

Caerphilly LPA

PLANNING ANNUAL PERFORMANCE REPORT (APR) – 2016-17

PREFACE

To be completed

1. CONTEXT

- 1.1 The Single Integrated Plan (SIP) Caerphilly Delivers is the overarching policy framework for the Council and its partners. It was prepared by the Local Service Board and replaces a number of existing plans that were previously required, such as the Community Strategy, the Health, Social Care and Well-Being Strategy, Children and Young People's Plan, and the Community Safety Plan, it represents a determined commitment by all partners to accelerate change, strengthen partnership working, multi-agency collaboration, and accountability for delivery.
- 1.2 The Caerphilly County Borough Local Development Plan up to 2021 was adopted in November 2010 and is the key mechanism for delivering the land use elements of the SIP. It was decided in 2013 to review the LDP with a view that the Replacement LDP up to 2031 would have an adoption date of 2017. However, the Council resolved in July 2016 to withdraw the review as part of a package of initiatives including further discussions with Welsh Government (WG) and LPAs within the Cardiff Capital Region regarding the possible development of a strategic development plan, and to discuss the importance of WG funding to help unlock the remaining brownfield sites across the county borough.
- 1.3 Towards the end of the 20th Century the population of the County Borough remained relatively stable. The Census indicated that there had been remarkably little variation in population between the 1981 at 171,700, and 2001 at 169,500. However the 2011 Census indicated that the population of Caerphilly was considerably higher than had previously been estimated, at 178,806 people. This was over 5,400 higher than the LDP projections had assumed for 2011 and nearly 5,000 higher than the Welsh Government 2008 based projections indicated for that year. Notably Caerphilly had one of the highest differences in Wales in the anticipated population (as per the MYE) and the actual Census figures.
- 1.4 The 2011 Census also indicated that there has been significant change in the distribution of the population within the County Borough, and significantly, the population decline in the Heads of the Valleys Regeneration Area has generally been halted, with a slight increase in the population from 30,626 in 2001 to 31,087 in 2011.

- 1.5 Twelve of the 110 statistical areas in Caerphilly County Borough are in the top 10% of the most deprived areas in Wales (Welsh Index of Multiple Deprivation 2014). St. James 3, Caerphilly is the most deprived small area in Wales; it was previously ranked 2 in the WIMD 2011. The highest overall concentration of deprivation in the County Borough is located in the Upper Rhymney Valley and the Upper Sirhowy Valley areas (Heads of the Valleys Regeneration area), although there are pockets of deprivation in the Mid Valleys Corridor and Southern Connection Corridor as defined in the LDP.
- 1.6 Despite seeing large declines, the manufacturing sector remains the largest employment sector in the county borough. The sector remains overrepresented when compared to Wales and the UK, so increasing the significance of these declines to the Caerphilly economy. The sector is in long-term decline in the UK and its significance to the Caerphilly economy in terms of employment is likely to gradually decrease over the coming years. The structure of the manufacturing sector in Caerphilly has been changing. Those in decline have been the traditional/basic manufacturing activities, whilst more high-value activities have been growing, particularly small and medium size operations. It should be noted that a significant proportion of jobs are not located on industrial estates, but in for example the retail sector.
- 1.7 Only 70% of working age men (16 to 64) and 59.9% of working age women (16 to 59) are economically active in the county borough (Census 2011). 38.3 % of the economically active population are in full-time work whilst, 13.2% are in part-time work. Notably 5% of the workforce is unemployed (Census 2011). Over 9% of the population of Caerphilly were unemployed in 2012 (higher than the 8.3% figure for Wales). Male unemployment was 9.5% and female unemployment was 8.5%. Unemployment figures for both Caerphilly and Wales were higher than the UK average (7.9%) (NOMIS 2013).
- 1.8 Nearly 80% of the borough is countryside, which forms an important visual and recreational resource for both residents and visitors. Caerphilly has one European designated Special Area of Conservation (SAC), namely Aberbargoed Grasslands. This grassland area is of importance for the Molinea Meadows, and the Marsh Fritillary Butterfly. The borough has 11 nationally important SSSIs, four Local Nature Reserves (LNR), and 190 Sites of Importance for Nature Conservation (SINC). Furthermore, six Special Landscape Areas (SLA) have been designated in order to protect those areas considered to be important to the overall landscape, history, culture, biodiversity and geology of the borough, along with four Visually Important Local Landscapes (VILLs), designated to protect the visual and sensory landscape. There are 14 Conservation Areas, 411 listed buildings, 47 scheduled ancient monuments and 4 historic parks and gardens.

2. PLANNING SERVICE

- 2.1 The planning service (i.e. development management and the preparation of the LDP and associated documents) is within the Council's Regeneration and Planning division, within the Communities directorate. The Council has three directorates: Education, Social Services, Communities, along with a separate department of the Chief Executive.

- 2.2 Development management and forward planning are located in the same building, and historically their respective managers reported to the Head of Planning and Regeneration, who was part of the directorate senior management team. In early 2016 the then HoPR left the Council to take up other employment, and since then two existing senior employees have been appointed as interim heads of separate planning and regeneration services, although in recognition of the close links between the two disciplines, they still conduct an integrated manage team. Full time heads to these two posts are likely to be appointed in late 2016 early 2017. Development management and forward planning are the responsibility of the Interim Head of Planning.
- 2.3 Budget constraints have had a significant impact on the planning service in the past few years, the main response being the reduction in staff numbers with leavers not being replaced, and senior posts being replaced by junior ones on a lower salary. At present there are twelve professional members of staff in the development management team, four of whom are enforcement officers, although that will drop to three in 2017/18 as part of the savings required by the Council's medium term financial plan. There are eight officers in the forward planning team including the team leader. They are supported by the divisions' administration team. The Interim Head of Planning is also responsible for the Building Control service which consists of four officers, Land Charges, and the Local Land and Property Gazetteer
- 2.4 The budget of the development management team over the past four years has been as follows:

	Budget
2015/16	£867,911
2014/15	£1,028,639
2013/14	£1,052,923
2012/13	£932,439

The budget of the forward planning team over the past four years has been as follows:

	Budget
2015/16	£480,815
2014/15	£468,577
2013/14	£548,789
2012/13	£514,530

- 2.5 The income of the development management team over the past four years has been as follows:

	Income
2015/16	£598,236
2014/15	£457,297
2013/14	£455,681
2012/13	£527,459

The first two years are based on planning application fees alone, but the last two include fees received for pre-application advice. The steep increase over the last year reflects the submission of a number of applications for major residential and industrial developments. This income is retained by the service. The income of the forward planning team over the past four years has been as follows:

	Income	Community Infrastructure Levy (CIL)
2015/16	£5,017	£39,673
2014/15	£4,059	
2013/14	£4,928	
2012/13	£6,723	

As of 2015/16, CIL will show up as part of the forward planning team's income, but in due course this will be redistributed to the Council's various services to fund infrastructure.

