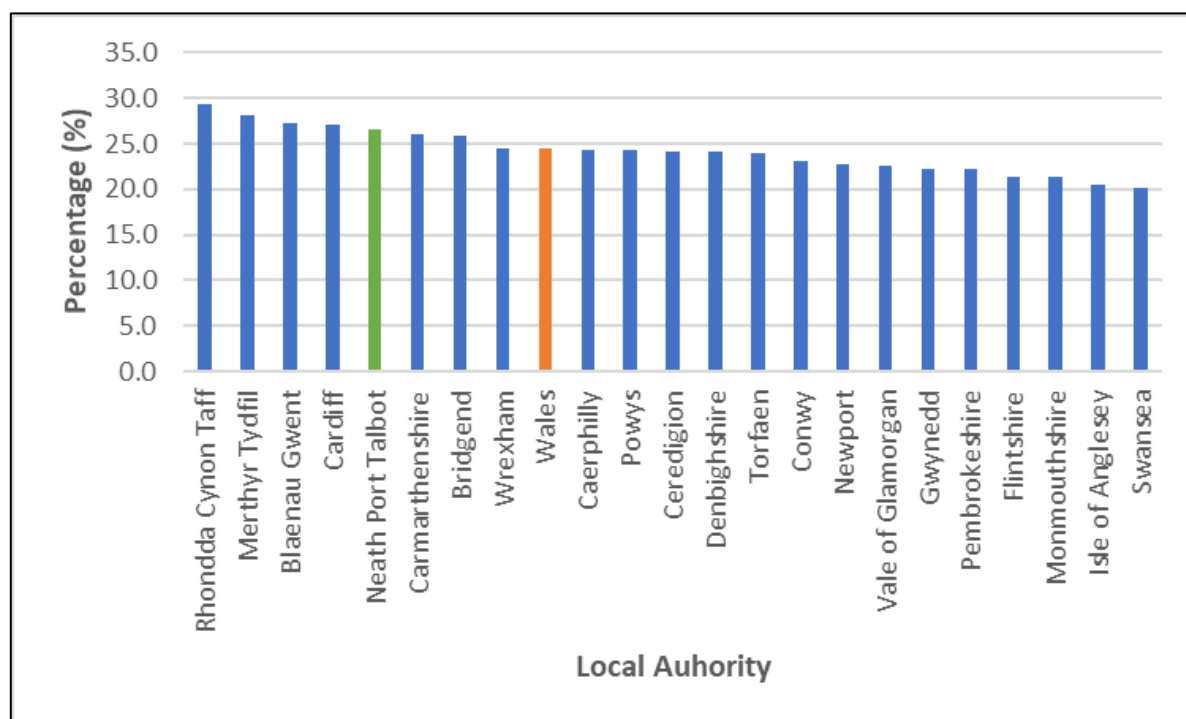


## E.10. Economic Inactivity

Table E.10: Economic Inactivity

Economic Inactivity	NPT	Wales
All	26.6%	24.5%
Student	No data	22.7%
Looking after family/ home	25.0%	17.3%
Temporary sick	No data	2.6%
Long-term sick	42.8%	34.5%
Discouraged	No data	No data
Retired	12.2%	12.0%
Other	11.4%	10.6%

Figure E.10: Economic Inactivity Rate (Working Age Population)



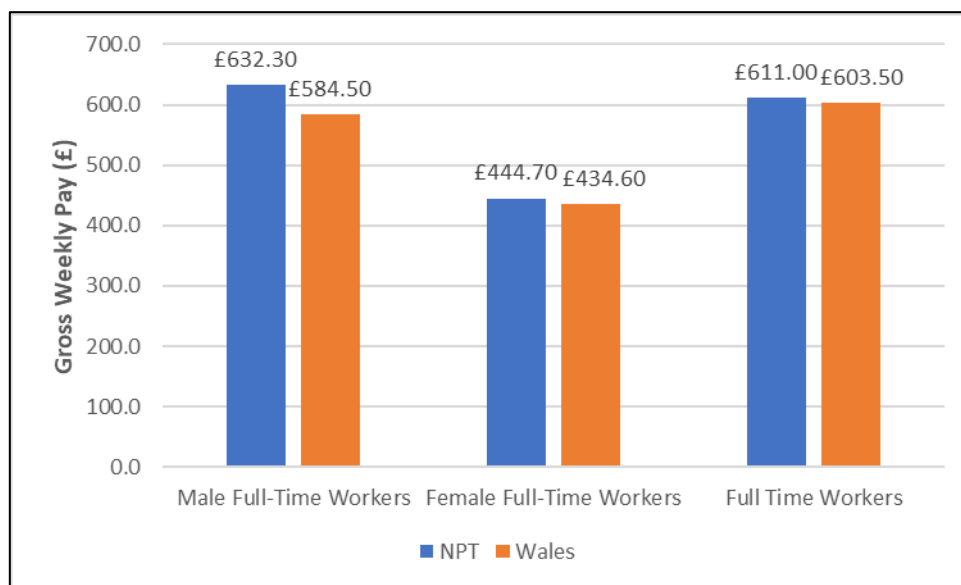
Source: Annual Population Survey (2023)

## E.11. Earnings by Place of Residence

Table E.11: Earnings by Place of Residence

Earnings by Place of Residence	NPT	Wales
Full-Time Workers	£611.00	£603.50
Male Full-Time Workers	£632.30	£584.50
Female Full-Time Workers	£444.70	£434.60

Figure E.111: Earnings by Place of Residence



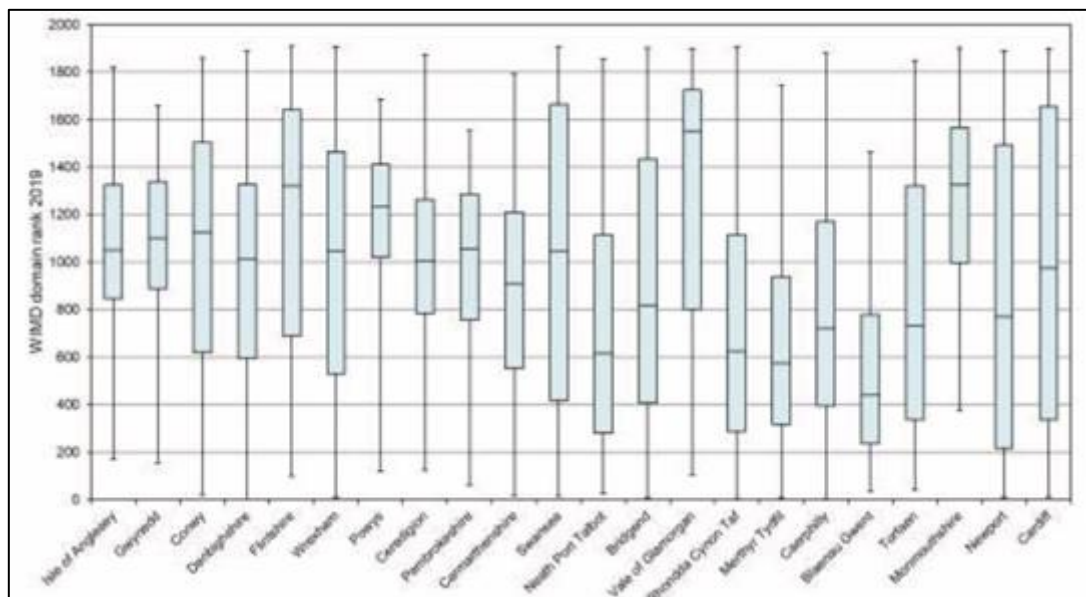
Source: Annual Population Survey (2023)

## E.12. Poverty Levels and Distribution

The Welsh Index of Multiple Deprivation (WIMD) (2019) shows that NPT has:

- The fifth highest population of Lower Super Output Areas (LSOAs) within the 10% most deprived in Wales (15.0%);
- The third highest within the most deprived 20% (33.0%);
- The third highest within the most deprived 30% (45.0%); and
- The fourth highest within the most deprived 50% (69.0%).

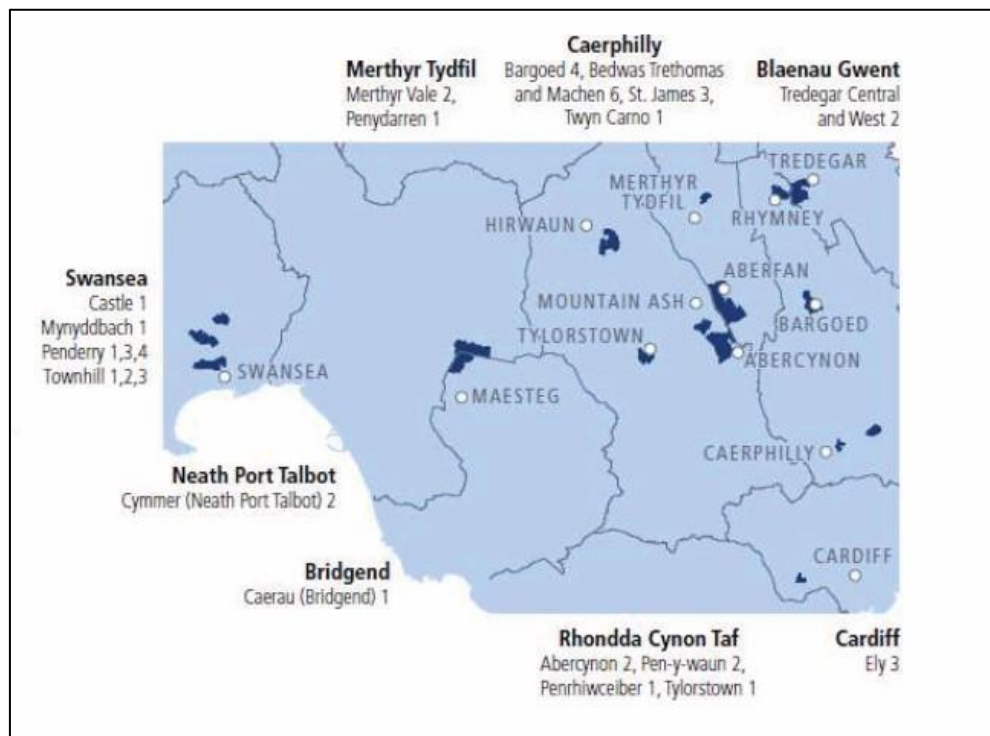
Figure E.12.1: Box Plot of WIMD 2019 Overall Ranks, by Local Authority



Source: Welsh Government WIMD Results Report (2019)

The WIMD in particular, identifies a deep-rooted area of deprivation around the village of Croeserw in the Afan Valley (LSOA 'Cymmer 2').

