

# SUPPLEMENTARY PLANNING GUIDANCE

## MAINTAINING AND CREATING DISTINCTIVE AND SUSTAINABLE COMMUNITIES



JULY 2019

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## **BACKGROUND INFORMATION**

### **Purpose**

The Purpose of this Guidance is to:

- assist applicants and their agents in preparing planning applications and in guiding them in discussions with officers before submitting planning applications;
- assist members of the public and other interested stakeholders to understand the relevant policy requirement and expectations and to help them to prepare meaningful comments and input into the decision making process;
- assist officers to assess planning applications, and officers and councillors to make decisions on planning applications, and
- help Planning Inspectors make decisions on appeals.

The general aim is to improve the quality of new developments and facilitate a consistent and transparent way of making decisions.

### **The Policy Context**

#### Local Development Plan

Under planning legislation, the planning policies for every area are contained within the 'development plan'. The Gwynedd and Anglesey Joint Local Development Plan was adopted on 31 July 2017. It relates to the Gwynedd and Anglesey Planning Authority area. It doesn't include the Snowdonia National Park area.

The Plan provides wide-ranging policies along with allocations for the main land uses, such as housing, employment and retail. It will help shape the future of the Plan area physically and environmentally, and will also influence it economically, socially, culturally and linguistically. The Plan, therefore, attempts to:

- guide the Local Planning Authorities to make rational and consistent decisions on planning applications by providing a policy framework that is consistent with national policy; and
- guide developments to suitable areas during the period up to 2026.

#### The need for Supplementary Planning Guidance

Although the Plan includes policies that enable the Local Planning Authority to make consistent and transparent decisions when it considers development applications, it cannot provide all the detailed advice required by officers and prospective applicants to steer proposals locally. In order to provide this detailed advice, the Councils are preparing a range of Supplementary Planning Guidance (SPGs) to support the Plan. These will provide more detailed guidance on a variety of topics and matters to help interpret and implement the Plan's policies and proposals.

## **The Status of Supplementary Planning Guidance**

Supplementary Planning Guidance may be considered to be material planning considerations during the process of assessing and determining planning applications. Welsh Government and the Planning Inspectorate will place considerable weight on supplementary planning guidance that stem from, and are consistent with, a development plan. It is not the purpose of an SPG to introduce new planning policy and it does not form part of a local development plan.

In accordance with Welsh Government advice, the SPG has been the subject of a public consultation and a resolution to adopt by the Joint Planning Policy Committee on behalf of the Councils. A draft version of this SPG was approved for public consultation on 16 November 2018 by the Anglesey and Gwynedd Joint Planning Policy Committee. The supplementary planning guidance was the subject of a public consultation exercise between 13 December 2018 and 31 January 2019. The 88 observations presented to the Councils were considered and, where appropriate, appropriate changes have been included in the final draft approved by the Joint Planning Policy Committee on 16 July 2019 to be used as a material consideration when assessing and determining planning applications and appeals. A summary of the observations and the Councils' response can be viewed on the Councils websites, the Planning Authorities' offices and the Joint Policy Unit's office.

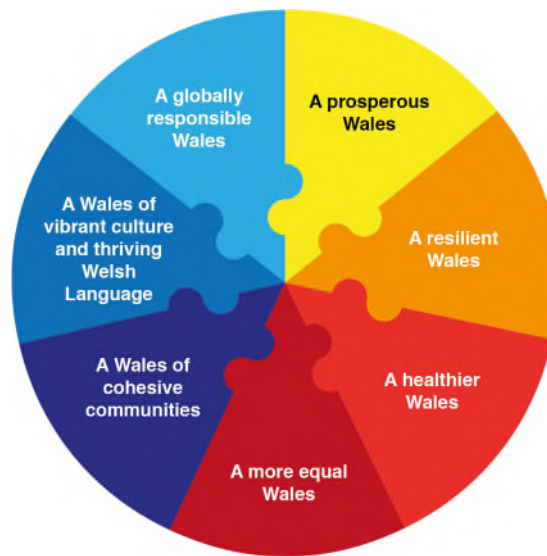
**This document should, therefore, be given substantial weight as a material planning consideration.**

## 1 Introduction

### Definitions

- 1.1 The Well-being of Future Generations (Wales) Act 2015 places a duty on public bodies (including Welsh Ministers) to carry out sustainable development. The Act sets seven well-being aims to help ensure that all public bodies work toward the same vision with respect to a sustainable Wales:

Diagram 1: The seven well-being goals



- 1.2 The Well-being of Future Generations (Wales) Act clearly defines sustainable development in Wales:

*A definition of sustainable development in Wales*

*"Sustainable development" is the process of improving economic, social, environmental and cultural well-being in Wales by taking action, in accordance with the sustainable development principle, aimed at achieving well-being goals.*

*Taking action in accordance with the sustainable development principle means a body must take action in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.*

- 1.3 The Planning (Wales) Act 2015 introduced a statutory purpose for the planning system in Wales - any statutory body that has a planning function must adhere to those functions in accordance with the sustainable development principles as stated in the Well-being of Future Generations (Wales) Act 2015. In the Gwynedd and Anglesey Local Planning Authority area,

this duty is partly addressed through the inclusion of policies in the Joint Local Development Plan (Local Development Plan).

### The Purpose and Structure of these Guidance

- 1.4 The aim of Policies PS 1, PS 5 and PS 6 is to integrate 'sustainable development' into the development process, in order to maintain and create distinctive and sustainable communities. The main purpose of this Supplementary Planning Guidance (along with other Supplementary Planning Guidance) is to help applicants seeking planning permission to understand relevant policies that integrate 'sustainable development' into the development process, in order to maintain and create distinctive and sustainable communities. This will ensure that legislative and policy requirements are met and that best practice standards are achieved. It provides a standardised methodology that all applicants should follow. This Guidance expands on the main principles noted in the relevant policies of the Local Development Plan.
- 1.5 This SPG consists of three main Sections and a series of Appendices:

**SECTION 1** (Parts A and B) – This section gives a general description of what is meant by distinctive and sustainable communities and how specific types of development contribute to maintaining and creating distinctive and sustainable communities.

Part A - Sustainable Development - Distinctive and Sustainable Communities - a short description of what is meant by a distinctive and sustainable community;  
Part B - Specific types of developments and their contribution to sustaining or creating distinctive and sustainable communities

**SECTION 2** (Part C) – This section of the SPG provides information on the detailed requirements of the Local Planning Authority about the way Policy PS 1 of the Local Development Plan will be implemented. It shows how Welsh language considerations are expected to be incorporated into every relevant development. It includes requirements about how to record the way the relevant development would benefit the Welsh language through a Welsh Language Statement or a Report about a Welsh Language Impact Assessment. The need for a Statement or a report about an Assessment will depend on the type and location of the proposed development. As well as drawing attention to policy and supplementary planning guidance requirements this Section highlights good practice, e.g. measures to enhance benefits or mitigate effects that can be embodied into the development.

**SECTION 3** (Parts CH and D) – This section provides guidance to the applicant on how to present supporting evidence whilst having regard to the wider considerations associated with sustainable development. It is also a means to help the applicant to better understand the distinctive and sustainable qualities of different types of development.

Part Ch – Matters to be considered and the additional information required to support a planning application – description of the information required to validate an application and additional information required in order to demonstrate how the proposed development aligns with relevant policies in the Local Development Plan;

Part D – What can be built in different locations – brief description of the Settlement Strategy and the Local Development Plan’s Settlement Hierarchy to promote a sustainable pattern of development.

1.6 Appendices 1 - 8 contain information or refers to useful information.



**SECTION 1:  
WHAT IS MEANT BY  
DISTINCTIVE AND  
SUSTAINABLE  
COMMUNITIES**

**Part A: Sustainable Development - distinctive and sustainable communities**

A1 The various policies within the Local Development Plan have an important role to play in maintaining and creating distinctive and sustainable urban and rural communities. They help ensure that appropriate developments take place in the right place at the right time. They do this by making sufficient land available to provide homes and employment opportunities for local people; thus, helping to sustain urban and rural services. At the same time, they provide a framework to respond to the challenges that arise in the wake of climate change, for example, by including the need to produce renewable energy. They also protect and improve the natural and historic landscape and safeguard the countryside and open areas. Collectively, they support living and working communities to be economically, socially, culturally, linguistically and environmentally sustainable. The next diagram (diagram 2) provides a simple illustration of the elements that are necessary for distinctive and sustainable communities.

**Diagram 2: Essential elements for a distinctive and sustainable community**



A2 The various policies within the Local Development Plan promote development that balance and integrate social, economic, environmental and linguistic factors in order to meet the needs of residents now and in future; e.g. Strategic Policy PS 5, which provides the principles of sustainable development; Strategic Policy PS 6, which provides the framework for considering mitigating the impact of climate change and adapting to them (see Appendix 1).

A3 With respect to the Welsh language, a sustainable development involves the promotion, protection and strengthening the situations in communities that are important cornerstones of linguistic planning, such as speaking the Welsh language in the home (or the socialisation of Welsh in the family), and providing and replicating the necessary social context to use the Welsh language as part of the normal fabric of society.

**Part B: Specific types of developments and their contribution to maintaining or creating distinctive and sustainable communities**

B1 Diagram 2 above (paragraph A.1) shows that a number of different developments are needed to provide different opportunities that will help maintain and create distinctive and sustainable communities. Table 1 below succinctly describes how different types of developments can contribute to this. In so doing, it identifies the main planning policies that are relevant to the developments. Individual policies in the [Local Development Plan’s Written Statement](#) are available to read on both Authority’s websites ([www.gwynedd.llyw.cymru/ldp](http://www.gwynedd.llyw.cymru/ldp) & [www.anglesey.gov.uk](http://www.anglesey.gov.uk) )

**Table 1 - Planning policy considerations for specific types of development**

Type of development	How the development helps maintain or create distinctive and sustainable communities (the points have not been listed in any particular order and the table should be read as a whole)
Housing	<ul style="list-style-type: none"> <li>• Communities need a commensurate mix of residents from different backgrounds, ages, and who live in different types of houses, if they are to be places where people desire to live in the long-term. Conversely, not doing so could lead to a community in which the population declines in the long-term, and one that could lose its unique local nature and its links to cultural heritage;</li> <li>• consideration needs to be given to the way in which the needs of different households can be met now and in future (Policy TAI 8);</li> <li>• developments resulting in an increase in the number of new homes are expected to contribute to 'affordable housing' when viable to do so (Policy TAI 15 and Policy TAI 16);</li> <li>• housing developments that add to the existing housing stock in Centres and Villages identified in Policy TAI 5 must be local market housing and affordable housing, if Policy TAI 15 is a material consideration;</li> <li>• affordable housing for local need in Clusters in the countryside supported (Policy TAI 6), housing for rural enterprises (Policy PCYFF 2 and Technical Advice Note 6), live-work units in buildings in the countryside (Policy TAI 7), and converting buildings in the countryside into affordable housing for local need when the economic use is not viable (Policy TAI 7)</li> <li>• having a sufficient number of houses locally for a mix of households is more likely to mean a viable use of facilities and services in the settlement or in a nearby settlement, which can be important places for the Welsh language;</li> </ul>

<b>Type of development</b>	<b>How the development helps maintain or create distinctive and sustainable communities (the points have not been listed in any particular order and the table should be read as a whole)</b>
	<ul style="list-style-type: none"> <li>• having a sufficient number of houses locally for a mix of households is more likely to mean a viable use of facilities and services in the settlement or in a nearby settlement, which can be important places for the Welsh language;</li> <li>• the land use planning system cannot anticipate or manage the personal characteristics of new home owners e.g. the ability to speak Welsh, to what degree the Welsh language is passed on through the family, etc. Nevertheless, providing enough houses locally of an appropriate scale and size and for a mix of households is important. This it is an important factor in the viability of the Welsh language - it is an important place to pass on the Welsh language from one generation to another; and in the community, it is important in retaining individuals who use the language, and in generating new Welsh speakers (Policy TAI 8, Policy PS 1, Policy TAI 1 - TAI 6).</li> </ul>
<p>Employment developments (including tourism and retail)</p>	<ul style="list-style-type: none"> <li>• developments that support jobs in the area of the Plan are crucial in fostering the economic and social well-being of our local communities (Policy PS 13);</li> <li>• specific sites are protected and designated in order to support various jobs (Policy CYF 1), and a development could be supported on sites that are not protected or designated on if enablement policies based on certain criteria (Policy CYF 4 and Policy CYF 6) are complied with;</li> <li>• developments that require a location in the countryside are likely to be approved if they support industries that are in keeping with the site and local area (Policy PS 13, Policy CYF 6, Policy TWR1 - Policy TWR 5);</li> <li>• retail and commercial developments will be supported in places where they maintain and improve the vitality and viability of existing settlements, especially in the centre, and respect the amenity of their neighbours (Policies MAN 1 - MAN 6);</li> <li>• live-work units will be supported in principle (Policy PS 13);</li> <li>• the work places is one of the important linguistic places where the aim is to encourage and enable the use of the Welsh language when interacting with customers, the public, and other workers (Policy PS1, Policy ISA1).</li> </ul>
<p>Community facilities and services</p>	<ul style="list-style-type: none"> <li>• new community facilities and services will be supported and existing ones protected unless a proposal for an alternative development complies with policy requirements based on criteria (Policy ISA 2 - Policy ISA 5);</li> <li>• they are important linguistic places - schools (places to use and learn the language), and shops, pubs, public transport, halls or other places - to hold community activities (places to promote and use the Welsh language).</li> </ul>

<b>Type of development</b>	<b>How the development helps maintain or create distinctive and sustainable communities (the points have not been listed in any particular order and the table should be read as a whole)</b>
Telecommunication and information infrastructure	<ul style="list-style-type: none"> <li>• proposals for telecommunication and information infrastructure, designed and located to respect the landscape and any special features and to avoid substantial radio interference, are acceptable (Policy PS 3).</li> <li>• developments that include modern telecommunications and information infrastructure will be supported (Policy PCYFF 3).</li> </ul>
Renewable energy	<ul style="list-style-type: none"> <li>• renewable energy developments provide an alternative low carbon option to traditional carbon emitting sources of energy; they help avoid cases of climate change and possibly provides a new source of income for communities;</li> <li>• renewable energy developments that respect the special features of the area of the Plan will be supported (Policy ADN 1 - ADN 3 &amp; Policy PCYFF 5).</li> </ul>

B2 This Section has highlighted the importance of Welsh to maintain and create distinctive and sustainable communities. The Section has referred to Policy PS 5 and Policy PS 1 in the Local Development Plan. Policy PS 5 sets out the need to safeguard, support and promote the use of the Welsh language as one of the sustainable development criteria. Policy PS 1 provides specific measures to support the Welsh language. The next Section of the Supplementary Planning Guidance focuses on providing guidance and advice on how to use Policy PS 1 of the Local Development Plan.

**SECTION 2:  
HOW TO SATISFY THE  
REQUIREMENTS OF  
POLICY PS1**

**Part C - Guidance about the requirements of the Act, national policy and Policy PS 1 about assessing the likely effect of a proposal on the Welsh language and Welsh culture, and principles, frameworks and risk assessment processes**

- C1 The Welsh Government's ambition is to "to see the number of people able to enjoy speaking and using Welsh reach a million by 2050."<sup>1</sup> The Government acknowledges that *"If we want to achieve this, the whole nation has to be part of the journey – fluent Welsh speakers, Welsh speakers who are reluctant to use the language, new speakers who have learned the language, and also those who do not consider themselves to be Welsh speakers. Everyone has a part to play, and we want everyone to contribute to realising our ambition."*<sup>2</sup> It is important for applicants to understand therefore that there is an expectation for developments over the Plan period to contribute positively towards the sustainability and viability of the Welsh language and avoid contributing to a reduction in the proportion of the population that can speak the Welsh language.
- C2 The Priority of Gwynedd's Promotion Plan (2018 – 2023) for the first part of the Plan period, leading to the next Census in 2021, will be *"to increase the opportunities for using the Welsh Language, to increase the confidence of those who don't consider themselves Welsh speakers, and also to look at opportunities that will help us keep young people in their communities"*. In doing so, one aim is to see the *"The Welsh language given prominence in economic, housing and planning schemes locally in order to ensure that any schemes and developments contribute in a positive way towards the efforts to safeguard the Welsh language in our communities."*<sup>3</sup>
- C3 The Isle of Anglesey County Council Welsh Language Strategy (2016 – 2021) sets a vision to restore the percentage of Welsh speakers to the 2001 Census level. It includes three Priority Themes – Education, the Workplace, Welsh services and infrastructure and the community. In terms of communities it sets a target to *"maintain the wards where 70% of the population speak Welsh and to increase the percentage in the other wards."*
- C4 From a land use planning perspective, Section 31 of the Planning (Wales) Act 2015 revises section 70 of the Town and Country Planning Act 1990 by adding the following clause: *"any considerations relating to the use of the Welsh language, so far as material to the application."* This means that there is a duty, when determining a planning application, to include considerations in relation to the Welsh language, where relevant to that application.
- C5 Paragraphs 3.25 – 3.29 of Planning Policy Wales (Edition 10, 2018) deal with 'the Welsh language and Creating Places ' in respect of the preparation of local development plans and making decisions on planning applications. Paragraph 3.28 states *"Considerations relating to the use of the Welsh language may be taken into account by decision makers so far as they are material to applications for planning permission. Policies and decisions must not introduce any element of discrimination between individuals on the basis of their linguistic ability, and should not seek to control housing occupancy on linguistic grounds"*.

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<sup>1</sup> Welsh Government (2017) Cymraeg 2050: A million Welsh Speakers

<sup>2</sup> Ibid

<sup>3</sup>

- C6 The Joint Local Development Plan Sustainability Assessment (guided by information from the iterative Language Impact Assessment) has attempted to consider the impacts of the plan's strategy and policies on the viability of the Welsh language. The Joint Local Development Plan's strategy and policies are based on a rational understanding of the possible implications for the Welsh language. They contribute to the creation of a social climate and conditions that facilitate the use of the Welsh Language. The Plan's Strategy, in paragraphs 5.12-5.15, includes a statement about how the two Planning Authorities have considered the needs and interests of the Welsh language in the preparation of the Local Development Plan and how the policies relating to the Welsh language interact with other policies.
- C7 Different types of developments necessary to maintain and create distinctive and sustainable communities take place at varying scales. Matters that will require attention and, as such, the information necessary to reach a logical decision on them, will also vary.
- C8 Policy PS 1: The Welsh Language and Culture, safeguards, promotes and supports the use of the Welsh language. It is supplemented by Policy PS 5 Sustainable Development (criterion 4). A copy of these Policies is found in Appendix 1 of this SPG. By applying these Policies the Planning Services will consider the Welsh language, when it is appropriate to do so, within the legislative and relevant national planning policy requirements referred to above in paragraphs C4 and C5.
- C9 The Town and Country Planning (Development Management Procedure) (Wales) Order 2012 (the DMPWO) provides a Standardised Application Form for planning applications in Wales and defines a 'valid' application. In order to register applications as 'valid', applicants must provide all information noted on the Standardised Application Form, e.g. plans, diagrams and certificates and any additional supplementary assessments. A local planning authority can refuse an application if the appropriate information is not provided.
- C10 In addition to the information required to validate applications, the Gwynedd and Anglesey County Council Planning Authorities, as with every Local Planning Authority in Wales, will require additional supplementary assessments and reports in accordance with the policy requirements of the Local Development Plan. In accordance with Policy PS 1 of the Plan, information must be gathered and received about certain types of developments in order to reach a conclusion about the impact of the proposed development, and how the proposed development safeguards, promotes and supports the Welsh Language, e.g. are there any benefits to the Language, does the proposal need to be amended, is there a risk to the well-being of the Welsh language and can the impact be mitigated in a way that mitigates risk, can the benefits be maximised, and how can the situation in the community be monitored. This guidance provides information in relation to the required assessments and additional appendices which are required to conform to criteria 1 and 2 of Policy PS 1 and provides further detail regarding how the Welsh language will be taken into consideration when no assessment or additional appendices are required.
- C11 In respect of decisions made on a planning application, the emphasis will be on avoiding developments that would cause substantial harm to the character and language balance within a community. Planning authorities will take into account proposals, which seek to maximise the benefits where those considerations are relevant to the application.



### Principles, Frameworks and Processes to Assess Likely Effect

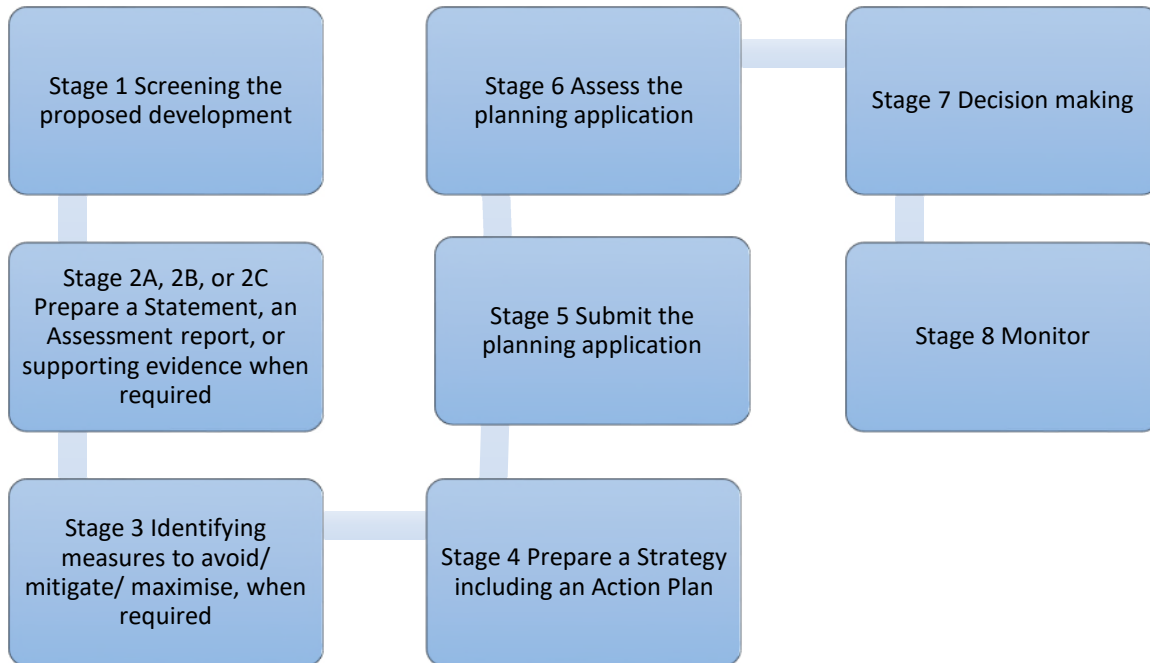
- C12 When the Welsh language is a material planning consideration, determining whether a development has a positive, neutral or negative impact and determining the current and future scale of the impact on the linguistic character of an area is highly complex. The linguistic character of an area is open to a number of influences beyond the use and development of land and one specific proposed development or a combination of developments. Even with all the information, it would not be easy to measure, as the planning system cannot manage personal attributes (such as the ability to speak Welsh in the future or the dynamics of its use). Also the system also cannot discriminate against a planning application on the grounds of an applicant's linguistic ability and the linguistic ability of the individuals who will occupy or use a property or land.
- C13 Assessing the likely effect on the Welsh language shares similar principles, frameworks and processes to those seen in other areas where there is a need to assess and address likely effects. They attempt to identify, understand and measure the future and the uncertainty of forecasting the harm (or benefit) that would arise from a current action. For example, in planning terms, environmental impact assessments and sustainability assessments are well-established.
- C14 The International Organization for Standardisation – ISO has published the International Standard 31000 on Risk Management.<sup>4</sup> Although in terms of risk (or likely detrimental or negative impact) described in the Standard, the same framework, principles and processes are appropriate to maximise benefits as well. Therefore, they are appropriate for assessments similar to Welsh language impact assessments. ISO 31000 provides generic principles and guidelines for use across all institutions and identify the following features of risk management/maximise opportunities effectively:
- an initial element of describing and establishing the context;
  - components of the identification, analysis, assessment of risks and opportunities; and
  - activities to communicate and consult with stakeholders throughout the process.
- C15 It also encourages assessors to follow the following process:
- Step 1- preparing for the Likely Impact Assessment, including, correctly defining the problem or issue correctly and designing the assessment;
- Step 2 – carrying out the Assessment of Likely Impact;
- Step 3 - Identify and evaluate viable options and selecting ' Preferred ' Strategy to maximise the benefits, or face and/or address risk;
- Step 4- preparing and proposing an Action Plan within the selected Preferred Strategy
- C16 Diagram 3 provides a picture of the process of preparing a proposed development before it is submitted to the Planning Authority, their assessment by the Planning Authority and

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<sup>4</sup> International Organization for Standardization (2009) *Risk Management Principles and Guidelines*.

decision-making. It focuses on incorporating considerations regarding the vitality of the Welsh language within the relevant developments. In the context of an assessment of the likely impact on the Welsh language the ISO measures described in paragraph C15 translates into steps 1 – 4 in Diagram 3.