- 2.6 The constraints imposed by the need to find budget savings has had an impact on the efficiency of the development management service, and measures have been introduced, and further ones are being considered to overcome that problem. As set out below, this LPA has always had a good record of dealing with householder applications, but it is now turning its attention to improving its performance in dealing with minor applications. Weekly meetings are now held with internal consultees to allow issues to be identified and discussed at an early stage, quick wins identified, and targets for determination (including committee dates) identified. The next step is to improve target monitoring i.e. that applications are reported to the identified committee, and that householder applications are determined at consultation expiry, not at the end of the statutory eight week period.
- 2.7 The local planning authority has always provided a pre-application advice, but it introduced charges in April 2014, which were partially superseded by the statutory charges introduced in 2016. There were 278 such queries in the financial year 2015/16.
- 2.8 Dealing with information submitted in respect of conditions on planning permissions has always formed a significant part of the workload, but the introduction of the statutory fees for the service, and the potential for the return of fees means that the local planning authority has to ensure that the appropriate resources are dedicated to this work.

OUR LOCAL STORY

3.1 Development management

Year	Applications received	Applications determined
2015/16	1163	1034
2014/15	1187	995

The workload has remained steady over the two years set out above, with a good improvement in the number of applications determined. The majority of applications received are for householder development, but major applications have been

received in the renewable energy, industrial and residential sectors. The LPA's five year housing land supply has been down to 1.9 years over this APR period, resulting in seven of the thirteen major residential applications received being on unallocated sites, or sites allocated for other development.

- 3.2 The enforcement arm of the team has seen a reduction in the number of staff over the past five years, from a maximum of six to the current four posts, one of which is vacant and will be deleted in 2016/17. A review of procedures is planned in the coming year to identify which type of complaint should be prioritised and pursued, and which should be less of a priority, taking account of the interests of any complainant, and material planning considerations.
- 3.4 During 2015/16, 5 enforcement notices, 1 section 215 notices, and 7 planning contravention notices were served. The ethos of the service has always been to try to find acceptable solutions where a contravention has taken place, often through the submission of a planning application. That takes time and may require reconsideration as part of the review.
- 3.5 A significant input into the development management service is provided by other officers of the Council, including ecologists, environmental health officers, highway engineers, and drainage engineers. There are similar pressures on them with their respective teams reducing in size, but still having to provide the same level of service.
- 3.6 Strategic Planning

It is a statutory requirement that the Council submits an Annual Monitoring Report (AMR) for the Caerphilly County Borough Local Development Plan up to 2021 to the Welsh Government by the 31st October each year. The AMR monitors whether or not the Adopted LDP is being implemented successfully. The overall purpose of the AMR is to identify whether the LDP Strategy, or any Strategy Policies, are not being implemented, and if they are not, to identify steps to rectify this.

- 3.7 During this review period, i.e. 2015/16, the Council prepared the fifth AMR to be prepared for the Adopted LDP. This monitors the period from 1st April 2015 to 31st March 2016. The 2016 AMR is currently being taken through the committee reporting process in readiness for submission to WG. A copy of the 2016 AMR is attached.
- 3.8 The team had embarked on the process of preparing a Deposit Replacement Local Development Plan that would have superseded the Adopted LDP and covered the plan period up to 2031. However, in July of this year a report was taken to Council, a copy of which is attached which recommended the following:
- Seek further discussions with WG and local authorities within the Cardiff Capital Region regarding the possible development of a strategic development plan.
 - Subject to Ministerial Approval formally withdraw the Deposit Replacement Caerphilly County Borough Local Development Plan up to 2031.
 - Seek an urgent meeting with the WG Minister:

- To advise on the intention to withdraw the Deposit Replacement LDP
- To seek support for the preparation of the SDP as a matter of urgency
- To discuss the importance of Welsh Government funding to help unlock the remaining brownfield sites across the county borough

Those meetings have taken place, and Council officers, including the Community Services Director, the Interim Head of Planning, and the Team Leader - Strategic and Development Planning, have had discussions with WG officers and officers of other LPAs about the preparation of an SDP. Other team members are continuing to work on the preparation of an evidence base for an eventual review of the LDP and the preparation of the SDP. It is likely that the LDP will be prepared jointly with neighbouring LPAs.

4. WHAT SERVICE USERS THINK

- 4.1 In 2015-16 we conducted a customer satisfaction survey aimed at assessing the views of people that had received a planning application decision during the year.
- 4.2 The survey was sent to 368 people, 14% of whom submitted a whole or partial response. The majority of responses (42%) were from both local agents and members of the public. 15% of respondents had their most recent planning application refused.
- 4.3 We asked respondents whether they agreed or disagreed with a series of statements about the planning service. They were given the following answer options:
- Strongly agree;
 - Tend to agree;
 - Neither agree not disagree;
 - Tend to disagree; and
 - Strongly disagree.

Table 1 shows the percentage of respondents that selected either 'tend to agree' or 'strongly agree' for each statement for both our planning authority and Wales.