Figure E.12.2: Areas of Deep-Rooted Deprivation in South Wales



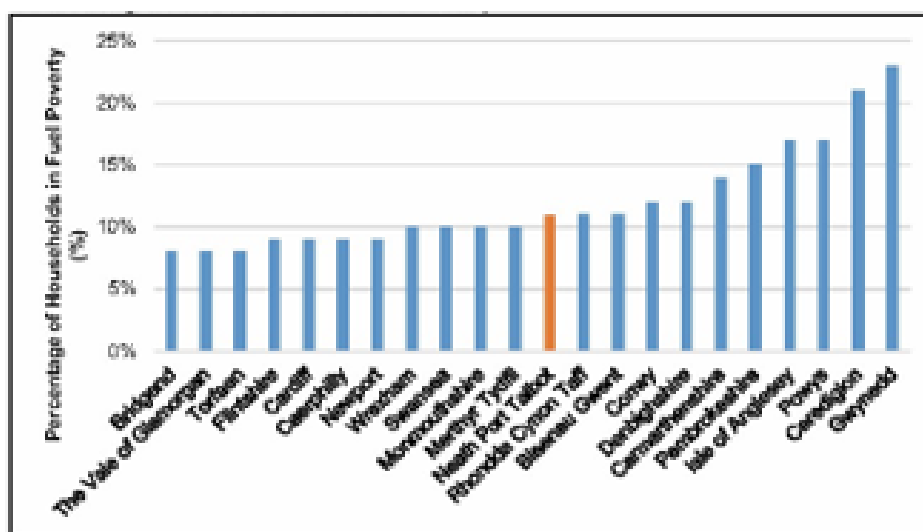
Source: Welsh Government WIMD Results Report (2019)

## E.13. Fuel Poverty

Table E.13: Fuel Poverty

Fuel Poverty	NPT	Wales
Percentage of households living in fuel poverty	11.0%	12.0%

Figure E.13: Percentage of Households in Fuel Poverty



Source: Welsh Government (2020)

## E.14. Homelessness

Table E.14: Homelessness

Homelessness	NPT	Wales
Households assessed as homeless and owed duty to secure (Section 73) Rate per 10,000 households	88.0	91.2
Households successfully relieved from homelessness (Section 73) Rates per 10,000 households	31.9	37.4

Households unintentionally homeless and in priority need (Section 75)  Rates per 10,000 households	16.6	22.5
Households positively discharged from homelessness (Section 75)  Rates per 10,000 households	15.6	17.6

Source: Welsh Government (2023)

## E.15. Estimated Number of Rough Sleepers

Table E.15: Rough Sleepers

<b>Rough Sleepers</b>	<b>NPT</b>	<b>Wales</b>
Estimated number of rough sleepers	12	405

Source: Welsh Government (2020)

## E.16. Gypsy and Traveller Population and Accommodation

Table E.16: Gypsy and Traveller Population and Accommodation

<b>Gypsy and Traveller Population and Accommodation</b>	<b>NPT</b>	<b>Wales</b>
Number of Gypsy and Traveller Households (Source: ONS Census (2011))	47	1,004
Total number of pitches (Source: Welsh Government (2020))	65	405
Total number of caravans	101	1,092
Number of authorised sites (Source Welsh Government (2020))	3	102
Number of unauthorised sites (Source: Welsh Government 2020)	0	34

## Appendix F - Key Stakeholder Group

### F.1. Key Stakeholder Group (KSG)

Membership of the KSG may be subject to change over time as organisations are continually changing through mergers, re-branding, or disbanding. The KSG will consist of representatives from each of the following:

### F.2. List of Key Stakeholder Group

<ul style="list-style-type: none"> <li>• Adjoining Authorities*(F.2)</li> <li>• Age Connects (Concern) Neath Port Talbot</li> <li>• All Social Housing Providers (operating in Authority Area) [Tai Tarian, Coastal Housing, Pobl, Aelwyd, Newydd Housing Association, Linc Cymru, Family Housing Association and Tai Gwalia].</li> <li>• BT Group Plc</li> <li>• BT Openreach</li> <li>• Business Connect Neath Port Talbot</li> <li>• CADW</li> <li>• Celtic Leisure</li> <li>• Dwr Cymru Welsh Water (DCWW)</li> <li>• Federation of Small Businesses (FSB)</li> <li>• Glamorgan/ Gwent Archaeological Trust</li> <li>• Home Builders Federation (HBF) Wales</li> <li>• Jobcentre Plus</li> </ul>	<ul style="list-style-type: none"> <li>• Neath Port Talbot Group of Colleges</li> <li>• Neath Port Talbot Hospital</li> <li>• Neath Port Talbot Youth Council YOVO and Junior YOVO</li> <li>• Neighbouring Community Councils* (F.4)</li> <li>• Network Rail Ltd</li> <li>• Older Persons Alliance</li> <li>• Royal Commission on the Ancient &amp; Historical Monuments of Wales</li> <li>• South Wales Police</li> <li>• Sport Wales</li> <li>• Swansea Bay City Deal</li> <li>• Swansea Bay University Health Board</li> <li>• Tata Steel</li> <li>• Tonna Hospital</li> <li>• Town and Community Councils within NPT* (F.3)</li> <li>• Transport for Wales (TfW)</li> <li>• Viva Port Talbot (Business Improvement District for Port Talbot)</li> </ul>
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<ul style="list-style-type: none"> <li>• Menter Iaith Castell-Nedd Port Talbot</li> <li>• Mid &amp; West Wales Fire Service</li> <li>• Natural Resources Wales (NRW)</li> <li>• Neath Port Talbot Biodiversity Forum</li> <li>• Neath Port Talbot Black Asian and Minority Ethnic Community Association</li> <li>• Neath Port Talbot Council for Voluntary Services (NPT CVS)</li> </ul>	<ul style="list-style-type: none"> <li>• Western Power</li> <li>• Welsh Government</li> <li>• Members of Parliament (MPs) and Members of the Senedd (MSs) for Neath Port Talbot Constituencies</li> </ul>
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## F.2 Adjoining Authorities

<ul style="list-style-type: none"> <li>• Brecon Beacons National Park</li> <li>• Bridgend County Borough Council</li> <li>• Carmarthenshire County Council</li> <li>• Powys County Council</li> <li>• Rhondda Cynon Taff County Council</li> <li>• City and County of Swansea Council</li> </ul>
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## F.3 Town and Community Councils in NPT

<ul style="list-style-type: none"> <li>• Blaengwrach Community Council</li> <li>• Blaenhonddan Community Council</li> <li>• Briton Ferry Town Council</li> <li>• Cilybebyll Community Council</li> <li>• Clyne and Melincourt Community Council</li> <li>• Coedffranc Town Council</li> <li>• Crynant Community Council</li> <li>• Cwmllynfell Community Council</li> <li>• Dyffryn Clydach Community Council</li> <li>• Glynneath Town Council</li> <li>• Gwaun Cae Gurwen Community Council</li> <li>• Neath Town Council</li> </ul>
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- Onllwyn Community Council
- Pelenna Community Council
- Pontardawe Town Council
- Resolven Community Council
- Seven Sisters Community Council
- Tonna Community Council
- Ystalyfera Community Council

#### F.4 Neighbouring Community Councils

- Betws Community Council
- Cefn Cribwr Community Council
- Clydach Community Council
- Cornelly Town Council
- Cwmaman Town Council
- Garw Valley Community Council
- Llangynwyd Middle Community Council
- Maesteg Town Council
- Mawr Community Council
- Ogmere Valley Community Council
- Pyle Community Council
- Quarter Bach Community Council
- Rhigos Community Council
- Ystradfellte Community Council
- Ystradgynlais Town Council



## **Appendix G - Specific Consultation Bodies**

### **Specific Consultation Bodies (defined in LDP Regulation 2)**

#### **G.1 LPAs must consult the following bodies in accordance with the 2004 Act and the LDP Regulations:**

i. The Welsh Government -In addition to planning, the Welsh Government has responsibility for a wide range of policy matters including agriculture, economic development, education, environment, health and social services, historic environment, housing, industry, tourism, transport and Welsh language. The Welsh Government's Planning Division will co-ordinate consultations within the Welsh Government.

ii. Natural Resources Wales

iii. Network Rail Infrastructure Limited (Western & Wales - Property)

iv. Secretary of State – insofar as the Secretary of State exercises functions previously exercisable by the Strategic Rail Authority (Railways Act 2005)

v. A relevant authority (i.e. a local planning authority or a community or town council), any part of whose area is in or adjoins the area of the authority

vi. Any person to whom the electronic communications code applies by virtue of a direction given under section 106(3) of the Communications Act 2003

vii. Any person who owns or controls electronic apparatus situated in any part of the authority's area (where known)

viii. Any of the bodies from the following list which are exercising functions in any part of the authority's area:

a. a Local Health Board

b. a person to whom a license has been granted under section 6(1)(b) or (c) of the Electricity Act 1989

c. a person to whom a license has been granted under section 7(2) of the Gas Act

1986

d. a sewerage undertaker

e. a water undertaker

## G.2 UK Government Departments

An authority should consult UK Government departments where aspects of a plan, or proposals for its revision or replacement, appear to affect their interests. In particular, the following should be consulted on the policy areas outlined below:

- i. Department for Transport Rail, airport and maritime / port policy
- ii. Department of Energy and Climate Change UK energy policy
- iii. Home Office Civil defence matters; policies for prisons etc
- iv. Ministry of Defence Matters likely to affect its land holdings and installations or where large scale disposals of MOD land may be being considered

## G.3 Specific Consultation Bodies

This list of consultees will be consulted at all key stages of the plan, by letter or email (depending on the preference) and will be given copies of all relevant documents for consideration by email or post.