**Diagram 3 Flow chart: formulating a development, its assessment and decision making**



**Stage 1: Screening the development**

C17 Diagram 4 (page 17) explains the process of screening proposed development. In accordance with the principle of communication and consultation with stakeholders throughout the process, it emphasises the benefit-to engage and consult with the planning service and other stakeholders during the pre- planning application stage in a manner that is proportionate to the scale and type of proposed development. In respect of a ‘major’ development the Diagram raises awareness of the statutory requirement to undertake public consultation before submitting a planning application.

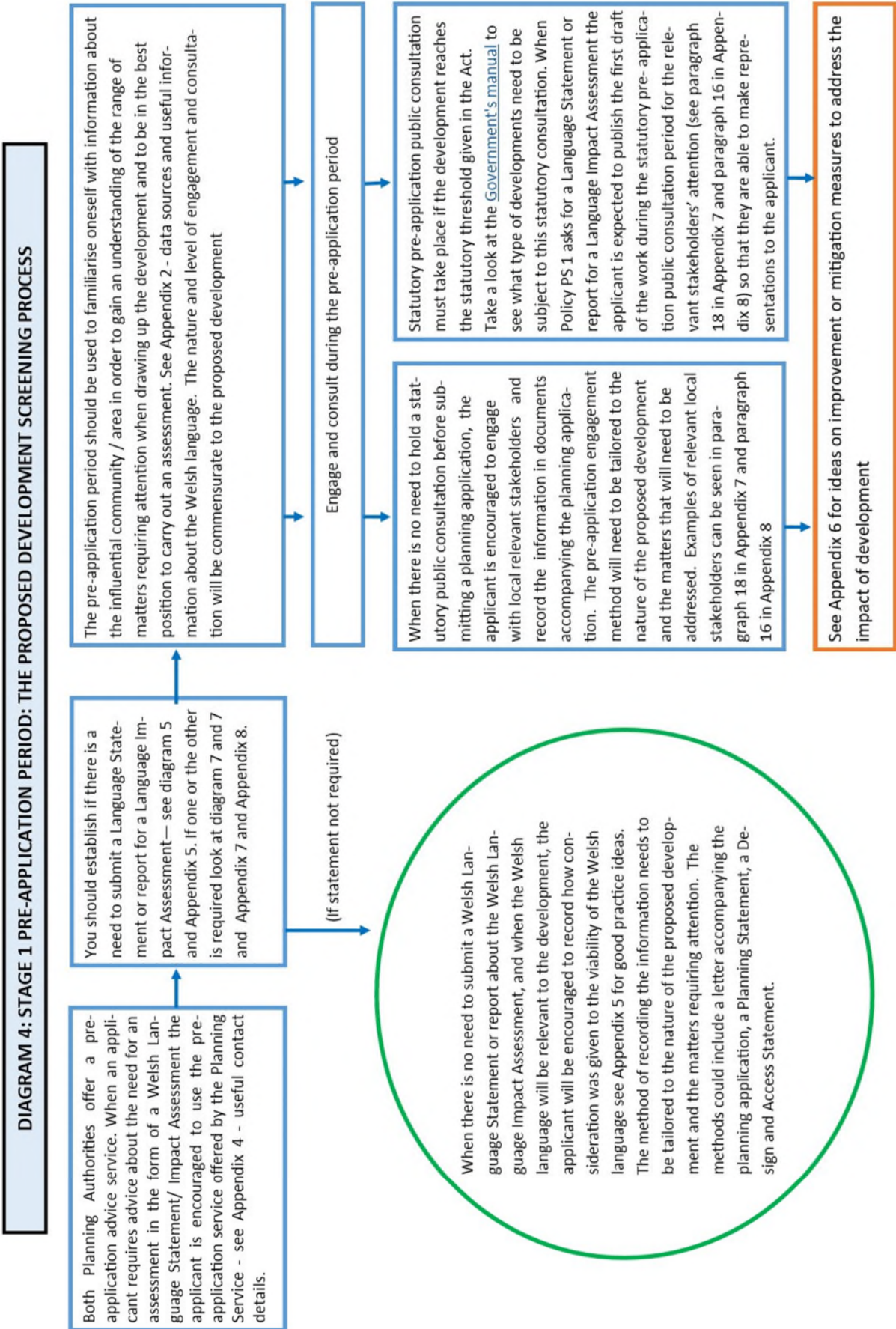
**Which Method should be used and When**

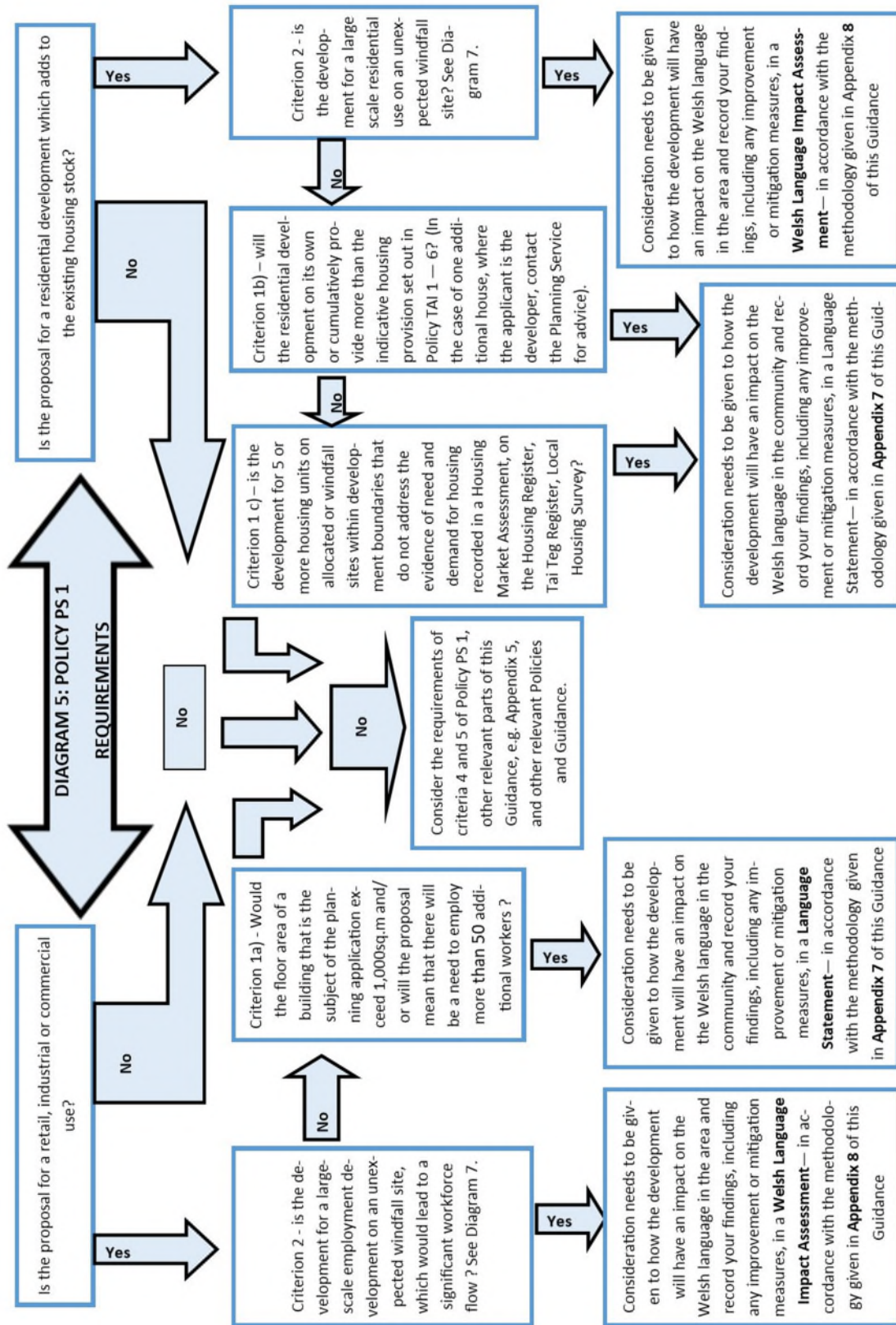
C18 Policy PS 1 (1) and (2) refers to the circumstances where there will be a need for a “Welsh Language Statement” (WLS) and a “Welsh Language Impact Assessment Report” (WLIA). In the context of the above, the two tools or methodology follow similar processes. Diagram 9 (page 24) in this Guidance provides advice to applicants on the matters to consider when selecting a competent person to advise him/her and applying the methodology described in Appendices 7 and 8. The main difference is that WLIA is to be carried out "*when the proposed development is on an unexpected windfall site for large-scale housing development or the development of large scale employment which would see a significant flow of workforce.*"<sup>5</sup> The main characteristic of this category of developments is that they must follow the

<sup>5</sup> Policy PS1

statutory Pre-application Consultation process. In accordance with ISO guidelines on managing risk/opportunities effectively (see C14 – C.5) applicants for such developments are expected to *"undertake activities to communicate and consult with stakeholders throughout the process"*. There will be a difference also in the level of evidence of consideration given to the likely impacts associated with a Language Statement compared a Language Assessment. Appendix 7 and 8 highlight the differences further.

- C19 Diagram 5 and Appendix 5 provide a snapshot of when an impact assessment will be required to be submitted in the form of a Welsh language Statement and when it will be required in the form of a Welsh language Impact Assessment report.





## Stage 2A, 2B or 2C Preparing a Statement, Assessment or Supporting Evidence

### Matters to be considered

- C20 Diagram 2 in section A of this SPG illustrates how a distinctive and sustainable community will look. It can be seen from the diagram and the contents of part B (and Section 3 Ch – D), that a number of different development can contribute to creating circumstances in which the viability of the Welsh language in communities is positively influenced. They contribute by creating, protecting or strengthening infrastructure to maintain or create places that generate circumstances that are favourable to maintaining Welsh medium and bilingual networks, transfer the Welsh language from one generation to another within the home and the community, and by actuate new 'speakers'.
- C21 The easiest way to avoid negative effects or promote positive effects is to prepare thorough evidence to support the planning application for the proposed development. Identifying the characteristics of the community and the factors that influence the places that are important to the viability of the language early on, offer the best opportunity for ensuring that the Welsh language is a consideration when developing the proposal. It is crucial that applicants ensure they have all the necessary information about the community, and information about planning policy and use the conclusions of the assessments of the information objectively to anticipate the most likely cumulative impact on the Welsh language.
- C22 In accordance with ISO guidelines on managing risks and opportunities effectively (see C14 C15 – above) applicants are expected undertake "*activities to communicate and consult with stakeholders throughout the process*". There will be a difference in the level of evidence of consideration given to the likely effects in a Language Statement compared with the Language Assessment. Appendices 7 and 8 highlight these differences further.
- C23 Seeking Pre-application advice from the LPA is encouraged before submitting a planning application. This will help initiate early discussions with the development control units within the relevant planning authority to discuss which policies are relevant to their proposal and the need or otherwise for a Welsh language statement or a Welsh language impact assessment.
- C24 Applications for large unexpected development would also benefit from undertaking activities to communicate and consult with stakeholders early on in the process. By engaging in such activities from the outset will reduce the risk of delay in making a decision or in making a recommendation for refusing a planning application on the grounds of insufficient relevant information. It could also reduce the risks of objections by communities during the application's consultation period, on the grounds that there is insufficient information about the proposed development.
- C25 Table 2 sets out the main factors to be considered and the additional information required to assess the sustainability credentials of a development from a Welsh language perspective. Appendix 2 identifies acknowledged sources concerning the Welsh language in communities in the Plan's area at the time of preparing the Supplementary Planning Guidance. Applicants are expected to become familiar with the information about the community / area of influence, ensuring that they look for the most up-to-date acknowledged information available when they prepare their planning application. The level of information required

needs to be tailored to the nature of the proposed development and the matters requiring attention.

**Table 2 - Matters to consider and necessary additional information for assessing the characteristics of sustainable development from a Welsh language perspective**

Subject	Matters to be considered	Additional information
<p>The Welsh language</p>	<p>The importance of the Welsh language as part of the social and cultural character of the Plan's area is obvious. In a national context, the Plan's area contains the highest proportion of Welsh speakers in Wales (65.4% in Gwynedd and 57.2% in Anglesey, according to the 2011 Census). However, the Plan acknowledges that these figures show a fall in the number of Welsh speakers since the 2001 Census, from 77,495 to 77,000 in Gwynedd and from 38,893 to 38,568 in Anglesey, when the proportion of speakers were 69% and 60% respectively. This fall is particularly notable as it brings the percentage of Welsh speakers further below the 70% mark. This is the figure that the Welsh Government Welsh Language Strategy acknowledges is required in order for the Welsh language to function as the community's everyday language. The percentage of Welsh speakers varies greatly across the Plan's area, with 87.8% recorded in one ward and 18.6% in another. The decline has impacted areas with a higher and lower proportion of Welsh speakers. In terms of current trends and the state of the Welsh language, a statistical record from different Censuses and various sources are found in Topic Paper 10A and 10B, and from other sources (see Appendix 2).</p> <p>Developments should not harm the social, linguistic and cultural characteristics of the communities. A combination of Policies could be relevant, for example:</p> <p>Policy PS 1 The Welsh Language and Culture,</p>	<p><u>Screening Process, Welsh Language Statement, or a Welsh Language Impact Assessment.</u></p> <p>The <u>Screening Process</u> takes place during the pre-application stage. When a Language Statement or a Welsh Language Impact Assessment report is not required, the screening process will highlight the opportunities for applicants to confirm, e.g. through a Planning Statement, that the proposed development is consistent with the aim of and Policy requirements of the Plan for the Welsh language.</p> <p>A <u>Welsh Language Statement</u> will be necessary to obtain more information about a development that meets the thresholds in criterion 1, a - c Policy PS 1. See Diagram 6 and Appendix 7 for more information.</p> <p>In accordance with criterion 2 of Policy PS 1, a large</p>

Subject	Matters to be considered	Additional information
	<p>Policy TAI 8 An Appropriate Mix of Housing,</p> <p>Policy TAI 15 Threshold of Affordable Housing and their Distribution,</p> <p>Policy TAI 16 Exception sites,</p> <p>Policy CYF 3 Ancillary uses on employment sites,</p> <p>Policy CYF 4 New large single user industrial or business enterprise on sites which are not safeguarded or allocated for employment purposes,</p> <p>Policy ISA 2 Community Facilities.</p> <p>More information about the requirements of the Authorities can be obtained during the formal planning process or during the pre-application stage in part 3 of this SPG.</p> <p>Appendix 3 includes links to documents that give status to Welsh language considerations (e.g. Well-being Act 2015, Planning Act (Wales) 2015, Welsh language Measure (Wales) 2011) At a national level, Wales Planning Policy (2016), Technical Advice Note 20 (2017), Technical Advice Note 6 (2010) advise on giving consideration to the Welsh language when planning a development.</p>	<p>unexpected windfall development not identified or anticipated in the Joint Local Development Plan will require a <u>Language Impact Assessment</u>. See Diagram 8 for a definition of 'large unexpected windfall development'. It will identify the relevant matters that need to be considered when planning relevant developments. It will show that negative impacts have been avoided from the outset or if there are any negative impacts, it will identify measures to safeguard, promote and improve the situation. See Diagram 7 of this SPG, as well as Appendix 8 for further information.</p>

**Welsh Language Statement**

- C26 Diagram 5 explains the circumstances when a Welsh Language Statement will be required with an application. Diagram 6 explains its purpose, how to prepare it and who should be used to prepare a Statement. Appendix 7 goes on to provide more detail about how to prepare a Statement. Diagram 9 provides advice about how to select a competent individual.
- C27 Diagram 5 explains the circumstances when it is necessary to provide a report for a Language Impact Assessment with a planning application. Diagram 7 provides more detail and provides an overview of its purpose. More details on how to undertake an impact assessment required to be presented in a report for a Welsh Language Impact Assessment can be found in Appendix 8.



**DIAGRAM 6: STAGE 2A—PREPARING A WELSH LANGUAGE STATEMENT, WHEN REQUIRED**

Purpose?

Preparing a Welsh Language Statement to accompany an application presents a number of benefits, particularly as a tool for demonstrating and communicating that sufficient consideration has been given to the language during the process of formulating the proposal. It is a process where information about likely effects of a proposed development is collected, collated and assessed by a competent assessor who will advise the applicant. It is required to provide an assessment of the cumulative impact on the Welsh language, be that positive, negative or neutral. The applicant will consider the information as part of the background work when preparing the development. It allows the Authority to see whether the proposal meets the Plan's objectives and policies. It will assist the applicant, then the Authority, to determine what measures are required (embedded and/or managed by a planning condition or 106 Agreement) to eliminate or reduce the effects or to enhance a positive impact. It will also enable the authority to determine whether the development would have a negative impact on the language and the community to the

How?

**Appendix 7** of this Guidance sets out the Authority's requirements for the basic level of information required in a Language Statement

All proposed developments are different to each other and therefore will be considered on their own merits. The scope and range of work for the Statement depends on what kind of development it is, its scale, character and location of the site, number and % Welsh speakers, and the type of services and facilities currently provided in Welsh for the community.

**Appendix 2** refers to recognised sources of information about the Welsh language at the time of preparing this Guidance in order to give the context.

Engaging and consulting with local stakeholders is important even if there is no statutory requirement to do so as local stakeholders can offer essential local information and help note contentious issues early on in the process. This enables the applicant and their advisor to consider the matters and address them or to provide an explanations. Paragraph 18 in Appendix 7 provides examples of local stakeholders.

Who?

Consideration should be given to appointing a competent person to collect and analyse information to be recorded in the Language Statement. The need for the support of a competent person will depend on the size and type of the development. The applicant is responsible for paying for the work for the Welsh Language Statement. When it is decided to appoint a competent person, their role will be to ensure adherence to the Methodology set out in Appendix 7 and advise the applicant accordingly. See Diagram 9 in the Plan for a description of a 'competent person'.

**DIAGRAM 7: STAGE 2B—REPORT ON ASSESSING IMPACT ON WELSH LANGUAGE**

PURPOSE?

Establish the likely impact of a large-scale housing or employment development on an unexpected windfall site, on the area of influence in general, and on the Welsh language more specifically. If necessary, it will identify measures that will either mitigate negative impacts or safeguard / enhance / spread positive impacts. Carrying out the Assessment will be a way of identifying the cumulative impact on the Welsh language, be that positive, negative or neutral. It is a process where information about likely effects of a proposed development is collected, collated and assessed by a competent person who will advise the applicant. The applicant will consider the information as part of the work to prepare the development.

The planning application has to relate to a combination of two factors, namely that the site is an unexpected windfall one and that the development is for large scale housing development or one which creates significant job opportunities (which include retail and commercial). See examples of scenarios on the next page

WHEN?

Unexpected windfall site — this is assessed by looking at the Plan's strategy and policies and the evidence to support the strategy and policies, e.g. its location relative to the development boundary, the status of the site in Plan's policies, Urban Capacity considerations, when the site became available, whether or not it complies with relevant Plan policies.

Major housing development — for the purpose of criterion 2 Policy PS 1, it is a development that would mean having 10 or more housing units in a sub-regional Centre or Urban Service Centre, and means having 5 or more housing units in a Local Service Centre or village. The capacity of the site will be considered to determine whether the threshold has been reached, e.g. whether it would be possible to build more than the intended number of housing on site which would mean exceeding the threshold; and/or is the site only of a site, which, taken as a whole, would exceed the threshold .

Large scale employment development that requires a significant flow of workforce:

- i) Requires 10 or more workers; and
- ii) That the jobs must be marketed beyond the following travel to work area in order to attract the workforce that have the relevant skills for the new jobs: Bangor and Holyhead; Pwllheli and Porthmadog; and Tywyn and Dolgellau. Please get in touch with the Department responsible for the development of the area's economy for information — see contact details in **Appendix 4**.

HOW AND WHO?

**Appendix 8** sets out the Authority's detailed expectations about how to go about undertaking a Language Impact Assessment and the expectations about the content of the report.

In contrast to cases when it is necessary to undertake work associated with the preparation of a Language Statement, the applicant is expected to have a competent person to undertake a Language Impact Assessment — see Diagram 9 in the Guidance for a description of a competent person. The role of the competent person will be to undertake the assessment work in accordance with the Language Impact Assessment methodology and advise the applicant in accord-

C28 Diagram 8 provides examples of circumstances when work to prepare a Welsh Language Impact Assessment will be required.

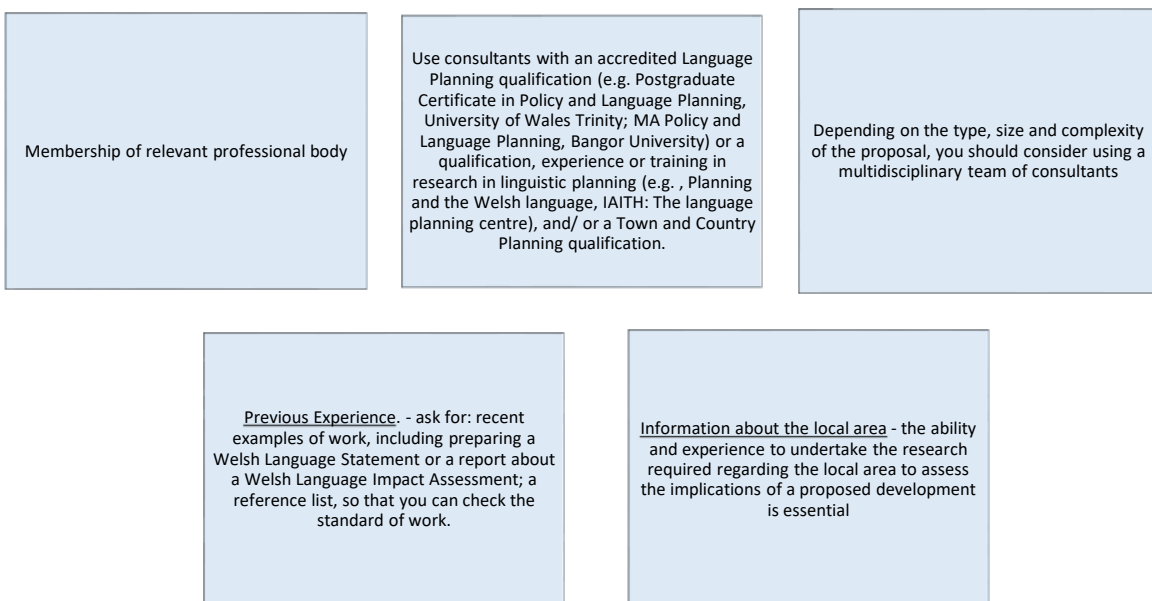
**Diagram 8: Examples of scenarios when a Welsh Language Impact assessment would be required.**

**Scenario 1** - the site is within the development boundary of an Urban Service Centre, e.g. Caernarfon, Llangefni. As it is not a housing allocation, it is a windfall site. When the Plan was prepared it was not a windfall site available for development, and developing it would result in more housing units on windfall sites than was anticipated at the time of preparing the Plan. The site is, therefore, an unexpected windfall site. The development is for 15 units. Based on this information, there is a combination of the circumstances referred to in criterion 2 of Policy PS 1. Consequently, a Welsh Language Impact Assessment is required.