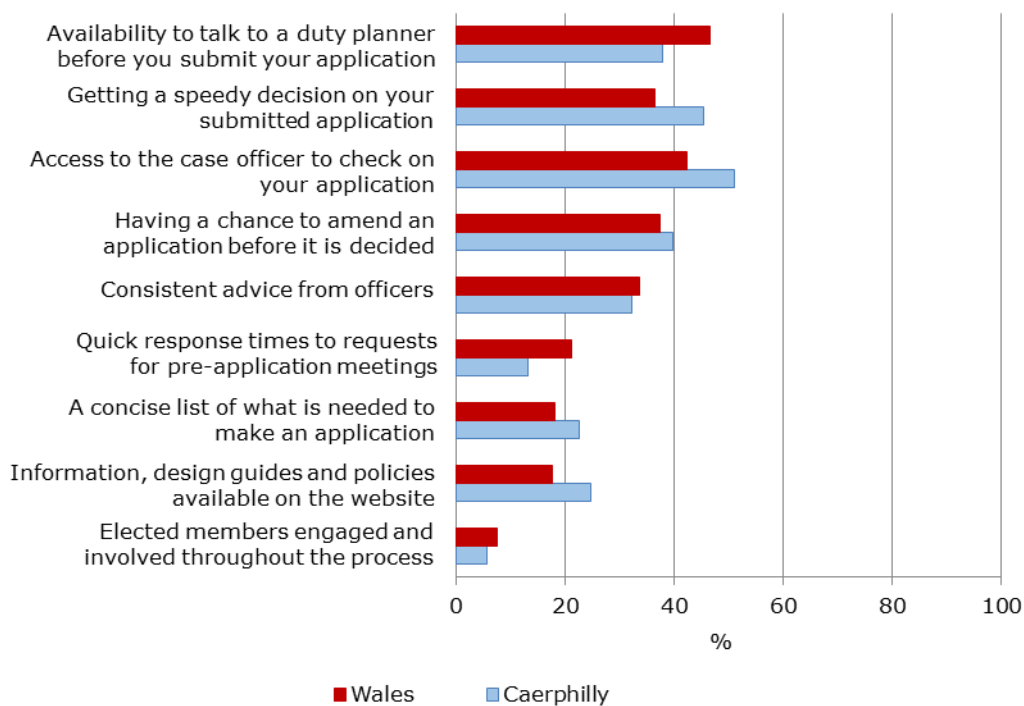
Table 1: Percentage of respondents who agreed with each statement, 2015-16

Percentage of respondents who agreed that:	%	
	Caerphilly LPA	Wales
The LPA enforces its planning rules fairly and consistently	41	47
The LPA gave good advice to help them make a successful application	48	58
The LPA gives help throughout, including with conditions	45	49
The LPA responded promptly when they had questions	47	58
They were listened to about their application	50	57

They were kept informed about their application	35	49
They were satisfied overall with how the LPA handled their application	53	61

4.4 We also asked respondents to select three planning service characteristics from a list that they thought would most help them achieve successful developments. Figure 1 shows how often each characteristic was selected as a percentage of the total number of selections. For us, 'having access to the case officer to check on applications' was the most popular choice.

Figure 1: Characteristics of a good planning service, Caerphilly LPA, 2015-16



4.5 Comments received include:

- “Good aspects the front of house, validation team and planning customer call centre provide one of the politest and friendliest services of all LPAs in the whole of the UK. They are a pleasure to speak to. Overall good communication lines to internal consultees and senior managers for general discussions less desirable aspects. Quite a slow LPA (from case offers but especially consultees) & lack of communication between internal departments. Slow at issuing formal responses”
- “The case officer responded quickly to queries and provided updates on progress. Responses from statutory consultees were less prompt in some instances, which led to imposition of a condition that could have been avoided if a response had been received before the determination date.”

- “Caerphilly were the best planning authority in the area but their approach and quality are not as good recently. Slower and less communicative.”

ACTIONS

- Arrange stakeholder forums with local applicants and agents to discuss the results in Table 1 above
- Participate in regional forum with national developers and agents to discuss the results in Table 1 above (arranged for 21 November 2016)
- Where possible introduce changes in response to those discussions
- Introduce where necessary procedures to address the characteristics identified in Figure 1 above.

OUR PERFORMANCE 2015-16

- 5.1 This section details our performance in 2015-16. It considers both the Planning Performance Framework indicators and other available data to help paint a comprehensive picture of performance. Where appropriate we make comparisons between our performance and the all Wales picture.
- 5.2 Performance is analysed across the five key aspects of planning service delivery as set out in the Planning Performance Framework:
- Plan making;
 - Efficiency;
 - Quality;
 - Engagement; and
 - Enforcement.

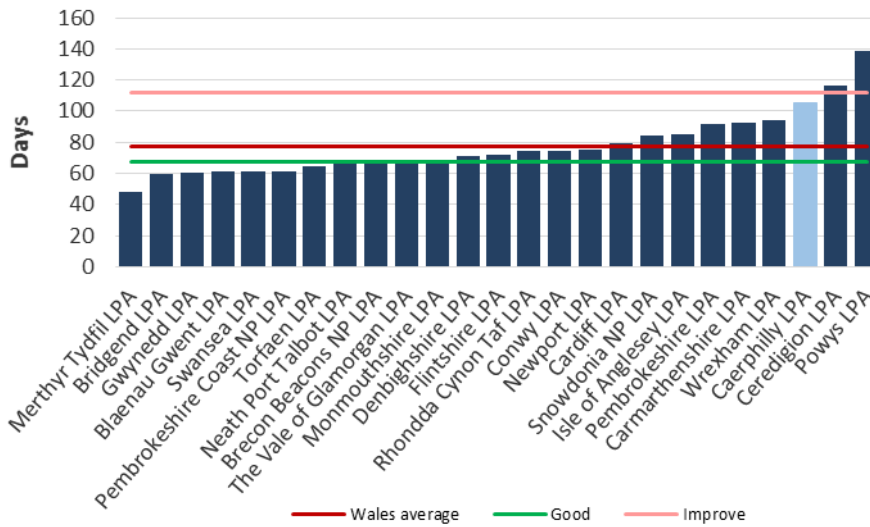
Plan making

- 5.3 As at 31 March 2016, we were one of 22 LPAs that had a current development plan in place. We are required to submit an Annual Monitoring Report in October 2016. This document has been prepared. During the APR period we had 1.5 years of housing land supply identified, making us one of 17 Welsh LPAs without the required 5 years supply.

Efficiency

- 5.4 In 2015-16 we determined 1034 planning applications, each taking, on average, 105 days (15 weeks) to determine. This compares to an average of 77 days (11 weeks) across Wales. Figure 2 shows the average time taken by each LPA to determine an application during the year.

Figure 2: Average time taken (days) to determine applications, 2015-16

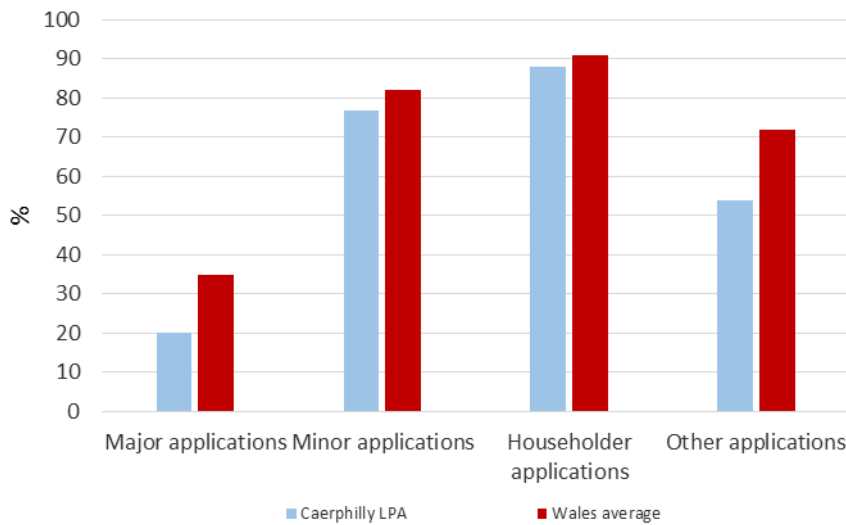


5.5 66% of all planning applications were determined within the required timescales. This was the third lowest percentage in Wales and was below the 80% target. Only 8 out of 25 LPAs met the 80% target. However, CCBC’s average masks the significant improvements made in the last two quarters of 2015/16, and are continuing to be made in the first quarter of 2016/17 as shown in the table below.