<ul style="list-style-type: none"><li>• Aelwyd</li><li>• Betws Community Council</li><li>• Blaengwrach Community Council</li><li>• Blaenhonddan Community Council</li><li>• Brecon Beacons National Park Authority</li><li>• Bridgend County Borough Council</li><li>• Briton Ferry Town Council</li><li>• BT Openreach HQ</li><li>• BT Group Plc</li><li>• Cadw</li></ul>	<ul style="list-style-type: none"><li>• Neath Port Talbot Youth Council YOVO and Junior YOVO</li><li>• Neath Port Talbot Public Service Board (NPTPSB)</li><li>• Neath Town Council</li><li>• Network Rail Ltd</li><li>• Network Rail Infrastructure Ltd (Western and Wales) Property</li><li>• Newydd Housing Association</li><li>• O2</li><li>• Ogmore Valley Community Council</li><li>• Onllwyn Community Council</li></ul>
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<ul style="list-style-type: none"> <li>• Carmarthenshire County Council</li> <li>• Cefn Cribwr Community Council</li> <li>• Celtic Leisure</li> <li>• Centrica Energy</li> <li>• Cilybebyll Community Council</li> <li>• Clydach Community Council</li> <li>• Clyne &amp; Melincourt Community Council</li> <li>• Coastal Housing</li> <li>• Coedffranc Community Council</li> <li>• Cornelly Town Council</li> <li>• Crynant Community Council</li> <li>• Cwmamman Town Council</li> <li>• Cwmllynfell Community Council</li> <li>• Department For Business Energy &amp; Industrial Strategy (BEIS)</li> <li>• Department for Transport</li> <li>• Dwr Cymru Welsh Water</li> <li>• Dyffryn Clydach Community Council</li> <li>• E E</li> <li>• Ecotricity</li> <li>• EDF Energy</li> <li>• Family Housing Association</li> <li>• Garw Valley Community Council</li> <li>• Glynneath Town Council</li> <li>• Good Energy United Utilities</li> <li>• Gwaun Cae Gurwen Community Council</li> <li>• Health and Safety Executive (HSE)</li> <li>• Home Office</li> <li>• Hutchison 3 G UK Ltd</li> </ul>	<ul style="list-style-type: none"> <li>• Pelenna Community Council</li> <li>• Pobl Group</li> <li>• Pontardawe Town Council</li> <li>• Powys County Council</li> <li>• Public Health Wales</li> <li>• Pyle Community Council</li> <li>• Quarter Bach Community Council</li> <li>• Resolven Community Council</li> <li>• Rhigos Community Council</li> <li>• Rhondda Cynon Taff County Borough Council</li> <li>• Senedd Cymru / Welsh Parliament</li> <li>• Seven Sisters Community Council</li> <li>• SSE/SWALEC</li> <li>• Swansea Bay University Health Board</li> <li>• Swansea Council</li> <li>• Tai Gwalia</li> <li>• Tai Tarian</li> <li>• Tawe Uchaf Community Council</li> <li>• Tesco Mobile LMT</li> <li>• Tonna Community Council</li> <li>• Transport for Wales (TfW)</li> <li>• Utilita Energy</li> <li>• Virgin Media</li> <li>• Visit Wales</li> <li>• Vodafone Group plc</li> <li>• Wales &amp; West Utilities Ltd</li> <li>• Welsh Government</li> <li>• Welsh Health Estates</li> </ul>
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<ul style="list-style-type: none"><li>• Linc Cymru</li><li>• Llangynwyd Lower Community Council</li><li>• Llangynwyd Middle Community Council</li><li>• Maesteg Town Council</li><li>• Mawr Community Council</li><li>• Ministry of Defence (MOD)</li><li>• National Grid</li><li>• Natural Resources Wales (NRW)</li></ul>	<ul style="list-style-type: none"><li>• Western Power</li><li>• Ystalyfera Community Council</li><li>• Ystradfellte Community Council</li><li>• Ystradgynlais Town Council</li></ul>
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## Appendix H - General and Other Consultation Bodies

### General Consultation Bodies (defined in LDP Regulation 2)

H.1 The following are the 'general consultation bodies' that should be consulted in accordance with an authority's DA:

- i. Voluntary bodies, some or all of whose activities benefit any part of the authority's area
- ii. Bodies which represent the interests of different racial, ethnic or national groups in the authority's area
- iii. Bodies which represent the interests of different religious groups in the authority's area
- iv. Bodies which represent the interests of disabled persons in the authority's area
- v. Bodies which represent the interests of persons carrying on business in the authority's area
- vi. Bodies which represent the interests of Welsh culture in the authority's area

Below is Neath Port Talbot Council's list of General Consultation Bodies:

- Action for Children
- Adult Learning Wales
- Afan Tawe Nedd Crime Prevention Panel
- Age Connect (Concern) Neath Port Talbot
- Aggregates Industries UK Ltd
- Business Connect
- Business in Focus
- Business Wales
- Calan D V S
- Canal and Rivers Trust
- Canolfan Maerdy
- Chamber Wales
- Children's Commissioner For Wales
- Church in Wales

- Citizens Advice Bureau (NPT)
- Coal Authority
- Coalfields Regeneration Trust
- Coed Cymru
- Community Lives Consortium
- Confederation of British Industry
- Country Land & Business Association Ltd (CLACymru)
- Campaign for the Protection of Rural Royal Voluntary Service Wales (CPRW)
- Dansa Ltd
- Dewis Ltd
- Diocese of Menevia
- Disability Wales
- DOVE Workshops
- Ethnic Youth Support Team Wales (EYST)
- Elim Pentecostal Church
- Ethnic Minority Foundation
- Farmers' Union of Wales (FUW)
- Federation of Master Builders Cymru
- Federation of Small Business (FSB)
- Fields in Trust Cymru
- Freight Transport Association
- Friends, Families and Travellers
- Future Generations Commissioner for Wales
- Glamorgan/Gwent Archaeological Trust
- Guide Dogs
- Gypsies and Travellers Wales
- Home Builders Federation (HBF) Wales
- Jobcentre Plus
- Keep Wales Tidy
- Local Access Forum (LAF)
- Members of Parliament (MPs) for Neath Port Talbot
- Menter Iaith Castell-Nedd Port Talbot
- Mid & West Wales Fire & Rescue Service

- Mineral Products Association
- Muslim Council of Wales
- National Farmers' Union (NFU) Cymru
- National Federation of Gypsy Liaison Groups
- Neath and District Trades Council
- Neath & District Young Farmers Clubs (YFC)
- Neath Port Talbot Community Transport
- Neath Port Talbot Council for Voluntary Service (NPTCVS)
- Neath YMCA
- New Sandfields, Aberafan and Afan-Community Regeneration
- Neath Port Talbot Biodiversity Forum
- Neath Port Talbot Black Asian and Minority Ethnic Community Association
- Neath Port Talbot Group of Colleges
- Neath Port Talbot Methodist Circuit
- Neath Port Talbot Mind Association
- Neath Port Talbot Youth Council - YOVO and YOVO Junior
- Neath and Tennant Canals Trust
- Older Persons' Alliance
- Older Persons' Commissioner for Wales
- Planning Aid Wales
- Presbyterian Church of Wales
- Princes Trust
- Private Landlords Forum
- Ramblers Association
- Royal National Institute of Blind People (RNIB) Cymru
- Royal National Institute for Deaf People (RNID) (Action for Hearing Loss)
- Race Council Cymru
- Rail Freight Group
- Renewable UK Association
- Road Haulage Association
- Royal Commission on the Ancient and Historical Monuments of Wales
- Royal Voluntary Service
- Residents and Service Users Volunteering Programme (RSVP) Wales
- RSPB Cymru

- Salvation Army
- Senedd Members (MS/AS) for NPT and the South West Region
- Scope
- Shelter Cymru
- Showmen's Guild of Great Britain (Wales)
- South Wales Police
- South Wales Police and Crime Commissioner
- South Wales Chamber of Trade
- South West Wales Economic Forum
- Sport Wales
- Stonewall Cymru
- Swansea Bay City Deal
- Swansea Canal Society
- Swansea Hebrew Congregation
- Swansea University
- Tata Steel
- The Gypsy Council
- The British Ports Association
- The Baptist Church and Community Churches
- The Catholic Church in England and Wales
- The Pontardawe Senior Citizen's Welfare Association
- Thrive Women's Aid
- Travellers Law Reform Project
- University of Wales Trinity St David (Swansea Metropolitan University)
- Viva Port Talbot (The Business Improvement District in Port Talbot)
- Wales Council For Deaf People
- Wales Council of the Blind
- Welsh Language Commissioner
- Welsh Local Government Association (WLGA)
- Welsh Women's Aid
- West Wales Exporters' Association
- Workways Young Enterprise (South & Mid Wales)
- Young Wales
- Youth Access



