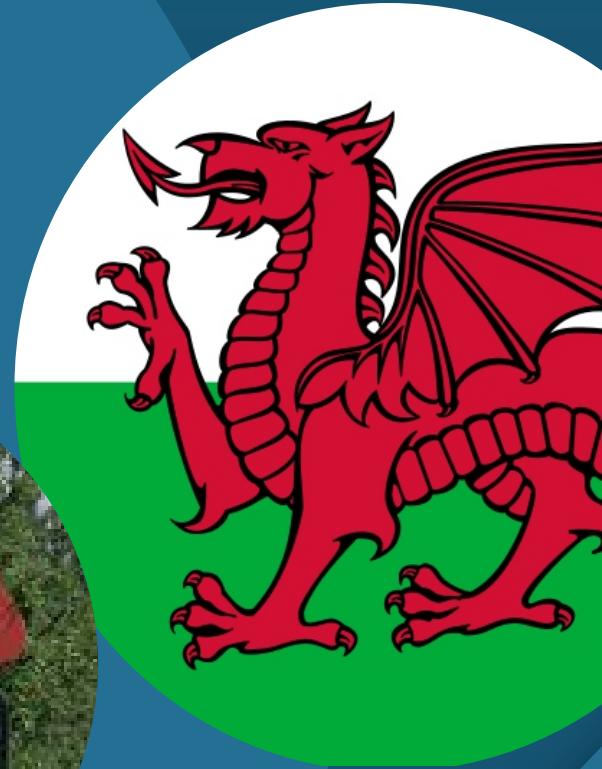




Neath Port Talbot County Borough Council

# Local Development Plan 2011 - 2026

## Development and the Welsh Language Supplementary Planning Guidance (July 2017)





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Supplementary Planning Guidance: Development and the Welsh Language (July 2017)

### Note to Reader

This document supplements and explains the policies in the Local Development Plan (LDP). The LDP was adopted by the Council on 27th January 2016 and forms the basis for decisions on land use planning in the County Borough up to 2026.

This Supplementary Planning Guidance (SPG) has been prepared following a public consultation exercise that was undertaken in the Summer of 2017 and the guidance was adopted by the Council's Regeneration and Sustainable Development Cabinet Board on 21st July 2017.

While only policies in the LDP have special status in the determination of planning applications, the SPG will be taken into account as a material consideration in the decision making process.

This SPG is also available in Welsh, either to download or by request. Should you need this document in another format, then please contact the LDP team at [ldp@npt.gov.uk](mailto:ldp@npt.gov.uk) or **[01639] 686821**.

# Note to Reader

Supplementary Planning Guidance: Development and the Welsh Language (July 2017)

## 1 Introduction

**1.0.1** This Supplementary Planning Guidance (SPG) provides information in respect of the Welsh language in Neath Port Talbot and sets out the relevant matters that will need to be taken into consideration when developments are being planned in the designated 'language sensitive areas'.

**1.0.2** The Council's planning policy is set out in the Neath Port Talbot Local Development Plan (LDP)<sup>(1)</sup>, namely Strategic Policy SP22 (Welsh Language) and Policy WL1 (Development in Language Sensitive Areas) and this SPG should be read in the context of these policies and explanatory text.

**1.0.3** The Welsh language is an integral part of the social fabric and an important element of day to day life in many areas within the County Borough. Whilst these areas contain very high levels of Welsh speakers, the erosion of the language in recent years has become a great concern. In preparing the LDP, the Council has adopted a committed and proactive approach to the protection, promotion and enhancement of the Welsh language with the following objective aiming to:

**OB 25:** Preserve and enhance the area's cultural heritage and identity with a focus on the Welsh language in language sensitive areas.

**1.0.4** In specific respect of the Welsh language, while new development is needed to sustain and reinvigorate communities, the Council has a duty to ensure that developments do not have an adverse impact on the language and that developers provide appropriate and sufficient measures to protect, promote and enhance the language. Through the implementation of LDP policies therefore, the Council will ensure that qualifying developments prepare Welsh Language Action Plans (WLAPs) outlining the measures to be taken.

**1.0.5** In broad terms, new development can place both positive and negative impacts upon a community. Such impacts have already been assessed through a Welsh Language Impact Assessment (WLIA) that was undertaken to inform the evidence base for the LDP. Therefore any proposed mitigation which aims to protect, promote and enhance the Welsh language will be addressed through the use of planning obligations (Section 106 agreements). Section 5.3 of this document together with the Council's Planning Obligations SPG<sup>(2)</sup> sets out the measures that all development meeting the specified criteria / thresholds will need to consider.

**1.0.6** Accordingly, the purpose of this SPG is to provide detailed guidance on how the Council will implement the Welsh language policies contained within the LDP. In particular, the SPG addresses the following:

1 Neath Port Talbot County Borough Council Local Development Plan (2011-2026) Adopted January 2016.  
2 Supplementary Planning Guidance: Planning Obligations (October 2016).

# 1 . Introduction

- The Welsh language context in Neath Port Talbot;
- The national and local policy context;
- An explanation of the policy thresholds and requirements; and
- Practical Guidance on the preparation, structure and content of Welsh Language Action Plans.



### 2 Welsh Language in Neath Port Talbot

#### 2.1 Language Sensitive Areas

**2.1.1** Neath Port Talbot has a varied linguistic make up, with the majority of communities within the County Borough having a lower amount of Welsh speakers compared to both the Welsh and County Borough average. Whilst language figures in some areas are low, there are areas within the County Borough where the tradition and culture of the Welsh language is strong and where the language is spoken by very high levels of the local population.

**2.1.2** Within the communities of Cwmllynfell, Gwaun Cae Gurwen and Lower Brynamman more than half of the population speak Welsh and these are widely regarded as traditional Welsh speaking areas. In addition, the Swansea Valley area is also considered to be a stronghold of the language locally with the Pontardawe area and Crynant in the Dulais Valley containing communities where more than the Welsh average of residents speak the language.

**2.1.3** Consequently, the Council identified these communities to be located within a 'Language Sensitive Area' (LSA). The boundary of the LSA was formerly adopted through the LDP process and is illustrated in **Appendix A**, along with a list of constituent communities.