**Scenario 2** - the site is outside the development boundary. It has not been safeguarded or allocated for employment. The development falls into Class B1 Use. It is, therefore, an unexpected windfall site. It is expected that 15 workers will be employed. Having consulted with the Economy and Community Department (Gwynedd Council) / Economic Development Service within the Regulatory and Economic Development Department (Anglesey County Council), it is anticipated that workers will move into the Plan area or will travel from outside the Plan area to the jobs because of a shortage of skills locally or there is an insufficient supply of local workers who have the skills. Consequently, a Welsh Language Impact Assessment is required.

C29 Before a competent individual is appointed, the applicant is expected to make enquires about their abilities and experience. Diagram 9 helps you to select a competent individual to provide advice and guidance to an applicant.

**Diagram 9: How to choose a competent person to advise and guide you with a Welsh Language Statement or a Welsh Language Impact Assessment**



**Other considerations included in Policy PS 1**

- C30 Signs and advertisements - Signs have a clear visible effect on the character of the area, including its linguistic character. They also provide an opportunity to promote the area’s unique culture, which is significant in terms of the identity of different communities and the tourism industry. In the case of signs and advertisements that are subject to planning control, criterion 5 of Policy PS 1 promotes the provision of bilingual signage in public places that are part of the development. The Authorities recognise that some organisations and companies have strong brands and images already in use outside of Wales. If that brand and/or logo is one that depends on words (rather than an image) and it is not part of the identity of the organisation or company, the Authorities are keen to discuss the possibility of adjusting the brand to reflect its location in the Plan area. All organisations and companies will be able to ensure that all other signs and advertisements are bilingual. In circumstances where the signs/ advertisements (which could be, e.g. on an awning, window, door) it is an expectation within the Plan area for the wording on the signs/ advertisements to be bilingual, in Welsh and English. The Welsh language Commissioner's Office has published a "Guide to bilingual design", which contains references to the design of bilingual signs (see Appendix 3).
- C31 Place names – criterion 5 of Policy PS 1 encourages developers to use Welsh place names for developments, new house and street names in order to strengthen the linguistic character of communities. Both Councils encourage developers to retain old Welsh place names – [Gwynedd Council’s requirements](#) and [Anglesey Council’s requirements](#). Using a new name that derives from historical, geographical or local links to the area would be a good idea. If the existing name is an original one or has been the name of the property for a number of years, particularly if it is a Welsh one, the Council will ask the applicant to reconsider the new name, even if the proposed new name is a Welsh one. However, the final decision lies with the owner. The Welsh language Commissioner’s Office has published “Guidance to standardise Welsh place names” (see Appendix 3).

**Steps 3, 4 and 5: Identifying measures to mitigate/ avoid, preparing a strategy and presenting a planning application (see Diagram 3)**

- C32 Diagram 10 describes the process of identifying measures to mitigate/ avoid, preparing a strategy and presenting a planning application

**DIAGRAM 10: STAGE 3 & 4—IDENTIFY MEASURES TO AVOID/ MITIGATE IF REQUIRED & PREPARE A STRATEGY, INCLUDING AN ACTION PLAN**

Proposals should demonstrate how early consideration has been given to potential impacts on communities and the Welsh language. Careful consideration should be given to the negative and positive impacts of the development on places that are important to be able to transfer the Language and places that are important to create opportunities to use and learn Welsh. The Welsh Language Statement and the report about the Welsh Language Impact Assessment will record the considerations and steps taken to adapt the proposed development in order to address them

If potential negative impacts are identified, the following steps should be taken, in order of preference

- a) Avoid negative impacts; and/ or
- b) Reduce the impacts when they cannot be avoided; and/ or
- c) Mitigate impacts that cannot be reduced.

If significant adverse effects cannot be adequately mitigated, the Language Statement and the report about the Welsh Language Impact Assessment will have to present persuasive justification to the Authority to explain why the applicant chooses moving forward with the planning application. It is expected for the evidence to explain why the attributes of the development (which are material planning considerations) outweigh the requirements of Policy PS 5 and criterion 3 of Policy PS 1.

If potential positive impacts are identified, when possible, the applicant is encouraged to consider if it is possible to take advantage / maximise those impacts

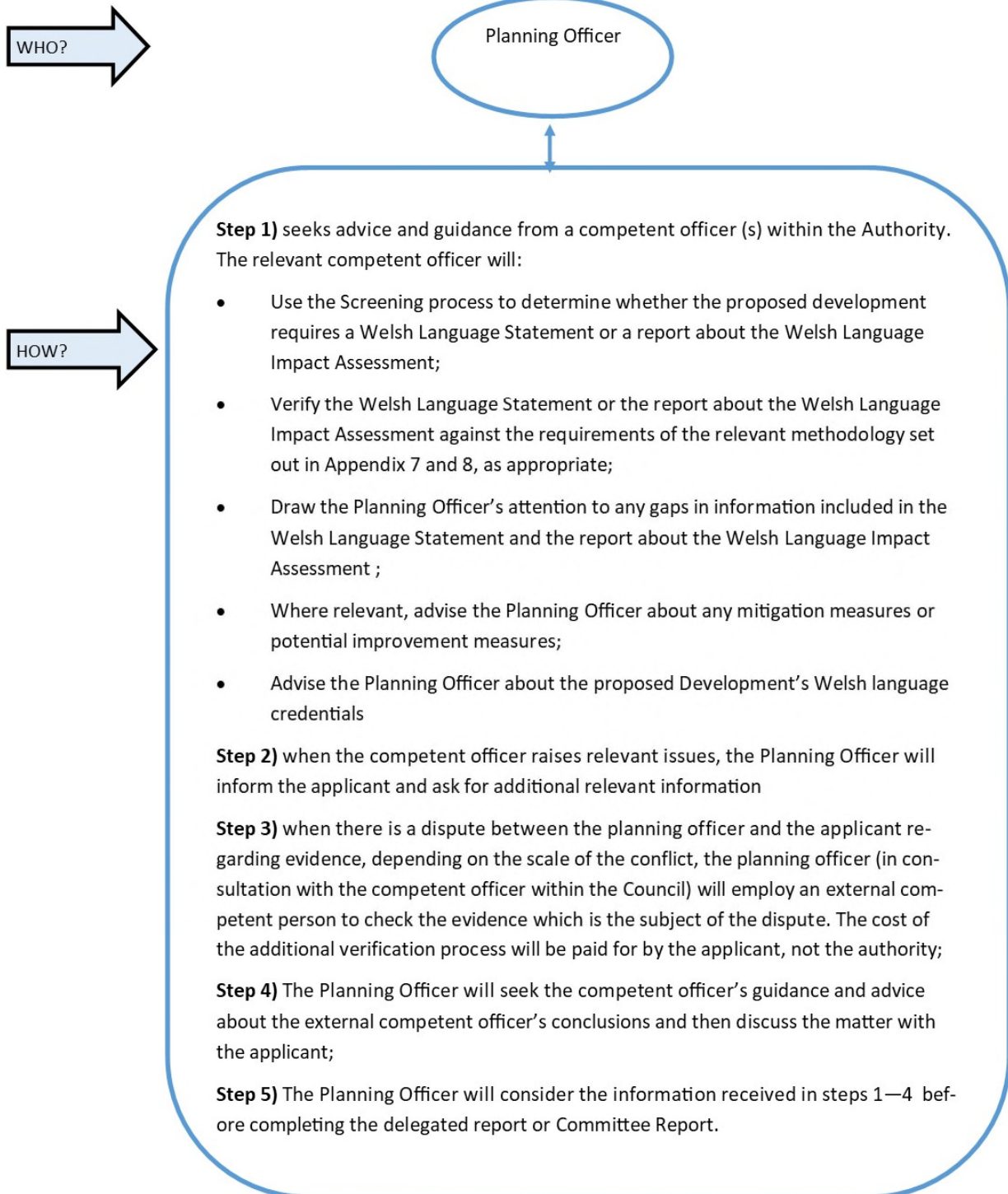
**Appendix 6** lists examples of activities that can be used to avoid, reduce or mitigate adverse effects or strengthening/spread positive impacts or benefits of any relevant development. The relevance of the activity will depend on the type, scale and location of the proposed development. It is expected that the competent person who advises the applicant will contact the relevant Menter Iaith and/or officers with responsibility for promoting the Welsh language to discuss the measures, as well as discussing the matter with the Planning Officer.

**STAGE 5 - SUBMIT A PLANNING APPLICATION**

By the time the planning application is ready to be submitted, it must be ensured that Stage 1 has been completed and, depending on the result of this stage, planning applications for development which is relevant to the Welsh language include the following:

- i. When there is no need for a Welsh Language Statement or a Welsh Language Impact Assessment Report, a record of how consideration was given to the Welsh language when preparing the planning application is encouraged. The method of recording the information needs to be tailored to the nature of the proposed development and the matters requiring attention. The methods could include a letter accompanying the planning application, a Planning Statement, a Design and Access Statement. ; or
- ii. Welsh Language Statement; or
- iii. Report on the Welsh Language Impact Assessment.

**DIAGRAM 11: STAGE 6 - ASSESSING THE PLANNING APPLICATION**



**STAGE 7 MAKING THE DECISION—APPROVE OR REFUSE**

WHO? 

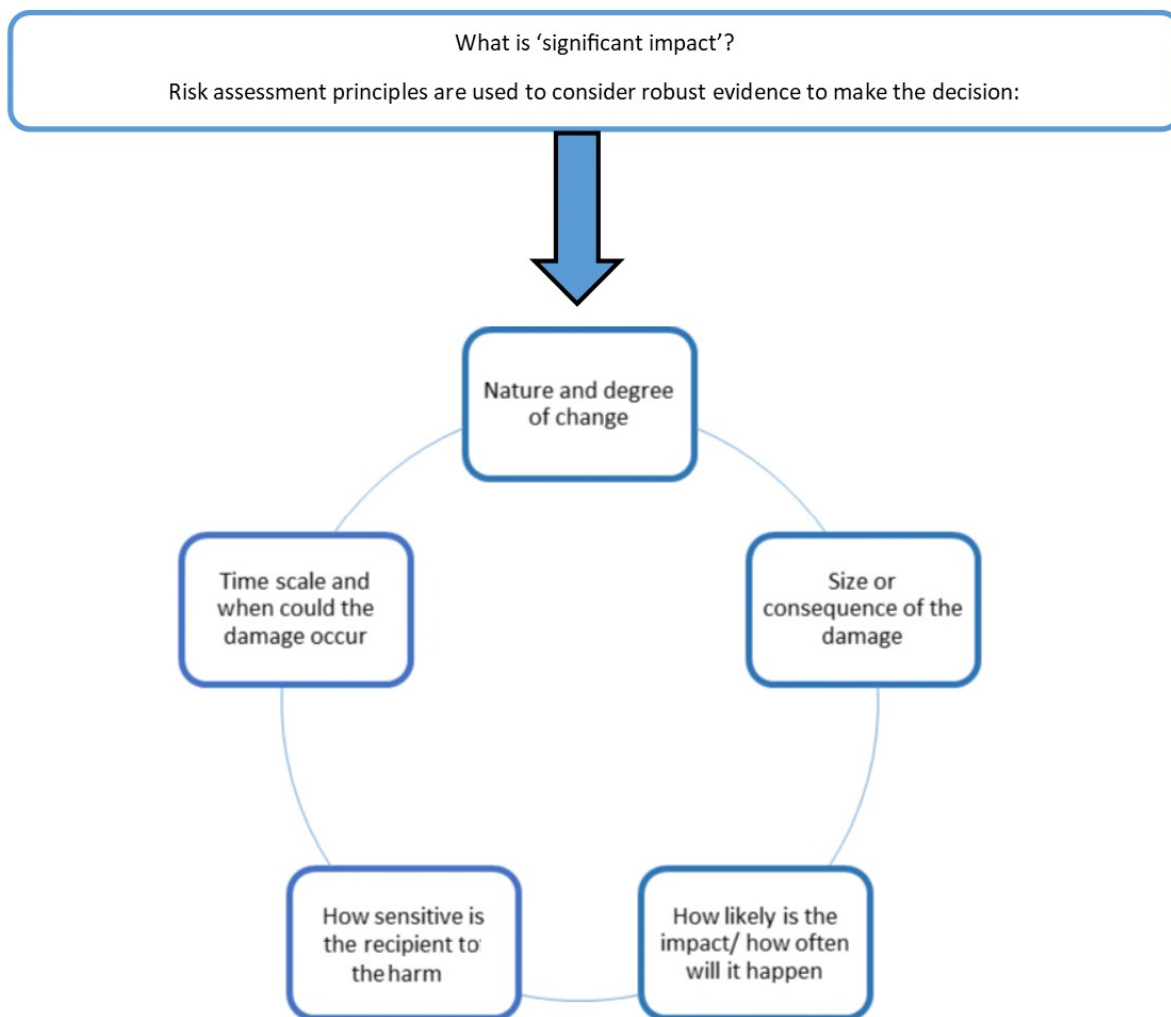
Planning Committee or Chief Planning Officer

WHICH CONSIDERATIONS? 



Under the legislation, the Planning Committee or the Chief Planning Officer must make a decision on an application in accordance with the Local Development Plan, unless other matters note that this is appropriate. The applicant in submitting the planning application also has a responsibility to provide sufficient information to enable the decision maker to make an informed decision about the development’s sustainability (i.e. contribute to the social, economic, environmental and cultural well-being). The role of the decision maker is to note the advantages, note the harm, consider all matters, and balance them all in order to make a robust decision:

- i. Conformity with policies in the Local Development Plan, unless material planning considerations indicate otherwise;
- ii. Planning considerations can include the views of the public. Local opposition or support in itself is not a basis to refuse or give planning consent, unless it is based on planning reasons;
- iii. Which planning conditions and/ or Section 106 Agreement obligations (i.e. suitable planning mechanisms) - see Appendix 6;
- iv. Would it cause substantial harm to the character and language balance in the community, which cannot be avoided or mitigated in a satisfactory manner through the use of appropriate planning mechanisms. The determination of whether there is a risk of significant harm is a matter of fact and degree and this will be decided on the merits of individual cases based on the analysis of compelling evidence



**Step 8 Monitoring (see Diagram 3)**

C33 The implementation of the policies of the Local Development Plan and submission of a Welsh Language Statement or a report about a Welsh Language Impact Assessment will be monitored and reported on in the Local Development Plan's Annual Monitoring Report.

C34 Here are the relevant indicators:

- Indicator D1: % Welsh speakers in 2021 in Anglesey and Gwynedd;
- Indicator D2: Approve planning applications where Welsh language mitigating measures are required; Indicator
- D3: The number of planning applications with a Welsh Language Statement or a Welsh Language Impact Assessment

C35 Further information about the indicators can be found in Chapter 7 of the Local Development Plan. As noted in the Monitoring Framework, the Planning Service, along with other relevant Services within the Councils and partner organisations (i.e. Hunaniaith and [Menter Iaith Môn](#)) will collaborate to assess the use made of statements and/or assessments in assessing the adequacy of the information requested and to identify challenges in enacting the policies.



- C36 Where relevant, and in order to gather more information to analyse trends among Welsh speakers in the Plan's area, the Councils will undertake Research work at appropriate times during the Plan period. The statistical/ qualitative work, for example, will include:
- gathering data from the buyers of new houses in order to, for example, discover, where they lived before buying the new house, type of employment, opportunities to speak Welsh at work;
  - contact local businesses or organisations to collect information that isn't confidential about the number of people employed on a full/ part time basis; number of people that are able to speak Welsh; where new jobs are advertised.
- C37 This should help in discovering whether there is a correlation between new developments and the change (positive/negative) in the proportion of Welsh speakers in the community in order to provide evidence to review the policy in the future.

**SECTION 3:  
HOW TO SATISFY THE  
REQUIREMENTS OF  
STRATEGIC POLICY PS  
5 AND PS 6**

## **Guidance about information requirements about the wider context**

### **Part Ch Matters to consider and necessary additional information to support a planning application**

- Ch1 Different types of developments necessary to maintain and create distinctive and sustainable communities take place to varying degrees. Matters requiring attention and, therefore, the information necessary to reach a logical decision, will also vary.
- Ch2 The Town and Country Planning (Development Management Procedure) (Wales) Order 2012 (the DMPWO) provides a Standardised Application Form for planning applications in Wales and defines what constitutes a 'valid' application. In order to register applications as 'valid', applicants must provide all information noted in the Standardised Application Form, e.g. plans, diagrams and certificates and any additional supplementary assessments. A local planning authority can refuse to validate an application if the appropriate information is not provided.
- Ch3 In addition to the information required to validate applications, the Gwynedd and Anglesey County Council Planning Authority, as with every Local Planning Authority in Wales, will require additional supplementary inspections and reports in accordance with the policy requirements of the Local Development Plan.
- Ch4 Table 3 gives guidance on matters that require consideration when aiming to improve the sustainable characteristics of the development. The table also highlights the different possible types of necessary additional supplementary inspections and reports (depending on the type of development and/or its location) to show how the proposed development can reach the best practice category. Some have been identified as part of the validation requirements referred to above and others are requirements associated with individual policies within the Local Development Plan.

**Table 3: Matters to be consider and necessary further information required to assess the developments sustainable qualities**

Subject	Matters to be considered	Additional information
Landscape	<p>Landscapes and seascapes are intrinsic parts of the special features of the Plan's area, contributing to their character and general sense of place. Sustainable developments are ones that protect and improve the character of the landscape and seascape of the Plan's area, along with the quality of the views of Snowdonia National Park, and which have been designed, located, scaled and landscaped to support and improve the key characteristics of the landscape, public views and open spaces. The Landscape Strategy provides information about the characteristics of the landscape according to the Landscape Character Area, whilst the Landscape Sensitivity and Capacity Assessment deals with the possible impact different types of developments would have on the landscape. Seascape Assessments (local and regional) identify the characteristics of seascapes around the Plan's area. Attention must also be paid to the Area of Outstanding Natural Beauty Management Plan and the relevant Statement of Value and Significance. Information about sourcing these documents can be found in Appendix 3.</p>	<p><u>Landscape and Visual Assessment</u></p> <p>The results of an assessment with a specific aim of ensuring that all possible impacts of change and development on the landscape and on views and visual amenities are considered when making decisions on planning applications.</p> <p><u>Landscaping Scheme</u></p> <p>A plan that contains details of new hard and soft landscaping in order to show how a development can be satisfactorily integrated into the nearby area.</p>
Wildlife and geology	<p>'Wildlife' or 'biodiversity', geology and geomorphology of an area is responsible for many of the unique views, aromas and sounds of the countryside. Protecting and improving them is therefore crucial to protect the special features that define the</p>	<p><u>Biodiversity Survey and Report</u></p> <p>The results of any necessary ecological inspections and recommendations for avoiding, reducing and rectifying any harmful impacts of a development. See Technical Advice Note 5 and</p>

Subject	Matters to be considered	Additional information
	<p>area. Sustainable developments are those that protect and improve wildlife, geology and geomorphology. Attention will have to be paid, for example, to the Local Biodiversity Implementation Plan, and statements of value of relevant Wildlife Sites. Information about sourcing these documents can be found in Appendix 3.</p>	<p>Supplementary Planning Guidance Good practice in protecting biodiversity when planning and developing (to be published).</p> <p><u>Trees survey</u></p> <p>A survey of the trees that are endangered as a result of the development and a report outlining the recommendations for avoiding and reducing detrimental impacts and improving the tree provision.</p>
Heritage	<p>Cultural Heritage is an important element of the features and character of the Plan's area. Its conservation maintains these characteristics, and the advantages that they create for the residents and visitors to the area. Sustainable developments protects and improves archaeological, architectural, historical, and/or cultural assets, and promotes the area's folklore, art, literature and music. The setting and significant scenery of designated cultural heritage assets, including scheduled ancient monuments, listed buildings and conservation areas, are as important as the asset itself. Attention will have to be given, for example, to Conservation Area Character Evaluations, World Heritage Sites Management Plans. Information on sourcing these documents can be found in Appendix 3.</p>	<p><u>Heritage Impact Assessment</u></p> <p>'Heritage Impact Assessments in Wales' (CADW) highlights what should be included in a 'Heritage Impact Statement' - see Appendix 3. See also Technical Advice Note 24 The Historic Landscape, Heritage Impact Assessments in Wales (CADW), and Supplementary Planning Guidance Heritage Assets (to be published).</p>
Pollution and waste control	<p>Managing waste and pollution produced as a result of a development helps safeguard the area from the negative effects of pollution, whilst</p>	<p><u>Noise Assessment</u></p> <p>A report on the effects of noise generated by construction work and in</p>

Subject	Matters to be considered	Additional information
	<p>improving environmental and public health which, in turn, benefit the area's economy. Pollution comes in many forms, and it follows a number of pathways. Sustainable development considers all relevant sources, pathways and recipients of pollution and waste. Sustainable development also respects the quality of life, the protection and improvement of health, and the amenities of residents and wildlife. Where possible, construction work and carrying out developments should be designed to reduce the amount of waste generated and should help reuse and recycle waste materials. Good practice guidance on managing building waste are available from Construction Excellence Wales, see Appendix 3.</p>	<p>carrying out the proposed development. See Technical Advice Note 11 Noise (1997).</p> <p><u>Air quality assessment</u></p> <p>The assessment should compare the current situation with the likely situation following the development's completion (including other proposed development), and determine the changes in air quality anticipated.</p>
<p>Transport</p>	<p>Transport links within the area and to the area provide access to essential facilities and services and work, and also facilitates opportunities for people to enjoy the special characteristics of the area. There is a good network of footpaths and cycle paths in the area for residents and visitors, which encourages people to be active; public buses and trains reduce the number of private vehicles on the roads and reduce congestion, noise pollution and carbon emissions. Sustainable development reduces the need to travel by locating them close to essential facilities and services. Locating development in places that are close to footpaths, cycle paths and public transport reduces the need for travelling in a private vehicle. Some rural communities which are more</p>	<p><u>Transport assessment</u></p> <p>Characteristics of the existing transport network to and from the site, possible impacts from the development during the construction and implementation phase, and methods of mitigating any detrimental impacts / promoting positive impacts, such as sustainable transport methods. See Technical Advice Note 18 Transport.</p>

Subject	Matters to be considered	Additional information
	<p>secluded communities, people have little choice but to travel in a private car.</p>	
<p>Sustainable design and construction and climate change</p>	<p>An important element of planning for sustainable development is to contribute towards tackling climate change by reducing carbon emissions. In order for a development to be genuinely sustainable, it must be designed and built with the aim of tackling the threat deriving from climate change. Development proposals in the area can help achieve this aim by avoiding areas presently at risk from flooding now, or areas that are anticipated to be at risk in future, and by building sustainable drainage systems (SUDS), and by connecting and improving the green infrastructure network in the area to help wildlife and help it adapt to a changing climate. Information about sourcing these documents can be found in Appendix 3.</p>	<p><u>Design and Access Statement</u></p> <p>An explanation of the principles and design concepts applied to specific aspects of the proposal, including sum, setting, scale, landscaping, and appearance of the development. See Technical Advice Note 12 Design (2016).</p> <p><u>Flood Consequence Assessment</u></p> <p>The details of the size and likelihood of flooding on the site, along with any direct and indirect impacts farther downstream. See Technical Advice Note 15 Development and Flood Risk (2004).</p> <p><u>Environmental Statement</u></p> <p>The results of the Environmental Impact Assessment (EIA) required for proposals that are likely to have a substantial environmental impact.</p> <p><u>Water Conserving Statement</u></p> <p>A statement that refers to the preventive measures and water conserving measures that could be taken and which were considered at the beginning of the process of developing proposals, which ones were selected and the way they would be included in the proposed development.</p> <p><u>Energy Statement</u></p> <p>A statement that refers to the energy efficiency measures considered as part of</p>