- Youth Cymru
- Ystalyfera Development Trust

## Other Consultation Bodies

### H.2 Other Consultation Bodies (defined in LDP Regulation 2)

An authority should also consider the need to consult, where appropriate, with the following agencies and organisations, in accordance with its DA:

- Airport Operators
- British Geological Survey
- Centre for Ecology and Hydrology
- Civil Aviation Authority
- Commission for Racial Equality
- Country Land and Business Association
- Crown Estate Office
- Design Commission for Wales
- Disability Rights Commission
- Equality and Human Rights Commission
- One Voice Wales
- Police Architectural Liaison Officers
- Professional Bodies not specifically listed
- Quarry Products Association Wales
- Wales Environment Link
- Welsh Environmental Services Association (representing waste industry)
- Bus Service Operators

### H.3 Below is Neath Port Talbot Council's list of Other Consultation Bodies:

- British Geological Survey
- Cardiff International Airport Ltd
- Centre for Ecology and Hydrology
- Civil Aviation Authority
- Design Commission for Wales

- Disability Rights Commission
- DJ Thomas Coaches
- Equality and Human Rights Commission Wales
- First Buses Ltd
- First Group
- General Aviation Awareness Council
- National Express
- One Voice Wales
- Quarry Products Association Wales
- Royal Institute of Chartered Surveyors Wales (RICS)
- Royal Town Planning Institute Wales (RTPI)
- Secure by Design, South Wales Police
- South Wales Transport
- Stagecoach Wales
- The Crown Estate
- Wales Environment Link
- Welsh Environmental Services Association Ltd

## Appendix I - Risk Assessment and Mitigation

Table I.0.1 Risk Management

Risk	Potential Impacts	Probability	Mitigation Measures
Additional requirements as a result of new legislation, regulations, guidance or data / projections	Additional work required causing programme slippage	Medium	Monitor emerging legislation / guidance / data and assess need for additional resources
Loss / change of staff resources	Programme slippage	Medium	Consider replacement of staff resources  Monitor / advertise vacancies
Involvement in preparation of Strategic Development Plan (SDP)	Programme slippage. Resource implications and extent of input to the SDP is currently unknown.	Medium/High	Ensure sufficient resources are available with corporate support of the SDP process and timetable from the outset.
Review of RLDP resulting from a requirement to align with South West Wales SDP	Programme slippage	Low	Ensure involvement in progress of regional work  Continued liaison with WG
Need for additional research / consultation	Programme slippage	Low/Medium	Identify / commission additional work needed as early as possible
Printing / translation delays	Programme slippage	Low	Consider additional resources
Timetable proves too ambitious due to greater than anticipated workload	Programme slippage	Medium	Realistic timetable prepared with some flexibility

Risk	Potential Impacts	Probability	Mitigation Measures
			Consider additional resources
Significant objections from Statutory Consultation Bodies	RLDP cannot be submitted for examination without significant work	Low/medium	Ensure views of Statutory Bodies are sought / considered as early as possible
Large volume and / or highly significant levels of objection to proposals e.g. site allocations	Programme slippage	Low/medium	Ensure close liaison and involvement with stakeholders early in the process
Reduction and lack of financial resources	Programme slippage	Low/medium	Sufficient funds are allocated in the RLDP reserve.
Planning Inspectorate unable to meet required timetable for examination / reporting	Examination/report delayed	Low	Liaise closely with Planning Inspectorate to ensure early warning of any potential problems
LDP fails test of soundness	RLDP cannot progress to adoption	Low/medium	Ensure RLDP is sound, based on robust evidence with ISA and well audited stakeholder / community involvement
Challenge with regards to accessibility of documents, website and apps.	Council found to be in breach of Equality Act 2010.	Low/medium	Ensure documents and website in accordance with Council guidance.
Legal challenge	Adopted RLDP is quashed / additional work needed	Low	Ensure RLDP complies with regulations, legislation etc

<b>Risk</b>	<b>Potential Impacts</b>	<b>Probability</b>	<b>Mitigation Measures</b>
A change in political leadership / Council administration	The new administration will not approve the RLDP through Council Resolution	Medium	Ensure close liaison and involvement with Chief officers and Elected Members throughout the plan making process.
Delay due to need for legal opinion from Barrister or QC	Programme slippage/additional work needed	Medium	Ensure that legal team are consulted at an early stage to ensure compliance with regulations and guidance
Direction from WG Cabinet Secretary to prepare a Joint Plan	Work on individual RLDP to-date would be abortive	Low	Ensure close liaison with WG
Delays caused by Council decision making structure	Programme slippage	Medium	Monitor progress against DA
Covid-19 pandemic	Limit engagement and availability of hard copies of key documents	Low	Continue to monitor lockdown and social distancing restrictions and the potential impact on engagement and conformity with LDP Regulations



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## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Environment, Regeneration & Streetscene Services Cabinet Board**

**14<sup>th</sup> September 2023**

**Report of the Head of Engineering & Transport – David W.  
Griffiths**

#### **Matter for Decision**

**Wards Affected: All Wards**

#### **Parking Review 2023**

#### **Purpose of the Report:**

For members to consider the task and finish groups recommendations and officers feedback on the parking review options paper in relation to fees and charges to aid recovery following the pandemic with the aim of producing a balanced budget within parking services.

#### **Executive Summary:**

This report is to recommend changes to free car parking arrangements over the Christmas period, current car parking charges, permits charges and the introduction of a charging regime along Aberavon Seafont.

## **Background:**

Members will be aware that at the last Cabinet Board on July 28<sup>th</sup> 2023, that decision-making was deferred following Scrutiny Committee recommendations. These subsequent recommendations are now included in this report along with further comment to enable Cabinet Board to reach an informed decision.

There is a significant amount of anecdotal evidence, opinion and speculation over the relationship between car parking provision and town centre prosperity. Somewhat paradoxically this ranges from arguments suggesting that 'greater accessibility for cars on the high street will increase the viability of town centres by improving trading for business' to 'restricting accessibility for cars will increase the viability of town centres by cutting congestion and pollution whilst making the high street more pedestrian friendly and increasing dwell time'.

The Council currently supports a number of parking initiatives which include first hour free and a reduced tariff structure in Pontardawe, and a reduced tariff at the seafront car parks over the winter and summer period.

It is well recognised that people are prepared to pay for good customer service and quality parking facilities. They do not like to pay for poor service and facilities and funds are needed to facilitate this. The British Parking Association of whom the Council are members believe that the people who use the facilities should pay to help to maintain the assets and increasing energy and maintenance costs.

### On-street Parking Permits

Permits currently cost £20.00 per annum, and have not been subject to a review since 2010. The current charge no longer covers the admin

cost of producing and supplying a permit due to increased software, postage, materials and staff cost.

- It is proposed that as a minimum, permits are increased from £20.00 to £25.00 to stay at a cost neutral position. Or alternatively,
- That permits are increased from £20.00 to £30.00 to future proof admin costs and contribute to the council's budget pressures.

Permit costs across neighbouring authorities.

Authority	12 Months	Replacement
Neath Port Talbot	£20	£5
Swansea	Free	£25
Bridgend	Free	Free

Shown below are all the current permits on issue together with the current income taken, plus the potential income if permits increase to £25.00 or £30.

<u>Permit Type</u>	<u>Cost</u>	<u>Number</u>	<u>Income</u>	<u>Cost</u>	<u>Income</u>	<u>Cost</u>	<u>Income</u>
Care Worker	£20	39	£780	£25	£975	£30	£1,170
Dispensation	£20	14	£280	£25	£350	£30	£420
Family Parking	£20	95	£1,900	£25	£2,375	£30	£2,850
Health Board Carer	£20	177	£3,540	£25	£4,425	£30	£5,310
Health Visitor	£20	5	£100	£25	£125	£30	£150
Holiday Visitor	£20	2	£40	£25	£50	£30	£60
Loading	£20	63	£1,260	£25	£1,575	£30	£1,890
Neath Traders Dispensation	£20	42	£840	£25	£1,050	£30	£1,260
Resident	£20	1865	£37,300	£25	£46,625	£30	£55,950

<b>Temporary Resident</b>	<b>£20</b>	21	£420	<b>£25</b>	£525	<b>£30</b>	£630
		<b>2323</b>	<b>£46,460</b>	<b>+25%</b>	<b>£58,075</b>	<b>+50%</b>	<b>£69,060</b>

After Vat, the increases to income are £12,000 to £23,000

### Off-Street Parking

The Council car park income funds the maintenance upkeep of car parks to appropriate standards of safety, lighting and equality issues and security standards. The parking income account has spent £4 million over five years running and maintaining the council car parks and car parking machines. £201k of this cost was for the purchase and maintenance of pay and display machines.

In 2022/23, £127,400 has been spent so far on building maintenance in Port Talbot and Neath MSCP's alone, while the income from parking across both car parks is just under £227k.

There are outstanding maintenance issues that will require funding of circa £750k based on the last condition survey to carry out concrete repairs, electrics repair and painting in Port Talbot MSCP and a further £60k to resurface St. Mary's Car Park in Port Talbot.