#### 2.2 Current Situation and Trends

**2.2.1** In terms of the current trends and condition of the Welsh language, the following table presents Census data (1991, 2001 and 2011) for the wards in the LSA showing how the figures have changed over time<sup>(3)</sup>:

**Table 2.2.1 Change in Welsh Language Speakers (1991, 2001 and 2011)**

Ward	% Welsh Speakers 1991	% Welsh Speakers 2001	% Welsh Speakers 2011	% Change in Welsh Speakers 1991--2001	% Change in Welsh Speakers 2001-2011	% Change in Welsh Speakers 1991-2011
Cwmllynfell	76.9	68.23	58.8	-8.7	-9.43	-18.1
Lower Brynamman	76.6	68.12	60.8	-8.48	-7.32	-15.8
Gwaun Cae Gurwen	79.11	67.91	55.8	-11.2	-12.11	-23.31
Ystalyfera	66.67	54.56	46	-12.11	-8.56	-20.67
Trebanos	47.21	42.37	33.6	-4.84	-8.77	-13.61

3 More detailed information on the Welsh language can be found within the LDP Welsh Language Topic Paper (September 2014).

## 2 . Welsh Language in Neath Port Talbot

Ward	% Welsh Speakers 1991	% Welsh Speakers 2001	% Welsh Speakers 2011	% Change in Welsh Speakers 1991--2001	% Change in Welsh Speakers 2001-2011	% Change in Welsh Speakers 1991-2011
Godre'r Graig	46.26	41.46	30.1	-4.8	-11.36	-16.16
Pontardawe	42.17	37.40	31	-4.77	-6.4	-11.17
Alltwen	40.08	35.91	29.5	-4.17	-6.41	-10.85
Rhos	31.38	28.61	24.7	-2.77	-3.91	-6.68
Crynant	32.8	29.7	25.1	-3.1	-4.6	-7.7
<b>Neath Port Talbot</b>	<b>17.9</b>	<b>18</b>	<b>15.3</b>	<b>+0.1</b>	<b>-2.7</b>	<b>-2.6</b>
<b>Wales</b>	<b>18.7</b>	<b>20.8</b>	<b>19</b>	<b>+2.1</b>	<b>-1.8</b>	<b>0.3</b>

Sources: 2001 Census Table UV13; 2011 Census Table KS207WA; 1991 Census data

**2.2.2** It is evident that those communities with the highest percentage of Welsh speakers have experienced significant loss in recent years, a trend which has also been replicated at the national level. The Council therefore has a duty to ensure that the integrity of the Welsh language is taken into account in the planning process.

### 2.3 Welsh Language Impact Assessment (2012)

**2.3.1** As part of the evidence base to inform the LDP, the Council commissioned 'Menter Iaith Castell Nedd Port Talbot' to undertake a Welsh Language Impact Assessment of Communities in the Swansea Valley<sup>(4)</sup>. The study identified whether:

- New development is likely to create impacts on the language;
- Any impacts are likely to be beneficial or harmful; and
- Any harm may be mitigated or whether they could be of such a scale and impact that new development should be controlled in language sensitive areas.

**2.3.2** In broad terms, the study concluded that larger scale developments can have a negative impact on the integrity of the language, both within the development and the wider community. The recommendations contained within the report were subsequently used to inform the development of policy.

### 3 Policy Context

#### 3.1 National Policy Context

##### **Planning Policy Wales (PPW) Edition 9 (2016)**

**3.1.1** PPW sets out the land use planning policies of the Welsh Government and provides guidance to local authorities when formulating planning policies.

**3.1.2** This overarching policy document states that the future well-being of the language across the whole of Wales will depend upon a wide range of factors, particularly education, demographic change, community activities and a sound economic base to maintain thriving sustainable communities. The land use planning system should also take account of the Welsh language and in so doing can contribute to its well-being. The Planning (Wales) Act 2015 contains provisions relating to the consideration of the Welsh language in the appraisal of development plans and in dealing with applications for planning permission.

**3.1.3** Local Planning Authorities (LPAs) must consider the likely effects of their development plans on the use of the Welsh language in the Sustainability Appraisal of their plans, and should keep their evidence up to date. All LPAs should include in the reasoned justifications to their development plans a statement on how they have taken the needs and interests of the Welsh language into account in plan preparation, and how any policies relating to the Welsh language interact with other plan policies.

**3.1.4** 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. If required, language impact assessments may only be carried out in respect of major development not allocated in, or anticipated by, a development plan proposed in areas of particular sensitivity or importance for the language.

**3.1.5** It should be the aim of LPAs to provide for the broad distribution and phasing of housing development taking into account the ability of different areas and communities to accommodate the development without eroding the position of the Welsh language. Policies should not however seek to 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.

##### **Technical Advice Note (TAN) 20: The Welsh Language (2013)**

**3.1.6** TAN 20 supplements the policies set out in PPW, providing guidance on how the planning system should consider the implications of the Welsh language when LDPs are prepared, including the important roles of the Single Integrated Plan (SIP) and LDP Sustainability Appraisal (SA). The guidance states that the land use planning system should, where feasible and relevant, contribute to the future well-being of the Welsh language by establishing the conditions to allow sustainable communities to thrive.

## 3 . Policy Context

**3.1.7** TAN 20 stipulates that a Welsh Language Impact Assessment should be undertaken at the LDP preparation stage (i.e. when formulating the strategy, policies and site allocations).

**3.1.8** Where the Welsh language has been identified as a significant part of the social fabric of some or all of the community, LPAs should ensure plan strategy, policies and land allocations have regard to the needs and interests of the Welsh language. Possible approaches to support the Welsh language include provision of mitigation measures such as appropriate phasing policies, adequate affordable housing, including sites for 100% affordable housing for local needs, and the provision of employment opportunities and social infrastructure to sustain local communities.

**3.1.9** Supplementary Planning Guidance (SPG) could specify the mitigation measures to support LDP policies. Where the Welsh language is considered to be a significant part of the social fabric of some or all of the community, appropriate Welsh language indicators should be identified in the LDP and monitored. These could also include indicators in relation to the mitigation measures in the Plan.

### 3.2 Local Policy Context

**3.2.1** The policy framework for the Welsh language in Neath Port Talbot is contained within Policies SP22 and WL1. Policy SP22 is the strategic policy that sets the context for the subsequent detailed policy and meets Objective 25 of the LDP.