Quarter	Percentage of applications determined within the statutory timescale
Apr/Jun 2016	86.1%
Jan/Mar 2016	79.3%
Oct/Dec 2015	68.6%
Jul/Sep 2015	59%
Apr/Jun 2015	62%

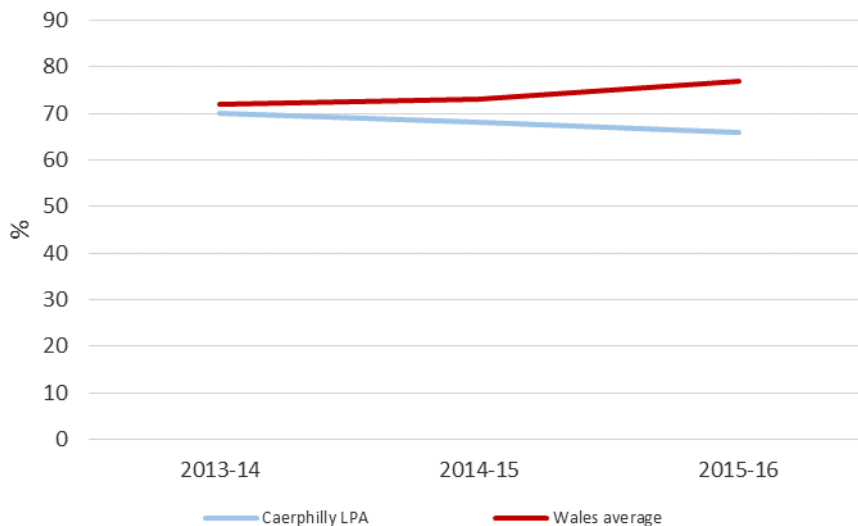
5.6 Figure 3 shows the percentage of planning applications determined within the required timescales across the four main types of application for our LPA and Wales. It shows that we determined 88% of householder applications within the required timescales.

Figure 3: Percentage of planning applications determined within the required timescales, by type, 2015-16



5.7 Between 2014-15 and 2015-16, as Figure 4 shows, the percentage of planning applications we determined within the required timescales decreased from 68%. Wales saw an increase this year. As indicated above CCBC’s figures will improve in the next year.

Figure 4: Percentage of planning applications determined within the required timescales



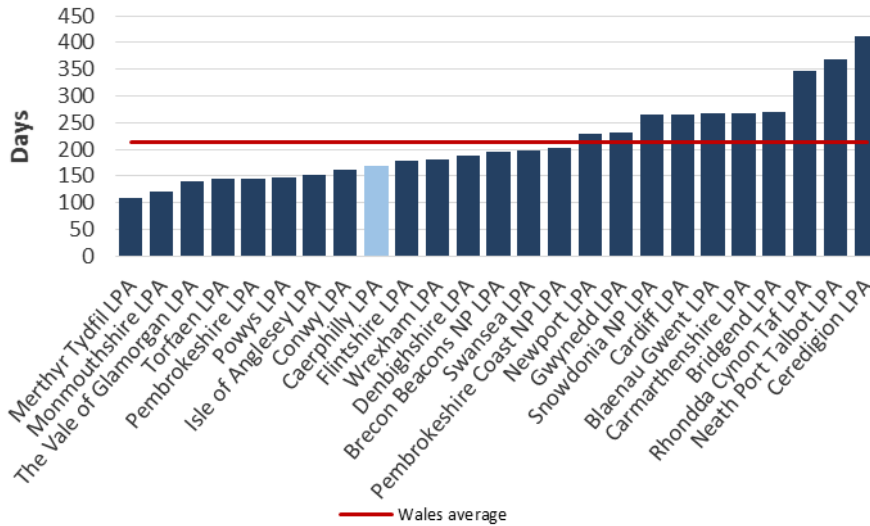
5.8 Over the same period:

- The number of applications we received decreased but only by 24;
- The number of applications we determined increased by 192; and
- The number of applications we approved increased.

Major applications

5.9 We determined 45 major planning applications in 2015-16, 7% (3 applications) of which were subject to an EIA. Each application (including those subject to an EIA) took, on average, 170 days (24 weeks) to determine. As Figure 5 shows, this was shorter than the Wales average of 213 days (30 weeks).

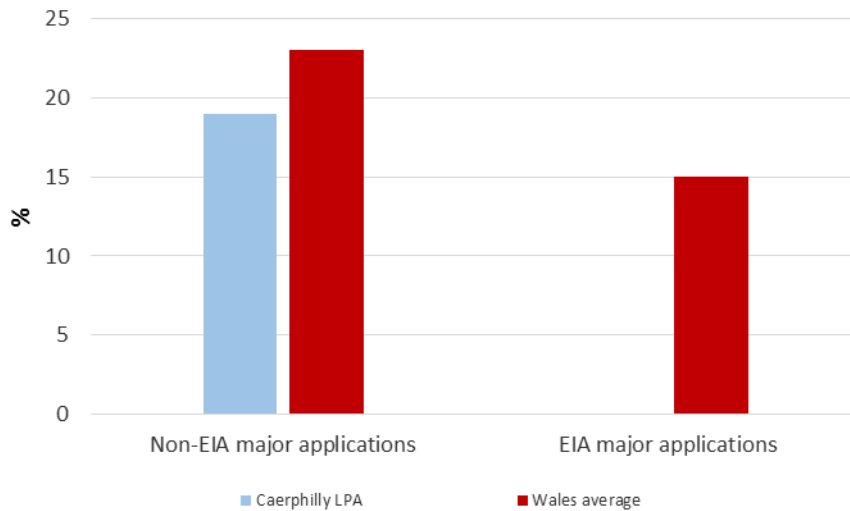
Figure 5: Average time (days) taken to determine a major application, 2015-16



20% of these major applications were determined within the required timescales, compared to 35% across Wales.