The income received over the last five financial years is set out below, along with operational costs including utility bills, maintenance, staff costs, insurance, rates, rent and pay and display equipment. **This illustrates the income received before VAT.** Off-Street income from the Authority's pay and display car parks is subject to VAT @ 20% and the VAT is payable to HMRC.

Further to note, during the financial years 2020/21 and 2021 /22, the council received monies from WG to offset losses from Covid 19, this

ceased in April 2022, and the amounts below include the monies received from Welsh Government.

<u>Year</u>	<u>Income</u>	<u>Operational Costs</u>	<u>Balance</u>
2021/22	£1,135,242	£892,191	£243,121
2020/21	£1,038,995	£769,990	£269,005
2019/20	£1,169,619	£1,002,107	£167,482
2018/19	£1,117,517	£1,079,367	£38,150
2017/18	£874,650	£720,730	£153,920

- **Option 1a: - Increase all parking charges due to budget pressure to one of the new tariffs set out below.**

Set out below is the current off-street tariff structure together with options for tariff increases. The potential increased revenue is based on the income from 2021/22.

<b>Current Tariff Option</b>	<b>Current Tariff Price</b>	<b>5% Increase</b>	<b>10% Increase</b>	<b>15% Increase</b>
1 Hour	£1.50	£1.55	£1.65	£1.75
2 Hours	£2.00	£2.10	£2.20	£2.30
3 Hours	£2.50	£2.65	£2.75	£2.85
4 Hours	£3.00	£3.15	£3.30	£3.45
All Day	£3.80	£4.00	£4.20	£4.40
Potential Increased Revenue		<b>£50,000</b>	<b>£100,000</b>	<b>£150,000</b>
After VAT		<b>£41,667</b>	<b>£83,333</b>	<b>£125,000</b>

- **Option 1b: - Increase some parking charges due to budget pressure to the new tariffs set out below.**

Any increase to all day parking charges will mostly affect people who work in town centres, a lot of whom will be on the minimum wage. The following option proposes tariff increases on shorter term parking only.

<b>Current Tariff Option</b>	<b>Current Tariff Price</b>	<b>Proposed Tariff Price</b>
1 Hour	£1.50	£1.75
2 Hours	£2.00	£2.30
3 Hours	£2.50	£2.85
4 Hours	£3.00	£3.30
All Day	£3.80	£3.80
Potential Increased Revenue		<b>£100,000</b>
After VAT		<b>£83,333</b>

There is a risk that an increase in tariffs will result in an income loss, if people choose not to use the car parks due to increased cost.

- **Option 2: - Reduce parking tariffs to align ourselves with neighbouring authorities and try to attract further footfall into town centres.**

Set out below are the comparable tariff structures for neighbouring authorities.

<b>Authority</b>	<b>1 hour</b>	<b>2 hours</b>	<b>3 hours</b>	<b>4 hours</b>	<b>4+ Hours</b>
<b>Neath Port Talbot</b>	£1.50	£2.00	£2.50	£3.30	£3.80
<b>Swansea</b>	£1.00	£2.00	N/A	N/A	£7.00
<b>Bridgend</b>	70p	£1.50	£2.50	£4.00	£6.00

It is noted that the current subsidies for car parking in Swansea will cease from April 2023 and Swansea have announced that they plan to raise an additional £700k per year from parking charges.

If the option to reduce parking charges to try to attract further footfall into town centres is progressed it is not possible to model the financial implications, as we do not have any comparable data to base it on. However, to maintain current revenue we would need to attract

750,000 users into our car parks per year, which is not feasible in town centres of our size.

- **Option 3: - Pontardawe car parking charges be brought into alignment with Neath and Port Talbot town centres.**

Currently there is a different tariff structure in Pontardawe; the structure gives the first hour free and reduced charges after that, including free parking on a Sunday.

It is proposed that the free one hour is kept and that all other parking tariffs including Sunday parking is brought into line with the other town centres. This is because when parking charges were first introduced into Pontardawe there were concerns raised by members, as the town centre is a lot smaller than Neath or Port Talbot with a smaller retail offering along with the proximity of the retail park that people would be discouraged from visiting the local shops. This rationale has not changed, as the geography remains the same.

- **Option 4a: Season permits increase from the current tariffs to the new tariff set out below.**

Currently the Authority operates a season permit system whereby the member of the public purchases a season permit and displays the permit in the front window of the vehicle.

Set out below are the season permit charges for neighbouring Authorities in their off-street car parks as well as this Authority's charge. Bridgend only offer a 3 months and above permit.

<b>Authority</b>	<b>1 Month</b>	<b>3 Months</b>	<b>6 Months</b>	<b>9 Months</b>	<b>12 Months</b>
<b>Neath Port Talbot</b>	£50	£130	£235	£325	£410
<b>Swansea</b>	£75	£220	£440	N/A	£735

<b>Bridgend</b>	N/A	£151.20	£302.40	£453.60	£604.80
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It is clear from the above that the charges in NPT are significantly lower than in neighbouring authorities. Below are the current season permits offered to members of the public together with the income, proposed revised charges and projected income.

Permit Duration	<u>Current Season Permits</u>		Income	Daily Rate
	£			
<b>Season Permit 12 months</b>	<b>£410</b>	67	£27,470	£1.13
<b>Season Permit 9 months</b>	<b>£325</b>	1	£325	£1.20
<b>Season Permit 6 months</b>	<b>£235</b>	35	£8,225	£1.30
<b>Season Permit 3 months</b>	<b>£130</b>	46	£5,980	£1.44
<b>Season Permit 1 month</b>	<b>£50</b>	6	£300	£1.66
<b>Total number of permits on issue</b>		155	<b>£42,300</b>	

Permit Duration	<u>Proposed Season Permits</u>		Income	Daily Rate
	£			
<b>Season Permit 12 months</b>	<b>£500</b>	67	£33,500	£1.39
<b>Season Permit 9 months</b>	<b>£400</b>	1	£400	£1.48
<b>Season Permit 6 months</b>	<b>£300</b>	35	£10,500	£1.62
<b>Season Permit 3 months</b>	<b>£200</b>	46	£9,200	£2.22
<b>Season Permit 1 month</b>	<b>£70</b>	6	£420	£2.33
<b>Total number of permits on issue</b>		155	<b>£54,020</b>	

The potential increased revenue with this option is £11,720 and the charges would still be lower than those charged by neighbouring authorities. This increase is £10,000 after VAT

- **Option 4b - Season permits increase from the current tariffs to match the tariffs in Bridgend.**



Permit Duration	<u>Proposed</u>		Income	Daily Rate
	<u>Season Permits</u>			
<b>Season Permit 12 months</b>	<b>£605</b>	67	£40,535	£1.65
<b>Season Permit 9 months</b>	<b>£453</b>	1	£453	£1.65
<b>Season Permit 6 months</b>	<b>£302</b>	35	£10,570	£1.65
<b>Season Permit 3 months</b>	<b>£151</b>	46	£6,946	£1.65
<b>Season Permit 1 month</b>	<b>£70</b>	6	£420	£2.33
<b>Total number of permits on issue</b>		155	<b>£58,924</b>	

The potential increased revenue associated with this option is £16,624 and match those in Bridgend that remain lower than those charged in Swansea. This increase is £13,853 after VAT.

- **Option 5: - To decide if the current practice of providing free parking should continue as is, (free parking in town centres for three weeks at a cost of £50,000 in lost revenue) or be amended following feedback and engagement with traders.**

For a number of years the council has provided free car parking in the run up to and over the Christmas period. When the press release was published advertising free car parking over Christmas 2022/23 approximately 54,000 social media accounts were reached, comments noted on social media were mainly supportive.

There were, however, some comments from traders that they “*would prefer that the free car parking was over the first few weeks of January in Pontardawe to tempt members of the public to go shopping as the period after Christmas is very quiet.*”, and “*that a lot of people have done their Christmas shopping when the offer starts.*”

Neither Bridgend nor Swansea offer any free parking over the Christmas period. Carmarthen do not offer any free parking in Carmarthen town. They do however, offer free parking in Llanelli on

the weekends from mid-November to Christmas to encourage people into the town. (Members will recall that this was mentioned at the Board meeting on the 2<sup>nd</sup> of December 2022).

The benefit of this is that the people receiving the free parking are shoppers rather than people who work in or close to the town centre between Mondays to Fridays.

Our current offer on free parking at Christmas offers 23 days free parking.

If we replicated what happens in Llanelli that is more comparable to our towns than Swansea, we would be offering 15 days free parking for Christmas trade. Members if so minded could offer a further 5 days free parking, the dates of which could be agreed following consultation with the traders and Viva Port Talbot by the town centre manager who is currently in ongoing dialogue with Viva Port Talbot. The preferred dates will subsequently be implemented by parking services.

In order to ensure that all residents of Neath Port Talbot benefit from this scheme. Passenger Transport Colleagues have investigated the cost of free travel on the local bus network within the County Borough for the six Saturdays and Sundays leading up to Christmas. For Christmas 2023, those dates would be November 18<sup>th</sup>, 19<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and December 02<sup>nd</sup>, 03<sup>rd</sup>, 09<sup>th</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 25<sup>th</sup>. The estimated cost of providing free travel on the local bus network for those days will be £80,000.