#### Strategic Policy SP22 Welsh Language

##### Policy SP22

##### Welsh Language

The Welsh language will be safeguarded and promoted in the following language sensitive areas:

1. Amman Valley.
2. Swansea Valley.
3. Pontardawe.
4. The community of Crynant in the Dulais Valley

**LDP Objective: OB 25**

### Policy WL1 Development in Language Sensitive Areas

**3.2.2** This policy seeks to protect the Welsh language by requiring proposals of a certain size, in Language Sensitive Areas to submit a Language Action Plan setting out mitigation measures to address impacts resulting from the development.

#### Policy WL1

##### Development in Language Sensitive Areas

The following development proposals within the identified language sensitive areas will be required to submit a Language Action Plan, setting out the measures to be taken to protect, promote and enhance the Welsh Language:

- (a) Residential development of 10 or more dwellings;
- (b) Retail, commercial or industrial development with a total floorspace of 1,000sqm or more.

# 3 . Policy Context

Supplementary Planning Guidance: Development and the Welsh Language (July 2017)

### 4 Thresholds and Requirements

#### 4.1 Policy Thresholds

##### Residential Development

**4.1.1** All residential planning applications that are located within LSAs and meet the identified threshold will be required to submit a WLAP and make the necessary financial contributions (further guidance is provided within **Appendix B 'Process: is a WLAP required?'** and **Appendix C 'Welsh Language Action Plans'**).

**4.1.2** The threshold of 10+ units will apply to all proposals which result in self-contained units of accommodation, including conversions from non-residential use to residential, or the subdivision of a residential property where the net increase is 10 units or above the existing number of properties.

##### Retail, Commercial and Industrial Development

**4.1.3** For retail, commercial and industrial proposals, developments which result in a net increase in floorspace of 1,000 sqm or more will be required to submit a WLAP and make the necessary financial contributions. The adoption date of the LDP (i.e. 27th January 2016) will be used as the base-date from which to monitor any development and/or operation that is incrementally increasing in size.

**4.1.4** The trigger for the submission of WLAPs / financial contributions will be reached when, since the adoption date of the plan, the cumulative additional net floorspace totals 1,000 sqm or more, with the contribution being based on the number of employees the additional floorspace exceeding 1,000 sqm would accommodate.

**4.1.5** The requirement for such developments will differ from those for residential development as the aim is to encourage and enable the use of the Welsh language in the workplace and in interactions with customers, the public and other employees in the workplace.

**4.1.6** **Appendix B** presents a flow chart and a step-by-step guide of the process that will be followed to determine if a WLAP is required to support a planning application.

#### 4.2 Division and Phasing of Sites

**4.2.1** In respect of residential development, where a site has been subdivided into more than one parcel of land and the total number of units on each parcel falls below the threshold for the requirement of a WLAP, should the Council consider the site has been artificially subdivided, the site will be treated as one development and the relevant Welsh language requirements will apply.

## 4 . Thresholds and Requirements

**4.2.2** For example, if a parcel of land forms part of a larger site but has been subdivided either before or after the grant of planning permission, each property owner will be required to provide a proportion of the contribution which would have been attributed to the larger site.

**4.2.3** Where the development of a site is phased, planning applications for up to 9 units will not require the submission of a WLAP and subsequent financial contributions. However, once an application is submitted that sees the development of the whole site reach 10+ units, Welsh language requirements will be sought for the development as a whole.

**4.2.4** This approach will also apply where planning applications are staggered over a period of time (e.g. where a parcel of land forms part of a larger site but has been subdivided either before or after the grant of planning permission).

**4.2.5** To make the best and most efficient use of land, developments are expected to meet the densities specified in Policy BE1 (Design) of the LDP. Should a site, or phase of a site be proposed to be developed at a lower density than specified in Policy BE1, or the Council considers the site is being built at a lower density to avoid Welsh language contributions, applications may be refused on such grounds.

**4.2.6** If a development is phased, particularly on larger sites, the Welsh language requirement may also be phased to ensure that the development contributes towards an appropriate level of Welsh language mitigation at each stage of the development. The timescales for implementing the mitigation measures will be clearly set out within the S106 agreement and/or planning conditions.



### 5 Policy Implementation

#### 5.1 Pre-Application Discussion and Planning Application Process

##### Pre-Application Discussions

**5.1.1** Applicants are encouraged to partake in early discussions with the Planning Department to discuss which policies are relevant to their proposal, the requirement for, and content of, a WLAP and associated contributions, other planning obligations and any site-specific considerations<sup>(5)</sup>.

**5.1.2** Discussions should take place with planning officers who will liaise with internal departments and partner organisations as appropriate. Negotiations will focus on the content of the WLAP and the provision of indicative S106 costs.

##### Outline Applications

**5.1.3** Where an application for outline planning permission is submitted, the developer will be required to provide, as a minimum, a framework of a WLAP which would include for example, a list of groups / organisations who will be consulted.

**5.1.4** A condition will be added to the outline permission requiring the submission of a detailed WLAP at the reserved matters stage which may require the developer to enter into a S106 agreement to secure financial contributions.

##### Full / Reserved Matter Applications

**5.1.5** A detailed WLAP will be required as part of a full or reserved matters application. The developer will be expected to enter into a S106 agreement which will set out the requirement for providing appropriate measures to protect, promote and enhance the Welsh language and the conditions by which the provision will be delivered.

**5.1.6** Further information on the requirements of a Section106 agreement is provided within Section 5.3.

**5.1.7** Any changes to the number of residential units / employees in a subsequent planning application may result in the level of the Welsh language contribution changing. These stipulations will be contained within the S106 agreement.

##### Renewal of Planning Consent

**5.1.8** Applications for the renewal of a planning consent or new applications submitted on sites which previously had planning approval will be assessed using the Welsh language policies contained within the LDP. This may mean that the submission of a WLAP and subsequent Welsh language financial contributions will be required even where there has been no previous contribution towards the Welsh language. This reflects changes in policy

<sup>5</sup> The procedures for undertaking pre-application discussions applied by the Council can be found on the Council's website: <http://www.npt.gov.uk/default.aspx?Page=10326>

## 5 . Policy Implementation

context since the original application which attempts to tackle the adverse impact of development on the Welsh language within LSAs. If the application seeks the approval of reserved matters, the requirements of the original outline approval would need to be followed.

