

**Please ensure that you refer to the Screening Form Guidance while completing this form.**

**Which service area and directorate are you from?**

Service Area: Planning Services

Directorate: Place

**Q1 (a) What are you screening for relevance?**

- New and revised policies, practices or procedures
- Service review, re-organisation or service changes/reductions, which affect the wider community, service users and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- New project proposals affecting staff, communities or accessibility to the built environment, e.g., new construction work or adaptations to existing buildings, moving to on-line services, changing location
- Large Scale Public Events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Services Board, which impact on a public bodies functions
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other

**(b) Please name and fully describe initiative here:**

**Publication of the Delivery Agreement (incorporating Community Involvement Scheme) for the County’s Replacement Local Development Plan (RLDP).**

The Delivery Agreement (DA) sets out how the process for the preparation of the RLDP will be undertaken which in line with national guidance should be a succinct public statement containing two main parts:

- A **Timetable** of the key stages of Plan preparation; and
- A **Community Involvement Scheme (CIS)** which details how and when the community will be able to get involved in the plan preparation process

The DA is an important part of the Replacement LDP preparation process and has been prepared in accordance with Welsh Government regulations and guidance including The Town and Country Planning (Local Development Plan) (Wales) Regulations 2015 and the Local Development Plans Manual 2015 (The Manual).

The DA sets out the timetable for the production of the RLDP which must be approved by Welsh Government. The DA contains a Community Involvement Scheme (CIS) which indicates how and when the Council will provide opportunities for consultees and the local community to be involved in the RLDP process, as set out in relevant legislation, regulations and Welsh Government guidance.

The DA (including CIS) does not contain any policies or proposals, but is the essential project management tool to guide the production of the RLDP, setting out the methodology, timetable and processes. The LPA is committed to the stated timescales and public and stakeholder consultation processes. Adherence to the approved DA is considered as part of the tests of soundness that the appointed Inspector will assess at the Examination stage.

# Integrated Impact Assessment Screening Form

**Q2 What is the potential impact on the following: the impacts below could be positive (+) or negative (-)**

	High Impact		Medium Impact		Low Impact		Needs further Investigation	No Impact
	+	-	+	-	+	-		
Children/young people (0-18)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Older people (50+)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other age group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Future Generations (yet to be born)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race (including refugees)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asylum seekers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gypsies & travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or (non-)belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Poverty/social exclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carers (inc. young carers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community cohesion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Human Rights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Q3 What involvement has taken place/will you undertake e.g. engagement/consultation/co-productive approaches? Please provide details below – either of your activities or your reasons for not undertaking involvement**

The DA includes the RLDPs Community Involvement Scheme (CIS). National guidance indicates the LDP system aims to achieve a number of key points. Of key relevance: *‘Plans should be based on and underpinned by early, effective and meaningful community involvement in order to understand and consider a wide range of views, with the aim of building a broad consensus on the spatial strategy, policies and proposals’ and ‘It is essential when preparing the plan an LPA involves the right people at the right time seeking greater consensus and strengthen community involvement at the plan making process’ (Development Plans Manual, Edition 3)*

The CIS will seek to deliver on the above objectives and will set out who will be formally involved in the forthcoming RLDP process and how and when the participation and consultation on each stage of the RLDP will occur. In line with the manual regard has been had to WBFGA2015 and the five ways of working when preparing the CIS and involvement of stakeholders. Similarly, the previous CIS (for the LDP) has been reviewed in terms of lessons learned to inform the current scheme. The CIS has been prepared with regard to the Council’s Consultation and Engagement Strategy.

Council approved the draft DA (including CIS) for public consultation on the 2<sup>nd</sup> March 2023. The consultation period ran from the 9<sup>th</sup> March until the 20<sup>th</sup> April 2023. Key specific and general consultation bodies, including the WG and PEDW, were consulted as well as the general public and stakeholders.

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The consultation exercise included:

- 569 emails providing details of the consultation were sent to the following:
  - 406 to organisations/individuals
  - 88 Council officers
  - 75 Councillors
- All documents published in both English language and Welsh language versions;
- Articles/notices on the Council's social media platforms – Facebook and Twitter
- Press release on the Council's website;
- Consultation on the 'Have your Say' sections on Council website with links to the Strategic Planning consultation software system.
- Two 'drop-in' sessions in the Civic Centre so that members of the public and other stakeholders could have face to face contact and discussions with Placemaking Officers, on the:
  - 27<sup>th</sup> March 10-6:30; and
  - 6<sup>th</sup> April 10-6:30

A total of 24 responses were received to the draft DA.

Breakdown of responses via medium – 17 email, via 6 portal, 1 hard copy response form, letter.

The responses received, the Council's comments and actions can be viewed in the response schedule in the appendices of this report.

Subsequent changes have been made to the CIS to include additional consultees, as suggested by respondents, and the DA Timetable.

The final DA is presented to Full Council for approval and will be subsequently submitted to the Welsh Government. The formal start of the RLDP can commence following Welsh Government approval of the DA.