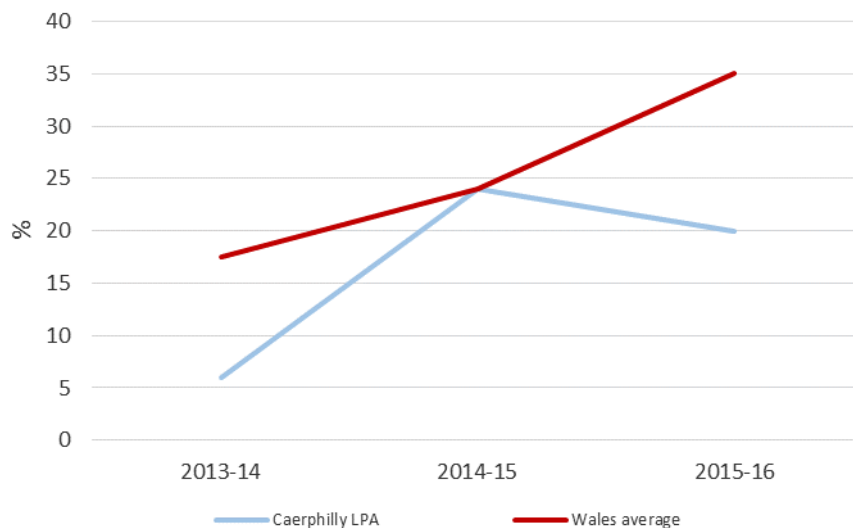
5.10 Figure 6 shows the percentage of major applications determined within the required timescales by the type of major application. 19% of our ‘standard’ major applications i.e. those not requiring an EIA, were determined within the required timescales during the year.

Figure 6: Percentage of Major applications determined within the required timescales during the year, by type, 2015-16



5.11 Since 2014-15 the percentage of major applications determined within the required timescales had decreased from 24%. In contrast, the number of major applications determined increased as had the number of applications subject to an EIA determined during the year. Figure 7 shows the trend in the percentage of major planning applications determined within the required timescales in recent years and how this compares to Wales.

Figure 7: Percentage of major planning applications determined within the required timescales



5.12 Over the same period:

- The percentage of minor applications determined within the required timescales increased from 75% to 77%;

- The percentage of householder applications determined within the required timescales decreased from 90% to 88%; and
- The percentage of other applications determined within required timescales decreased from 58% to 54%.

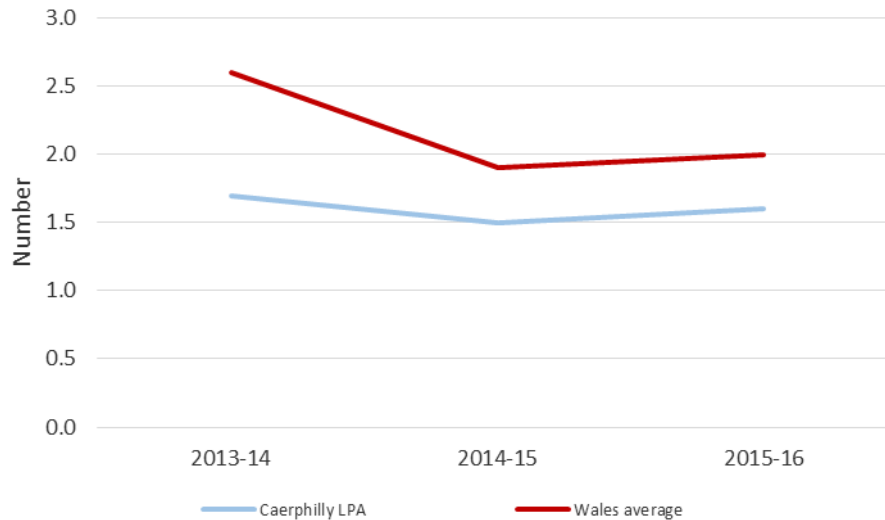
ACTIONS

- Continue to drive through improvements to performance by
 - Carrying on with our weekly meetings with case officers and internal consultees to identify key issues, quick wins, and targets for reporting applications to Planning Committee
 - Improving the targeting of applications to Planning Committee to ensure applications do not 'slip through the net', and are unnecessarily delayed to a later committee
- Arrange meetings with internal consultees to discuss their role in the planning process, and the importance of prompt replies to consultations.

Quality

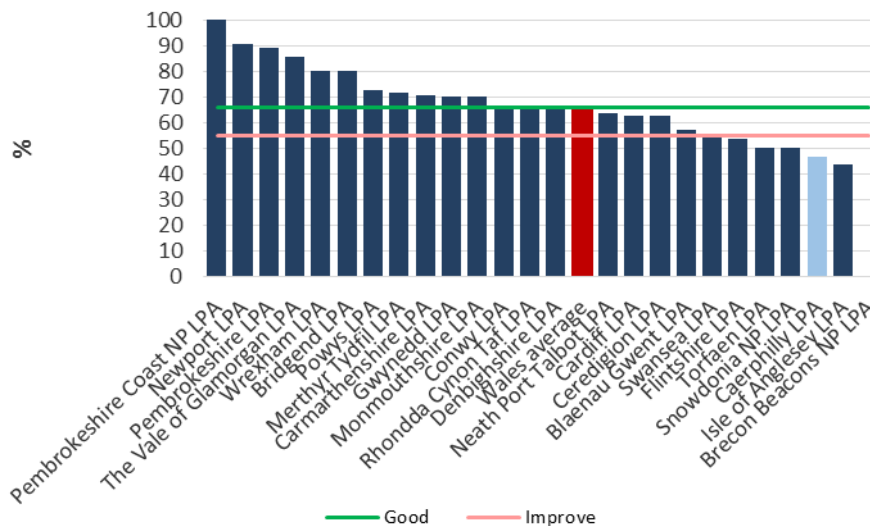
- 5.13 In 2015-16, our Planning Committee made 89 planning application decisions during the year, which equated to 9% of all planning applications determined. Across Wales 7% of all planning application decisions were made by planning committee. 8% of these member-made decisions went against officer advice. This compared to 9% of member-made decisions across Wales. This equated to 0.7% of all planning application decisions going against officer advice; 0.6% across Wales.
- 5.14 In 2015-16 we received 18 appeals against our planning decisions, which equated to 1.6 appeals for every 100 applications received. Across Wales 2 appeals were received for every 100 applications. Figure 8 shows how the volume of appeals received has changed since 2014-15 and how this compares to Wales.