### 5.2 Role of Partner Organisations

**5.2.1** To enable a developer to undertake a comprehensive WLAP, a range of information will need to be assembled. Whilst guidance is provided in Chapter 6 and **Appendix C** in regard to the content of a WLAP, the role of partner organisations such as Menter Iaith Castell Nedd Port Talbot will be important as these organisations have a wealth of knowledge regarding the use of the Welsh language and culture of the local area.

**5.2.2** Prospective developers / applicants may wish to open early discussions with relevant partner organisations to consider the necessary scope and content of a WLAP prior to submission to the Council.

**5.2.3** A list of consultees should be included within a WLAP framework which will be required to accompany an outline application. The conclusions from the consultation will need to feature within the detailed WLAP to accompany a full or reserved matters application. This will help inform the mitigation measures required for the development proposal.

**5.2.4** Notwithstanding any prior consultation by a developer, the Council will liaise with Menter Iaith and/or any other relevant partner organisation in respect of the submitted WLAP to determine whether:

- The submitted information in respect of local services and facilities is accurate;
- Whether the suggested mitigation measures will address the protection, promotion and enhancement of the Welsh language and if not, what improvements are required; and
- In regard to the financial contributions, what specific measures would this be spent on and an indicative breakdown of how this will be implemented.

**5.2.5** Irrespective of any early discussions that a developer may have with a partner organisation, the Local Planning Authority will ultimately decide on the content and acceptability of measures contained within a WLAP.

### 5.3 Section 106 Contributions

**5.3.1** Mitigation measures to protect, promote and enhance the Welsh language will be identified within the WLAP. The requirement for a WLAP and its suggested package of measures is enforceable by the Council and will be operated through Section 106 legal agreements. The onus will be on the developer to include sufficient information within the

WLAP to satisfy the policy requirement. Inaccurate and inadequate data / information or package of activities to protect, promote and enhance the Welsh language may result in delays to the determination of the application.

**5.3.2** The Council will negotiate with the developer and other interested parties the precise nature of the planning obligation and the most appropriate means of utilising any financial contribution secured.

**5.3.3** The following section sets out the financial contributions that will be required from qualifying development types.

### Residential Development

**5.3.4** A contribution of **£500 per unit** (to cover 3 years) will be sought on all residential developments of 10 or more units within LSAs. This sum of money will contribute towards creating a framework of activities to mitigate the negative effects of the development on the Welsh language over a 3 year period.

**5.3.5** It should be noted that where a residential development in a LSA triggers a requirement for contributions towards education provision, these will be assessed in accordance with the Council's adopted Planning Obligations SPG<sup>(6)</sup>.

**5.3.6** A suggested list of activities to mitigate the linguistic impacts of a proposal can be found within **Appendix D**. This list is not exhaustive and should therefore be used as a guide rather than a fully, comprehensive list of requirements.

**5.3.7** The money generated from the proposal will be used to fund a package of schemes tailored to the needs of that community. However, these are suggestions only, the list is intended to provide some general advice and is not seen as exhaustive. It is the role of the WLAP to set the context and explain what measures will be undertaken to help protect, promote and enhance the Welsh language taking into consideration the proposed development, local community and the conclusions from engaging / consulting with local Councillors and organisations.

**5.3.8** In addition to specific mitigation programmes, every WLAP will need to include the following set measures (which will be included within the £500 cost per dwelling):

- The signage and all aspects of the scheme's marketing should be bilingual - it should be noted that the Council is responsible for the naming of all roads and for the naming / numbering of all residential properties within the County Borough. Developers are encouraged to suggest street names in Welsh in accordance with the Council's Welsh Language Policy. All proposals are subject to approval by the Council; and
- A 'Welcome Pack' should be created placing the language in its context and setting out the local Welsh language provision.

## 5 . Policy Implementation

### Retail, Commercial and Industrial Development

**5.3.9** In order to determine what the Welsh language financial contribution will be for qualifying retail, commercial or industrial proposals, the applicant / developer will be required to provide information on the number of employees (including front-line staff) directly employed by the development.

**5.3.10** The following costs will be sought on all new retail, commercial or industrial developments which result in a net increase in floorspace of 1,000 sqm or more.

**5.3.11** A contribution of £1,000 per person (to cover 3 years) will be required for front line staff to follow courses to learn or improve their Welsh in order to ensure that a Welsh language service is provided and £100 per person (to cover 3 years) for all staff to receive courses in awareness of the language, culture and heritage in order that they are aware of the needs of Welsh speakers and to encourage the use of Welsh in the workplace.

**5.3.12** In addition to specific mitigation programmes, every WLAP will need to include the following set measures (which will be included within the costs listed above):

- Bilingual signs should be provided;
- When new staff are appointed, the operator should consider the language skills of the applicants in order to provide a Welsh language service, especially in relation to front-line staff; and
- Structures should be in place to offer support to prepare for example, signs and announcements.

**5.3.13** Where a developer proposes a speculative development, an appropriately worded condition will require the submission of a WLAP to ensure that appropriate mitigation can be sought.

### Viability

**5.3.14** When accounting for the range of planning obligations that may be levied on any given proposal, the Council acknowledges that there may be circumstances where a developer considers that the provision of measures to protect, promote and enhance the Welsh language is not viable.

**5.3.15** In such instances, the Council will consider, subject to a detailed financial appraisal, reduced contributions, phased payments, or the removal of the requirement. At an early stage in pre-application discussions, developers are encouraged to make themselves familiar with all the planning obligations, including the submission of a WLAP and related financial contributions, and to identify any viability issues in the preparation of their application.

**5.3.16** Where the contributions are not met, a clear and justifiable reason for the departure will be required.

### Pooling of Contributions

**5.3.17** Regulation 123 of the Community Infrastructure Levy (CIL) Regulations limits the number of planning obligations, relating to infrastructure projects that can be pooled (maximum of five). The Council's approach to dealing with this pooling restriction will be through specifying 'infrastructure pots' (projects) with each project able to take up to five pooled contributions.