Utilising free travel on the Local Bus Network does offer the opportunity for residents to travel out of County. For example, passengers may wish to travel from Glynneath via Neath and onto Swansea, or Blaengwynfi, Glyncoed and Cymmer to Maesteg. These might not benefit the County Borough town centres but does offer a greater option to residents and promote local bus travel in general. It will be important therefore to advise passengers that completely free travel is

available only within the County Borough. If residents choose to take advantage of bus services commencing within the County Borough and travelling further afield, for example Swansea or Maesteg then they may well have to pay for their return journey, unless of course the neighbouring local Authority is also operating a similar free travel scheme.

- **Option 6: - Increase the seafront car parking tariffs from the current rate of £2.00 from 1<sup>st</sup> April to 30<sup>th</sup> September to either £3.00 or £4.00 and increase the current rate of £1.00 from 1<sup>st</sup> October to 31<sup>st</sup> March to either £1.50 or £2.00.**

All day car parking at Porthcawl seafront car parks is either £3.00 or £4.00 depending on which car park you use. The increased tariffs could bring in between £47,917 to £95,833 in additional income per year depending on the chosen tariff.

- **Option 7: - Introduce charges to the free parking bays along the seafront**

Currently the on street car parking bays, despite being located closer to the facilities of the seafront offers free parking, while the car parks that are further away incur a cost for motorists. (It should be noted that there are also currently 2-hour limited waiting within the parking bays on Princess Margaret Way). Swansea council have introduced charges at all of their parking bays facing onto Swansea Bay seafront at a charge of £1.50 for 1 hour and £5.00 all day.

Charging could be introduced via Pay by Phone (cashless) parking within the limited waiting parking bays, at a tariff of £1 per hour for a maximum stay of 2 hours.

It is not possible to quantify the potential income this could generate, as we have no data to base calculations on.

The rationale for not having pay and display machines along the seafront to take cash is due to high levels of vandalism to machines along the seafront. There would also be a cost of £75,000 to purchase the required amount of machines plus the costs of civil works.

The downfall to this is that it would restrict access to parking to people who do not have smart phones, therefore possibly discriminating against older and poorer people. We will consult with the neighbouring authorities to establish how they have mitigated this risk.

It is proposed to implement the new charging times to mirror those in the seafront car parks i.e. 08.00am to 20.00pm to align with enforcement operational hours.

Further it is also proposed to introduce the new on-street parking charges at the seafront from 1<sup>st</sup> April until 30<sup>th</sup> September. There will be no on-street charge from 1<sup>st</sup> October until 31<sup>st</sup> March.

The options above for on street and off-street parking have the potential to generate between £43k and £189k depending on which combination of options are chosen as illustrated in the table below (**these figures exclude VAT**). Car park income is currently under achieving its income target by £100k, any increases in revenue should be used to offset this deficit.

Options	Lower Option	Higher Option
Increase Permit Costs	£12,000	£23,000
Town Centre Car Park Tariffs	£41,667	£125,000
Season Ticket Tariffs	£10,000	£13,853
Seafront Car Park Tariffs	£47,917	£95,833
Totals	£31,583	£177,686

## **Additional Recommendations from the Task & Finish Group**

1. The task and finish group recommended that the pedestrianised zone hours of operation in the Neath Town Centre be reviewed to consider closing the pedestrianised zone to vehicles in the evenings as well as the daytime.

Officer Response:

*Subject to available funding a feasibility study could be undertaken to review the operational hours of the Neath pedestrianised zone which will be considered against all other priorities within the Highways Capital Programme or as suggested by members any other regeneration grants that become available which would be subject to a future report to members.*

2. Provide an extra hour free on top of current tariffs to blue badge holders.

Officer Response:

*Having considered mitigating the increased fees and charges that may affect disabled identified in the IIA by providing an additional hour it is not affordable by the authority. Due to the inyear, current financial pressure faced by parking services currently estimated at a deficit of circa £380k. It is proposed that the existing arrangements continue and that full charges will continue to be applied for blue badge holders in off-street car parks.*

3. Explore a Visitors Parking Permit that would cover all car parks / attractions in the county (to include country parks).

Officer Response:

*This will be further explored in conjunction with the authority's relevant sections that operate and maintain the country parks.*

4. Alter charging hours at the seafront carparks from 07.00am to 22.00pm to 09.00am until 18.00pm.

Officer Response:

*In light of the budget income targets already set by council and the current predicted in-year deficit it is recommended that the original recommendation to alter the charging times in the seafront car parks from 07.00am to 22.00pm to 08.00am to 20.00pm remains the same. Dog walkers and residents will gain an extra hour from 7am to 8am to park in the off-street car parks to walk their dogs.*

5. Review all changes in a year, with an update report in six month's time, to include – data on car park income and usage, town centre/seafront footfall and any other relevant feedback.

Officer Response:

*That the review be undertaken in October 2024 six months after all recommendations have been implemented during April 2024 to allow time for measureable data to be obtained over the summer period.*

### **Additional Recommendations from Special Environment, Regeneration and Streetscene Services Scrutiny Committee**

That the recommendations of the report be approved subject to the following amendments.

1. Option 7 that the charging hours be 9am -6pm on-street.

Officer Response:

*That the charging hours recommended in the report for on-street charging (8am to 20:00pm) be implemented as set out in the report as it will align with the proposed charging hours of the off-street sea front car park with a view to the authority mitigating the current budget pressures.*

*It is important to note that there are the exemptions for blue badge holders (as detailed below) that would exempt them from any proposed fees or time limit should members decide to implement the recommendation.*

### **The Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (Wales) Regulations 2000**

#### **Exemptions from other provisions of orders under section 45 or 46 of the Road Traffic Regulation Act 1984 which prescribes**

- (a) a charge to be paid for a vehicle or vehicle of any class left in a parking place designated by the order;
  - (b) a maximum period during which a vehicle may wait in a parking place; or
  - (c) a period which must elapse before a vehicle taken away from a parking place may be left there again.
- (2) An order to which this regulation applies shall include an exemption from each of the matters so prescribed in favour of a vehicle displaying a disabled person's badge in the relevant position.

2. That a full consultation is undertaken on these proposals with businesses and residents before implementation of any changes.

Officer Response:

*When the legal orders are formally advertised to change the offstreet car parking order and on-street traffic orders, residents and businesses will have the opportunity to raise any objections*

*which will be brought back to a future meeting for Members consideration before any changes are implemented.*

**Financial Impacts:**

Options	Expected Income
Increase Permit Costs	Cost Neutral
Increase Town Centre Car Park Tariffs	*83,333
Increase Season Ticket Tariffs	10,000
Increase Seafront Car Park Tariffs	79,800
Totals	**£173,133

\*This equates to an overall increase of 10%. **\*\*These figures exclude VAT**

**Integrated Impact Assessment:**

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

There was some discussion at the 28<sup>th</sup> July 2023 Special Environment, Regeneration & Streetscene Services Scrutiny Committee regarding the validity of the IIA. Officers have subsequently taken advice from the Head of Legal & Democratic Services who has confirmed that the IIA statement relating to disabled persons is correct as the statement is only detailing a change in the tariff structure and not a change to policy.

The decision by the authority to charge blue badge holders was taken previously and is not a change to the current arrangements in place.



Notwithstanding this the IIA has been changed to recognise that there may be a low impact for disabled blue badge holders using the authority's off-street car parks.

**Valleys Communities Impacts:**

No implications.

**Workforce Impacts:**

No implications.

**Legal Impacts:**

Any changes to the Parking fees and charges need a Legal Order to be advertised that allows for any objections and observations to be reported back to the Environment, Regeneration and Streetscene Services Scrutiny Committee and Cabinet Board before a final decision is implemented.

**Risk Management Impacts:**

Members need to be aware that there is a risk element to the change in tariff structures should members of the public choose to find alternative parking, this could result further budget pressures, which will be reviewed in 2024.

**Consultation:**

Consultations will be undertaken when we formally advertise the changes to the off-street car parking order and on-street traffic orders.

The Town Centre Manager will liaise with traders within the town centres of Neath, Port Talbot and Pontardawe with regards to the 5 free days parking proposed if agreed.

**Recommendations:**

Having due regard to the amended first stage Integrated Impact Assessment it is recommend that members agree:

Option 1 On-Street Parking Permits

That the proposed £5 increase across all on-street permits set out in the circulated report be implemented with the exception of care worker permits which will become free of charge.

That charges are introduced for individual disabled parking permits (IDPP) in line with the cost of other on-street permits.

It is proposed that in future years all permits will be increased annually in line with inflation.

Option 1b Off-Street Car Parking

Implement the proposed increase across all tariff structures except for all day parking as set out below.

Up to 1 hour	£1.75
1-2 hours	£2.30
2-3 hours	£2.85
3-4 hours	£3.30
All Day	£3.80

### Option 3 Pontardawe Car Parking Charges

That the off-street car parking charges in Pontardawe apart from the first hour free be brought into alignment with Neath, Port Talbot town centres for all tariff bands as set out below:

Up to 1 hour Free

1-2 hours	£2.30
2-3 hours	£2.85
3-4 hours	£3.30
All Day	£3.80
Sunday	£1.00 all day

### Option 4 Season Parking Permits

Implement the revised charge for season parking permits as set out below:

1 month	-	£75.00
3 months	-	£200.00
6 months	-	£300.00
9 months	-	£400.00
12 months	-	£500.00

That the benefits of purchasing a season parking permit be marketed and advertised to make people aware of the savings available.

### Option 5 Free Christmas Car parking

That free Christmas car parking cease and that 5 free days of parking be offered Neath, Port Talbot and Pontardawe town centres individually and implemented by parking services following consultation between the traders and the authority's town centre manager.

That free bus travel over the Christmas period as outlined in the circulated report is not practical, as the parking account cannot be relied upon as a guaranteed income stream to fund the initiative.

