

ITEM 5

MEETING	Joint Planning Policy Committee
DATE	29 January 2021
NAME	Supplementary Planning Guidance: Change of use of community facilities and services, employment sites and retail units
PURPOSE	To consider and approve the proposed responses to observations about the Supplementary Planning Guidance - Change of use of community facilities and services, employment sites and retail units, and adopt the Guidance.
RECOMMENDATION	That the Committee approves the proposed response to the observations about the following Supplementary Planning Guidance and adopts this Guidance: <ul style="list-style-type: none">• Change of use of community facilities and services, employment sites and retail units
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1. Introduction

- 1.1 The Planning Authorities have committed to preparing a series of Supplementary Planning Guidance to support the Joint Local Development Plan. This report presents:
- i. A Consultation Report and Register regarding the Supplementary Planning Guidance: Change of use of community facilities and services, employment sites and retail units (Appendix 1).
 - ii. A copy and final draft of the Supplementary Planning Guidance: Change of use of community facilities and services, employment sites and retail units (Appendix 2).

2. The public consultation and final draft Guidance

- 2.1 A consultation draft of the Supplementary Planning Guidance - Change of use of community facilities and services, employment sites and retail units, was drawn up in consultation with relevant officers from both Councils and the Joint Local Development Plan Panel. Approval was received from the Joint Planning Policy Committee on 4 September 2020 to consult publicly on this draft Guidance.

- 2.2 A public consultation on the content of this draft document was undertaken between 16 October and 27 November 2020. The Public Consultation Report seen in Appendix 1 records a summary of the representations received and officer comments and recommendations given. The Supplementary Planning Guidance seen in Appendices 2 has been amended as a result of the consultation, taking some of the matters raised into account.

3. Sustainability Assessment and Habitats Regulations Assessment

- 3.1 A screening assessment was undertaken to determine whether this Guidance should be the subject of a Strategic Environmental Assessment (SEA) in accordance with European Directive 2001/42/EC and an Environmental Assessment of Associated Plans and Programmes under the associated 2004 Regulations. A Habitat Regulations Assessment (HRA) of plans and programmes which could affect sites of international importance is one of the requirements of the Habitats Directive (92/42/EEC). Therefore, the Guidance were assessed to determine whether a full appropriate assessment was required under the Habitats Regulations.
- 3.2 The Regulations notes the process for Authorities to undertake a screening opinion. As the Guidance supports policies that had been subject to SEA, the conclusion was that the Guidance did not need to be subject to a SEA. The Plan policies were assessed under the Habitats Regulations and it was concluded that no Appropriate Assessment was needed in relation to the Plan. As the Guidance supports some of those policies, the screening assessment referred to in paragraph 3.1 above concludes that no Appropriate Assessment was required in relation to this Guidance.
- 3.3 In accordance with the processes for the above-named Regulations, the screening assessment was sent to Natural Resources Wales and CADW, namely the specific environmental statutory bodies. These bodies had to express their views within a five-week period.
- 3.4 This process has led to a decision that the Councils' screening assessment is accurate, and, therefore, there is no need for a SEA and Appropriate Assessment of the Guidance. A Screening Statement will be published in accordance with this.

4. Next steps

- 4.1 Following its adoption, the Guidance will be a material planning consideration.
- 4.2 A copy of the final Guidance will be available to view on the websites of both Councils and a hard copy will be available to view at the offices of both Planning Services and at the office of the Joint Planning Policy Service when restrictions allow.
- 4.3 A copy of the Public Consultation Report will be available to view on the websites of both Councils and a hard copy will be available to view at the offices of both Planning Services and at the office of the Joint Planning Policy Service when restrictions allow.
- 4.4 A copy of the Sustainability Appraisal and Habitats Regulations Assessment's Screening Statement can be viewed on the websites of both Councils and a hard copy can be viewed at the offices of both Planning Services and the office of the Joint Planning Policy Service when restrictions allow

4.5 We will inform everyone who contributed to the public consultation about the decision to adopt this Guidance.

5. Recommendation

5.1 The Committee is requested to approve the proposed response to the observations about the following Supplementary Planning Guidance and adopt this Guidance:

- (i) Change of use of community facilities and services, employment sites and retail units
(See Appendix 2)

APPENDICES:

Appendix 1: Public Consultation Report about Supplementary Planning Guidance: Change of use of community facilities and services, employment sites and retail units

Appendix 2: Supplementary Planning Guidance: Change of use of community facilities and services, employment sites and retail units