**5.3.18** Such an approach will help ensure that the need for infrastructure improvements can be effectively and equitably addressed with all parties making an appropriate contribution, and in the case of smaller scale developments, enables monies to be combined to provide small scale improvements to Welsh language facilities in the locality. In some cases, the S106 contributions will be used for non infrastructure projects, resulting in no restriction on the number of contributions which may be pooled.

### 5.4 Monitoring and Review

**5.4.1** The implementation of the LDP policies and the submission of WLAPs will be monitored and reported in the LDP Annual Monitoring Report.

**5.4.2** The Council and partner organisations (e.g. Menter Iaith Castell-nedd Port Talbot) will work in collaboration to ensure that the projects that are funded are strategically accurate and concentrate on the linguistic needs of the relevant areas.

**5.4.3** To gauge the effectiveness of the funded schemes and projects, the number of new Welsh activities and new services provided will be kept under review and documented with recommendations within an annual report produced by the partner organisation. The findings will be used to refine and improve the framework for addressing linguistic impacts from developments through the planning system.

# 5 . Policy Implementation

Supplementary Planning Guidance: Development and the Welsh Language (July 2017)

### 6 Practical Guidance

**6.0.1** This section seeks to provide applicants / developers with more detailed guidance as to what requirements need to be met when preparing and submitting WLAPs to accompany qualifying developments.

**6.0.2** It is important to emphasise that **the provisions of Policy WL1 do not require the submission of a Welsh Language Impact Assessment**. Given that the negative impacts of large scale developments were established at the Plan level, the provisions of the policy relate only to mitigation measures and not the principle of development.

#### 6.1 Welsh Language Action Plans

**6.1.1** In addressing the negative impacts of qualifying developments, the structure and content of a submitted WLAP should broadly focus on:

- *The measures proposed to protect, promote and enhance the language - e.g. through supporting the use of the language in the local community; and helping residents of new housing and people who work in new retail, commercial and industrial developments to learn and use the language to offer a Welsh medium service to the public and to create opportunities in the workplace to use the language; and*
- *Where the required contributions are not met, a clear and justifiable reason for the departure.*

**6.1.2** Each development proposal will be different and therefore judged on its own merits. The scope and range of measures to be included within the WLAP will depend upon the scale, character and location of the development and the type of Welsh language services and facilities that currently serve the community.

**6.1.3** Conclusions derived from the consultation exercise undertaken with local Councillors, community / town councils, Menter Iaith and other local organisations will help inform the package of measures tailored to the development to protect, promote and enhance the Welsh language within the area.

**6.1.4** **Appendix C** sets out the Council's expectations in respect of the basic level of information that is required from a WLAP and **Appendix D** lists examples of activities that may be used to mitigate the linguistic impacts of any qualifying development. It should be emphasised however that this list is not exhaustive and should therefore only be used as a guide rather than a comprehensive list of requirements.

**6.1.5** It should be noted that whilst pre and post school learning opportunities can be considered in the WLAP together with after school activities for school age children, and activities for younger children and adults alike, the impact of any development on school places will require direct consultation with the Council's Education Department who will advise, in accordance with the Council's Planning Obligations SPG, of any specific requirements.

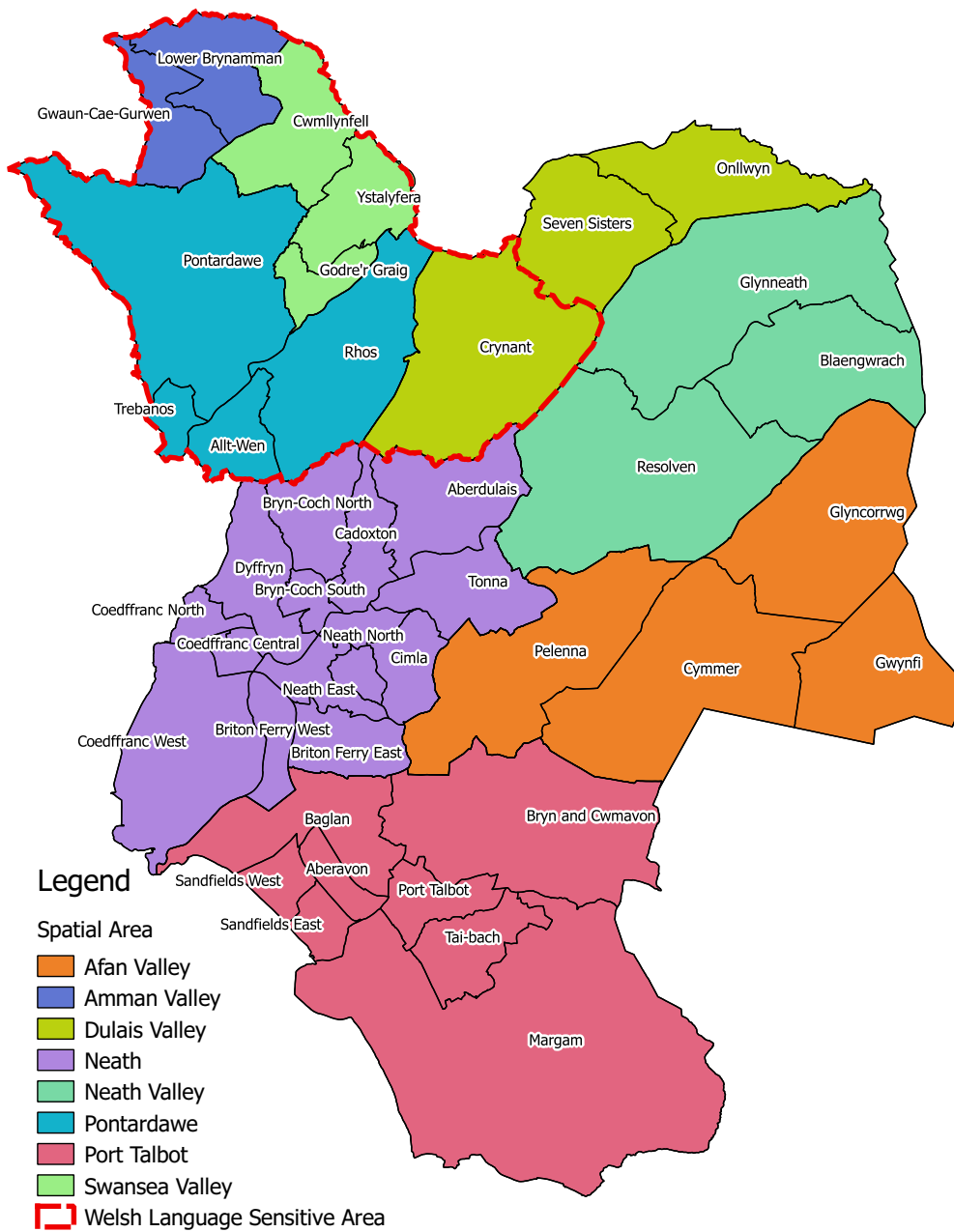
# 6 . Practical Guidance

Supplementary Planning Guidance: Development and the Welsh Language (July 2017)