Subject	Matters to be considered	Additional information
		<p>the proposal and how they will be implemented. The Statement should be submitted on its own or as part of a Design and Access Statement.</p>
<p>Housing mix and viability</p>	<p>An important element of maintaining and creating distinctive and sustainable communities is to satisfy the needs of different households in the area's communities, now and in future.</p>	<p><u>An Affordable Housing Statement</u></p> <p>Supporting information about matters involving affordable housing provision on the site and away from the site, including:</p> <ul style="list-style-type: none"> <li>• number of units (market and affordable);</li> <li>• number of bedrooms;</li> <li>• location of the different market and affordable units;</li> <li>• affordable homes tenure (for rent, part ownership, intermediate affordable homes);</li> <li>• pro forma viability information;</li> <li>• the details of any Housing Association or other registered provider who is a partner in the development;</li> <li>• 106 Section draft agreement templates.</li> </ul> <p>See SPG Affordable Housing (to be published).</p> <p><u>Housing Statement</u></p> <p>Supporting evidence to confirm how the development addresses the local demand and need for market housing and affordable housing; commitment in terms of the provision of affordable housing (percentage, size, type and tenure mix); and any other supporting information to justify departure from</p>



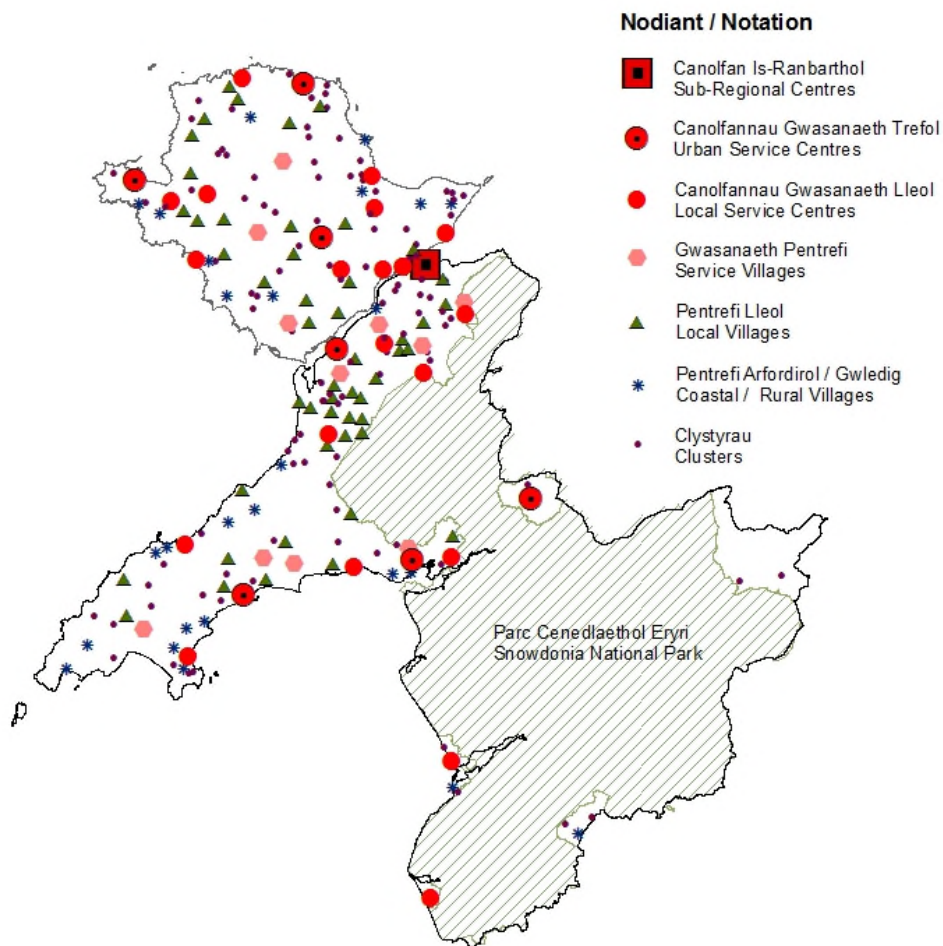
Subject	Matters to be considered	Additional information
		<p>Policy requirements. In accordance with sustainable development principles the Housing Statement should also confirm the final mix of market housing and the arrangements to integrate market and affordable housing, subject to agreement about reserved matters.</p> <p>See the SPG Housing Mix (adopted November 2018)</p>
<p>Local services and local facilities</p>	<p>Technical Advice Note 4, Retail and commercial development (2016) states that every application for a retail development with a gross floor surface area of over 2,500 square metres, should be supported by a Retail Impact Assessment that provides evidence about the choice of site, economic impacts and other impacts, access and environmental impacts. Policy MAN 3 notes that assessments may also be required for some smaller developments, since a development that is smaller than the national threshold could have a substantially detrimental impact on the area's town centres.</p> <p>As well as maintaining town centres, retaining a local service or a community facility is important in maintaining and creating distinctive and sustainable communities. Policy MAN 4 and Policy ISA 2 outlines the exceptional circumstances in which losing these services and facilities could be considered.</p>	<p><u>Retail Impact Assessment</u></p> <p>Report on the impact of the development on retail services in the local area.</p> <p><u>Marketing Statement</u></p> <p>The required evidence could include details of use and previous accounts, and details of campaigns, with the aim of finding a new owner to take on the existing use.</p> <p>In addition, it will be necessary to provide marketing evidence to demonstrate that every effort has been made to secure a suitable business re-use for a proposal to convert rural buildings for residential use.</p> <p>See SPG change of use of community facilities and services, employment sites and retail units (to be published)</p>

**Part D: Where can development take place?**

**Settlement Strategy**

- D1 The location of the development is also important to ensure a sustainable development. The Local Development Plan contains a Settlement Strategy (towns / centres and villages), which includes a spatial pattern that attempts to balance social, cultural, economic and environmental needs (Chapter 5, paragraph 5.7 of the Plan). The spatial distribution of housing growth is closely associated with employment areas in the Plan, which has strategic significance.
- D2 Map 1 shows the location of settlements within the Local Development Plan area and identifies their role within the Settlements Hierarchy.

**Map 1 Settlement hierarchy and the role of individual settlements**



- D3 See Appendix 4 of the Local Development Plan to see to which category individual settlements belong. The table below also refers to the housing tenure that will be promoted under the relevant policies. Unless specific restrictions have been identified in individual settlements,

the bigger or more significant a settlement is in terms of its jobs and services, the greater the range and scale of developments supported within.

D4 Table 4 below briefly describes the housing growth level expected in the three main layers of the Settlements Hierarchy, namely:

- Sub-regional Centre and Urban Service Centres;
- Local Service Centres;
- Service, Local, Coastal and Rural Villages and Clusters

**Table 4 - Level of growth per settlement category in the Settlement Hierarchy**

Settlement category	% housing growth (Policy PS 17)	Type of Development
Sub-regional Centre	53%	<ul style="list-style-type: none"> <li>• Policy TAI 1, Policy TAI 8 and Policy TAI 15 - Mix of new homes, in terms of type and tenure (open market housing and affordable houses), on designated or windfall sites (which includes converting suitable buildings and rural exception sites).</li> <li>• Policy PS 15, Policy MAN 1, MAN 2 and MAN 3 - Retail and commercial developments (including shops, eateries, banks), with the emphasis on protecting and strengthening designated town centres in the first place.</li> <li>• Policy TWR 1 and Policy TWR 2 - Ancillary tourism developments, including serviced accommodation and self-catering, and visitor attractions / facilities.</li> <li>• Policies ISA 1 - 2 and Policies ISA 4 - 5 - Community services and facilities, including public transport hubs, libraries.</li> <li>• Policy CYF 1 - Other developments that provide employment to support the economy, focusing initially on protected or designated business and industrial sites.</li> </ul>
Urban Service Centre		
Local Service Centre	22%	<ul style="list-style-type: none"> <li>• Policy TAI 2, Policy TAI 5 and Policy TAI 8 and Policy TAI 15 - Mix of new homes - in terms of type and tenure (open market housing and affordable housing in every Local Centre, except for those named in Policy TAI 5 that require local market housing and affordable houses) on allocated or windfall sites (which includes converting suitable buildings and rural exception sites).</li> <li>• Policy PS 15, Policy MAN 1 and Policy MAN 3 - Retail and commercial developments (including shops, eateries, banks), with the emphasis on protecting and strengthening designated town centres in the first place.</li> </ul>

Settlement category	% housing growth (Policy PS 17)	Type of Development
		<ul style="list-style-type: none"> <li>• Policy TWR 1 and Policy TWR 2 - Ancillary tourism developments, including serviced accommodation and self-catering, and visitor attractions / facilities.</li> <li>• Policies ISA 1 - 2 and Policies ISA 4 - 5 - Community services and facilities, including public transport hubs, libraries.</li> <li>• Policy CYF 1 - Other developments that provide employment to support the economy, focusing initially on protected or designated business and industrial sites.</li> </ul>
Service Villages	25%	<ul style="list-style-type: none"> <li>• Policy TAI 3, Policy TAI 5 and Policy TAI 8 and Policy TAI 15 - Mixture of new homes, - in terms of type and tenure (open market housing and affordable housing in every Service Village, except for those named in Policy TAI 5 that require local market housing and affordable housing) on designated or windfall sites (which includes converting suitable buildings and rural exception sites).</li> <li>• Policy MAN 4 and Policy MAN 5 - Safeguarding shops and pubs in villages and facilitate greater provision.</li> <li>• Policy TWR 1 and Policy TWR 2 - Ancillary tourism developments, including serviced accommodation and self-catering, and visitor attractions / facilities.</li> <li>• Policies ISA 1 - 2 and Policies ISA 4 - 5 - Community services and facilities.</li> <li>• Policy CYF 6 - New business or industrial enterprises on an appropriate scale and in an appropriate location or in a suitable building.</li> </ul>
Local / Coastal / Rural Villages		<ul style="list-style-type: none"> <li>• Policy TAI 4, Policy TAI 5 and Policy TAI 8 and Policy TAI 15 - Mix of new homes, in terms of type and tenure (open market housing and affordable housing in every Village, except for those named in Policy TAI 5 that require local market housing and affordable housing) on small windfall sites (which includes converting suitable buildings and rural exception sites). There are no housing designations in the Villages.</li> <li>• Policy MAN 4 and Policy MAN 5 - Protecting shops and pubs in villages and facilitate greater provision.</li> <li>• Policy TWR 1 and Policy TWR 2 - Ancillary tourism developments, including serviced accommodation and self-catering, and visitor attractions / facilities.</li> </ul>

Settlement category	% housing growth (Policy PS 17)	Type of Development
		<ul style="list-style-type: none"> <li>• Policies ISA 1 - 2 and Policies ISA 4 - 5 - Community services and facilities.</li> <li>• Policy CYF 6 - New business or industrial enterprises on an appropriate scale and in an appropriate location or in a suitable building.</li> </ul>
Clusters		<ul style="list-style-type: none"> <li>• Policy TAI 6 - a mixture of different types of affordable housing only, on small windfall sites (including converting suitable buildings). There are no housing designations in the Clusters.</li> <li>• Policies ISA 1 - 2 and Policies ISA 4 - 5 - Community services and facilities.</li> <li>• Policy CYF 6 - New business or industrial enterprises on an appropriate scale and in an appropriate location or in a suitable building.</li> </ul>
The Countryside		<ul style="list-style-type: none"> <li>• Policies PCYFF 1 - PCYFF 2 and Policies TAI 7 - new houses that enable rural enterprise workers (e.g. farms) to live close to their workplace, and affordable housing through converting suitable buildings if the building's use is not economically viable.</li> <li>• Policy TWR 1 and Policy TWR 2 - Ancillary tourism developments, including serviced accommodation and self-catering, and visitor attractions / facilities.</li> <li>• Policy TWR 3 and Policy TWR 5 - Caravan, chalet and alternative camping accommodation sites for visitors</li> <li>• Policy CYF 6 - New business or industrial enterprises on an appropriate scale and in an appropriate location or in a suitable building.</li> </ul>

D5 Table 5 overleaf summarises the relevant information requirements in relation to the wider context. Following the requirements of the Policy and the requirements noted in this Guidance will avoid unnecessary delay during the decision-making process. The lack of sufficient relevant information to be able to come to a conclusion about the impact of the development will be a reason to refuse a planning application.

**Table 5: Type of development - Summary of the relevant information requirements and their possible location**

TYPE OF DEVELOPMENT	ADDITIONAL ASSESSMENTS / REPORTS REQUIRED (SEE TABLE 3)									TYPE OF DEVELOPMENT EXPECTED IN DIFFERENT SETTLEMENT							
	The Welsh Language and culture	Landscape	Wildlife/Biodiversity and geology	Heritage	Pollution and Waste Control	Transport	Design	Housing mix and viability	Local services and facilities	Sub-Regional Centre	Urban Service Centres	Local Service Centres	Service Villages	Rural/Local/Coastal Villages	Clusters	Open Countryside	
HOUSING	10+	*	*	*	■	*	■	*	*	◆	*	*	*	■	■	●	●
	5 to 9	*	*	*	■	*	■	■	*	◆	*	*	*	■	■	●	●
	2 to 4	■	■	■	■	■	●	■	■	◆	*	*	*	*	*	■	●
	1 Householder	■	■	■	■	■	●	■	■	◆	*	*	*	*	*	*	*
EMPLOYMENT	Large	*	*	*	■	*	■	*	◆	◆	*	*	*	■	■	●	●
	Small	■	■	■	■	■	■	■	◆	◆	*	*	*	■	■	●	●
	Change of use	■	●	■	■	■	■	■	◆	◆	*	*	*	■	■	●	●
COMMUNITY SERVICES AND FACILITIES	■	■	■	■	■	■	■	◆	*	*	*	*	■	■	■	■	
TELECOMMUNICATIONS INFRASTRUCTURE	●	*	■	■	■	●	■	◆	◆	*	*	*	*	*	*	*	
RENEWABLE ENERGY	■	*	*	■	■	■	*	◆	◆	■	■	■	■	■	■	*	

Key

\* = Probably ■ = Possibly ● = Unlikely ◆ = Not Required

**Appendix 1: Policy PS 1, Policy PS 5, and Policy PS 6**

Here is a copy of Policy PS 1, Policy PS 5 and Policy PS 6 of the Local Development Plan adopted on 31<sup>st</sup> July 2017

**STRATEGIC POLICY PS 1: WELSH LANGUAGE AND CULTURE**

**The Councils will promote and support the use of the Welsh language in the Plan area. This will be achieved by:**

- 1. Requiring a Welsh Language Statement, which will protect, promote and enhance the Welsh language, where the proposed development falls within one of the following categories:**
  - a. Retail, industrial or commercial development employing more than 50 employees and/or with an area of 1,000 sq. m. or more; or**
  - b. Residential development which will individually or cumulatively provide more than the indicative housing provision set out for the settlement in Policies TAI 1 – TAI 6; or**
  - c. Residential development of 5 or more housing units on allocated or windfall sites within development boundaries that doesn't address evidence of need and demand for housing recorded in a Housing Market Assessments and other relevant local sources of evidence.**
- 2. Requiring a Welsh Language Impact Assessment, which will set out how the proposed development will protect, promote and enhance the Welsh Language, where the proposed development is on an unexpected windfall site for a large scale housing development or large scale employment development that would lead to a significant workforce flow;**
- 3. Refusing proposals which would cause significant harm to the character and language balance of a community that cannot be avoided or suitably mitigated by appropriate planning mechanisms;**
- 4. Requiring a bilingual Signage Scheme to deal with all operational signage in the public domain that are proposed in a planning application by public bodies and by commercial and business companies;**
- 5. Expect that Welsh names are used for new developments, house and street names.**

**Explanation:**

- 6.1.6 It is intended that all of the measures outlined in the paragraphs that precede this Policy will support communities and the Welsh language. The Plan's key objectives demonstrate a commitment to the promotion of balanced, sustainable and distinctive communities. This means that the Plan includes policy tools to allow local communities to change and grow sustainably and to address the needs of all members of society. There are a number of strategic and detailed policies that will provide an explanation about how development proposals will be managed. On the whole, the Sustainability Assessment (that was informed by the Language Impact Assessment) takes a positive view of the Plan's policies and proposals on the basis that the development takes place on an appropriate scale and in appropriate places, and includes measures to promote the positive impacts and measures to mitigate negative impacts.
- 6.1.7 As can be seen in criteria 1 and 2 in Policy PS 1, in order to make an informed judgment at a planning application stage, information will be sought in relation to applications where development, if permitted, would come forward at a rate or scale different to that envisaged at the Plan preparation stage. Policy PS 1 reinforces other relevant policies in the Plan, which provide details on the

**Appendix 1: Policy PS 1, Policy PS 5, and Policy PS 6**

assumptions made, e.g. the level of housing growth per settlement (Policies TAI 1 – TAI 6); that housing development will provide an appropriate choice of market housing and affordable housing (Policy TAI 8). If there is uncertainty, pre-application planning advice should be sought from the Local Planning Authority as to whether a Statement or an Assessment should be provided. Having signs in Welsh and English, and Welsh place and property names are a clear indication of the character of the area, including its linguistic character. A 'Maintaining and creating distinctive and sustainable communities' Supplementary Planning Guidance and a 'Type And Mix Of Housing' Supplementary Planning Guidance will be published to provide further guidance on the matter. They will explain the type and location of developments that are likely to be acceptable in the Plan area, and will explain the relevant planning considerations. The 'Creating and Maintaining Distinctive and Sustainable Communities' SPG will describe what is expected to be included in a Signage Plan to promote bilingual signs, e.g. public information signs, advertisements, display advertisements. The statement or report on the Assessment will allow the developer to explain the application in more detail and to consider the possible positive and negative effects on the community and its linguistic balance. The SPGs, for example, will look for evidence that the proposal has been discussed with Community, City and Town Councils and local community groups to obtain information and ask for their opinion, and that consideration has been given to surveys about the local housing market, and/ or the labour market. In addition, they will refer the applicant to such assistance as is available from the Office of Language Commissioner about designing bilingual signage and marketing material and the advice that is available to the private sector by the Welsh Government/Business Wales regarding bilingualism.

**STRATEGIC POLICY PS 5: SUSTAINABLE DEVELOPMENT**

**Development will be supported where it is demonstrated that they are consistent with the principles of sustainable development. All proposals should:**

- 1. Alleviate the causes of climate change and adapting to those impacts that are unavoidable in accordance with Strategic Policy PS 6;**
- 2. Give priority to effective use of land and infrastructure, prioritizing wherever possible the reuse of previously developed land and buildings within the development boundaries of Sub Regional Centre, Urban and Local Service Centres, Villages or in the most appropriate places outside them in accordance with Strategic Policy PS 17, PS 13 and PS 14;**
- 3. Promote greater self-containment of Centres and Villages by contributing to balanced communities that are supported by sufficient services; cultural, arts, sporting and entertainment activities; a varied range of employment opportunities; physical and social infrastructure; and a choice of modes of travel;**
- 4. Protect, support and promote the use of the Welsh language in accordance with Strategic Policy PS 1;**
- 5. Preserve and enhance the quality of the built and historic environment assets (including their setting), improving the understanding, appreciation of their social and economic contribution and sustainable use of them in accordance with Strategic Policy PS 20;**



**Appendix 1: Policy PS 1, Policy PS 5, and Policy PS 6**

6. **Protect and improve the quality of the natural environment, its landscapes and biodiversity assets, including understanding and appreciating them for the social and economic contribution they make in accordance with Strategic Policy PS 19;**
7. **Reduce the effect on local resources, avoiding pollution and incorporating sustainable building principles in order to contribute to energy conservation and efficiency; using renewable energy; reducing / recycling waste; using materials from sustainable sources; and protecting soil quality;**
8. **Reduce the amount of water used and wasted; reducing the effect on water resources and quality; managing flood risk and maximizing use of sustainable drainage schemes; and progressing the objectives of the Western Wales River Basin Water Management Plan.**

Proposals should also where appropriate:

9. **Meet the needs of the local population throughout their lifetime in terms of their quality, types of tenure and affordability of housing units in accordance with Strategic Policy PS 16;**
10. **Promote a varied and responsive local economy that encourages investment and that will support Centres, Villages and rural areas in accordance with Strategic Policy PS 13;**
11. **Support the local economy and businesses by providing opportunities for lifelong learning and skills development in accordance with Strategic Policy PS 13;**
12. **Reduce the need to travel by private transport and encourage the opportunities for all users to travel when required as often as possible by means of alternative modes, placing particular emphasis on walking, cycling and using public transport in accordance with Strategic Policy PS 4;**
13. **Promote high standards of design that make a positive contribution to the local area, accessible places, that can respond to future requirements and that reduce crime, antisocial behaviour and the fear of crime in accordance with Policy PCYFF 3.**

**STRATEGIC POLICY PS 6: ALLEVIATING AND ADAPTING TO THE EFFECTS OF CLIMATE CHANGE**

**In order to alleviate the effects of climate change, proposals will only be permitted where it is demonstrated that they have fully taken account of and responded to the following:**

1. **The energy hierarchy:**
  - i. **Reducing energy demand;**
  - ii. **Energy efficiency;**
  - iii. **Using low or zero carbon energy technologies wherever practical, viable and consistent with the need to engage and involve communities; protect visual amenities, the natural, built and historic environment and the landscape.**
2. **Reducing greenhouse gas emissions, help to reduce waste and encourage travel other than by car.**

**Appendix 1: Policy PS 1, Policy PS 5, and Policy PS 6**

In order to adapt to the effects of climate change, proposals will only be permitted where it is demonstrated with appropriate evidence that they have fully taken account of and responded to the following:

3. **Implementing sustainable water management measures in line with the objectives in the Western Wales River Basin Management Plan;**
4. **Locating away from flood risk areas, and aim to reduce the overall risk of flooding within the Plan area and areas outside it, taking account of a 100 years and 75 years of flood risk in terms of the lifetime of residential and non-residential development, respectively, unless it can be clearly demonstrated that there is no risk or that the risk can be managed;**
5. **Be able to withstand the effects of climate change as much as possible because of its high standards of sustainable design, location, layout and sustainable building methods (in line with Policy PCYFF 3);**
6. **Safeguarding the best and most versatile agricultural land, promoting allotments, support opportunities for local food production and farming in order to reduce the area's contribution to food miles;**
7. **Ensuring that the ability of landscapes, environments and species to adapt to the harmful effects of climate change is not affected, and that compensatory environments are provided if necessary;**
8. **Aim for the highest possible standard in terms of water efficiency and implement other measures to withstand drought, maintain the flow of water and maintain or improve the quality of water, including using sustainable drainage systems (in line with Policy PCYFF 6).**

## Appendix 2: Useful sources of information and data

Here is a list of recognised sources of data and information that will give a picture of communities, and in particular the Welsh language. These are the recognised sources at the time of preparing the Guidance. Applicants will be expected to use the information in the latest editions of the sources as well as any other relevant recognised sources available at the time of preparing the planning application.

### 1) The Census

The [Census](#)<sup>1</sup> of the population is the key source of information about the number of people who can speak Welsh. The Census includes everyone in Wales. Census estimates describe the features of areas down to very small geographical units, and they are used to understand similar characteristics and the differences in the population locally, regionally and nationally.

The Census also provides information about Welsh language ability among three- and four-year old children. This measure has been used, together with data on Welsh speaking adults in the households where those children reside, to infer rates of intergenerational transmission of Welsh (where one or more of the adults responsible for raising the child/ children are able to speak Welsh). The Census data shows that there is a strong relationship between children's ability to speak Welsh in early years (i.e. three to four years of age) and their parents'/ carers' ability to speak Welsh. Transmission data is available at a level below local authority level (the level of combined wards and wider middle layer output areas). Although it is not possible to identify individuals from the data, the numbers in some areas are very small so care should be taken when analysing any differences between areas based on those small numbers.

[Data analysis of the 2011 Census](#)<sup>2</sup> is available on the Welsh language Commissioner's website. [Research sources and research reports](#)<sup>3</sup> are available in the official statistics section of the Welsh language Commissioner on the Commissioner's website that may be of use in gathering evidence for the use of Welsh in communities:

**Applicants should also check the [Statiath](#)<sup>4</sup> website**, which is a comprehensive source of data on the language. It provides census data along with data from other sources. The website includes a number of interactive maps that will enable you to look at data for different geographic levels. There are additional data on [patterns of language transfer](#)<sup>5</sup> in different parts of Wales. There is also alternative analysis of the census data such as maps of the distribution of speakers of the Welsh language during work hours.

The next Census will be held in 2021. The Office for National Statistics is currently investigating the possibility of moving to a census based on [administrative data after 2021](#)<sup>6</sup>.

### 2) National Survey for Wales

<sup>1</sup> [https://gov.wales/statistics-and-research?\\_ga=2.120782984.1245649953.1567596740-221607325.1537438831](https://gov.wales/statistics-and-research?_ga=2.120782984.1245649953.1567596740-221607325.1537438831)

<sup>2</sup> <http://www.comisiynyddygyymraeg.cymru/english/Pages/Home.aspx>

<sup>3</sup> <http://www.comisiynyddygyymraeg.cymru/English/Policy%20research%20and%20data/The%20Welsh%20Language%20Commissioners%20Official%20Statistics/Pages/The%20Welsh%20Language%20Commissioners%20Official%20Statistics.aspx>

<sup>4</sup> <http://statiath.com/>

<sup>5</sup> <https://statiath.com/blog/cyfrifiad-2011/trosglwyddor-gymraeg/dadansoddi-trosglwyddo-2011/>

<sup>6</sup> <https://www.ons.gov.uk/census/censustransformationprogramme/administrativedatacensusproject>

**Appendix 2: Useful sources of information and data**

Information about the number of Welsh speakers can also be found from the [National Survey for Wales](#)<sup>7</sup>. The National Survey for Wales is a survey of households, of about 12,000 people per year across the whole of Wales. The results are used by the Welsh Government to help make Wales a better place to live. Information is gathered about the population's Welsh language abilities, as well as their fluency and frequency of use of Welsh. Data from the National Survey for Wales is used for national indicators for the Well-being of Future Generations Act.

**3) The Welsh Government's Strategy 2050: Million Welsh Speakers**

The Welsh Government's strategy 2050: million Welsh speakers includes useful data and information at national level. See in particular: [Technical Report: Projection and trajectory in the number of Welsh speakers aged three and over, 2011-2050](#)<sup>8</sup>.

**4) Annual Population Survey**

The [Annual Population Survey](#)<sup>9</sup> also gathers information about respondents' ability to speak Welsh and how often they speak it.

Historically, estimates of household surveys about Welsh language ability were considered to be higher than those produced by the Census. The differences in the ways that these surveys and the Census have been conducted are likely to have affected the results. The Census gave everyone a questionnaire to complete themselves, and the National Survey for Wales used face-to-face interviews with one individual aged 16 years or over. The Annual Population Survey uses some face-to-face interviews and some telephone interviews with adults aged 16 years and over. It may be that people are more willing to say that they speak Welsh in surveys led by an interviewer.

**5) Language Use Surveys**

More detailed information about fluency among Welsh speakers, and their use of the Welsh language in a variety of settings, is available in [the Language Use Surveys](#)<sup>10</sup> of 2004–06 and 2013–15. This survey is not intended to provide new estimates of the number of people who speak Welsh in Wales. Rather, it provides information about adults and young people who speak Welsh, how well they can speak it, how often, where, when, and with whom they use it.

**6) Pupil Level Annual School Census**

There is not much administrative data available about the Welsh language, apart from education data. Data is available for children within the statutory education system via the [Pupil Level Annual](#)

<sup>7</sup> <https://gweddill.gov.wales/statistics-and-research/national-survey/?skip=1&lang=cy>

<sup>8</sup> <https://gweddill.gov.wales/docs/dcells/publications/170725-technical-report-projection-and-trajectory-for-the-number-of-welsh-speakers-en.pdf>

<sup>9</sup> <https://statswales.gov.wales/Catalogue/Welsh-Language>

<sup>10</sup> <https://gov.wales/statistics-and-research? ga=2.95447580.1245649953.1567596740-221607325.1537438831>

**Appendix 2: Useful sources of information and data**

**School Census**<sup>11</sup> (PLASC). The PLASC gathers information about fluency in the Welsh language, speaking Welsh at home, studying Welsh and Welsh-medium education.

**7) Lifelong Learning Wales Record**

Data is also available about further education learners from **Lifelong Learning Wales Record**<sup>12</sup> (LLWR). The LLWR gathers information about fluency in the Welsh language, the highest qualification level in Welsh at the start of the learning programme, and learning activities in the medium of Welsh.

**8) Welsh for Adults**

Some Welsh for Adults data has also been published on the **StatsCymru**<sup>13</sup> website. The data shows numbers and registrations of Welsh for Adults learners by provider and academic year.

**9) Anglesey Welsh Language Strategy**

**Anglesey Welsh Language Strategy**<sup>14</sup> – It was prepared under the name of the Anglesey Language Forum. For this first strategy, the forum agreed to focus on three themes, namely: children, young people and the family; the workforce, Welsh language services and infrastructure; and the community. It provides a picture of the situation in Anglesey and identifies a series of priority areas to work on during the strategy period (2016 – 2021).

**10) Gwynedd Welsh Language Strategy**

**Gwynedd Welsh Language Strategy**<sup>15</sup> – provides a clear picture of the linguistic position in Gwynedd based on a detailed analysis of the results of the 2011 Census. Thorough research was also carried out into the good work that has been happening in the county's communities, schools and workplaces, along with the work undertaken with partners and various sectors since the publication of the 2010-2013 Gwynedd Language Strategy. It identifies a number of strategic priorities to work on during the strategy period (2014 – 2018).

**11) Support and Advice to organisations**

The Welsh Language Commissioner's Office – **support and advice to organisations**<sup>16</sup> wishing to make use of the Welsh language on a voluntary basis, using Cynllun Hybu'r Gymraeg - the Welsh Language Promotion Plan - for the benefit of businesses and organisations, and their customers and clients. The website is full of information about the advantages, examples of good practice, and the

<sup>11</sup> <https://gov.wales/education-skills>

<sup>12</sup> [https://gov.wales/further-higher-education-data-collections?\\_ga=2.32181182.1245649953.1567596740-221607325.1537438831](https://gov.wales/further-higher-education-data-collections?_ga=2.32181182.1245649953.1567596740-221607325.1537438831)

<sup>13</sup> <https://statswales.gov.wales/Catalogue/Education-and-Skills/Post-16-Education-and-Training/Further-Education-and-Work-Based-Learning/Learners/Further-Education/welshforadults-learners-enrolments>

<sup>14</sup> <https://www.anglesey.gov.uk/documents/Docs-en/Council/Democracy/Welsh-Standards/Welsh-Language-Strategy-2016-2021.pdf>

<sup>15</sup> <https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Language-and-equality/Welsh-Language-Promotion-Plan-for-Gwynedd-2018-2023.pdf>

<sup>16</sup> <http://www.comisiynyddygybraeg.cymru/hybu/en/home/Pages/home.aspx>

**Appendix 2: Useful sources of information and data**

experiences of businesses and charities of using the Welsh language. There is practical advice in our various guidelines, and evidence and research showing the value of the Welsh language, as well as a calendar of events and sessions where you can learn more.

**12) Bilingual Design Guide**

[The Welsh Language Commissioner's Office – Bilingual Design Guide](#)<sup>17</sup>. The guide aims to embed best practice in all aspects of design including offering practical advice to organisations and designers. Part 1 of the guidance sets out the underpinning principles for project managers and designers to consider when designing bilingually. Part 2 offers further advice and examples of good practice.

**13) Language profile areas and population Gwynedd**

[Language profile – areas and population – Gwynedd](#)<sup>18</sup> – statistical information from the 2011 Census

**14) Anglesey Language Profile**

[Anglesey Language Profile](#)<sup>19</sup> - statistical information from the 2011 Census and other sources

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<sup>17</sup> <http://www.comisiynyddygydraeg.cymru/hybu/SiteCollectionDocuments/Fersiynau%20dwieithog/Bilingual%20Design%20Guide%202018.pdf>

<sup>18</sup> <https://www.gwynedd.llyw.cymru/en/Council/Key-statistics-and-data/Language-area-profiles.aspx>

<sup>19</sup> <https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/PT.021-Topic-Paper-10B-Anglesey-Language-Profile.pdf>

**Appendix 3: Schedule of useful documents**

Here is a list of useful documents. The list is not comprehensive. Applicants will be expected to refer to the most recent editions of the documents as well as any other relevant recognised sources available at the time of preparing the planning application.

<p><b>Gwynedd Welsh Language Strategy:</b>  <a href="https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Gwynedd-language-strategy.pdf">https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Gwynedd-language-strategy.pdf</a></p>	<p><b>Anglesey Welsh Language Strategy:</b>  <a href="https://www.anglesey.gov.uk/documents/Docs-en/Council/Democracy/Welsh-Standards/Welsh-Language-Strategy-2016-2021.pdf">https://www.anglesey.gov.uk/documents/Docs-en/Council/Democracy/Welsh-Standards/Welsh-Language-Strategy-2016-2021.pdf</a></p>
<p><b>Well-being of Future Generations (Wales) Act 2015</b>  <a href="https://gov.wales/well-being-future-generations-wales-act-2015-guidance">https://gov.wales/well-being-future-generations-wales-act-2015-guidance</a></p>	
<p><b>Planning Act (Wales) 2015</b>  <a href="http://www.legislation.gov.uk/anaw/2015/4/contents/enacted">http://www.legislation.gov.uk/anaw/2015/4/contents/enacted</a></p>	
<p><b>Welsh Language (Wales) Measure 2011</b>  <a href="http://www.legislation.gov.uk/mwa/2011/1/contents/enacted">http://www.legislation.gov.uk/mwa/2011/1/contents/enacted</a></p>	
<p><b>Welsh 2050: a million speakers</b>  <a href="https://gov.wales/sites/default/files/publications/2018-12/cymraeg-2050-welsh-language-strategy.pdf">https://gov.wales/sites/default/files/publications/2018-12/cymraeg-2050-welsh-language-strategy.pdf</a></p> <p><b>Welsh 2050: a million speakers Work Programme 2017 - 21</b>  <a href="https://gov.wales/sites/default/files/publications/2018-12/cymraeg-2050-our-plan-for-2017-to-2021_0.pdf">https://gov.wales/sites/default/files/publications/2018-12/cymraeg-2050-our-plan-for-2017-to-2021_0.pdf</a></p> <p><b>Adroddiad technegol: Amcanestyniad a thafllwybr nifer y siaradwyr Cymraeg tair oed a throsodd, 2011-2050</b>  <a href="https://gov.wales/sites/default/files/publications/2018-12/welsh-speaker-estimates-2011-to-2050-technical-report.pdf">https://gov.wales/sites/default/files/publications/2018-12/welsh-speaker-estimates-2011-to-2050-technical-report.pdf</a></p>	
<p><b>Town and Country Planning Act (Development Management Procedure) (Wales) (Amended) 2016</b>  <a href="http://www.legislation.gov.uk/cy/wsi/2016/59/made">http://www.legislation.gov.uk/cy/wsi/2016/59/made</a></p>	
<p><b>Planning Policy Wales (2018)</b>  <a href="https://gov.wales/planning-policy-wales?_ga=2.115863363.490493812.1568106996-153387194.1540375097">https://gov.wales/planning-policy-wales?_ga=2.115863363.490493812.1568106996-153387194.1540375097</a></p>	

**Appendix 3: Schedule of useful documents**

<p><b>Technical Advice Note 20 Planning and the Welsh language</b></p> <p><a href="https://gov.wales/technical-advice-note-tan-20-planning-and-welsh-language">https://gov.wales/technical-advice-note-tan-20-planning-and-welsh-language</a></p>	
<p><b>Development Management Manual (without annexes)</b></p> <p><a href="https://gweddill.gov.wales/topics/planning/policy/development-management-manual/development-management-manual-without-annexes/?lang=en">https://gweddill.gov.wales/topics/planning/policy/development-management-manual/development-management-manual-without-annexes/?lang=en</a></p>	
<p><b>Technical Advice Note 6: Planning for Sustainable Rural Communities</b></p> <p><a href="http://gov.wales/topics/planning/policy/tans/tan6/?lang=en">http://gov.wales/topics/planning/policy/tans/tan6/?lang=en</a></p>	
<p><b>Llyn AONB Management Plan</b></p> <p><a href="http://www.ahne-llyn-aonb.org/1/en-GB/Home">http://www.ahne-llyn-aonb.org/1/en-GB/Home</a></p>	<p><b>Anglesey AONB Management Plan</b></p> <p><a href="http://www.anglesey.gov.uk/planning-and-waste/countryside/areas-of-outstanding-natural-beauty-aonbs/">http://www.anglesey.gov.uk/planning-and-waste/countryside/areas-of-outstanding-natural-beauty-aonbs/</a></p>
<p><b>Statement of Value – Landscape Conservation Areas – Anglesey and Gwynedd Local Planning Authority area</b></p> <p><a href="https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Review-of-SLAs-in-Gwynedd-and-Anglesey-(DC.008).pdf">https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Review-of-SLAs-in-Gwynedd-and-Anglesey-(DC.008).pdf</a></p>	
<p><b>Landscape Sensitivity and Capacity Study – Anglesey and Gwynedd Local Planning Authority area &amp; Snowdonia National Park</b></p> <p><a href="https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Landscape-Sensitivity-and-Capacity-Assessment-(DC.020).pdf">https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Landscape-Sensitivity-and-Capacity-Assessment-(DC.020).pdf</a></p>	
<p><b>Gwynedd Landscape Strategy</b></p> <p><a href="https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Gwynedd-Landscape-Strategy-Update-2012-(DC.010).pdf">https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Gwynedd-Landscape-Strategy-Update-2012-(DC.010).pdf</a></p>	<p><b>Anglesey Landscape Strategy</b></p> <p><a href="https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Angeseey-Landscape-Strategy---Update-2011-(DC.011).pdf">https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Strategies-and-policies/Environment-and-planning/Planning-policy/Supporting-documents/Angeseey-Landscape-Strategy---Update-2011-(DC.011).pdf</a></p>
<p><b>Gwynedd Biodiversity Action Plan</b></p> <p><a href="https://www.gwynedd.llyw.cymru/en/Council/Strategies-and-policies/Environment-and-planning/Natur-Gwynedd-Biodiversity-Acion-Plan.aspx">https://www.gwynedd.llyw.cymru/en/Council/Strategies-and-policies/Environment-and-planning/Natur-Gwynedd-Biodiversity-Acion-Plan.aspx</a></p>	<p><b>Anglesey Biodiversity Action Plan</b></p> <p><a href="https://www.anglesey.gov.uk/en/Residents/Countryside/Biodiversity/What-are-we-doing-to-help-biodiversity-on-Anglesey.aspx">https://www.anglesey.gov.uk/en/Residents/Countryside/Biodiversity/What-are-we-doing-to-help-biodiversity-on-Anglesey.aspx</a></p>
<p><b>King Edward 1 Castle and Town Walls World Heritage Management Plan</b></p>	



**Appendix 3: Schedule of useful documents**

<p><a href="https://cadw.gov.wales/advice-support/historic-assets/other-historic-assets/world-heritage-sites">https://cadw.gov.wales/advice-support/historic-assets/other-historic-assets/world-heritage-sites</a></p>	
<p><b>Construction Excellence Wales</b></p> <p><a href="http://www.cewales.org.uk/">http://www.cewales.org.uk/</a></p>	
<p><b>Historic Heritage Gwynedd</b></p> <p><a href="https://www.gwynedd.llyw.cymru/en/Residents/Planning-and-building-control/Planning-and-building-control.aspx">https://www.gwynedd.llyw.cymru/en/Residents/Planning-and-building-control/Planning-and-building-control.aspx</a></p>	<p><b>Anglesey Historic Heritage</b></p> <p><a href="https://www.anglesey.gov.uk/en/Residents/Residents.aspx#as?folderIds=1111,3330,6192">https://www.anglesey.gov.uk/en/Residents/Residents.aspx#as?folderIds=1111,3330,6192</a></p>
<p><b>Local Framework</b></p> <p><a href="https://gov.wales/welsh-language?_ga=2.96713302.895148457.1568122254-221607325.1537438831">https://gov.wales/welsh-language?_ga=2.96713302.895148457.1568122254-221607325.1537438831</a></p>	
<p><b>Welsh – your business</b></p> <p><a href="http://www.comisiynyddygydraeg.cymru/Cymraeg/Rhestr%20Cyhoeddiadau/Y%20Gymraeg%20Eich%20Busnes%20WELSH2.pdf">http://www.comisiynyddygydraeg.cymru/Cymraeg/Rhestr%20Cyhoeddiadau/Y%20Gymraeg%20Eich%20Busnes%20WELSH2.pdf</a></p>	

**Appendix 4: Useful contact details****Contact details:****Development Management**

*[First point of contact for all planning applications and for advice before submitting a planning application]*

**Anglesey:**

Planning Service

Anglesey County Council

Council Offices

Llangefni

Ynys Môn

LL77 7TW

[planning@anglesey.gov.uk](mailto:planning@anglesey.gov.uk)

**Gwynedd:**

Planning Service,

Council Offices,

Embankment Road,

Pwllheli,

Gwynedd,

LL53 5AA

[planning@gwynedd.llyw.cymru](mailto:planning@gwynedd.llyw.cymru)

**Planning policy**

*[for inquiries about the local development plan, supplementary planning guidance and other matters associated with planning policy]*

Anglesey and Gwynedd Joint Planning Policy Unit,

Council Offices

Ffordd Castell

Caernarfon

LL55 2LX

[planningpolicy@gwynedd.llyw.cymru](mailto:planningpolicy@gwynedd.llyw.cymru)

**Welsh Language**

Welsh language services

Corporate Support Department

Gwynedd Council

Swyddfa'r Cyngor

Stryd y Jêl

Caernarfon

Gwynedd

LL55 1SH

**Appendix 4: Useful contact details****Policy and Strategy Unit**

Cyngor Sir Ynys Môn  
Swyddfeydd y Cyngor  
Llangefni  
Ynys Môn  
LL77 7TW

**Datblygu'r Economi**Anglesey:

Business Centre,  
Bryn Cefni,  
Llangefni  
LL77 7XA  
[datecon@ynysmon.gov.uk](mailto:datecon@ynysmon.gov.uk)

Gwynedd:

Gwynedd Council Headquarters,  
Shire Hall Street,  
Caernarfon  
LL55 1SH

**Hunaniaith**

Gwynedd Council Headquarters  
Shirehall Street,  
Caernarfon,  
Gwynedd,  
LL54 5LL  
[hunaniaith@gwynedd.llyw.cymru](mailto:hunaniaith@gwynedd.llyw.cymru)

**Menter Iaith Môn**

Menter Môn Cyf,  
Llangefni Town Hall,  
Bulkeley Square,  
Llangefni,  
Ynys Môn  
LL77 7LR  
[iaith@mentermon.com](mailto:iaith@mentermon.com)

**Menter Iaith Bangor**

Lon Pobty,  
Bangor,  
LL551SH

**Welsh Language Commissioner**

Siambrau'r Farchnad  
5–7 Heol Eglwys Fair  
Caerdydd  
CF10 1AT

**Appendix 4: Useful contact details**

[post@comisiynyddygydraeg.cymru](mailto:post@comisiynyddygydraeg.cymru)

**Community Councils (Gwynedd Council area)**

<https://www.gwynedd.llyw.cymru/cy/Cyngor/Cynghorwyr-a-phwyllgorau/Cynghorau-Cymuned/Etholiadau-Cynghorau-Tref-Cymuned-Gwynedd-2017.aspx>

**Community Councils (Anglesey area)**

<http://www.ynysmon.gov.uk/cyngor-a-democratiaeth/cynghorautref-a-chymuned/>

**Yr Urdd**

[eryl@urdd.cymru](mailto:eryl@urdd.cymru)

**Mudiad Meithrin**

Movement of national Welsh-medium childcare with nurseries across Wales.

[post@meithrin.co.uk](mailto:post@meithrin.co.uk)

**Merched y Wawr**

Society for women to socialise in Welsh in the local community

To view information about contact details of branches in Anglesey and Gwynedd you look at:

<http://merchedywawr.cymru/>

Main office: [swyddfa@merchedywawr.cymru](mailto:swyddfa@merchedywawr.cymru)

**Young Farmers' Club**

An opportunity for young people in rural communities to socialise with each other and with others throughout Wales and beyond.

Anglesey Branch

[ynys.mon@yfc-wales.org.uk](mailto:ynys.mon@yfc-wales.org.uk)

Eryri Branch

[eryri@yfc-wales.org.uk](mailto:eryri@yfc-wales.org.uk)

Meirionnydd Branch

[meirionnydd@yfc-wales.org.uk](mailto:meirionnydd@yfc-wales.org.uk)

The above is a list of key contacts. The list is not exhaustive. Other stakeholders may be relevant, depending on the type of development involved. The applicant is expected to engage/consult with the most relevant stakeholders when the planning application is being prepared.

**Appendix 5 Screening process**

<b>A) What type of development?</b>		
A1) Is the development for retail, Commercial or industrial use (e.g. Use Class A1, A2, A3, B1, B2, B8, C1, C2, D1, D2, sui generis)	<b>Yes</b> (go to B below)	<b>No</b> (go to A2 below)
A2) Does the development add to the existing housing stock (Use Class C3, C4)	<b>Yes</b> (go to C below)	<b>No</b> (go to A3 below)
A3) Does the development involve the loss of a community facility, e.g. village hall, school, place of worship, pub	<b>Yes</b> (go to Dd below)	<b>No</b> (no further assessment of the Welsh language required)
<b>B) Retail, Commercial or Industrial Use</b>		
B1) Would the floor area of a building that is the subject of the planning application exceed 1,000sq.m and/or will the proposal mean that there will be a need to employ more than 50 additional workers ?	<b>Yes</b> (go to diagram 6 in part C and Appendix 7 of the SPG to see how to prepare a Welsh Language Statement and Appendix 6 for a schedule of potential mitigation/ improvement measures).	<b>No</b> (go to Ch below)
<b>C) Housing development</b>		
<b>C1)</b> Criterion 1b Policy PS 1 – will the development solely or in combination mean that the total number of housing units exceeds the indicative figure provided in Appendix 5 of the Plan <sup>1</sup> ?	<b>Yes</b> (go to diagram 6 in part C and Appendix 7 of the SPG to see how to prepare a Welsh Language Statement and Appendix 6 for a schedule of potential mitigation/ improvement measures).	<b>No</b> (go to C 2 below)
<b>C2)</b> Criterion 1c Policy PS 1 – if the development is for 5 or more housing units, does the development address the need for specific types of dwellings (e.g. in terms of number of bedrooms) set out in a Housing Local Needs Assessment (County), in a local housing needs study (community/ town council or other relevant area) Housing Register, Tai Teg Register (look at Appendix 3 of the SPG for information about these sources)	<b>Yes</b> (go to D below)	<b>No</b> (go to diagram 6 in part C and Appendix 7 of the SPG to see how to prepare a Welsh Language Statement and Appendix 6 for a schedule of potential mitigation/ improvement measures).