Figure 8: Number of appeals received per 100 planning applications



5.15 Over the same period the percentage of planning applications approved decreased from 91% to 89%. Of the 15 appeals that were decided during the year, 47% were dismissed. As Figure 9 shows, this was the third lowest percentage of appeals dismissed in Wales and was below the 55% threshold. However, when the number of appeals is so low, it is difficult to draw any meaningful statistical trends from the information because a small number of decisions in favour or against the LPA can significantly skew the average.

Figure 9: Percentage of appeals dismissed, 2015-16



During 2015-16 we had 1 application for costs at a section 78 appeal upheld, making us one of the 5 LPAs to have at least one such application upheld in the year.

ACTIONS

The picture on quality overall is good, although in view of the small numbers involved, the statistics can be unreliable. There are no actions evident at present, apart from monitoring

the various indicators over a longer term where larger, aggregate numbers may give a better idea of any good or bad trends.

Engagement

5.16 We are:

- one of 24 LPAs that allowed members of the public to address the Planning Committee; and
- one of 20 LPAs that had an online register of planning applications.

As Table 2 shows, 48% of respondents to our 2015-16 customer satisfaction survey agreed that the LPA gave good advice to help them make a successful application.

Table 2: Feedback from our 2015-16 customer satisfaction survey

Percentage of respondents who agreed that:	%	
	Caerphilly LPA	Wales
The LPA gave good advice to help them make a successful application	48	58
They were listened to about their application	50	57

ACTIONS

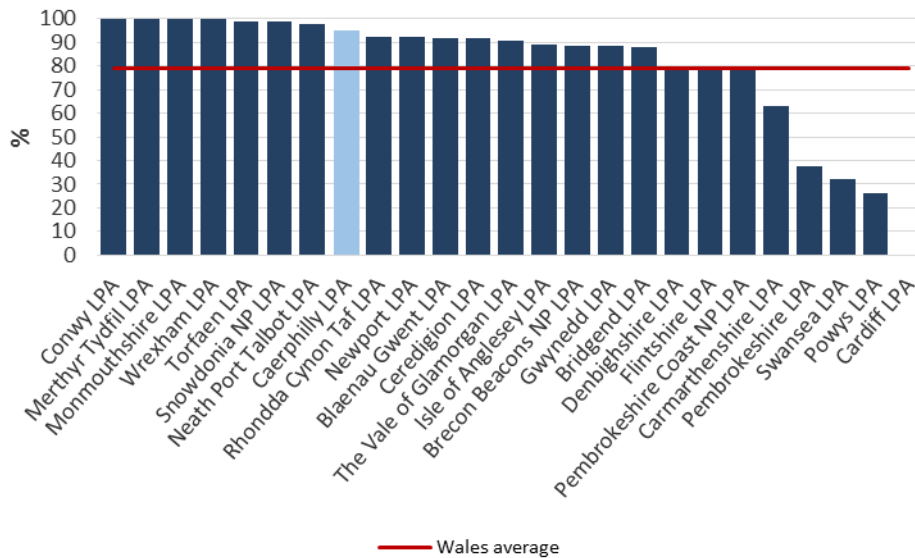
- Arrange stakeholder forums with local applicants and agents to discuss the results in Tables 1 and 2 above
- Participate in regional forum with national developers and agents to discuss the results in Tables 1 and 2 above
- Where possible introduce changes in response to those discussions

Enforcement

5.17 In 2015-16 we investigated 247 enforcement cases, which equated to 1.4 per 1,000 population. This compared to 1.9 enforcement cases investigated per 1,000 population across Wales. We took, on average, 43 days to investigate each enforcement case.

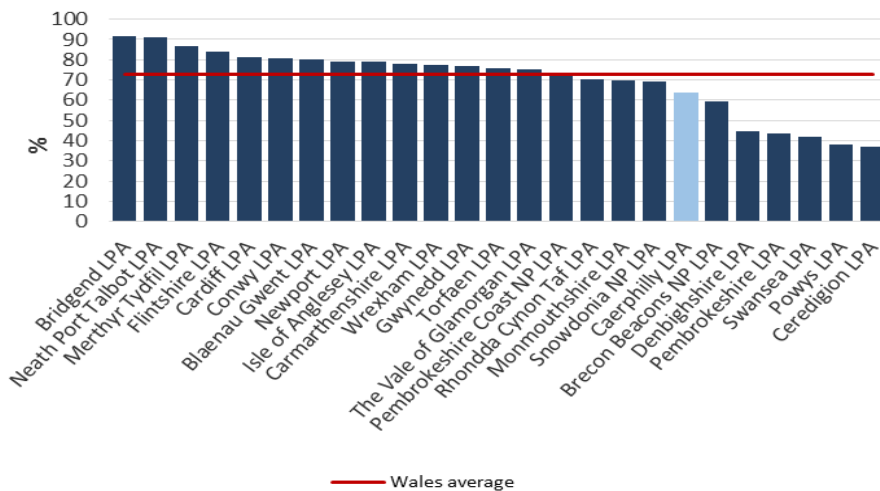
5.18 We investigated 95% of these enforcement cases within 84 days. Across Wales 79% were investigated within 84 days. Figure 10 shows the percentage of enforcement cases that were investigated within 84 days across all Welsh LPAs.

Figure 10: Percentage of enforcement cases investigated within 84 days, 2015-16



Over the same period, we resolved 237 enforcement cases, taking, on average, 239 days to resolve each case. 64% of this enforcement action was taken within 180 days from the start of the case. As Figure 11 shows this compared to 73% of enforcement cases resolved within 180 days across Wales.

Figure 11: Percentage of enforcement cases resolved in 180 days, 2015-16



ACTIONS

- Review enforcement procedures to improve the time taken to resolve each case.

Conclusion

6.1 The overall performance of the development management team has declined in recent years, but measures are now in place which are already securing improvements. That should improve the perception of the LPA amongst applicants

and their agents, but further engagement is needed to understand why some consider that planning rules are not enforced fairly and consistently, and so forth.