## Appendix A: Language Sensitive Areas

Map A.0.1 Welsh Language Sensitive Areas



## Appendix A: . Language Sensitive Areas

**Table A.0.1 Wards in Language Sensitive Areas**

Amman Valley	Dulais Valley	Pontardawe	Swansea Valley
Gwaun Cae Gurwen	Crynant	Alltwen	Cwmllynfell
Lower Brynamman		Pontardawe	Godre'r Graig
		Rhos	Ystalyfera
		Trebanos	

## Appendix B: Process - Is a Welsh Language Action Plan required?

Figure B.0.1 Policy WL1 Residential Development

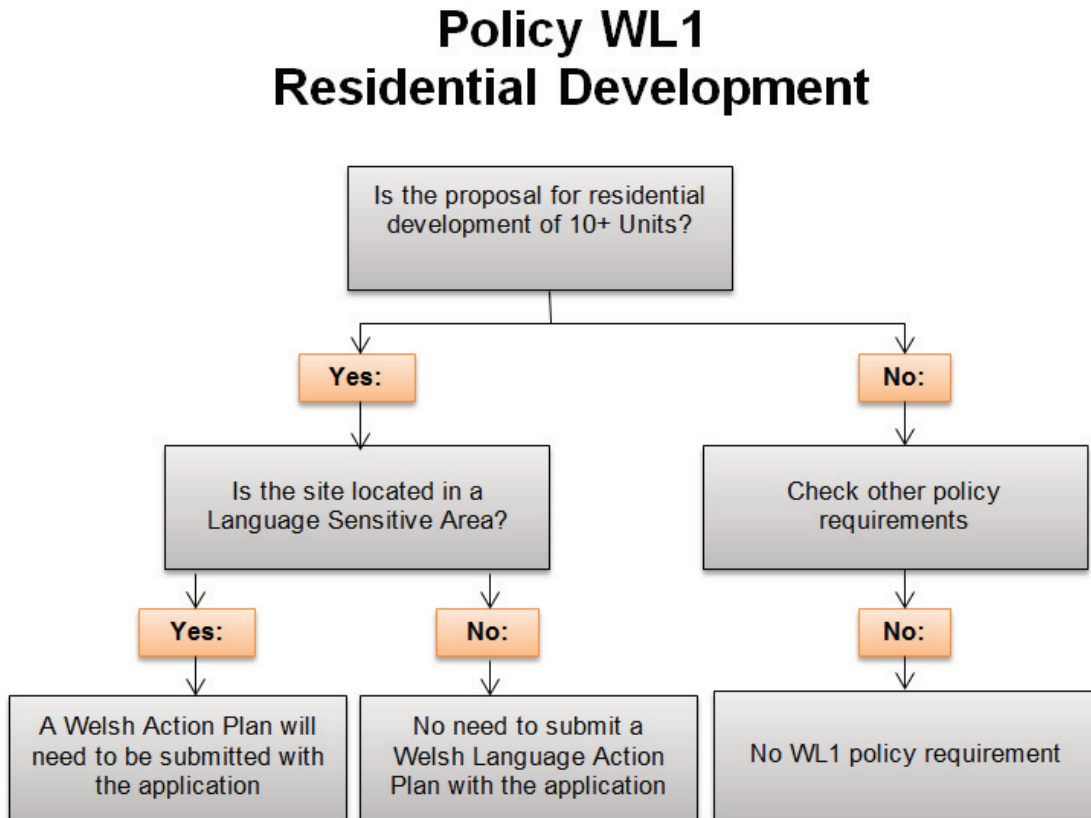
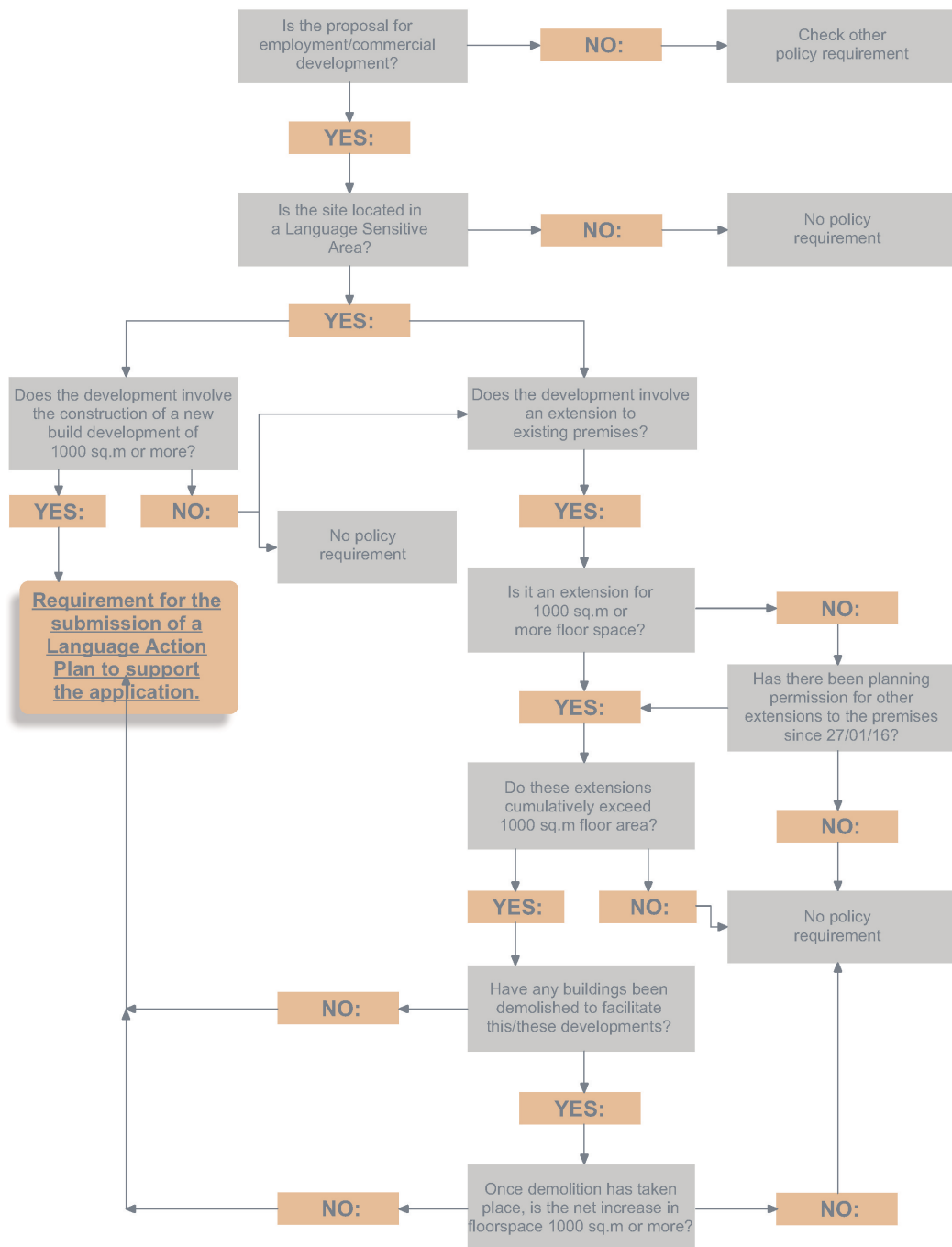


Figure B.0.2 Policy WL1 Retail/Commercial/Employment Development

## Policy WL1 Retail/Commercial/Employment Development



### Appendix C: Welsh Language Action Plans

**C.0.1** Welsh Language Action Plans (WLAPs), as required by Policy WL1 for qualifying developments, will be expected to outline the measures proposed to protect, promote and enhance the language and where the required contributions are not met, a clear and justifiable reason for the departure.

**C.0.2** Where required contributions are met in full, the WLAP would only need to explain the measures proposed and how they would be delivered / implemented.

**C.0.3** Given that each proposal will be different, the scope and range of measures to be included within the WLAP will depend upon the scale, character and location of the development and the type of Welsh language services and facilities that currently serve the community.

**C.0.4** Developers/applicants may wish to open early discussions with relevant partner organisations (e.g. Menter Iaith Castell Nedd Port Talbot<sup>(7)</sup>) to consider the necessary scope and content of the WLAP prior to submission to the Council.

**C.0.5** In all cases, a WLAP will be expected to include the following basic level of information:

#### Cover

- Specific reference should be made to the application reference number, location and details of the development site together with the date of publication and details of who has submitted it.

#### Section 1 - Introduction

##### (Policy Context)

- Context for the submission (i.e. reference to Neath Port Talbot LDP Policies SP22 and WL1) explaining why the submission has been made (i.e. to mitigate the impact of the development on the Welsh language).

#### Section 2 - Background

##### (Details of the type, scale and location of development)

- This should provide details of the proposed development and its location.

##### In respect of residential development:

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7 Contact details for Menter Iaith is provided in Appendix E.

## Appendix C: . Welsh Language Action Plans

- How many people will be introduced into the community as a result of the development (i.e. number of units x current average household size<sup>(8)</sup>).
- Number of dwellings (e.g. does the development cater for starter homes, flats, family homes, older person's homes etc.)?
- The mix of dwellings should be examined to determine the impact in terms of additional people of different age groups and children of pre-school and school age.
- How does the development affect existing services and facilities in the local community?
- Does the development propose any new facilities?
- How does the development affect the local community?

### **In respect of retail, commercial or industrial development:**

#### **Extensions**

- Net additional floorspace.
- Numbers (and %) of staff presently employed at the premises, including how many are front line staff. How will these figures be affected as a result of the proposed development?
- Will staff be relocated from other premises?
- Details of the % of staff (at the premises) who speak Welsh or are attending Welsh language classes.
- Does the company offer opportunities for staff to speak Welsh in the workplace?
- Does the company offer opportunities for staff to learn Welsh in the workplace?
- Do front-line staff have Welsh language skills to enable them to offer a service to Welsh speaking visitors/customers?
- Is the company able to respond in Welsh to correspondence received in Welsh?
- Is the company able to respond in Welsh to telephone calls received in Welsh?
- How does the applicant propose to provide a Welsh language service?

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8 The latest Stats Wales figures should be used to determine the average household size.

### New Build

- Amount of floorspace.
- How many people will be employed as a result of the development?
- Will a front line service be provided to the public?

### Section 3 - Ward / Local Information

**[This section should (i) provide an understanding of the linguistic character and trends of the community; and (ii) the availability and capacity of Welsh language provision in the area].**

- A description of the community where the development is proposed.
- Draw on Census data (2011) to explain the current position with regard to the Welsh language in the ward.
- Comparison with earlier Census data can be provided to show how the use of the Welsh language has changed over a period of time. Can show how these figures compare to the Neath Port Talbot and Welsh averages.
- Data could include population, number of households, percentages/numbers of people who have different Welsh language skills/age profile of Welsh speakers. Any data provided will need to be fully sourced in order to enable verification. An explanation should be provided of what these profiles mean in respect of the language in the local community.
- Details of the existing amenities and facilities available in the local community and surrounding area (e.g. retail, community buildings/facilities, schools, sports and recreation/leisure, medical services).
- Details of current figures in respect of local school capacities (available from the Council's Education Department).
- Capacity in pre-school play groups and reception classes to accommodate additional Welsh and non Welsh speakers.

### Section 4 - Consultation and Engagement

**[This section should (i) list the local groups/organisations that have been consulted; and (ii) provide details of the feedback received].**

## Appendix C: . Welsh Language Action Plans

- Details on any local community groups and organisations operating in the local area and whether these operate in the medium of Welsh.
- List of local groups/organisations that have been consulted (e.g. Menter Iaith or other Welsh language organisations, Local Councillor, Community or Town Council).
- Details of the feedback received (this will help inform the specific package of measures required).