Members note that bus subsidies will be considered as part of the bus emergency scheme currently being reviewed by Welsh Government, Transport for Wales and local authorities in terms of affordability.

#### Option 6 Seafront Off-street Car Parks

It is recommended to alter the charging times in the seafront car parks from 07.00am to 22.00pm to 08.00am to 20.00pm and be implemented at the end of the current peak period in October 2023.

The proposed date for peak period charging be changed to 1<sup>st</sup> April until 30<sup>th</sup> September be implemented in April 2024.

That the proposed charge for all day parking from 1<sup>st</sup> April until 30<sup>th</sup> September be £4.00 and from 1<sup>st</sup> October until 31<sup>st</sup> March be £2.00 be implemented in October 2023.

#### Option 7 Seafront On-street charging

That the proposed charge of £1.00 per hour up to a maximum stay of 2 hours be introduced in the on-street limited waiting bays at the seafront from 1<sup>st</sup> April to 30<sup>th</sup> September be implemented in April 2024.

It is recommended that the new charging times mirror those in the seafront car parks i.e. 08.00am to 20.00pm to align with enforcement operational hours.

That there will be no charge or time limit in the on-street seafront limited waiting bays from 1<sup>st</sup> October until 31<sup>st</sup> March.

## **Additional Recommendations following the Special Environment, Regeneration and Streetscene Services Scrutiny Committee**

1. When the legal orders are advertised to change the off-street car parking order and on-street traffic orders, residents and businesses will have the opportunity to raise any objections *which will be brought back to a future meeting for Members consideration before any changes are implemented.*
2. That subject to available funding, a feasibility study could be undertaken to review the operational hours of the Neath pedestrianised zone which will be considered against all other priorities within the Highways Capital Programme or as suggested by members any other regeneration grants that become available which would be subject to a future report to members.
3. That a review be undertaken in October 2024 six months after all recommendations have been fully implemented during April 2024 to allow time for measureable data to be obtained over the summer period.
4. That a Visitors Parking Permit that would cover all car parks and attractions in the county (to include country parks), be explored further in conjunction with the country parks management.

### **Reasons for Proposed Decisions:**

The new fees and charges seek to address the outstanding maintenance issues in the authorities' car parks and to reducing the in-year budget pressures within parking services. Ensuring our car parks remain operational allowing our local environment and amenities to be enjoyed by future generations. **Implementation of Decision:**

The decisions are proposed for implementation after the three-day call in period.

**Appendices:**

Appendix 1 Integrated Impact Assessment Screening.

Appendix 2 Scrutiny Task and Finish Report

**List of Background Papers:**

None.

**Officer Contact:**

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## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary: Parking Review Off-street Charging, Permits Christmas car parking and Seafront car parking.</b>
<b>Service Area: Parking Services</b>
<b>Directorate: Environment</b>

### 2. Does the initiative affect:

	Yes	No
Service users	✓	
Staff		✓
Wider community		✓
Internal administrative process only		✓

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				The impacts will only affect car park users and permit holders
Disability	✓				L	The impacts will only affect car park users and permit holders. There have been a number of tariff increases since the authority made the decision to remove the concession in its car parks for blue badge holders. It is acknowledged that the cost increase may have a low impact on some blue badge holders/disabled drivers. This could be mitigated against by allowing disabled badge holder's additional time on top of what they purchase. This option will be explored in the parking options report.

Gender Reassignment		✓				The impacts will only affect car park users and permit holders
Marriage/Civil Partnership		✓				The impacts will only affect car park users and permit holders
Pregnancy/Maternity		✓				The impacts will only affect car park users and permit holders
Race		✓				The impacts will only affect car park users and permit holders
Religion/Belief		✓				The impacts will only affect car park users and permit holders
Sex		✓				The impacts will only affect car park users and permit holders
Sexual orientation		✓				The impacts will only affect car park users and permit holders

**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				We have upgraded all our pay and display machines to conform with the Welsh Language Standards (No.1) Regulations 2015
Treating the Welsh language no less favourably than English		✓				We have upgraded all our pay and display machines to conform with the Welsh Language Standards (No.1) Regulations 2015



**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				Any changes from the review will not increase the amount of vehicles using our car parks; any current biodiversity levels will not be affected.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		✓				Any changes from the review will not increase the amount of vehicles using our car parks; any existing ecosystems will not be affected.

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people	✓		Changes in fees and charges seek to address the outstanding maintenance issues in the car parks and to sustain the service by reducing budget pressures; e.g. increased energy costs and security to meet extended operational hours. Ensuring our car parks remain operational allowing our environment to be enjoyed by future generations.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	✓		Changes in fees and charges seek to address the outstanding maintenance issues of the car parks and to sustain the service by reducing budget pressures and ensuring our car parks remain operational to ensure

			sustainable communities to access leisure, heritage, culture and education, health and retail facilities.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		A member and officer scrutiny task and finish group was established to review the options paper in response to the council's budget setting process with regards to generating additional £200k of income from parking fees and charges.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		We will be working closely with the authority's town centre manager, traffic section and legal services.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	✓		Changes in fees and charges seek to address the outstanding maintenance issues of the car parks and to sustain the service by reducing budget pressures and ensuring our car parks remain operational.

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
There is no reason for a full integrated impact assessment as the initiatives will only car park users residents parking permit holders. There is no obligation on members of public to utilise our car parks or purchase a permit.	

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

--

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	Steve Cook	Parking Manager	SC	15/08/2023
Signed off by	David W. Griffiths	Head of Engineering & Transport	DWG	15/08/2023

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**Report of the:**

**Environment, Regeneration and Street  
scene Services Scrutiny Committee**

**A Task and Finish Group to Review  
of the Parking Review Options  
Report 2023**

**May 2023**



**Neath Port Talbot County Borough Council**

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## **CHAIRS FORWARD**

The report below is the result of three 'task and finish' meetings of the scrutiny committee members and officers, as well as other discussions and member officer meetings. I would like to thank all members and officers for their time in looking at these proposals in detail.

By way of context, the need for this piece of work has arisen mainly due to two factors:

The first being that the parking service income has not recovered since the pandemic and has a £100,000 shortfall in its budget.

Secondly in the 2023/24 budget an additional £200,000 income target was placed upon the parking service by the administration.

A report with options was presented to scrutiny committee to make recommendations on - with the primary aim of raising additional income for the service in line with the budget. The scrutiny committee has no influence at this stage over the previously agreed budget position by the administration.

The scrutiny committee has also previously indicated it wished to explore options for some free bus services, in line with neighbouring councils.

In order to make the income target agreed in the budget many of the options presented to us for increased parking fees are now unavoidable at this stage. Therefore the committee has focussed on how to best mitigate the impact of these proposed increases on our residents and businesses.

We have not made recommendations on every option in the proposals, only those where we feel an amendment will both be beneficial and deliverable given the budget position.

The decision of the final charges and options will be taken by the cabinet board, who will take on board our recommendations contained within this report.

**Councillor Sean Pursey**

## EXECUTIVE SUMMARY

Members of the Environment, Regeneration and Streetscene Services Scrutiny Committee undertook a Task and Finish Group to consider and review the Neath Port Talbot County Borough Council's ("the Council") Parking Options 2023. The overall purpose of this was to look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of recommendations for Cabinet Board to consider ..

The Task and Finish Group met for three workshop sessions to focus specifically within Parking Review Options Report 2023.

The Task and Finish Group held two workshop sessions with officers on the 28<sup>th</sup> of April and the 10<sup>th</sup> of May to gather all information required to develop recommendations. Members then had a summary workshop on the 18<sup>th</sup> of May to pull together their recommendations. A summary of the discussions is included within the report.



## PURPOSE AND BACKGROUND

The Environment, Regeneration and Street scene Services Scrutiny Committee are the appropriate scrutiny committee for the consideration of the Parking Review Options Report 2023.

The Committee were keen to arrange a Task and Finish Group to consider the Christmas Parking options for 2023. Officers had completed a report on Parking Options Review 2023 that included Christmas parking as part of it.

The overall purpose of this Task and Finish group was to look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of recommendations for Cabinet Board to consider. .

## TERMS OF REFERENCE

<b>Task and Finish Objective</b>	To look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of proposals for Cabinet Board to decision.
<b>Membership</b>	<p><b><u>Elected Members</u></b></p> <p>Cllr. S. Pursey (Chair) Cllr. T. Bowen (Vice chair)</p> <p>Cllr. L. Williams Cllr. W. Carpenter Cllr. C. James Cllr. N. Goldup-John Cllr. S. Grimshaw</p> <p><b><u>Advisors/Support Officers</u></b></p> <p>Charlotte Davies Tom Rees Alison Thomas David W. Griffiths Steve Cook Ian Rees Brendan Griffiths</p>

	<p>Andrew Collins  Laura Webley  Chris Saunders</p> <p>Dependent on discussion of the committee, further officers/ external providers be invited at the discretion of the Chair.</p>
<b>The main aims of the Project</b>	To enable the Task and Finish Group to explore and suggest recommendations to the Cabinet Members on the Parking Review Options Report 2023 including Christmas parking options, prior to decision by Cabinet Board.
<b>Scope of the study</b>	<ul style="list-style-type: none"> <li>• To enable the Task and Finish group to feed in to the suggested recommendations of the Parking Review Options report</li> <li>• To consider periodic free or subsidised sustainable transport schemes</li> <li>• To provide an effective service for all members of the public.</li> <li>• To ensure that there is an effective and efficient service for the public.</li> </ul>
<b>How it will contribute to achieving Corporate/Community Objectives / Priorities.</b>	<p>The proposals suggested aim to aid service recovery, increase income generated and enhance Town Centre footfall, and support the council’s commitment to sustainable transport.</p> <p>Any increases in revenue should be used to offset the £100,000 deficit in income 2022/23 and to generate an additional £200K income target set by the Council for 2023/24.</p>
<b>Initial list of key officers, stakeholders, partners or other agencies to involve</b>	Officers – as stated above