- 6.2 Whilst the decisions on what to do in enforcement cases are taken promptly compared to other LPAs, the time taken to finally resolve each case shows room for improvement.
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ANNEX A - PERFORMANCE FRAMEWORK

OVERVIEW

MEASURE	GOOD	FAIR	IMPROVE	WALES AVERAGE	Caerphilly LPA LAST YEAR	Caerphilly LPA THIS YEAR
Plan making						
Is there a current Development Plan in place that is within the plan period?	Yes		No	Yes	Yes	Yes
LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	<12	13-17	18+	47	N/A	N/A
Annual Monitoring Reports produced following LDP adoption	Yes		No	Yes	Yes	Yes
The local planning authority's current housing land supply in years	>5		<5	3.9	2.5	1.9
Efficiency						
Percentage of "major" applications determined within time periods required	Not set	Not set	Not set	35	24	20
Average time taken to determine "major" applications in days	Not set	Not set	Not set	213	150	170
Percentage of all applications determined within time periods required	>80	60.1-79.9	<60	77	68	66

MEASURE	GOOD	FAIR	IMPROVE
Average time taken to determine all applications in days	<67	67-111	112+
Quality			
Percentage of Member made decisions against officer advice	<5	4.9-8.9	9+
Percentage of appeals dismissed	>66	55.1-65.9	<55
Applications for costs at Section 78 appeal upheld in the reporting period	0	1	2
Engagement			
Does the local planning authority allow members of the public to address the Planning Committee?	Yes		No
Does the local planning authority have an officer on duty to provide advice to members of the public?	Yes		No
Does the local planning authority's web site have an online register of planning applications, which members of the public can access, track their progress (and view their content)?	Yes	Partial	No
Enforcement			

WALES AVERAGE	Caerphilly LPA LAST YEAR	Caerphilly LPA THIS YEAR
77	92	105
Quality		
9	2	8
66	76	47
0	0	1
Engagement		
Yes	Yes	Yes
Yes	Yes	Yes
Yes	Yes	Yes
Enforcement		

MEASURE	GOOD	FAIR	IMPROVE	WALES AVERAGE	Caerphilly LPA LAST YEAR	Caerphilly LPA THIS YEAR
Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	Not set	Not set	Not set	79	66	95
Average time taken to investigate enforcement cases	Not set	Not set	Not set	88	31.5	43
Percentage of enforcement cases where enforcement action is taken or a retrospective application granted within 180 days from the start of the case (in those cases where it was expedient to enforce)?	Not set	Not set	Not set	73	71	64
Average time taken to take enforcement action	Not set	Not set	Not set	210	182	239

SECTION 1 – PLAN MAKING

Indicator	01. Is there a current Development Plan in place that is within the plan period?	
“Good”	“Fair”	“Improvement needed”
A development plan (LDP or UDP) is in place and within the plan period	N/A	No development plan is in place (including where the plan has expired)

Authority’s performance	Yes
Caerphilly County Borough Local Development Plan up to 2021 – Adopted November 2010	

Indicator	02. LDP preparation deviation from the dates specified in the original Delivery Agreement, in months	
“Good”	“Fair”	“Improvement needed”
The LDP is being progressed within 12 months of the dates specified in the original Delivery Agreement	The LDP is being progressed within between 12 and 18 months of the dates specified in the original Delivery Agreement	The LDP is being progressed more than 18 months later than the dates specified in the original Delivery Agreement

Authority’s performance	N/A
Caerphilly County Borough Local Development Plan up to 2021 – Adopted November 2010 The LDP was progressed within 12 months of the dates specified in the original Delivery Agreement.	

Indicator	03. Annual Monitoring Reports produced following LDP adoption	
“Good”		“Improvement needed”
An AMR is due, and has been prepared		An AMR is due, and has not been prepared

Authority’s performance	Yes
During this review period, i.e. 2015/16 the Council has prepared the fifth AMR to be prepared for the Adopted LDP. This monitors the period from 1 st April 2015 to 31 st March 2016. The 2016 AMR is currently being taken through the committee reporting process in readiness for submission to WG. A copy of the 2016 AMR is attached.	

Indicator	04. The local planning authority's current housing land supply in years	
"Good"		"Improvement needed"
The authority has a housing land supply of more than 5 years		The authority has a housing land supply of less than 5 years

Authority's performance	1.9
<p>The Council is actively working to increase the supply of housing land through a number of measures including:</p> <ul style="list-style-type: none"> • Considering proposals for new residential development on their relative planning merits on a site-by-site basis and have due regard for the need to increase the housing land supply in line with national planning policy and guidance; • Lobby Welsh Government to establish funding mechanisms to incentivise sites in low viability areas and promote remediation of suitable brownfield sites for development; • Utilise the Model For Increasing Affordable Housing Provision (agreed by Cabinet on 21st January 2015) to bring forward Council owned sites with viability issues; • Lobby the Welsh Government to make changes in respect of the housing land availability process. 	

SECTION 2 - EFFICIENCY

Indicator	05. Percentage of "major" applications determined within time periods required	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	20
<p>The LPA is already seeking to improve this figure by setting up development team meetings on a weekly basis consisting of case officers and Council based consultees. The purpose of the meetings are to review the applications on the previous week's weekly list with the emphasis on non-householder applications with a view to:</p> <ol style="list-style-type: none"> Review validation based on 1app forms to see whether we should invalidate any applications and ask for more information Identify a minimum of 80% of applications to be determined within 8 weeks and set targets for their determination Identify the applications that should be a straight refusal, Identify likely committee cases, and the committee to which they will be reported Identify the additional information required to assist the determination of the applications bearing in mind the 80% target Review all applications that become over 8 weeks old as of that week and decide on a course of action <p>Improvements are needed in target setting and turnaround of householder applications</p>	

Indicator	06. Average time taken to determine "major" applications in days
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“Good”	“Fair”	“Improvement needed”
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority’s performance	170
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See above

Indicator	07. Percentage of all applications determined within time periods required	
“Good”	“Fair”	“Improvement needed”
More than 80% of applications are determined within the statutory time period	Between 60% and 80% of applications are determined within the statutory time period	Less than 60% of applications are determined within the statutory time period

Authority’s performance	66
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See above

Indicator	08. Average time taken to determine all applications in days	
“Good”	“Fair”	“Improvement needed”
Less than 67 days	Between 67 and 111 days	112 days or more

Authority’s performance	105
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The LPA is satisfied with its performance in respect of this indicator, but as set out above, is seeking to improve its performance in respect of other types of planning application.

SECTION 3 - QUALITY

Indicator	09. Percentage of Member made decisions against officer advice	
“Good”	“Fair”	“Improvement needed”
Less than 5% of decisions	Between 5% and 9% of decisions	9% or more of decisions

Authority’s performance	8
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The LPA is generally satisfied with its performance in this respect, especially at a time when the Council’s LDP is being tested due to the low five-year housing land supply.