### Section 5 - Mitigation (i.e. measures to protect, promote and enhance the Welsh language)

**[Based on the analysis/assessment of the local community and from consultation responses from local groups and organisations, this section should outline the financial contributions that will be used to fund specific measures that have been identified to address the Welsh language needs of the development].**

- Identify and justify the specific mitigation measures being proposed.
- What does the mitigation seek to achieve?
- How will the mitigation be delivered?
- What is the timescale for delivery? Will there be phasing?

#### For residential development:

- A financial contribution of **£500 per unit** will be sought. This figure will provide a package of mitigation measures over a 3 year period.

#### In respect of retail, commercial or industrial development:

- A financial contribution of £1,000 per person (to cover 3 years) will be required for front-line staff to follow courses to learn or improve their Welsh in order to ensure that a Welsh language service is provided; and
- £100 per person (to cover 3 years) for all staff to receive courses in awareness of the language, culture and heritage in order that they are aware of the needs of Welsh speakers.

**Appendix D** provides a list of possible schemes where S106 contributions could be spent. The suggestions are not exhaustive and should therefore be used as a guide rather than a fully comprehensive list of requirements.



## Appendix C: . Welsh Language Action Plans

- Where the contributions are not met, a clear and justifiable reason for the departure will be required.

### **Section 6 - Conclusions**

- Draw together the matters that have been discussed in the previous sections and offer appropriate conclusions.

# Appendix C: . Welsh Language Action Plans

Supplementary Planning Guidance: Development and the Welsh Language (July 2017)

### Appendix D: Potential Mitigation Measures

#### Activities to mitigate the linguistic impacts of a development within a Welsh Language Sensitive Area

This list is not exhaustive and should therefore be used as a guide rather than a fully, comprehensive list of requirements. It is the role of the WLAP to set the context and explain what measures will be undertaken to help protect, promote and enhance the Welsh language taking into consideration the proposed development and the local community.

#### Residential Development of 10 or more units

##### Set Measures:

- The signage and all aspects of the scheme's marketing should be bilingual; and
- A 'Welcome Pack' should be created placing the language in its context and setting out the local Welsh language provision.

#### [A] Pre-School Children

Support or create opportunities to ensure that parents can connect with Welsh positively through activities such as:

- Cylch Ti a fi (Mother and Toddler);
- Jamborees;
- Sessions for prospective parents;
- Sport Saturdays;
- Sessions to encourage use of the language by Welsh speakers;
- Mother and baby sessions;
- Welsh in the home sessions;
- Sessions in family groups.

#### [B] Primary Age Children

Support or create opportunities to ensure that children are able to use the language in informal settings such as:

- Homework clubs;

## Appendix D: . Potential Mitigation Measures

- Swimming lessons;
- Soccer and rugby training;
- Local radio workshops;
- Special interest clubs such as minecraft, arduino;
- Jamborees;
- Lego clubs;
- Children's discos.

These opportunities would serve second-language children as well as those in Welsh language schools.

### **[C] Secondary School Age Children**

Support or create opportunities to ensure that young people can socialise in or learn Welsh informally, through activities such as:

- Revision clubs;
- Youth Clubs;
- Guitar, piano, drums classes;
- Gigs.

### **[D] Adults**

Support or create opportunities to ensure that adults can socialise in or learn or use Welsh informally through activities such as:

- Zumba lessons;
- Car repairs;
- Reading clubs;
- Bingo;
- Gigs;
- Organised walks;
- Coffee mornings.

### **Retail / Commercial / Industrial Developments which result in a net increase in floorspace of 1,000 sqm or more**

#### **Set Measures:**

- Bilingual signs should be provided;
- When new staff are being appointed, the operator should consider the language skills of the applicants in order to provide a Welsh language service, especially in relation to front-line staff; and
- Structures should be in place to offer support to prepare signs, announcements etc.

#### **[E] Front-line Staff / Employees**

- Front line staff to follow courses to learn or improve their Welsh in order to ensure that a Welsh language service is provided;
- All staff to receive courses in awareness of the language, culture and heritage in order that they are aware of the needs of the Welsh speakers.

# Appendix D: . Potential Mitigation Measures

### Appendix E: Contact Details

#### **Development Management**

*[Main point of contact for all planning applications and for pre-application advice]*

#### **Steve Ball [Development Manager - Planning]**

Tel: 01639 686727 / Email: [s.ball@npt.gov.uk](mailto:s.ball@npt.gov.uk)

#### **Nicola Lake [Team Leader – East]**

Tel: 01639 686737 / Email: [n.lake@npt.gov.uk](mailto:n.lake@npt.gov.uk)

#### **Chris Davies [Team Leader – West]**

Tel: 01639 686726 / Email: [c.j.davies@npt.gov.uk](mailto:c.j.davies@npt.gov.uk)

#### **Simon Walford [Section 106 / SPG Officer]**

Tel 01639 686445 / Email [s.walford@npt.gov.uk](mailto:s.walford@npt.gov.uk)

#### **Planning Policy**

*[For queries relating to the LDP and Planning Policy]*

#### **Ceri Morris [Planning Policy Manager]**

Tel: 01639 686320 / Email: [c.morris1@npt.gov.uk](mailto:c.morris1@npt.gov.uk)

#### **Lana Beynon [Planning Policy Team Leader]**

Tel: 01639 686314 / Email: [l.beynon@npt.gov.uk](mailto:l.beynon@npt.gov.uk)

#### **Anne-Marie Hurley [Planning Officer]**

Tel: 01639 686319 / Email: [a.hurley@npt.gov.uk](mailto:a.hurley@npt.gov.uk)

#### **Local Contact**

Menter Iaith Castell-nedd Port Talbot: [menter@micnpt.org](mailto:menter@micnpt.org)

# Appendix E: . Contact Details







Neath Port Talbot  
Castell-nedd Port Talbot  
County Borough Council Cyngor Bwrdeistref Sirol



[www.npt.gov.uk/ldp](http://www.npt.gov.uk/ldp)



Local Development Plan  
Cynllun Datblygu Lleol