<p><b>Key issues to be addressed</b></p>	<p>That the Task and Finish group:</p> <ul style="list-style-type: none"> <li>• Check that the proposals suggested in the report will aid service recovery, increase income generated and enhance Town Centre footfall and comply with our commitments to promote sustainable transport.</li> <li>• Look at Christmas parking arrangements.</li> <li>• Look at measures that will help offset the combined £300,000 income deficit during 2023/2024 to be achieved by the Council.</li> <li>• Look at measures to introduce free or subsidised sustainable transport schemes.</li> <li>• Has undertaken it's pre-scrutiny duty in relation to Cabinet Board proposals</li> </ul>
<p><b>Timescale for completion of the task</b></p>	<p>Three day Task and finish group – Any findings to be taken to the Environment, Regeneration and Street Scene Services Scrutiny Committee due to be held on the 2<sup>nd</sup> June 2023 to commend the Task and Finish Groups views to the Cabinet Board prior to decision in June</p>
<p><b>Meeting Dates</b></p>	<ul style="list-style-type: none"> <li>• 28<sup>th</sup> April 2023</li> <li>• 10<sup>th</sup> May 2023</li> <li>• 18<sup>th</sup> May 2023</li> </ul>

## RECOMMENDATIONS

**That the following recommendations be considered and agreed by Cabinet Board:**

1. Care worker on street parking permit cost to stay the same and not increase.
2. Resident Permits – It is proposed that permits are increased from £20.00 to £25.00 to stay at a cost neutral position and increase annually thereafter to cover costs.
3. The middle (10%) option is chosen for Town Centre tariffs, the funding gap over the 15% option funded by Recommendation 4.
4. Remove free Christmas parking offer for town centres, budget used to fund lower increase on Recommendation 3.
5. Introduce free travel on the local bus network within the County Borough for the six Saturdays and Sundays leading up to Christmas.
6. Promote the use of season permits for the regular users of the car parks for residents to access discounted parking.
7. Seafront - Change the seasonal charging start date to 1st of April to capture an extra months income, in line with Bridgend county.
8. Seafront - Change the hours of charging to fall between 9am - 6pm for off and on street car parking.
9. Seafront – Off-season free parking for 2 hours in lay-by/ on street parking to remain.
10. Seafront - Introduce charges to the lay-by/on street parking bays along the seafront (during peak season only)
11. Seafront - Officers should explore overnight campervan parking options.
12. Seafront - Undertake a review of mitigation measures and on street parking restrictions nearby, to mitigate the impacts of the charging increases.
13. That the pedestrianised zone hours of operation in the Neath Town Centre be reviewed to consider closing the pedestrianised zone to vehicles in the evenings as well as the daytime.

### **Additional Measures/Recommendations:**

The Task and Finish Group also propose the following additional recommendations :

1. Provide an extra hour free on top of current tariffs to blue badge holders.
--

- |   |
|---|
| 2. Explore a Visitors Parking Permit that would cover all car parks / attractions in the county (to include country parks).   |
| 3. Review all changes in a year, with an update report in six months time, to include – data on car park income and usage, town centre/seafront footfall and any other relevant feedback. |

## SUMMARY OF DISCUSSION

The following Members of the Environment, regeneration and Street scene Services Scrutiny Committee took part in the Task and Finish Group:

Cllr. S. Pursey (Chair)  
Cllr. T. Bowen (Vice chair)  
Cllr. L. Williams  
Cllr. W. Carpenter  
Cllr. C. James  
Cllr. N. Goldup-John  
Cllr. S. Grimshaw

Members were provided with support from the following officers:

Tom Rees  
Alison Thomas  
David W. Griffiths  
Steve Cook  
Ian Rees  
Brendan Griffiths  
Andrew Collins  
Laura Webley  
Chris Saunders

Members were provided with the Parking Review Options Report 2023 to consider and to ensure that the Scrutiny Committee undertook and discharged their scrutiny role.

### On-street Parking Permits

- On-street Parking Permits – Members felt that Care worker permit costs should stay the same and does not increase.

- Resident Permits – Members proposed that as a minimum, permits are increased from £20.00 to £25.00 to stay at a cost neutral position and increase annually.

The Task and Finish Group felt that the Residents Permits Costs be reviewed in a year's time to ensure that the costs are correct and factor in current inflation and costs and to avoid sudden large cost increases.

### Off Street Parking

Members decided that there should be an Increase all parking charges due to budget pressure to one of the new 10% Tariff Town Centre Pay and Display Tariffs.

Members felt that there should be a removal of free Christmas parking and instead spread the free parking across the year to maintain the 10% increase.

Task and Finish group members wished to keep free travel on the local bus network within the County Borough for the six Saturdays and Sundays leading up to Christmas. For Christmas 2023, those dates would be November 18th, 19th, 25th, 26th and December 02nd, 03rd, 09th, 10th, 16th, 17th, 24th and 25th.

The Task and Finish Group suggested a review of the free bus travel of Option 5 at a scrutiny meeting in six months time, once the bus service situation regarding routes and funding is settled with Welsh government and Transport for Wales.

### Season Permits

Members felt that the authority should promote the use of season permits for the regular users of the car parks.

The Task and Finish Group suggested that Parking should work with the Communications team to promote Season Permits.

### Seafront

Members recommended the following;

- Change the seasonal charging start date to 1st of April to capture an extra months income.
- Change the hours of charging to fall between 9am - 6pm.
- Offseason free parking for 2 hours.

The Task and finish group felt that the change from the current seasonal arrangements of May – September to start in April, would fall in line with Bridgend and Porthcawl. The additional month would increase income for the authority.

It was felt that changing the hours to 9am -6pm would take pressure off residents and put emphasis on visitors paying as they are more likely to park during daytime hours.

Task and Finish Group members believe that having free parking for 2 hours in offseason would support businesses.

### Seafront

Members also wanted to put forward the following recommendations.

- Introduce charges to the free parking bays along the seafront (during peak season.)
- Officers should explore Campervan Parking options.
- Undertake a review of mitigation measures and on street parking restrictions nearby, to mitigate the impacts of the charging increases.

### Additional Measures/Recommendations:

The Task and Finish Group also wished to propose the following considerations:

- Blue badge concessions – provide an extra hour free on top of current tariffs to blue badge holders.
- Visitors Parking Permit that would cover all car parks / attractions in the county –to explore further (to include country parks).
- Review all changes in a year – data car park usage/income etc. and see if they have worked.

Members felt that providing the extra hour for Blue Badge holders would be in line with other neighbouring authorities. It was felt that a visitor parking permit could be lucrative for the authority and should be explored by officers.

Members also felt it was important to review all changes in a year to check if changes have had a positive impact.

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **Report of the Head of Legal and Democratic Services**

### **Environment, Regeneration and Streetscene Services Cabinet**

#### **Board**

**14 September 2023**

### **ACCESS TO MEETINGS/EXCLUSION OF THE PUBLIC**

<b>Purpose:</b>	To consider whether the Public should be excluded from the following items of business.
<b>Item (s):</b>	Agenda Item 13 – Transfer Station Electricity Contract
<b>Recommendation(s):</b>	That the public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.
<b>Relevant Paragraph(s):</b>	14

#### **1. Purpose of Report**

To enable Members to consider whether the public should be excluded from the meeting in relation to the item(s) listed above.

Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.

Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

## **2. Exclusion of the Public/Public Interest Test**

In order to comply with the above mentioned legislation, Members will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it/they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in Appendix A.

Where paragraph 16 of the Schedule 12A applies there is no public interest test. Members are able to consider whether they wish to waive their legal privilege in the information, however, given that this

may place the Council in a position of risk, it is not something that should be done as a matter of routine.

**3. Financial Implications**

Not applicable

**4. Integrated Impact Assessment**

Not applicable

**5. Valleys Communities Impact**

Not applicable

**6. Workforce Impact**

Not applicable.

**7. Legal Implications**

The legislative provisions are set out in the report.

Members must consider with regard to each item of business the following matters.

- (a) Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.

and either

- (b) If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test in maintaining the exemption outweighs the public interest in disclosing the information; or
- (c) if the information falls within the paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test by must consider whether they wish to waive their privilege in relation to that item for any reason.

**8. Risk Management**

To allow Members to consider risk associated with exempt information.

**9. Recommendation(s)**

As detailed at the start of the report.

**10. Reason for Proposed Decision(s):**

To ensure that all items are considered in the appropriate manner.

**11. Implementation of Decision(s):**

The decision(s) will be implemented immediately.

**12. List of Background Papers:**

Schedule 12A of the Local Government Act 1972

**13. Appendices:**

Appendix A – List of Exemptions

## Appendix A

<b>NO</b>	<b>Relevant Paragraphs in Schedule 12A</b>
<b>12</b>	Information relating to a particular individual
<b>13</b>	Information which is likely to reveal the identity of an individual
<b>14</b>	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
<b>15</b>	Information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority
<b>16</b>	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
<b>17</b>	Information which reveals that the authority proposes: <ul style="list-style-type: none"> <li>• To give under any enactment a notice under or by virtue of which requirements are imposed on a person, or</li> <li>• To make an order or direction under any enactment.</li> </ul>
<b>18</b>	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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