<sup>1</sup> Contact the Joint Planning Policy Unit to obtain information about the current situation

**Appendix 5 Screening process**

<p><b>Ch) Retail, Commercial or industrial development that <u>does not</u> require a Welsh Language Statement (see B1 above) or a Welsh Language Impact Assessment (see criterion 2 Policy PS 1 and Diagrams 5 &amp; 7 of this SPG). See also the advisory note at the end of this Appendix.</b></p>		
<p>Ch1) Will the Welsh language be visible on the development site?</p> <p><u>Poor practice</u> Signs and advertisements in public places within the development subject of planning rules are not bilingual.</p> <p><u>Good practice</u> The proposal includes signage scheme for signs and advertisements (subject to planning rules) in public places, which will mean they are bilingual - see Appendix 3 for a link to part of the Welsh language Commissioner Office website which provides guidance for bilingual design.</p>	<p><b>Yes</b> – present a Signage Plan in accordance with Policy PS 1 and therefore no further assessment is required in terms of this element of Policy PS 1</p>	<p><b>No</b> – state in an appropriate part of the Planning Statement or an additional part of the Design and Access Statement why the proposal departs from Policy PS 1.</p>
<p>Ch2) Is there sufficient information with the planning application about the jobs available in the business or organisation to be able to consider its impact on the local area?</p> <p><u>Poor practice</u> The application is speculative without any evidence to show how the business or organisation will have a positive effect on the local area.</p> <p><u>Good practice</u> There is information in the planning statement which sets out the number of full-time and/or part time workers and what sort of skills needed, which compares well with information about the local labour market, or measures are proposed to maximise the positive impact to foster economic variability in the local area, e.g. supporting local skills training initiatives in order to ensure that relevant skills available locally in the future.</p> <p>Information is available in a Planning Statement which notes the number of full-time and part-time jobs (number and percentage) where bilingual skills will be essential, desirable or not needed at all</p>	<p><b>Yes</b> – present sufficient information in a Planning Statement (e.g. number and type of jobs, skills, comparison with the local market)</p>	<p><b>No</b> – state in an appropriate part of the Planning Statement why it isn't possible to provide information about the number and types of jobs.</p>

**Appendix 5 Screening process**

<p>Ch3) If the proposed development involves an alternative use of a site/ plot safeguarded in Policy CYF 1, is the proposal consistent with Policy CYF 5?</p>	<p><b>Yes</b> – please provide relevant information with the planning application, e.g. as part of the planning statement (see the explanation to Policy CYF 5)</p>	<p><b>No</b> - state in relevant part of the planning statement why the proposal diverges from the Policy CYF 5.</p>
<p><b>D) A housing development that does not require Language Statement (see B1 and B2 above) nor a Language Impact Assessment (see criterion 2 Policy PS 1 and Diagrams 5 &amp; 7 of this SPG)</b></p>		
<p>D1) If the size of the development meets with the affordable housing thresholds set out in Policy TAI 15, does it provide the required number of on site affordable housing site or make a financial contribution to the delivery of affordable housing on another site?</p> <p><u>Poor practice</u></p> <p>Development does not meet the affordable housing target and no viability evidence was provided to justify this shortfall.</p> <p><u>Good practice</u></p> <p>The development has reached the affordable housing target laid down, or, where they cannot reach the target, it has been supported by evidence detailed viability, either detailing how the proposal provides a maximum contribution of affordable housing, or detailing why it cannot provide any affordable housing.</p>	<p><b>Yes</b> – the development policy is consistent with Policy TAI 15 and does not therefore need further assessment in relation to the Welsh language</p>	<p><b>No</b> – the information in the affordable housing viability study justifies the alternative approach, including how the proposed development will maintain or create a distinctive and sustainable community.</p>
<p>D2) If the development is for between 2 – 4 of housing units (which is less than the threshold in criterion 1 c of Policy PS 1) on a site within the development boundary of a Centre or Village, will the development provide homes for first time buyers (houses or flats), family homes, homes for older persons.</p> <p><u>Poor practice</u></p> <p>The housing (type, size and tenure) does not reflect the existing and proposed requirements in the area.</p> <p><u>Good practice</u></p>	<p><b>Yes</b> – the development is consistent with the Policy TAI 8 and does not therefore need further assessment in relation to the Welsh language.</p>	<p><b>No</b> – please provide information to demonstrate how the development is consistent with Policy TAI 8 in the plan</p>

**Appendix 5 Screening process**

<p>The housing (type, size and tenure) is appropriate for identified needs within the community that already exists in the area, but also addresses the anticipated demographic trends in the area.</p>		
<p>D3) If applicable, does the development provide support to provide additional school places and/or additional resources in language immersion unit?</p> <p><u>Poor practice</u></p> <p><b>No evidence to show how he would expect an increase in the number of children to be addressed.</b></p> <p><u>Good practice</u></p> <p>Evidence was presented to show agreement with the education authority that there is sufficient capacity in the relevant school (s) and/or the relevant language immersion unit to cope with the expected increase in the number of children in the light of the development or impact can be suitably mitigated by on site provision and/or contributions.</p>	<p><b>Yes</b> - please provide relevant information with the planning application (look at Planning Obligations SPG and the Educational Contributions SPG to see the relevant formula).</p>	<p><b>No</b> – please provide information to demonstrate how the development is consistent with Policy ISA 1</p>
<p>D4) Does the rate of development consider and respond well to the availability of social and physical infrastructure in order to ensure the capacity of the local community to cope with the change (Policy ISA 1).</p> <p><u>Poor practice</u></p> <p>No evidence to show what consideration has been given to the impact of the proposed building rate on the social fabric.</p> <p><u>Good practice</u></p> <p>Evidence is presented to show a commitment, where applicable, to develop gradually to ensure that not all development occurs at the same time to assist in the assimilation of new residents in the existing community and facilitate the coherence of the community.</p>	<p><b>Yes</b> – please provide relevant information with the planning application, e.g. a phased development programme (if applicable).</p>	<p><b>No</b> – please provide information to support your method of achieving the proposed development.</p>
<p>D5) If applicable, does the design of the proposal take account of the views of each relevant part of the local community, and this can be adequately</p>	<p><b>Yes</b> – please provide relevant information with the planning application, e.g. as</p>	<p><b>No</b> – please provide information to support your method of achieving</p>



**Appendix 5 Screening process**

<p>demonstrated through the development of the design?</p> <p><u>Poor practice</u></p> <p>The design does not consider the views of the local community and has not met with any of the expectations of the local authority in terms of engagement.</p> <p><u>Good practice</u></p> <p>The development’s design has taken into account the views of the local community. The engagement undertaken is in compliance with the expectations of the local authority.</p>	<p>part of the planning statement, part of a design and access statement, part of the statement about engagement.</p>	<p>the proposed development.</p>
<p><b>Dd Development that involves the loss of a community facility, e.g. village hall, school, place of worship, pub</b></p>		
<p>Dd1) Does the community facility play a role to maintain identity and sustainability of the community?</p> <p><u>Poor practice</u></p> <p>There is no other similar community facility in the settlement or in another reasonably accessible settlement.</p> <p><u>Good practice</u></p> <p>There is a similar community facility in the settlement or in another reasonably accessible settlement or the proposed development includes appropriate mitigation measures.</p>	<p><b>Yes</b> – please provide relevant information with the planning application, e.g. as part of the planning statement, part of a design and access statement, part of the statement about engagement.</p>	<p><b>No</b> – no further assessment required in terms of the Welsh language.</p>

**Advisory note to businesses:**

The Welsh language Commissioner's Office has information on its website about the benefits of the Welsh language, examples of good practice and experiences of businesses and charities to use the Welsh language. Reference is also made to the practical assistance that is available in the form of various guidelines on how to use evidence and research about the Welsh language to demonstrate the value of the language. Through the Commissioner’s Office on line calendar, you can also find out about useful events and training sessions. There is a questionnaire as part of the package information to do a self- assessment of the business from the perspective of the Welsh in the business.

<http://www.comisiynyddygydraeg.cymru/hybu/en/home/Pages/home.aspx>

**Appendix 6: Activities to mitigate or enhance linguistic effects of development**

- 1) The purpose of the screening process during the pre-application stage is to see if the proposed development reaches the thresholds in criteria 1 and 2 of Policy PS 1, and to motivate an applicant with a development that doesn't reach those thresholds to consider measures which could be embedded in the development.
- 2) The role of the Welsh language statement (see diagram 6 and Appendix 7) is to provide information about a proposed development that meets criterion 1 a-c in Policy PS 1. Depending on the conclusions of the Statement it may be necessary to identify measures to be put in place to ensure that the development meets the requirements of relevant policies in the Plan, including Policy PS 1.
- 3) If a proposed development reaches criterion 2 of Policy PS 1, a report about the Welsh Language Impact Assessment will be required to present the context and clarify what safeguards will be put in place to help protect, promote and improve the situation of the language, giving consideration to the proposed development and the local community (see diagram 7 and Appendix 8).
- 4) When a Statement or an Assessment is required, undertaking the assessment as soon as possible whilst preparing the planning application, engaging with stakeholders whilst doing so, will help to identify the opportunities to reduce risk or maximise benefits via possible mitigation actions.

Schedule of possible activities

- 5) The next schedule contains examples of possible activities to mitigate the effects of linguistic development as well as enhancement measures to ensure wider benefits of development that could be included in planning applications. This list is not exhaustive, and should therefore be used as a guide rather than a complete, comprehensive list of requirements. It should be noted that mitigation or enhancement measures can be applied to proposed developments on sites which have been allocated in the Plan as well as those that have not been allocated (namely, (i) some windfall sites where consideration was given to their contribution at the time of preparing the Plan, and (ii) those windfall sites described as unexpected – see diagram 7 and Appendix 8 in part D of the SPG).
- 6) **It will be essential that there is a direct link between what is being sought in the measures and the planning permission. It will be important to ensure that what is being requested is reasonable in relation to the size and nature of the proposal, it does not make the development unviable, and does not relate to the identity or personal characteristics of the land user.** Some proposals, such as development comprising of an adequate affordable housing supply, will include embedded mitigation planted and so there would be no need for further measures.
- 7) Applicants are expected to liaise with competent officers within the Authorities (e.g. planning officers, language development officers, housing officers and education officers) and/or with the Mentrau Iaith as soon as possible during the process of preparing a planning application to discuss mitigation and enhancement measures.

**Appendix 6: Activities to mitigate or enhance linguistic effects of development**

Table A: Schedule of examples of possible activities

<b>HOUSING</b>	
i.	That the number of houses to be provided are built in phases, by considering the Plan's housing trajectory in Appendix 10 of the JLDP;
ii.	Provides the type of housing (including affordable housing) which accords with the conclusions of local housing needs studies, housing register, Tai Teg register, the Welsh Government's latest household projections, or other appropriate source of information about local housing market needs (see Policy TAI 8 and supplementary planning guidance: a mix of housing and Policy Tai 15 and supplementary planning guidance: affordable housing);
iii.	Provide affordable housing for local needs which are compatible with the Plan's requirements (see Policy TAI 15 and policy TAI 16 and supplementary planning guidance: affordable housing);
iv.	Provide local market housing which are compatible with the Plan's requirements (Polisi TAI 5) and Supplementary Planning Guidance Local Market Housing;
v.	Agreements with registered local landlords to provide for those on the local housing register (see supplementary planning guidance: affordable housing);
vi.	Name street /developments by taking into account local linguistic heritage (see Policy PS1 and part C.31) of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
vii.	Support and fund activities where parents can have the opportunity to hear the language with their children, e.g. Cylch Ti a Fi and Welsh for Children provision_(see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
viii.	Support and fund school places or immersion centre (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
ix.	Support and fund informal activities where small children (pre- school) and school children have the opportunity to use the Welsh language (including as learners), e.g. football training, youth clubs, school holiday clubs (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
<b>EMPLOYMENT</b>	
x.	Name developments by taking into account local linguistic heritage (see Policy PS1 and part C.31 of the supplementary planning guidance: maintaining and creating distinctive and sustainable communities);
xi.	Provide bilingual signage in public places (see Policy PS1 and part C.30 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);

**Appendix 6: Activities to mitigate or enhance linguistic effects of development**

xii.	Supporting and funding employment initiatives and local skills training (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
xiii.	Supporting and funding community facilities/ groups and cultural and language initiatives/projects in the local area to encourage employees to use the language (including as learners) within their communities (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
xiv.	Support and fund courses that introduce the language and language lessons to members of staff, e.g. short courses targeted to the needs of the employer and the workers (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations).
xv.	Support and fund language awareness training courses for staff in order to raise awareness of the context of the language and nature of a bilingual society in Gwynedd and Anglesey (see ISA Policy 1 and supplementary planning guidance: planning obligations);
xvi.	Provision of information to raise a prospective employee's awareness of the Welsh, the bilingual nature of communities in Gwynedd and Anglesey Council and education policy in the recruitment and induction of new staff (see ISA Policy 1 and supplementary planning guidance: planning obligations);
xvii.	Adopting a voluntary or statutory language policy/plan that explains how the employer will ensure that the Welsh language is treated less favourably than the English (see ISA Policy 1 and supplementary planning guidance: planning obligations)

<b>COMMUNITY FACILITIES AND SERVICES</b>	
i.	Name developments by taking into account local linguistic heritage (see Policy PS1 and part D.16 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
ii.	Provide bilingual signage in public places (see Policy PS1 and part D.15 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
iii.	Supporting and funding employment initiatives and local skills training (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
iv.	Supporting and funding community facilities/ groups and cultural and language initiatives/projects in the local area to encourage employees to use the language (including as learners) within their communities (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
v.	Support and fund courses that introduce the language and language lessons to members of staff, e.g. short courses targeted to the needs of the employer and the workers (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations).
vi.	Support and fund language awareness training courses for staff in order to raise awareness of the context of the language and nature of a bilingual society in Gwynedd and Anglesey (see ISA Policy 1 and supplementary planning guidance: planning obligations);

**Appendix 6: Activities to mitigate or enhance linguistic effects of development**

vii.	Provision of information to raise a prospective employee’s awareness of the Welsh, the bilingual nature of communities in Gwynedd and Anglesey Council and education policy in the recruitment and induction of new staff (see ISA Policy 1 and supplementary planning guidance: planning obligations);
viii.	Adopting a voluntary or statutory language policy/plan that explains how the employer will ensure that the Welsh language is treated less favourably than the English (see ISA Policy 1 and supplementary planning guidance: planning obligations);

<b>COMMUNICATIONS AND INFORMATION INFRASTRUCTURE</b>	
i.	Name developments by taking into account local linguistic heritage (see Policy PS1 and part D.16 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
ii.	Provide bilingual signage in public places (see Policy PS1 and part D.15 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
iii.	Supporting and funding community facilities/ groups and cultural and language initiatives/projects in the local area to encourage employees to use the language (including as learners) within their communities (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
iv.	Adopting a voluntary or statutory language policy/plan that explains how the employer will ensure that the Welsh language is treated less favourably than the English (see ISA Policy 1 and supplementary planning guidance: planning obligations);

<b>RENEWABLE ENERGY</b>	
i.	Name developments by taking into account local linguistic heritage (see Policy PS1 and part D.16 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
ii.	Provide bilingual signage in public places (see Policy PS1 and part D.15 of the supplementary planning guidance: maintaining and creating a distinctive and sustainable communities);
iii.	Supporting and funding employment initiatives and local skills training (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations)
iv.	Supporting and funding community facilities/ groups and cultural and language initiatives/projects in the local area to encourage employees to use the language (including as learners) within their communities (see Policy ISA 1 and Supplementary Planning Guidance: Planning Obligations);
v.	Adopting a voluntary or statutory language policy/plan that explains how the employer will ensure that the Welsh language is treated less favourably than the English (see ISA Policy 1 and supplementary planning guidance: planning obligations);

**Appendix 6: Activities to mitigate or enhance linguistic effects of development**

- 8) The consent must include the measures either through planning conditions or by Section 106 obligations. **Like all other conditions or commitment they will have to be necessary to make the development acceptable from the perspective of planning and be directly related to the development in order to comply with the regulations/law relating to the subject (see Appendix 3 which provides references to relevant documents).** It is important to note that commuted sums cannot be ensured through a planning condition and would need to be ensured through a Section 106 agreement.
- 9) Based on the conclusions of the Language Statement and the report on the Welsh language Impact Assessment and the type of development, and bearing in mind the planning requirements described in paragraph 7 above, the following example of a planning condition could be used:
- Any development should not start until a scheme to mitigate the effects of the development on the Welsh language has been submitted and approved in writing by the local planning authority. The mitigation scheme includes a, b, c, etc., and includes a timetable for the implementation of the mitigation measures. Mitigation measures should be implemented as approved within the timeframe (-s) set out in the mitigation scheme.
- 10) Please also note the Authorities may raise a Community Infrastructure Levy on new developments in order to pay for the infrastructure that is necessary for growth, such as improving roads and parks/open space or provide new health services. The rates would be charged on new developments and it depends on the size and nature of the new development. The Authorities will prepare research regarding the matter and explore links between community infrastructure and the Welsh language and how new developments could contribute to this. Gwynedd and Anglesey's Language Strategies along with the Local Well-being Plans will be relevant in order to take account of any relevant projects that can be funded.

**Appendix 7: Methodology for preparing a Welsh Language Statement****When will a Language Statement be required?**

1. Diagrams 5 and 6 have concisely described when a Welsh Language Statement will be required.
2. As a reminder, applicants will be required to complete a Welsh Language Statement to cover certain types of development in line with Policy PS 1 – Welsh language and culture. A copy of the complete Policy is included in Appendix 1 to this Supplementary Planning Guidance. For ease of reference, here are the criteria that provide the threshold to prepare a Welsh Language Statement:

**Requiring a Welsh Language Statement, which will protect, promote and enhance the Welsh language, where the proposed development falls within one of the following categories:**

- a. **Retail, industrial or commercial development employing more than 50 employees and/or with an area of 1,000 sq. m. or more; or**
  - b. **Residential development which will individually or cumulatively provide more than the indicative housing provision set out for the settlement in Policies TAI 1 – TAI 6; or**
  - c. **Residential development of 5 or more housing units on allocated or windfall sites within development boundaries that doesn't address evidence of need and demand for housing recorded in a Housing Market Assessments and other relevant local sources of evidence.**
3. Preparing a Welsh Language Statement to accompany an application presents a number of benefits, particularly as a tool for demonstrating and communicating that sufficient consideration has been given to the language during the process of formulating the proposal. It is required to show if development is going to contribute to create a social climate and conditions that facilitate the use of the Welsh language in the local community. It allows the Authority to see whether the proposal meets the Plan's objectives and policies. It will assist the applicant, then the Authority, to determine what measures are required (embedded and/or managed by a planning condition or 106 Agreement) to eliminate or reduce the negative effects or to enhance a positive impact. It will also allow the Authority to decide whether the development would have such a negative impact on the language and the community that would justify a refusal of the application.
  4. If the development is 'large' under category a. above (i.e. a business development with a floorspace of 1,000 sq m or more) or under category b or c above (i.e. providing 10 or more houses), in terms of the Town and Country Planning Regulations (Development Management Order) (Wales) (Amended) 2016 (see diagram 4 in the Supplementary Planning Guidance), you will be required to undertake a statutory Pre- Application Consultation. You will be required to submit a Statement of Public Consultation with the planning application, which will include information about the engagement, the views of those who did respond and changes you have made to the development, if it is relevant to do so, following consideration of the views received. When a Pre- Application Consultation is required, the applicant will be expected to prepare the Welsh Language Statement as part of the draft proposal for pre- application

**Appendix 7: Methodology for preparing a Welsh Language Statement**

consultation and the Welsh Language Statement should be referred as part of the Statement of Public Consultation.

5. If the development is a residential development where category b applies, the applicant is asked to contact the Planning Authority for further guidance regarding what type of Welsh Language Statement is required.

**The purpose of the Welsh Language Statement**

6. The purpose of the Statement is to establish the likely impact of the proposed development on communities in general, and on the language more specifically and, if appropriate, to identify measures that will either mitigate negative impacts or protect/improve/disseminate positive effects. It will help to ensure that the linguistic implications of relevant proposed development are fully understood before making a decision on the planning application. The scale and duration of the effects (positive and negative) depend on the nature and type of development and the relationship between it and the community. The Statement is a structured process that allows the language to be taken into account in the consideration of proposals for change. They should include the information, the analysis and the results of the Language Statement in structured report
7. The methodology described in this Appendix follows three steps. This is the methodology that will have be followed for undertaking a Statement. It is a process where information about the likely effects of proposed development are collected, collated, assessed and taken into account by the applicant, as part of the work to draw up the proposal. The results of applying the methodology will also be checked by qualified officers within the Authority prior to the decision maker makes a decision whether to give permission or not.
8. The level of detail required should be commensurate with the scale of development. The applicant should consider employing a competent person to assist him to carry out the work. See Diagram 9 in the Supplementary Planning Guidance for help regarding what is considered to be a competent person. The need for assistance from a competent person will depend on the size and type of development.

**Who should prepare the assessment for the Welsh Language Statement?**

9. Applicants will be expected to employ a competent person or a group of consultants, which will include an eligible individual to undertake the work. Doing so will ensure completeness and quality of the Statement and the report about it. The Statement is expected to outline the relevant expertise of the competent person, his or her experience and qualifications, of sufficient detail to show that this is true. Diagram 9 in section 2 of the Supplementary Planning Guidance describes a 'competent person' from the perspective of the language, which includes individuals with accredited language planning qualification, or a qualification, experience or training in research related to linguistic planning matters, and town and country planning qualification. The applicant is responsible for paying for the work associated with the preparation of the Statement.



**Appendix 7: Methodology for preparing a Welsh Language Statement**

**The methodology – process and assessment**

- The following flowchart summarises the methodology to be used to undertake work associated with preparing a Language Statement. A detailed description of the methodology is provided in the paragraphs and tables that follow the flowchart.

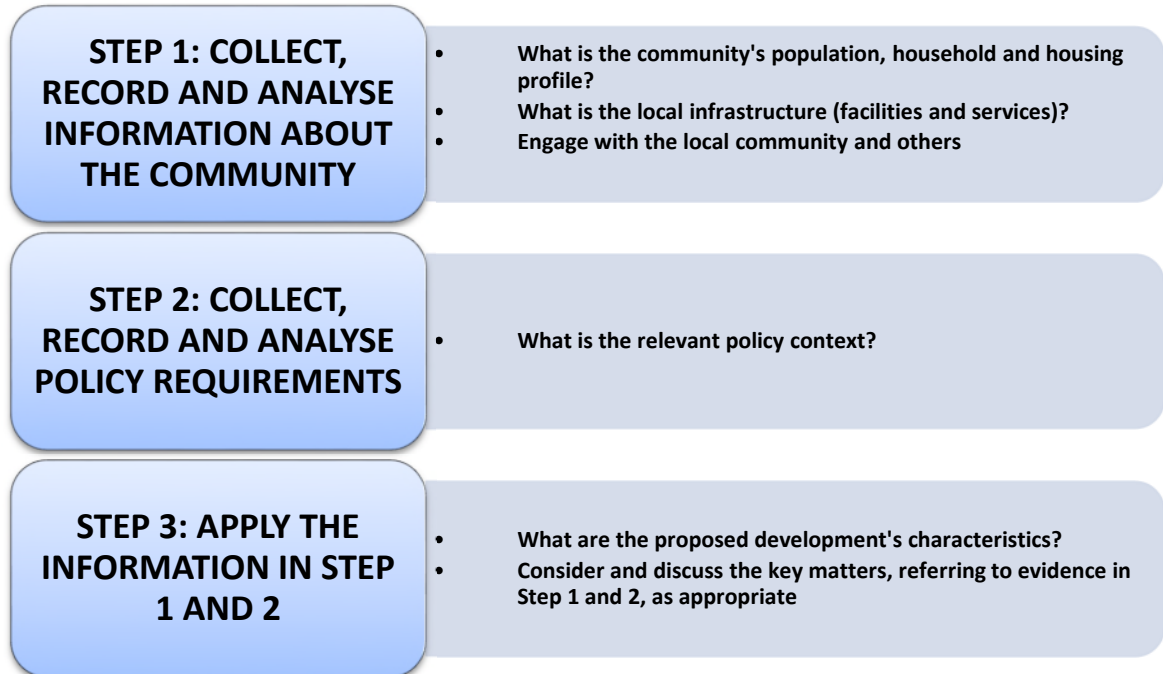


Figure 7.1: the methodology to be used to prepare a Welsh Language Statement

- The Language Statement must be completed by including the information for steps 1 – 2 below and then discuss the key issues listed in step 3 onwards (as appropriate), giving as much written evidence as possible.
- The issues that are relevant to land-use planning considerations relating to places that are important to be able to transfer the Language at home and places that are important to create and maintain social opportunities to use and learn Welsh. It can also contain information about any other matter you believe is necessary.

**The Methodology to prepare a Welsh Language Statement**

- It will be necessary to follow this Methodology in order to consider and demonstrate how the proposed development can have a positive or negative impact on the local community and the local area.

**STEP 1: COLLECT, RECORD AND ANALYSE INFORMATION ABOUT THE COMMUNITY AND THE LOCAL AREA**

**Population, household and housing profile**

- Local demographic nature (e.g. birth, death, migration patterns and percentages, age, income, deprivation) of the settlement and Community Council/city/town area where the application

**Appendix 7: Methodology for preparing a Welsh Language Statement**

site is located must be considered in order to understand how the proposed development could affect the community, including changes over time and cumulative effects. The number and ages of Welsh speakers at the planning application stage and in the past are critical factors. You must not only look at the number and percentage of speakers in the area generally, but also, for example, the age profile of speakers, in order to understand what type of impact the development might have on the linguistic composition of the area. You should also analyse data about language transfer patterns in the home within the local community. Depending on the type of development being considered, an understanding of the nature of the labour market and the nature of the local housing market may be required. How will your development affect these markets? Will it, for example, offer employment opportunities that have not been available in the area before? The population, household and housing profile will help to show why the development is required and who is likely to be negatively affected by/ benefit from the development. Appendix 2 & 3 of the Supplementary Planning Guidance provide links to various sources of data/ information. The data and information is available for different spatial areas, e.g. ward, Community Council, Local Authority and the whole of Wales

15. You must provide a brief statement about your understanding of these issues in the Welsh Language Statement.

**Local infrastructure profile (facilities and services)**

16. The availability of facilities available locally to the public, - shops, GP, surgeries and other public services, community centres, halls, schools, etc. must be considered. Which of these facilities offer services or activities in Welsh and how will your development enhance the provision in these facilities? Please give a brief summary of the situation in your Language Statement. Topic Paper 5, which was prepared to support the preparation of the Local Development Plan is one source of information about the availability of facilities and services per settlement. This can be viewed online in the Local Development Plan Examination library. Your local information about the settlement will provide the most current information about the settlement or you should get in touch with the Community or Town Council, who will have information that is only available locally.
17. You must provide a brief statement about your understanding of these issues in the Welsh Language Statement.

**Engagement with the local community and others**

18. Show how you have consulted and engaged with the relevant local stakeholders about your proposal. These local stakeholders may include neighbours, community and voluntary groups, specific groups (which could include Mentrau Iaith), the Community Council, the Local Member or services within the Council with relevant information about the settlement where the development is located. Appendix 4 of this Guidance provides useful contact details. The Welsh language is an important attribute across all communities in Anglesey and Gwynedd. The applicant is expected to provide information bilingually, and give priority to the Welsh language. The applicant should always be prepared to receive responses to engagement and consultation work in the medium of Welsh. The nature and scale of the engagement / consultation will depend on the type and scale of development in mind. The legislative requirements note the minimum consultation required for a major development and how to present information about the consultation. The Welsh Government has published a [good practice guide](#) about consulting with communities before submitting a major application. Planning Aid Wales (on

**Appendix 7: Methodology for preparing a Welsh Language Statement**

behalf of the Welsh Government) has published a [booklet](#) for community and town councils, community groups and individuals who want to understand and respond to pre application consultations.

19. If the development is not classed as being 'large' according to the Order referred to above, you should include a short statement about the steps and methods of engagement as part of the Welsh Language Statement. Every development, regardless of size, can benefit from effective engagement and guidance issued by the Welsh Government/ Planning Aid Wales described above will be just as relevant to smaller developments. Consulting and engaging provides you with an opportunity to share your initial proposal with the local stakeholders and explain it to them before submitting a formal application and obtaining support from the community, if possible. The success of the planning application is not solely reliant on support from the local community

**STEP 2: COLLECT, RECORD AND ANALYSE POLICY REQUIREMENTS****The policy background**

20. The day -to -day context of daily lives in communities is influenced by public policies, whether at a county, regional, national or International level. When drawing up proposed development it is essential to be aware of which land use planning policies in the local development plan and which supplementary planning guidance are relevant to the development. In addition, it would be useful to be aware of what other public policies promote positive intentions in favour of the Welsh language. Appendix 3 contains examples of useful policy documents available when the guidance was prepared. You will need to verify if there are more recent policy developments when the statement is prepared.
21. You must provide a brief statement about your understanding of these issues in the Welsh Language Statement.

**STEP 3: APPLYING THE INFORMATION COLLECTED IN STEP 1 & 2****Characteristics of the proposed development**

22. Please describe the application and why you think it is consistent with national and local policies and impacts positively on the Welsh language in the community/local area. If there are any negative impacts likely, these should be stated. The starting point will be to clearly demonstrate that the application is consistent with the local development plan. You should do this not only by listing relevant objectives and policies in the Plan but also by including full justification for the proposal and how it will contribute positively to the implementation of the Plan, by reference to the key issues below. If any likely negative effects are identified, these should be set out and mitigation or compensatory measures should be suggested.

**Key issues to be considered**

23. The rest of the Language Statement should tackle the key issues shown in the table below, whilst referring to your interpretation of the information gathered about the community and local area (referred to above) and your information about the planning application. The key

**Appendix 7: Methodology for preparing a Welsh Language Statement**

issues are linked to the places that are important to be able to transfer the Language at home and places that are important to maintain and create social opportunities to use and learn Welsh.

**LANGUAGE AND POPULATION MOVEMENT (this matter is relevant to Housing developments and Employment developments)**

**Explain, with full evidence, how the development is likely to affect the population in contributing or affecting the linguistic composition. You should cover the following:**

- How will the development ensure opportunities for local people to stay in their communities?
- Is it likely that the development will attract people to the community? If there is, how many are expected? How many and what percentage are likely to be Welsh speakers?
- Is there a likelihood that local people will migrate from the community as a result of the development?
- Balance between Welsh speakers (including learners) and individuals that do not have any Welsh language skills
- Is the development likely to lead to a change in the age structure within the population: more or less children, young people, middle- age people, elderly?
- Is the change likely to be a permanent one or a temporary one?

**VISUAL ELEMENTS (this matter is relevant to Housing developments and Employment developments)**

**Explain, with full evidence, how the development is likely to affect the Language visibility in the area, in terms of promoting the area’s distinctive culture. You should cover the following:**

- Whether the development will increase the visibility of the language?
- Corporate image and branding - signs and advertisements on the site that are within the planning remit, e.g. advertising/marketing sign for a new housing site, signs and advertisements to customers in public places on employment sites
- The name of the site or development –will it retain an old Welsh name or will any new name be derived from historic, geographical or local ties to the area, if practical

**QUALITY OF LIFE INCLUDING COMMUNITY INFRASTRUCTURE (you should tackle the following where applicable according to size and type of development)**

**Explain, with full evidence, how the development affects Infrastructure in the community (facilities and services). You should cover the following:**

- Is there a sufficient supply of child care and pre- school places in the locality?
- Is there sufficient capacity in schools in the locality? Is the development likely to require more school places or is the provision already sufficient? Is there sufficient resources to ensure that the schools are able to carry on to accomplish their role of producing fluent Welsh speakers?
- The balance between non-Welsh speakers and Welsh speaking pupils in the school
- Will the development increase the demand for Welsh immersion support for newcomers?
- Will the development increase the demand on local facilities and services?
- The extent to which the development will have a positive or negative impact on existing facilities or services?

**Appendix 7: Methodology for preparing a Welsh Language Statement**

- To what degree will the development create new opportunities to promote the Welsh language in local facilities and services such as halls, shops, and so on?

**NEW HOUSING**

**Explain, with full evidence, how the development is likely to affect the Housing market. You should tackle the following:**

- Expected market price for the houses and how this compares with the income of local households and average house prices in the area
- Affordable housing provision and how that compares with policy requirements
- Expected or proposed development rate of development
- Housing mix and how that compares with policy requirements, county or local surveys, or other sources of information
- Number of houses and how that compares with the demand for housing and the supply of housing set out in the Plan and granted consent since the Plan’s adoption
- The possible cumulative impact that the development could have, taking account of any other relevant recent development in the local area

**EMPLOYMENT**

**Explain, with full evidence, how the development is likely to affect the Economy in the local area. You should tackle the following:**

- How will the development contribute to current employment opportunities in the area, e.g. will it foster economic variability in the local area or not?
- Number of full and/ or part time jobs
- Skills which are necessary for the business or organisation and how that compares with the labour skills of local people (within the travel to work area)
- Salaries that will be offered and how that compares with average wages in the area
- The labour skills of local people (within the travel to work area) and how likely it is according to the above assessment the posts will be filled from among the local population
- Is it likely that you will need to search outside the local area for employees, e.g. to obtain specialist skills
- What type of Welsh language skills are essential and desirable for the jobs that will be created by the development? These will need to be defined as part of the development’s Welsh language Plan (voluntary or statutory).
- Welsh Language skills that will be necessary for the workers and their dependants to integrate into the local community
- The possible cumulative impact that the development could have, taking account of any other relevant recent development in the local area

**SUMMARISE YOUR FINDINGS AND CONCLUSIONS**

Summarise your findings including the likely significant effects (positive and/ or negative).  
  
Record your conclusions, including discussions with the Mentrau Iaith or others regarding possible mitigation or enhancement measures

**Appendix 7: Methodology for preparing a Welsh Language Statement**

**MITIGATION AND ENHANCEMENT MEASURES**

What activities are necessary to eliminate or reduce any adverse effects caused by the development or facilitate dissemination of any benefits.

Take a look at Appendix 6 in the Supplementary Planning Guidance for potential activities. You will need to prepare a Welsh language Mitigation and a Benefits Enhancement Strategy, including an action plan that notes how and when the activities be delivered, i.e. that the measures can be realised. A plan to monitor the various actions set out in the Strategy will also be required.

Record your conclusions, including discussion with the Mentrau Iaith or others about the possible activities.

- 24. In accordance with good practice relating to balancing the effects of development, use a Risk Matrix – see example on Figure 7.2 – to identify possible effects and the probability of those effects on the vitality of the Welsh language in the community and locality.

Figure 7.2: example Risk Matrix

				← EFFECT OVER 20 YEARS →					
				Area	Small	Medium	Substantial	Significant	
				All speakers in the Upper Area Lower Layer	Decrease of up to 2% than the projected speakers (usually business)	Decrease of over 2% to 5% than the projected speakers (usually business)	Decrease of 5% to 10% than the projected speakers (usually business)	Decrease of 10% and over than the projected speakers (usually business)	
					1	2	3	4	
				Probability	Small	Medium	Substantial	Significant	
LIKELIHOOD	It would be expected to occur in almost all similar developments	Frequency	Likelihood	4	Almost certain	4	8	12	16
	It would be expected to occur in the majority of similar developments.	History of it occurring 9 times out of 10 in the last x (say 20 years) years	3	Likely	3	6	9	12	
	It would be expected to occur in the minority of similar developments	History of it occurring 5-8 times out of 10 in the last x (say 20 years) years	2	Possible	2	4	6	8	
	It would be expected to occur in a very small number of similar developments	History of it occurring 2-4 times out of 10 in the last x (say 20 years) years	1	Unlikely	1	2	3	4	

**What happens after the Statement is submitted? (Gweler diagram 11)**

- 25. See Diagram 11 in this Supplementary Planning Guidance. The Planning Officer dealing with the planning application will consider the evidence presented. In doing so he/ she will consult with a competent officer (-s) within the Council who will look to see:

- (i) were all methodology questions answered in full, and
- (ii) whether or not the analysis and conclusions based on the cumulative information submitted are reasonable

- 26. Before coming to a conclusion and make a recommendation about the planning application the Planning Officer will consider the evidence of the competent officer (-s) and relevant evidence obtained from external parties, e.g. community and town councils. The Planning Officer may ask the applicant for clarification or for more details to ensure that the Statement is correct and complete before making a recommendation on the application for planning permission. The

**Appendix 7: Methodology for preparing a Welsh Language Statement**

Planning Officer will discuss any additional evidence received from the applicant with competent officer (-s) within the Council.

27. Where there is dispute between the Planning Officer and the applicant about the evidence in the Language Statement, the Officer will appoint a qualified external consultant to consider the evidence that is the subject of the dispute. The applicant will be notified of the intention to employ an external consultant before appointing one. The applicant will be responsible for costs associated with employing a consultant.

**Appendix 8: Methodology for preparing a Welsh Language Impact Assessment**

**When will a Welsh Language Impact Assessment be required?**

1. An applicant will be required to assess the likely impact of a proposed development and produce a Welsh Language Impact Assessment report if the development meets criterion 2 in Policy PS 1 - Welsh Language and Culture. For convenience, this is the criterion that gives the threshold for the need to prepare a report on the Welsh Language Impact Assessment:

**Requiring a Welsh Language Impact Assessment, which will set out how the proposed development will protect, promote and enhance the Welsh Language, where the proposed development is on an unexpected windfall site for a large-scale housing development or large scale employment development that would lead to a significant workforce flow**

2. Diagram 7 in Section 2 of the Supplementary Planning Guidance describes what is meant by the terms ‘unexpected windfall site’, ‘large-scale housing development’ and ‘large-scale employment development which would mean a significant flow of workforce’. For convenience, table 8.1 reiterates these descriptions:

Table 8.1: Definition of key terms

unexpected windfall site – this is assessed by looking at the Plan's strategy and policies and the evidence to support the strategy and policies, e.g. its location compared to the development boundary, the status of the site in the Plan's policies, Urban Capacity Assessment considerations, when the site became available, compliance or not with relevant policies.

large scale housing development - a development that would involve having 10 or more housing units at the Sub-Regional Centre and the Urban Service Centres, and having 5 or more housing units in Local Service Centres, Service Villages, Local/ Rural / Coastal Villages. The site's capacity will be considered to determine if the threshold has been exceeded, e.g. would it be possible to build more than the intended number of houses that would then exceed the threshold; and/ or does the site form part of a site, which when taken in its entirety, would exceed the threshold.

Large scale employment development which would mean a significant flow of workforce

- (i) needs more than 10 or more employees<sup>1</sup>, and
- (ii) That the jobs must be marketed beyond the following travel to work area in order to attract the workforce that have the relevant skills for the new jobs: Bangor and Holyhead; Pwllheli and Porthmadog; and Tywyn and Dolgellau. Please get in touch with the Department responsible for the development of the area's economy for information – see contact details in Appendix 4

3. So, put simply, the site's development was not foreseen at the Local Development Plan formulation stage, and that the development is large-scale. As a result, the proposal was not subject to a Sustainability Assessment (which includes a Strategic Environmental Assessment), that was influenced by a Welsh Language Impact Assessment. On this premise, Policy PS 1 of the

<sup>1</sup> Only about 11% of businesses in the Plan area employ more than 10 employees



## Appendix 8: Methodology for preparing a Welsh Language Impact Assessment

Plan requires a Welsh Language Impact Assessment of the proposed development. This approach is consistent with national planning policy and guidance (see paragraph 3.2.2 of TAN 20). Applicants should liaise with the Development Management Unit in the pre-application period stage if there is uncertainty about the need for a Welsh Language Impact Assessment.

### Purpose of the Assessment

4. The purpose of the Assessment is to establish the likely impact of the proposed development on communities in general, and on the Welsh language more specifically and, if appropriate, identify measures that will either mitigate negative effects, or protect/enhance/spread positive effects. It will help ensure the linguistic implications of a relevant proposed development are fully explored before planning decisions are made. The scale and period of effects (positive and negative) will depend on the nature and type of the development, and its relationship with the community. The Assessment is a structured process that enables the Welsh language to be taken into account when considering proposals for change. The results of the Welsh language Impact Assessment should be set out in a structured report.
5. The Methodology given in this Appendix is in three parts. This is the methodology that must be followed for undertaking the Assessment. It is a process where information about the likely effects of a proposed development is collected, collated, assessed and taken into account by the applicant, as part of the work of formulating the proposal. The methodology will also be checked by competent officers within the Authority before the decision maker decides whether or not to grant consent.

### Who should prepare the Assessment?

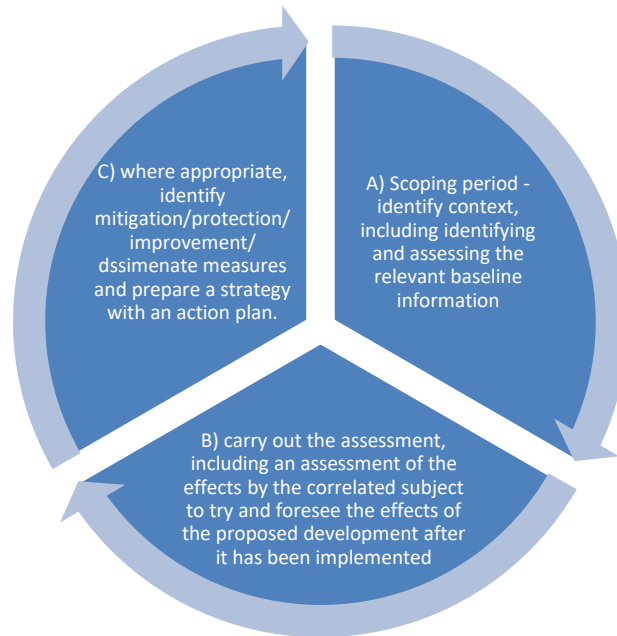
6. Due to the location and scale of the proposed development, an applicant is expected to employ a qualified person or group of consultants who will include a qualified person to carry out the work. Doing so will ensure the completeness and quality of the Assessment and its report. The report on the Assessment is expected to include a statement outlining their relevant expertise, qualifications or experience, sufficiently to show that this is true. Diagram 9 in Section 2 of the Supplementary Planning Guidance describes a 'competent person' from the Welsh language perspective.
7. As referred to in Section 2 of the SPG engagement and undertaking a series of activities before submitting a planning application is a key part of preparing applications that require a Language Impact Assessment Report. It is expected that key stakeholders will play a full part in steps A – C described below.

### The methodology – process and assessment

8. As noted in paragraph 4 above, the preparation of the Local Development Plan was subject to Sustainability Assessment processes, which included a Strategic Environmental Assessment. From the Welsh language's perspective, the Sustainability Assessment was influenced by the

**Appendix 8: Methodology for preparing a Welsh Language Impact Assessment**

Welsh Language Impact Assessment. Similar to work associated with undertaking a Sustainability Assessment, Strategic Environmental Assessment, Environmental Impact Assessment of individual projects, there are 3 main stages to follow in the process of undertaking a Welsh Language Impact Assessment of the relevant proposed development (see diagram below):



9. Engagement and consultation is a key part of the process described above.

**STAGE A1) SCOPING PERIOD (IDENTIFYING THE CONTEXT) - IDENTIFYING RELEVANT BASELINE INFORMATION**

10. It is important that the Welsh Language Impact Assessment process, like any other assessment, starts early to enable the applicant and his/her advisers to identify the appropriate issues and analyse them as they prepare the details of the proposed development. Broadly speaking, the scoping work will include the following, and these should be recorded:

- I. Description of the proposed development;
- II. Definition of the area that the large development on an unexpected windfall site could influence directly or indirectly. The extent of the area will depend on its type of development, its scale and location;
- III. Document the current 'state' of the specified communities/area, and in particular the Welsh language, which forms part of the baseline to base an assessment upon it;

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- IV. Document assumptions/projections for the specified communities/area, in order to seek a picture of the direction of change (rather than definite figures) predicted in this identified area based on trends, without the intervention of the development;
- V. Document the objectives of the Local Development Plan and the relevant policies, and document the objectives of the Language Strategy, Local Wellbeing Plan, and the Council's Plan.

**Data sources for the scoping work**

11. Appendix 2 of this Supplementary Planning Guidance contains information on a number of current recognised relevant data sources for the Welsh language. Data/information will be updated fairly regularly and there is a possibility that additional sources will emerge. Therefore, when gathering information about the area of influence at the time of preparation for the development, there should be a thorough inquiry into the existence of latest data as well as additional data that may only be available at a local level about the Welsh language and the wider communities. Local stakeholders, such as Community and Town Councils, have data and information that will only be available locally, especially information on infrastructure (facilities and services) within settlements and their role in promoting the Welsh language.

**Identifying the area of influence**

12. Identifying the area that the unforeseen proposed development might influence is important. The area of influence is unlikely to respect the development boundaries of settlements, or perhaps individual wards. Depending on the scale and type of development, the area of influence can include the Travel to Work Area and/or the Housing Market Area. Early discussions with the Planning Authority and other stakeholders, such as other services within the Councils and Mentrau Iaith, will be beneficial to the task of establishing and analysing the evidence and conducting the assessment. As, for example, in the case of retail impact studies or employment studies, a map will be required in the report together with a record of the reasons for choosing the area of influence. A record of discussion with appropriate stakeholders should be included. The map should record the number and percentage of all Welsh language speakers at a community and ward level.

**Profile of the population now and in the future**

13. When considering the information that should be collected in the context of the Welsh language, it is recommended that the numbers and percentage of the Welsh speaking population (including learners) are used, dividing those speakers by age group, in order to understand what the impact of development might be on the linguistic composition of the area over a period of time. The language of children younger than three years old is not recorded in the Census. Other sources can provide the information to establish a baseline and complete assumptions, namely Mudiad Meithrin data and Flying Start data. Data about language transmission in the home within the locality should also be analysed. Understanding the situation of the language in the different age groups gives a picture of the viability of the language now, and also offers a picture of the language in the area over the next decades if current trends continue and if the development did

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not happen. How does the proposed development contribute to or impacts on projections of change necessary to maintain or increase the number and percentages of Welsh speakers in the area affected. This stage offers an opportunity to identify future issues in the area, and by carrying out the assessment, how the proposed development can affect them (positive or negative).

14. The impact of a proposed development in area of influence where the use of Welsh is not such a prominent feature in the community can be different from the effect in an area where there is a higher percentage of Welsh speakers, and where the daily use of Welsh is more prominent. This analysis must be recorded.

### Profile of the infrastructure in the influence area (facilities and services for public use)

15. When considering the information that should be gathered in the context of the wider communities, the availability of local facilities for public use must be understood - shops, GP, surgeries and other public services, and community centres, halls, schools, etc. When engaging with relevant stakeholders, a picture can be obtained of which of these facilities offer services or activities in Welsh. If the information is not available, an applicant is expected to take steps to fill the gap. Appendix 3 includes a reference to the 'Local Action' tool that can help identify relevant facilities and services and a method of collecting the information.

### Engagement at the scoping stage

16. Every development, regardless of size, can benefit from effective engagement / consultation. Firstly, it conforms to one of the ISO 31000 principles which is "*activities to communicate and consult with stakeholders throughout the process*"<sup>2</sup> Secondly, identifying the characteristics of the community and the factors that influence the places (domains) that are important to the viability of the language at an early stage offers the best opportunity to ensure that Welsh is a consideration in the development of the proposal. Diagram 4 in the Guidance sets out the expectations of the Councils in terms of engagement and consultation during the pre-application period. Development that needs to be the subject of a Welsh Language Impact Assessment will be a 'major' development under Article 2 of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012 (DMPWO). Under the Planning Act 2015, applicants for 'major developments' will need to carry out a pre-application statutory consultation. The number of consultation activities that the applicant needs to carry out before submitting the planning application will be set. They include consulting with three groups of people, namely:
  - People who occupy or own property near the application site;
  - Community consultees, including Community Councils and Councillors (Local Member); and
  - Specialist consultees. Details on the identity of these and when they should be consulted with are provided in Schedule 4 of the DMPWO. The identity of the specialist consultees listed in Schedule 4 which are relevant to the proposed development, will be determined by carrying out tests on the description of the development. Appendix 2 of the handbook Pre-application Community Consultation:

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2 See C.10, page 13

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Best Practice Guidance for Developers (2017) published by Welsh Government, provides those tests.

17. Welsh Government notes that the applicant may identify additional, valuable consultees not listed in Schedule 4 of the DMPWO. The applicant will be expected to consult with the relevant language initiative. Creating a timetable of consultation activities at the beginning of the project will assist to achieve the non-statutory, and statutory, engagement activities, at the correct time. It can also assist to ensure that the statutory requirements are met.
  
18. Both Planning Authorities offer a pre-application advice service (link to the websites to be included here). Appendix 4 of the Supplementary Planning Guidance includes the addresses of key stakeholders. The timing of such informal discussions is at the discretion of the applicant; but, in general, it will be extremely beneficial for these to happen as soon as the applicant is in a position to provide enough information to form the basis for discussion. It will be an opportunity for planning officers to draw the applicant’s attention (and/or those who will advise him/her) to any gaps in information he/she has collected. The Planning Officer will ask for information from relevant officers within the Council. The applicant may request that any preliminary information currently provided be treated confidentially by the Planning authority.
  