The approved DA (including CIS) will be made available for inspection at the principal offices of the Local Planning Authority (currently the Civic Centre) and will be published on the website

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## Q4 Have you considered the Well-being of Future Generations Act (Wales) 2015 in the development of this initiative:

- a) Overall does the initiative support our Corporate Plan's Well-being Objectives when considered together?  
Yes  No
- b) Does the initiative consider maximising contribution to each of the seven national well-being goals?  
Yes  No
- c) Does the initiative apply each of the five ways of working?  
Yes  No
- d) Does the initiative meet the needs of the present without compromising the ability of future generations to meet their own needs?  
Yes  No

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## Q5 What is the potential risk of the initiative? (Consider the following impacts – equality, socio-economic, environmental, cultural, legal, financial, political, media, public perception etc...)

High risk

Medium risk

Low risk

# Integrated Impact Assessment Screening Form

**Q6 Will this initiative have an impact (however minor) on any other Council service?**

Yes       No      **If yes, please provide details below**

Other relevant Council departments were consulted in the drafting of the document and as part of the public and stakeholder engagement exercise.

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**Q7 Will this initiative result in any changes needed to the external or internal website?**

Yes       No      **If yes, please provide details below**

The DA (including CIS) will be published on the Replacement LDP pages of the Council's external website.

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**Q8 What is the cumulative impact of this proposal on people and/or communities when considering all the impacts identified within the screening and any other key decisions affecting similar groups/ service users made by the organisation?**

*(You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups/ communities more adversely because of other decisions the organisation is making. For example, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, e.g., disabled people, older people, single parents (who are mainly women), etc.)*

The DA and CIS sets out the timetable and methods by which stakeholders, members of the public and groups will be formally involved in, and consulted upon during, the production of the RLDP and how and when the participation and consultation will occur.

The impacts on the groups identified within Q2 will be positive, as the CIS seeks to actively engage them in the RLDP process. No cumulative impacts are identified.

## Outcome of Screening

**Q9 Please describe the outcome of your screening using the headings below:**

- **Summary of impacts identified and mitigation needed (Q2)**
- **Summary of involvement (Q3)**
- **WFG considerations (Q4)**
- **Any risks identified (Q5)**
- **Cumulative impact (Q7)**

The DA sets out the timetable for the RLDP and the CIS sets out the consultation and engagement strategy for each stage of the RLDP process; who will be formally involved in the forthcoming RLDP process and how and when the participation and consultation will occur. The CIS recognises that at certain stages it will be more effective to engage a targeted range of stakeholders or representative bodies, in order to keep participation effective and meaningful; and manageable stakeholder events will be targeted to the most relevant bodies/representors. All statutory consultation stages will be subject to full public consultation. As a result, the impacts on the selected groups highlighted in Q.2 above are considered to be 'medium', as they are specifically listed within the CIS as 'Seldomly Heard Stakeholders'. The impacts will therefore be positive, as the CIS seeks to actively engage these groups in the RLDP process. To achieve effective engagement with these groups the CIS seeks to use existing partnerships and groups wherever possible. Trusted intermediaries will also be used, as appropriate, in order to gain the views of particular groups or individuals who lack the confidence to engage directly in the process. Nevertheless, it is recognised that there may be some difficulty engaging some groups. This is why the Council aims to engage through a variety of different methods in the hope that at least some will appeal to people's specific needs. The RLDP team will liaise with the Consultation Coordinator in the planning of future consultations.

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The DA has been subject to a period of public and stakeholder consultation including key specific and general consultation bodies. This included statutory consultation with Welsh Government and Planning and Environment Decisions Wales. As a result of the consultation exercise additional stakeholders have been identified and added to the CIS, widening the engagement for future stages of the RLDP.

In line with the Welsh Governments Development Plan Manual, regard has been had to WBFGA 2015 and the five ways of working when preparing the CIS and involvement of stakeholders. The CIS has also been prepared with regard to the Council's Consultation and Engagement Strategy, Strategic Equality Plan and Equality Objectives.

The DA has regard to the Council's Equality and Well-being Objectives and the CIS demonstrates that the production of the LDP will involve numerous consultation and engagement opportunities, including targeted engagement in order to engage specific communities and groups in Swansea in the preparation of the future land use planning framework of the County.

No risks to the publication of the draft DA have been identified. The previous CIS (for the LDP) has been reviewed in terms of lessons learned to inform the current scheme to ensure risks are minimised. The definitive stage of the timetable is considered to be both realistic and achievable based upon the expected resource input into the RLDP process. Whilst the Council will seek to avoid departure from the timetable, a number of risk areas that could lead to departure from the proposed timetable are identified and set out within the DA, alongside proposed mitigation and minimisation measures. The Council will monitor the timetable and will report any significant deviation (of more than 3 months) to the Welsh Government and stakeholders.

No cumulative impacts have been identified.

(NB: This summary paragraph should be used in the 'Integrated Assessment Implications' section of corporate report)

Full IIA to be completed

Do not complete IIA – please ensure you have provided the relevant information above to support this outcome

NB: Please email this completed form to the Access to Services Team for agreement before obtaining approval from your Head of Service. Head of Service approval is only required via email.

<b>Screening completed by:</b>
<b>Name:</b> Ruth Henderson
<b>Job title:</b> Senior Planning Officer
<b>Date:</b> 11/05/23
<b>Approval by Head of Service:</b>
<b>Name:</b> Phil Holmes
<b>Position:</b> Head of Planning and City Regeneration
<b>Date:</b> 12/05/23

Please return the completed form to [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk)