

## Overview of the Candidate Sites Process

This note provides an overview of the Candidate Sites process for the revised Monmouthshire LDP. This is based on the South East Wales Strategic Planning Group's methodology prepared for local planning authorities in the South East Wales region<sup>1</sup>.

### Stage 1: Initial Call for Candidate Sites

Stage 1 of the process involves an initial call for candidate sites for a 16 week period (30 July to 19 November 2018) which will assist the Council in understanding what land is available to inform the LDP Preferred Strategy. This process will also assist site promoters in that they will not be expending resources at this stage on preparing candidate site submissions that could be contrary to the Preferred Strategy. The initial call will require the submission of limited information from site promoters comprising:

- A plan showing a red line boundary of the proposed site. An Ordnance Survey (OS) map of minimum scale 1:2500 is required which clearly indicates the site boundary. Any adjoining land in the same ownership should be outlined in blue.
- Basic information on the proposed site including site size, current/proposed land use(s) and known constraints. This information is set out in the Stage 1 Initial Call for Candidate Sites Form which can be downloaded from the Council's website <http://www.monmouthshire.gov.uk/planning-policy/candidate-sites>; paper copies are available from Planning Reception County Hall Usk, the Council's Community Hubs, One Stop Shop and public libraries.

*Please note that the information submitted cannot be treated as confidential.*

This process will provide the Council with an understanding of what land is available in the County and enable the identification of broad locations for development and protection on a map to inform the **Preferred Strategy**. Should the Council wish to identify some individual sites within the Preferred Strategy, additional information on site delivery and viability will be requested alongside the preparation of the Preferred Strategy.

Following the initial call for sites, a **Candidate Sites Register** will be compiled. This is a log of all candidate sites submitted and will include information submitted by site promoters. The Register will be published on the Council's website and made available for inspection at Planning Reception County Hall, Usk. It is important to note that publication of the Candidate Sites Register should not be taken to indicate in any way that a site will be developed, or that it will be included in the revised LDP, or that the Council considers that it should be developed.

Sites submitted at this stage will be subject to a **high level assessment** (i.e. initial sift) to identify any insurmountable constraints to development, such as C2 flood risk, with particular attention given to

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<sup>1</sup> Candidate Sites Methodology Paper, July 2018 can be viewed on the Council's website <http://www.monmouthshire.gov.uk/planning-policy/candidate-sites> or at Planning Reception County Hall Usk, the Council's Community Hubs, One Stop Shop and public libraries during normal opening hours.

'greater than local constraints' (i.e. constraints imposed by Welsh Government, Natural Resources Wales etc. which are not local constraints). Consideration will also be given to a site's compatibility with the emerging Preferred Strategy. Any sites that fail this initial assessment will be filtered out and will not be pursued any further. Those sites that satisfy this initial assessment can be taken forward to Stage 2.

## Stage 2: Further Call for Candidate Sites and Detailed Information

Following the publication of the Preferred Strategy, Stage 2 of the Candidate Sites process will commence for a 16 week period (December 2019-March 2020). This will involve:

- An invitation to submit new candidate sites which are compatible with the Preferred Strategy. Sites will need to be submitted using the Stage 2 Further Call for Candidate Sites Form.
- A request for the submission of detailed information for those sites submitted during the initial call for sites that are compatible with the Preferred Strategy. This is essential in order to provide evidence on a site's deliverability and viability. The site information required is set out in the Stage 2 Further Call for Candidate Sites Form. Any sites submitted as part of Stage 1 which are not progressed through the Stage 2 process will not be assessed and will not be considered for inclusion in the revised LDP.

The Stage 2 form contains detailed criteria to assist the Council in assessing the suitability of candidate sites for inclusion as allocations in the Revised LDP. Candidate site submissions will need to answer all of the relevant questions set out in the form. If there is a realistic prospect of site delivery within the plan period it is expected that these questions can be addressed. The draft Stage 2 form can be viewed in Appendix 2 of the Candidate Sites Methodology Paper.

A site promoter may be requested to submit more detailed viability information in order to support their submission, should the Council require this. If the requested viability information is not provided it is unlikely the proposed site will proceed any further in the process and will not be considered for inclusion in the Plan.

Following the close of Stage 2:

- The Candidate Sites Register will be updated with any new candidate sites submitted during Stage 2 and published for information purposes on the Council's website and at Planning Reception County Hall, Usk.
- Candidate sites will be assessed (as set out below).

## Stage 3: Candidate Sites Assessments

All candidate sites will be assessed using a phased approach set out in the Candidate Sites Methodology Paper:

- **Stage 3A:** planning policy officers will undertake a detailed assessment of candidate sites using a 'traffic light' coded system. At this stage, sites will also be assessed against the Council's Sustainability Appraisal (SA) framework. Following the conclusion of Stage 3A, a clear indication of which sites are more suitable for development will emerge. Those sites which receive poor assessments will be eliminated from the process.
- **Stage 3B:** those sites that have successfully made it through Stage 3A will be assessed by internal Council departments (e.g. highways, education) and external statutory agencies (e.g. Welsh Water).

This phased approach is intended to filter out any non-deliverable or inappropriate sites so that internal and statutory consultees are only commenting on sites that have a reasonable chance of being allocated in the LDP and ultimately being delivered. Further details of the process and criteria for assessing sites will be published in due course.

## Overview of the Candidate Sites Process and Anticipated Timescales