Indicator	10. Percentage of appeals dismissed	
“Good”	“Fair”	“Improvement needed”

More than 66% (two thirds) of planning decisions are successfully defended at appeal	Between 55% and 66% of planning decisions are successfully defended at appeal	Less than 55% of planning decisions are successfully defended at appeal
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Authority's performance	47
On the face of it this performance is unsatisfactory, and the LPA scrutinises each decision to see what lessons can be learned. However, However, when the number of appeals is so low, it is difficult to draw any meaningful statistical trends from the information because a small number of decisions in favour or against the LPA can significantly skew the average. This LPA has had a good performance in past years, and there is no reason why in general it should deteriorate.	

Indicator	11. Applications for costs at Section 78 appeal upheld in the reporting period	
"Good"	"Fair"	"Improvement needed"
The authority has not had costs awarded against it at appeal	The authority has had costs awarded against it in one appeal case	The authority has had costs awarded against it in two or more appeal cases

Authority's performance	1
The LPA would seek to avoid costs in all cases by ensuring that the correct decision is made in the first place based on the development plan and other material considerations, and by not behaving unreasonably through the appeal process.	

SECTION 4 – ENGAGEMENT

Indicator	12. Does the local planning authority allow members of the public to address the Planning Committee?	
"Good"		"Improvement needed"
Members of the public are able to address the Planning Committee		Members of the public are not able to address the Planning Committee

Authority's performance	Yes
This performance is good.	

Indicator	13. Does the local planning authority have an officer on duty to provide advice to members of the public?	
"Good"		"Improvement needed"
Members of the public can seek advice from a duty planning officer		There is no duty planning officer available

Authority's performance	Yes
This performance is good.	

Indicator	14. Does the local planning authority's web site have an online register of planning applications, which members of the public can access track their progress (and view their content)?	
"Good"	"Fair"	"Improvement needed"
All documents are available online	Only the planning application details are available online, and access to other documents must be sought directly	No planning application information is published online

Authority's performance	Yes
This performance is good.	

SECTION 5 – ENFORCEMENT

Indicator	15. Percentage of enforcement cases investigated (determined whether a breach of planning control has occurred and, if so, resolved whether or not enforcement action is expedient) within 84 days	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	95
This performance is good, but the intention is to review our processes to ensure that it is maintained and where possible improved.	

Indicator	16. Average time taken to investigate enforcement cases	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	43
This performance is good, but the intention is to review our processes to ensure that it is maintained and where possible improved.	

Indicator	17. Percentage of enforcement cases where enforcement action is taken or a retrospective application granted within 180 days from the start of the case (in those cases where it was expedient to enforce)	
"Good"	"Fair"	"Improvement needed"

Target to be benchmarked	Target to be benchmarked	Target to be benchmarked
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Authority's performance	64
This performance is good, but the intention is to review our processes to ensure that it is maintained and where possible improved.	

Indicator	18. Average time taken to take enforcement action	
"Good"	"Fair"	"Improvement needed"
Target to be benchmarked	Target to be benchmarked	Target to be benchmarked

Authority's performance	239
This performance is fair, but the intention is to review our processes to ensure that it is improved.	

SECTION 6 – SUSTAINABLE DEVELOPMENT INDICATORS

The purpose of the Sustainable Development Indicators is to measure the contribution the planning system makes to sustainable development in Wales.

The Sustainable Development Indicators will be used to measure the progress against national planning sustainability objectives, set out in Planning Policy Wales, and can be used to demonstrate to our stakeholders the role and scope of the planning system in delivering wider objectives. The information will also be useful to local planning authorities to understand more about the outcomes of the planning system and help inform future decisions.

Authority's returns	[How complete were your responses?]
<ul style="list-style-type: none"> • <i>[What are the reasons for missing data?]</i> • <i>[What actions are being taken to provide full returns?]</i> • <i>[When will complete data returns be provided?]</i> 	

Indicator	SD1. The floorspace (square metres) granted and refused planning permission for new economic development on allocated employment sites during the year.
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Granted (square metres)	
Authority's data	35,490

Refused (square metres)	
Authority's data	0

This is an indication of the LPA's commitment to granting permission for sustainable employment development, and is an increase on last year (729 square metres). However, the LPA is in the hands of the market to a great extent, and so the figure will vary from year to year.

Indicator	SD2. Planning permission granted for renewable and low carbon energy development during the year.
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Granted permission (number of applications)	
Authority's data	12

Granted permission (MW energy generation)	
Authority's data	22

This is an indication of the LPA's commitment to granting permission for sustainable energy development, and is an increase on last year (4 permissions although they delivered 33MW). However, the LPA is in the hands of the market to a great extent, and so the figure will vary from year to year.

Indicator	SD3. The number of dwellings granted planning permission during the year.
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Market housing (number of units)	
Authority's data	193

Affordable housing (number of units)	
Authority's data	134

This is an indication of the LPA's commitment to granting permission for sustainable housing development, and is an increase on last year (165 and 34 respectively). However, the LPA is in the hands of the market to a great extent, and so the figure will vary from year to year.

Indicator	SD4. Planning permission granted and refused for development in C1 and C2 floodplain areas during the year.
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Number of residential units (and also hectares of non-residential units) that DID NOT meet all TAN 15 tests which were GRANTED permission	
Authority's data	2

Number of residential units (and also hectares of non-residential units) that did not meet all TAN 15 tests which were REFUSED permission on flood risk grounds	
Authority's data	6

Number of residential units (and also hectares of non-residential units) that MET all TAN 15 tests which were GRANTED permission	
Authority's data	15

The LPA applies the TAN15 tests where appropriate.

Indicator	SD5. The area of land (ha) granted planning permission for new development on previously developed land and greenfield land during the year.
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Previously developed land (hectares)	
Authority's data	31

Greenfield land (hectares)	
Authority's data	3

There will always be a mix of brownfield and greenfield land in order to ensure a steady supply of land for sustainable development including housing.

Indicator	SD6. The area of public open space (ha) that would be lost and gained as a result of development granted planning permission during the quarter.
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Open space lost (hectares)	
Authority's data	1

Open space gained (hectares)	
Authority's data	0

Policy CW7 of the adopted LDP protects open space and includes criteria for the

consideration of any application on such land.

Indicator	SD7. The total financial contributions (£) agreed from new development granted planning permission during the quarter for the provision of community infrastructure.
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Gained via Section 106 agreements (£)

Authority's data	5,000
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Gained via Community Infrastructure Levy (£)

Authority's data	592829
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The LPA introduced CIL in July 2014. The actual amount received will depend on the number and type of developments that are implemented, and the figure at present is lower than that shown above.