19. Table 8.2 below provides a template to record the required information

Table 8.2: Template to record discussion with stakeholders

<b>Consult and engage in the activities required to address the identified benefits and risks</b>	
<b>Which local groups/ organisations/ officers were consulted</b>	<b>Details of feedback received</b>

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**STAGE A2) SCOPING PERIOD (IDENTIFYING THE CONTEXT) – ANALYSING THE INFORMATION**

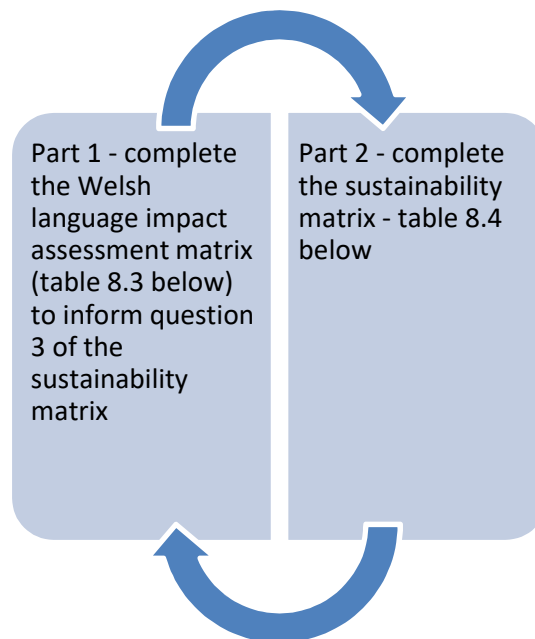
20. The purpose of this part of the scoping period is to analyse the information gathered during Stage A1 in order to identify key issues about the community and the Welsh language. This will help to obtain an initial picture of the potential impacts associated with the development. The conclusions must be recorded in the Report on the Welsh Language Impact Assessment.

**STAGE B) UNDERTAKING THE ASSESSMENT**

21. As with the Environmental Impact Assessment process, the process of carrying out the Welsh Language Impact Assessment needs to consider and record the following, referring to the background information and analysis above (i.e. Stage A1 & Stage A2):

- i. who (e.g. a particular age group)/ what (e.g. local school) is likely to be affected;
- ii. type of effect (i.e. positive, negative, neutral, direct, indirect);
- iii. likelihood of the effect occurring (i.e. firm, uncertain, can be reversed, cannot be reversed);
- iv. potential cumulative effects.

22. This part of the methodology is in two parts:



**Appendix 8: Methodology for preparing a Welsh Language Impact Assessment****Part 1: complete the Welsh Language Impact Assessment**

23. In order to assess the proposed development against the Sustainability Assessment Objective relevant to the Welsh language, the relevant parts of the Welsh Language Impact Assessment matrix shown in table 8.3 below should be completed. You will need to consider the inter-relationship between the factors, e.g. the Welsh language population and the housing market and the area's economy. The template must be used in your report on the Assessment. If a positive or negative impact is identified, it will be necessary to consider if any positive effect can be improved, or how you will control negative effects. Those activities must be recorded in Stage C below.
24. The sample risk/ benefits matrix in Figure 8.1 can be used to identify the risk and the likelihood of the effects.

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Figure 8.1: Sample Risk/ Benefits Matrix

				← EFFECT OVER 20 YEARS →				
				Area	Small	Medium	Substantial	Significant
				All speakers in the Upper Area Lower Layer	Decrease of up to 2% than the projected speakers (usually business)	Decrease of over 2% to 5% than the projected speakers (usually business)	Decrease of 5% to 10% than the projected speakers (usually business)	Decrease of 10% and over than the projected speakers (usually business)
					1	2	3	4
				Probability	Small	Medium	Substantial	Significant
LIKELIHOOD	Frequency	Likelihood		Small	Medium	Substantial	Significant	
	It would be expected to occur in almost all similar developments	History of it occurring 9 times out of 10 in the last x (say 20 years) years	4	Almost certain	4	8	12	16
	It would be expected to occur in the majority of similar developments.	History of it occurring 5-8 times out of 10 in the last x (say 20 years) years	3	Likely	3	6	9	12
	It would be expected to occur in the minority of similar developments	History of it occurring 2-4 times out of 10 in the last x (say 20 years) years	2	Possible	2	4	6	8
It would be expected to occur in a very small number of similar developments	History of it occurring 1 time out of 10 in the last x (say 20 years) years	1	Unlikely	1	2	3	4	



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Table 8.3: Welsh language impact assessment Matrix

<b>LANGUAGE AND MOBILITY OF POPULATION (this issue is common to Housing development and Employment development)</b>	<b>Score</b>			<b>Comments</b>
<b>Explain, with full evidence, whether the development is likely to result in a change in the composition of the population in the area now and in the future, and in particular in terms of contributing or affecting the linguistic constitution.</b>	<b>Effect (E)</b>  <b>1, 2, 3 or 4</b>	<b>Likelihood (T)</b>  <b>1, 2, 3 or 4</b>	<b>Composite score</b>  <b>1 i 16</b>	
<ul style="list-style-type: none"> <li>How is the development going to ensure opportunities for people to stay in their community?</li> </ul>				
<ul style="list-style-type: none"> <li>Is there a likelihood that the development will attract additional people to the community? If it will, how many are expected? Where will they come from? How many and what percentage are likely to be Welsh speakers?</li> </ul>				
<ul style="list-style-type: none"> <li>Is there a likelihood that local people will migrate from the community as a result of the development?</li> </ul>				
<ul style="list-style-type: none"> <li>Is the development likely to result in a change in the age structure of the community: more or fewer children, young people, middle-aged people, older people?</li> </ul>				
<ul style="list-style-type: none"> <li>Is there a likelihood that there will be a change in the balance between Welsh speakers (including learners) and individuals with no ability in Welsh?</li> </ul>				

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<ul style="list-style-type: none"> <li>Is the change likely to be permanent or temporary?</li> </ul>					
<p><b>Record your analysis with evidence, noting who will be affected (e.g. a specific age group); what kind of effect; likelihood of the effect to occur; and potential cumulative effect. You can use the sample risk matrix in Figure 8.1 to record the effect and the likelihood of the effect.</b></p>					
<p>Use a separate page if more space is needed.....</p>					
<p><b>Composite score</b></p>					
<p><b>What is the benefit?</b></p>	<p><b>What is the risk?</b></p>				

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Please go to Stage C to show how you will ensure the benefit, and if possible, spread the benefit	Please go to Stage C to show how you will manage the risk (get rid of it or reduce it to an acceptable level)				
<b>VISUAL ELEMENTS (this issue is common to Housing development and Employment development)</b>		<b>Score</b>			<b>Comments</b>
<b>Explain, with evidence, how the development will affect the Language Visibility in the area, in terms of promoting the unique culture of the area.</b>	<b>Effect (E)</b>	<b>Likelihood (T)</b>	<b>Composite score</b>		
	<b>1, 2, 3 or 4</b>	<b>1, 2, 3 or 4</b>	<b>1 i 16</b>		
<ul style="list-style-type: none"> <li>Will the development increase visibility of the language?</li> </ul>					
<ul style="list-style-type: none"> <li>Corporate image and branding - signs and advertisements on the site that are under the control of planning, e.g. advertising signs/marketing of new housing site, signs and advertisements to customers in public places on an employment site</li> </ul>					
<ul style="list-style-type: none"> <li>Site name or development – will it keep an old Welsh name or will any new name be derived from historical, geographical or local links to the area, if practicable</li> </ul>					
<b>Record your analysis with evidence, noting who will be affected (e.g. a specific age group); what kind of effect; likelihood of the effect to occur; and potential cumulative effect. The sample risk matrix in Figure 8.1 could be used for the identification of the impact and probability of the effect.</b>					

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Use a separate page if more space is needed.....					
<b>Composite score</b>					
<p><b>What is the benefit?</b></p> <p>Please go to Stage C to show how you will ensure the benefit, and if possible, spread the benefit</p>	<p><b>What is the risk?</b></p> <p>Please go to Stage C to show how you will manage the risk (get rid of it or reduce it to an acceptable level)</p>				

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QUALITY OF LIFE INCLUDING COMMUNITY INFRASTRUCTURE (discuss the following by type of development)	Score			Comments
Explain, with full evidence, how the development affects the community's quality of life (public amenities and community facilities and services).	Effect (E)  1, 2, 3 or 4	Likelihood (T)  1, 2, 3 or 4	Composite score  1 i 16	
<ul style="list-style-type: none"> <li>To what extent does the development affect public amenity/ the environment in the area? Will the area be more/ less desirable to live in?</li> </ul>				
<ul style="list-style-type: none"> <li>How adequate is the availability of childcare and pre-school places in the locality</li> </ul>				
<ul style="list-style-type: none"> <li>How adequate are the number of school places in the local area? Would the development be likely to call for more places or is there enough space in the schools? Are there enough resources so that schools can continue to fulfil their role in producing fluent Welsh speakers?</li> </ul>				
<ul style="list-style-type: none"> <li>How would the development be likely to affect the balance between non-Welsh speaking pupils and Welsh speaking pupils at school? Would more places be needed in the immersion unit? Are there enough resources to provide facilities and opportunities so that children from non-Welsh speaking homes and those who have learned Welsh as a second language can use and improve their Welsh and become part of the Welsh community?</li> </ul>				

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<ul style="list-style-type: none"> <li>• Would the development increase demand for local facilities and services?</li> </ul>				
<ul style="list-style-type: none"> <li>• To what extent does the development have a positive or negative impact on existing facilities or services?</li> </ul>				
<ul style="list-style-type: none"> <li>• How will the development maintain or create new opportunities to promote the Welsh language in local facilities and services such as halls, shops, and so on?</li> </ul>				
<ul style="list-style-type: none"> <li>• Does the development have the potential to have a positive or negative impact on the activities of different groups that are active in the community which were identified in the profiling work, e.g. nursery organizations, the Urdd, voluntary groups? What is the capacity of local providers to cope with the change?</li> </ul>				
<ul style="list-style-type: none"> <li>• How could the Welsh community and its institutions integrate the development?</li> </ul>				
<p><b>Record your analysis with evidence, noting who will be affected (e.g. a specific age group); what kind of effect; likelihood of the effect to occur; and potential cumulative effect. The sample risk matrix in Figure 8.1 could be used for the identification of the impact and probability of the effect.</b></p>				

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Use a separate page if more space is needed.....					
<b>Composite score</b>					
<b>What is the benefit?</b>	<b>What is the risk?</b>				
Please go to Stage C to show how you will ensure the benefit, and if possible, spread the benefit	Please go to Stage C to show how you will manage the risk (get rid of it or reduce it to an acceptable level)				
<b>THE HOUSING MARKET</b>		<b>Score</b>			<b>Comments</b>
<b>Explain, with evidence, how the development is likely to affect the housing market in the area now and in the future, and in particular in terms of contributing or affecting the linguistic constitution.</b>		<b>Effect (E)</b>	<b>Likelihood (T)</b>	<b>Composite score</b>	
		<b>1, 2, 3 or 4</b>	<b>1, 2, 3 or 4</b>	<b>1 i 16</b>	
<ul style="list-style-type: none"> <li>Expected market price for the houses, and how this compares with household income locally.</li> </ul>					
<ul style="list-style-type: none"> <li>Would the development be likely to have a positive or negative impact on the average house price in the area affected?</li> </ul>					

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<ul style="list-style-type: none"> <li>Affordable housing contribution and how this compares with policy requirements</li> </ul>				
<ul style="list-style-type: none"> <li>Expected or proposed rate of development. Would it happen slowly?</li> </ul>				
<ul style="list-style-type: none"> <li>Housing mix and how it compares with policy requirements, County or local surveys, or other sources of information</li> </ul>				
<ul style="list-style-type: none"> <li>Housing numbers and how this compares with the demand for housing and the supply of housing given in the Plan, and those granted since the adoption of the Plan</li> </ul>				
<ul style="list-style-type: none"> <li>Increased potential impact the development could have, taking into account any other relevant recent developments in the local area</li> </ul>				
<ul style="list-style-type: none"> <li>Would the development increase the demand for private rented housing, which would mean less stock available to local households?</li> </ul>				
<p><b>Record your analysis with evidence, noting who will be affected (e.g. a specific age group); what kind of effect; likelihood of the effect to occur; and potential cumulative effect. The sample risk matrix in Figure 8.1 could be used for the identification of the impact and probability of the effect.</b></p>				



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Use a separate page if more space is needed.....					
<b>Composite score</b>					
<b>What is the benefit?</b>	<b>What is the risk?</b>				
Go to Stage C to show how you will ensure the benefit, and if possible, spread the benefit	Go to Stage C to show how you will manage the risk (get rid of it or reduce it to an acceptable level)				
<b>ECONOMIC FACTORS</b>		<b>Score</b>			<b>Comments</b>
<b>Explain, with evidence, how the development affects the economics of the local area.</b>		<b>Effect (E)</b>	<b>Likelihood (T)</b>	<b>Composite score</b>	
		<b>1, 2, 3 or 4</b>	<b>1, 2, 3 or 4</b>	<b>1 i 16</b>	
<ul style="list-style-type: none"> <li>How does the development contribute to existing employment opportunities in the area?</li> </ul>					

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<ul style="list-style-type: none"> <li>Does it promote economic diversity in the local area, i.e. creating jobs that are not available locally?</li> </ul>				
<ul style="list-style-type: none"> <li>Number of full and/or part-time jobs</li> </ul>				
<ul style="list-style-type: none"> <li>Skills that are necessary for the business or organization and how this compares with local people's labour skills (within the Travel to Work area)</li> </ul>				
<ul style="list-style-type: none"> <li>Salaries that will be offered and how these compare with average salaries in the area</li> </ul>				
<ul style="list-style-type: none"> <li>Labour skills of local people (within the Travel to Work area) and the likelihood according to the above assessment that the jobs will be filled from among the local population</li> </ul>				
<ul style="list-style-type: none"> <li>Is it likely to have to search outside the local area for employees, e.g. for specialist skills</li> </ul>				
<ul style="list-style-type: none"> <li>Will a front-line service be provided to the public?</li> </ul>				
<ul style="list-style-type: none"> <li>Which language skills are essential and desirable for the jobs created by the development. These will need to be defined as part of the development's Welsh language plan (voluntary or statutory)</li> </ul>				
<ul style="list-style-type: none"> <li>Language skills that will be necessary to integrate into the local community, i.e. what language would be necessary for different types of jobs</li> </ul>				
<ul style="list-style-type: none"> <li>Increased potential impact the development could have, taking into account any other relevant recent developments in the local area</li> </ul>				
<ul style="list-style-type: none"> <li>Is the development likely to have a positive impact on current local businesses, e.g. by offering</li> </ul>				

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business opportunities to supply the requirements of the new business for goods?					
<p><b>Record your analysis with evidence, noting who will be affected (e.g. a specific age group); what kind of effect; likelihood of the effect to occur; and potential cumulative effect. The sample risk matrix in Figure 8.1 could be used for the identification of the impact and probability of the effect.</b></p>					
Use a separate page if more space is needed.....					
<b>Composite score</b>					
<p><b>What is the benefit?</b></p> <p>Please go to Stage C to show how you will ensure the benefit, and if possible, spread the benefit</p>	<p><b>What is the risk?</b></p> <p>Please go to Stage C to show how you will manage the risk (get rid of it or reduce it to an acceptable level)</p>				

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25. The next list provides a matrix of questions to assess the likely impact of the proposed development in terms of the site. You may have answered some of the questions already as part of an Environmental Assessment when one is required to support your application. If you haven't undertaken an environmental assessment, use the matrix in table 8.4 below to record the general assessment of the proposed development on the area of influence. Use the symbols in the key (see below) in the 'Assessment' column. The symbols in this column indicate whether the proposed development contributes positively towards meeting the Sustainability Assessment Objective:
- whether it fits with the Sustainability Assessment Objective;
  - whether the proposed development has a neutral effect on the Sustainability Assessment Objective;
  - whether the proposed development is a barrier to achieving the Sustainability Assessment Objective.
26. In the 'Summary' column explain, with evidence, how you reach your conclusion.
27. The response to relevant parts of the Welsh Language Impact Assessment matrix in table 8.2 will have assessed the proposed development against the section of the Sustainability Appraisal relevant to the Welsh language.
28. If a positive or negative effect is identified after undertaking a Sustainability Assessment of the site you will need to consider whether any positive effect can be enhanced or how you can manage negative effects. The actions should be recorded in Stage C below.

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Site name:

Area of Influence (map)

Type of development:

Sustainability Assessment Objective	Assessment	Summary
<p>1. Maintain and enhance biodiversity benefits and connectivity (SEA topics: biodiversity, fauna, flora, soil) Will the proposed development...</p> <ul style="list-style-type: none"> <li>• Protect the integrity of designated sites (international, national and local), and avoid habitats/ fragmented species</li> <li>• Protect and enhance wildlife habitats on land and at sea (including the significant woodland asset found in the plan area), and wider biodiversity in rural and urban areas</li> <li>• Maintain and improve the provision of green infrastructure</li> <li>• Protect and enhance the designated geological sites and the wider diversity ground</li> <li>• Maintain and enhance the role of ecological connectivity</li> </ul>	<p>e.g.  ++</p>	<p>The proposed development will contribute to this Sustainability Assessment Objective because .....</p>
<p>2. Promoting viability, cohesion, and community health and well-being (SEA topics: human health, population) Will the proposed development...</p> <ul style="list-style-type: none"> <li>• Meet the needs of an ageing population</li> <li>• Reduce the number of work-age people who are out-migrating, in order to support communities that are balanced in terms of age of the population</li> <li>• Improve the provision and access to facilities and services to disadvantaged communities and rural areas.</li> </ul>		

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Sustainability Assessment Objective	Assessment	Summary
<ul style="list-style-type: none"> <li>• Promote community interaction and social inclusion</li> <li>• Get rid of barriers and create opportunities for people to lead healthier lives, e.g. promoting exercise (walking, cycling)</li> <li>• Reduce health inequalities between areas and social groups</li> </ul>		
<p>3. <i>Preserve, promote and strengthen the Welsh language</i> (SEA topic: <i>cultural heritage</i>) Will the proposed development...</p> <ul style="list-style-type: none"> <li>• Protect and enhance the opportunities to promote and develop the Welsh language - in order to respond to this question, the Welsh language Impact Assessment matrix in table 8.3 above should be completed</li> </ul>		
<p>4. <i>Preserve, promote and enhance cultural resources and historic heritage assets</i> (SEA topic: <i>cultural heritage</i>) Will the proposed development...</p> <ul style="list-style-type: none"> <li>• Ensure that local, historic and archaeological and cultural assets (including protection from new developments) are protected, and are maximized for the benefit of residents and visitors</li> <li>• Promote access to the historic environment for education and tourism purposes/ economic development</li> </ul>		
<p>5. <i>Support economic growth and facilitate a vibrant, diverse economy that provides local employment opportunities</i> (SEA topic: <i>Population</i>) Will the proposed development...</p>		

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Sustainability Assessment Objective	Assessment	Summary
<ul style="list-style-type: none"> <li>• Promote and facilitate investment to local businesses across a variety of economic sectors</li> <li>• Improve and maximise employment opportunities, including in rural areas</li> <li>• Support the tourism industry by making environmental improvements and improving the infrastructure, and helping to improve existing resources and infrastructure</li> <li>• Provide access to opportunities for training, education and skills development for all sectors in the community</li> <li>• Treat the Welsh language less favourably than the English language in providing services to the public</li> <li>• Create opportunities for workers to use the Welsh language in the workplace</li> </ul>		
<p>6. Provide good quality housing, including affordable housing that meets local need (<i>SEA topic: population, human health</i>) Will the proposed development...</p> <ul style="list-style-type: none"> <li>• Improve the quality and availability of existing housing stock for deprived communities</li> <li>• Deliver more affordable and sustainable housing with the least possible environmental impact in rural and urban areas</li> <li>• Introduce adapted housing that addresses the individual needs of the communities</li> </ul>		
<p>7. Appreciate, conserve and enhance the rural landscapes and townscapes of the plan area (<i>SEA topic: landscape</i>) Will the proposed development...</p>		

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Sustainability Assessment Objective	Assessment	Summary
<ul style="list-style-type: none"> <li>• Protect and enhance the special features of the landscape in the plan area, including Areas of Outstanding Natural Beauty, the coastal/ marine landscape and townscape</li> <li>• Protect and improve the quality of open spaces that are accessible to the public in a rural and built environment</li> <li>• Ensure that new developments are appropriately integrated and sensitive to the landscape and townscape character of the plan area</li> </ul>		
<p>8. Support and enhance good transport links to support the community and the economy (<i>SEA topic: population, human health</i>)</p> <p>Will the proposed development...</p> <ul style="list-style-type: none"> <li>• Improve accessibility in local areas, by linking transport networks (public and non-vehicular transport) with service centres</li> <li>• Reduce the need for private car travel, by improving the public transport infrastructure</li> <li>• Prioritise accessibility by having sustainable transport options for new developments</li> </ul>		



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Key			
++	Strong encouragement for the development, as it would solve current sustainability problem	+/-	Potential sustainability issues; mitigation and/or negotiation may be possible
+	No sustainability barriers and the development is acceptable	-	Problematic and unlikely due to known sustainability issues; mitigating or negotiating difficult and/or expensive
0		--	Absolute restrictions in terms of sustainability
?	Neutral		

**STAGE C) – IDENTIFYING MITIGATION/ PROTECTION/ IMPROVEMENT/ SPREAD MEASURES**

29. Every good decision will depend on an effective analysis of options. Option appraisal is the process of identification and selection of the most appropriate risk management strategy within the limitations of the situation. Normally, this requires following a process of scoring or weighting options on how to reduce the risk to an acceptable level. As a result, of evaluating the options and drawing conclusions you can then proceed to select the 'preferred strategy', which is the 'best' strategy for the situation and the one who receives the approval of the developer, the stakeholders and partners.
  
30. Evaluation requires you to follow some, if not all, of the follow-up action:
  - establish clearly what is the outcome you are trying to achieve;
  - Identify the possible options to achieve that outcome;
  - Clearly established what are the criteria used to evaluate;
  - Select the most appropriate tool to implement each option;
  - Identify the impact of each option;
  - Compare the advantages and disadvantages of each option and reach a conclusion.
  
31. Usually, the risk management options are one of the following:
  - TERMINATE – get rid of a proportion of the risk where possible;
  - TOLORATE – accept the risk by choosing not to intervene;
  - TRANSFER – sharing or moving elements of the risk by sharing with stakeholders or other partners or use technology, new processes or new investment;
  - MITIGATE - modification of the effects of the development by putting developing plans in place
  
32. You will also need to consider how to TAKE ADVANTAGE of OPPORTUNITIES arising from the risk to initiate new opportunities.
  
33. If a positive or negative impact is identified in Stage B above, it will be necessary to consider if any positive effect can be improved upon or show how you will control negative effects. If

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significant negative effects are not acceptable, consideration must be given to whether it is possible to take steps to reduce the risk to an acceptable level. It should be borne in mind that there is a strong possibility a planning application can be refused by the local planning authority in accordance with criterion 3 of Policy PS 1 if the assessment identifies a significant negative impact is likely. Therefore, consideration should be given to determine if there is an alternative option that would be likely to reduce the risk to an acceptable level. It should be recognised that it is not possible, in practice, to eliminate risk entirely. This will help to choose what options are available to be included in a Strategy and an Action Plan.

- 34. Figure 8.2 generally sets out what kind of response to consider depending on the composite score.

Figure 8.2 Response options

	Positive	Response options	Negative	Response Option
Likely Significant		MAXIMISE		TERMINATE
Unlikely Significant		MAXIMISE		MITIGATE
Small Likely		MAXIMISE		MITIGATE
Small Unlikely		MAXIMISE		TOLORATE

- 35. Appendix 6 includes a list of possible activities that can be used to ensure positive effects and to manage risks of negative effects. Those activities should be recorded in the Assessment Report, indicating how and when the activities will be carried out. This is essential to show that the measures can be realised. Possible measures should be discussed with the Mentrau Iaith and the Planning Officer, who will discuss with relevant officers within the Councils, e.g. education officers, economic development officers.
- 36. Table 8.5 below provides a template to record the necessary information.

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What is the Benefit or Risk identified in Stage B above?	Possible activity to control the benefit or risk	What does the activity achieve?	How will the benefit/ mitigation be achieved?	What is the timetable for delivery?	Monitoring method and frequency – where appropriate

Table 8.5: recording protection/ improvement/ promotion/ mitigation activities